

GODMANCHESTER TOWN COUNCIL
MINUTES OF THE ANNUAL TOWN COUNCIL MEETING HELD IN THE
QUEEN ELIZABETH SCHOOL ON THURSDAY 17th MAY 2012

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

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

8 members of the public were in attendance

ACTION

12/058 ELECTION OF TOWN MAYOR

CLLR CHRISTOPHER VANE PERCY was formally elected as Town Mayor for the year 2012 to 2013.

12/059 TO RECEIVE THE MAYOR'S DECLARATION OF ACCEPTANCE OF OFFICE

CLLR VANE PERCY duly read and signed his Declaration of Acceptance of Office, which was witnessed by the Town Clerk as Proper Officer.

12/060 ELECTION OF DEPUTY TOWN MAYOR

CLLR DAVID UNDERWOOD was formally elected as Deputy Town Mayor for the year 2012 to 2013.

12/061 TO RECEIVE THE DEPUTY MAYOR'S DECLARATION OF ACCEPTANCE OF OFFICE

CLLR UNDERWOOD duly read and signed his Declaration of Acceptance of Office, which was witnessed by the Town Clerk as Proper Officer.

THE MAYOR invited Reverend John Smith from the Baptist Church to lead the Council in prayer.

THE MAYOR presented CLLR ALAN WELTON with a former Mayor's badge and thanked him for his two very good years serving as Town Mayor, which he had carried out with great dignity. The former Mayoress was also thanked on behalf of the Town Council for her support and hard work during CLLR WELTON's time as Town Mayor.

12/062 TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE

CLLR Ms KADIC: attending a Huntingdon Constituency Conservative Management Meeting; CLLR MORGAN: holiday.

12/063 DECLARATIONS OF INTEREST

CLLR WILSON: any items relating to FAS as an employee of EA; CLLR Mrs WILSON: wife of an employee of EