

GODMANCHESTER TOWN COUNCIL
MINUTES OF THE TOWN COUNCIL MEETING HELD IN THE
TOWN HALL ON THURSDAY 21st JULY 2011

PRESENT: A WELTON: Town Mayor
Councillors: Mrs S WORTHINGTON: Deputy Mayor; R BUTCHER; R COXHEAD; P GODLEY; Ms J MacLEOD; A MARTIN; Ms D MIDDLETON; N PAULEY; C RICHARDSON; D TAYLOR; D UNDERWOOD; C VANE PERCY; N WELLS; G WILSON; Mrs S WILSON

Town Clerk: Mrs M LIDDIARD
Mace Bearer: Mr M WILLIAMS

2 members of the public were in attendance

AGENDON

11/105 TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE

CLLR BROWN – family illness.

11/106 DECLARATIONS OF INTEREST

CLLR VANE PERCY – item relating to Mill Steps as his property is adjacent. CLLR Ms MIDDLETON – planning matters relating to Wood Green as friends work there. CLLR Ms MACLEOD – items relating to Judith’s Field building and Jack & Jill as friends have children attending pre-school there. CLLR UNDERWOOD – item relating to S106 as he was a co-signatory on one of the agreements and item relating to school admissions as he is a school governor. CLLR WILSON – item relating to Mill Steps as EA are his employer and item relating to school admissions as he is a school governor.

11/107 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting held on 16th June 2011 were duly APPROVED and signed as a complete and accurate record.

11/108 PUBLIC PARTICIPATION SESSION

Mr Cohen thanked the Town Council for the support they had given Godmanchester in Bloom over the year which had been very successful. Results of the judging would be known on 13th September.

The monthly draw for the 800 club took place.

11/109 TOWN MAYOR’S ANNOUNCEMENTS

THE MAYOR welcomed CLLR ROGER COXHEAD, CLLR PETER GODLEY and CLLR DAVID UNDERWOOD to the Town Council and hoped they would enjoy the experience.

THE MAYOR advised he had represented the town on 11 occasions since the last meeting and he thanked other Cllrs who had also represented the Town in his absence.

THE MAYOR expressed his thanks to GMCCA for the Gala Week activities which he understood had been well received. Mr Spencer had asked to attend the September Town Council meeting to put the GMCCA’s case forward for funding for next year’s events. Town Clerk would write to confirm this invitation.

THE MAYOR also thanked Mr Thackray and all members of Godmanchester in Bloom for their hard work throughout the year including their involvement in litter picking and an excellent scarecrow completion. We look forward to hearing the results of the Anglia in Bloom competition in September.

THE MAYOR advised the Town Clerk would be on holiday from 22nd July to 6th August. Would all Cllrs keep contact with the Town Office to a minimum. In addition the Town Office would be closed on Friday 29th July.

THE MAYOR reminded all Cllrs that the next Open Meeting would take place on Saturday 23rd July in the QES from 11am to 1pm.

Town Clerk

Cllrs

Cllrs

11/110 TOWN CLERK'S REPORT ON MATTERS ARISING

A report was presented on outstanding matters. The draft agreement between Godmanchester Town Council and Jack & Jill pre-school had been received and passed to Jack & Jill for consideration.

CLLR UNDERWOOD commented that it appeared the schools admissions teams had a lot of sorting out to do to ensure the problems experienced this year with allocation of primary school places was not repeated. CLLR WILSON would make further enquiries relating to the S106 monies allocated for educational provision and report back to the Town Council on this issue.

CLLR Wilson

11/111 PLANNING APPLICATIONS AND CORRESPONDENCE

The applications and correspondence set out in Appendix 11/111 were considered. The Town Clerk would advise HDC of the Council's recommendations.

Town Clerk

11/112 CORRESPONDENCE

CLLR MARTIN advised that the Department for Transport had confirmed the draft orders had been withdrawn and the published scheme A14 Ellington to Fen Ditton improvements had been cancelled.

CLLR MRS WORTHINGTON advised that HDC had presented a Buildings at Risk register. She would look at the register for Godmanchester Properties and advise if any action was required.

CLLR Worthington

11/113 EMAIL CORRESPONDENCE

Following an initial meeting in April regarding management of email correspondence, it was AGREED that a further meeting should be held and a draft protocol presented to the Town Council for consideration. CLLR Mrs WILSON and CLLR WELLS would advise all Cllrs of the date of this meeting.

CLLR Wilson/
CLLR Wells

11/114 SPEED LIMITS

It was AGREED to hold a working party to discuss the opportunities for local communities to determine speed limits in their settlements. CLLR COXHEAD would liaise with all Cllrs once a suitable time and date had been decided.

CLLR Coxhead

11/115 MILL STEPS

CLLR VANE PERCY and CLLR BROWN had met to discuss a way forward for improving the appearance of the Mill Steps. It was noted that previous clearance of undergrowth from the surface of the steps had revealed extensive damage and distortion to the integrity and profile of steps. The cost of restoring this area was considered to be in excess of financial reserves currently available to the Town Council. Hopes of restoring the area had, in light of the current financial situation, been revised. It was AGREED that the Town Clerk would write to the EA to request that they cease any further attempts to clear vegetation from the Mill sluice steps, except in order to discharge their legal duty. The Town Clerk would arrange for the strimming of weeds and self seeded shrubs to be included into the grounds maintenance contract at the earliest opportunity, leaving alluvium to build up until the steps were covered, at which point grass seed could be sown to 'soften' the view. It was AGREED that no remedial work was proposed for the centre water race buttress as it had a far steeper fall than the adjacent steps referred to above and was already an area that had been adopted for bird nesting.

Town Clerk

Town Clerk

11/116 COUNCILLOR'S RESPONSIBILITIES

The list of Cllr's responsibilities and portfolios was discussed. Town Clerk would amend and forward a copy to all.

Town Clerk

11/117 FINANCIAL AND ACCOUNTS

11/117.1 The list of payments to be made in Appendix 11/117.1 was APPROVED. The Town Clerk advised that two cheques had been signed and sent prior to the meeting due to the urgency of the payments. The Town Clerk pointed out that the Town Council was close to the limit of its

agreed budget in respect of Twinning expenses. The Town Clerk would write to H>A requesting an estimate of expected costs for the remainder of the financial year and to advise that Godmanchester Town Council should be consulted before expenses were incurred on their behalf.

Town Clerk

11/117.2 Councillors received a copy of the Petty Cash Reconciliation for the period to 21st July 2011, a copy of salary payments, a copy of the budget report on the year to date and the previous quarter, a copy of the monthly bank reconciliation as verified by THE MAYOR, and a copy of the quarterly reconciliation.

11/117.3 An application for a grant from First Strokes Swimming Club was considered. It was AGREED that they would be awarded £250 to be paid at the next Town Council meeting. The Town Clerk would advise the swimming club that this application had been considered by exception to our usual agreed timetable.

Town Clerk

It was resolved that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the following item of business, the Press and Public be excluded from the meeting.

11/117.4 The recommendations made in respect of the Caretaking staff were AGREED. The recommendations made in respect of the Assistant to the Town Clerk were AGREED. CLLR UNDERWOOD would arrange a Personnel Working Party to review the job description, salary scale and contract of the Assistant to the Town Clerk.

The recommendations made in respect of the Town Clerk were AGREED.

CLLR Underwood

It was resolved that the confidential business having been concluded, the Press and Public be re-admitted to the meeting.

11/117.5 As no further information had been received from HDC, this item would be deferred.

11/117.6 It was AGREED that the recommended repairs be carried out to play equipment by Fenland Leisure Products at Devana Park and Queens Walk Play Area at a cost of £1335 +VAT.

11/118 WORKING PARTY REPORTS

Town Clerk

11/118.1 A report from the Judith's Field Play Facilities working party was received and noted. It was AGREED that the WP would decide which company to engage for the independent post-installation inspection (based on cost, references, availability for relevant date). It was AGREED that one company was engaged to undertake the quarterly safety inspections for the MUGA short term that would be a candidate for undertaking safety inspections for all equipment in a longer term. The wording of the indemnity was AGREED subject to the ID references for the S106 agreements and date being added to the document which would be signed by THE MAYOR and CLLR Ms MIDDLETON and witnessed by the Town Clerk. It was AGREED that if the S106 monies were not received in time to meet costs incurred by PPL, general Town Council funds would be used to be replaced when the funds had been transferred. It was AGREED to invite the local papers to cover the opening launch event for the MUGA and to include details in a September newsletter to be distributed to all households. Local Radio would also be advised of the event.

11/118.2 A report from the Property working party was received and noted. CLLR MRS WORTHINGTON thanked CLLR BROWN for the enormous amount of work he had put into property matters. Following discussion, it was AGREED that two sets of drawings for possible changes to the Judith's Field building would be prepared and a cost of up to £1500 was APPROVED. The Town Clerk would arrange for urgent repairs to be carried out to the roof. It was AGREED that Mr Bates, the surveyor who had been monitoring the crack to the chimney on the QES, would be instructed to undertake a survey and prepare a detailed specification and drawing for the necessary remedial works to the chimney. A cost of £1275 was APPROVED. It was AGREED that the central heating be pressure tested and the internal rainwater pipe tested to eliminate the possibility of an undetected leak being the cause of damp problems in the QES. It was also AGREED that Dal-Rod be asked to put a camera into the gully into which the internal rainwater pipe discharges to check whether there was a blockage problem. It was AGREED that the plaster in the small hall on the internal wall, be removed to a height of one metre above floor level and the walls left to dry out for a period of up to six months.

Town Clerk

11/119 DISTRICT/COUNTY COUNCIL REPORTS

Reports from CLLR GODLEY and CLLR WILSON were received and noted.

CLLR BUTCHER asked CLLR WILSON to make enquiries about who had responsibility for the fencing, damaged by a crane crashing off the A14 last month. All parties were denying ownership or responsibility which left the public with direct access from the CCC footpath to the A14.

Cllr Ms Middleton left at 10.25pm

CLLR Wilson

11/120 LOCALISM

CLLR PAULEY suggested the Town Council should aim to involve residents in a "hands on" way with projects such as the improvements proposed for Judith's Field. He felt sure there were skilled people who may be willing to get involved and give some of their time for a community project. An article would appear in the next newsletter.

Cllr Vane Percy left at 10.35pm

MISCELLANEOUS

CLLR MRS WILSON advised she had attended a Luminus Street representatives' conference and had pledged her support. The Tudor Fields resident's group meetings were well attended and very positive.

CLLR BUTCHER reported that 2 poplar trees on the recreation ground had been pollarded. He also advised the West Street Town Sign had been relocated to the junction with Berry Lane and in due course it would be refurbished.

CLLR UNDERWOOD advised he was involved in a proposal for a new footpath/cycleway for 2012. He hoped to bring an outline of the proposal to the Town Council for consideration in September.

CLLR Ms MACLEOD reported HDC were continuing the SLA funding for the CAB. A CAB newsletter was available in the Town Office for anyone wishing to read it.

CLLR PAULEY had received a brief report on the 800 committee which he would forward to all Cllrs.

THE NEXT TOWN COUNCIL MEETING WILL BE HELD ON 18th AUGUST 2011 IN THE TOWN HALL

The meeting ended at 10.47pm

Mayor

Full copies of reports mentioned in the text above may be viewed in the Town Office.

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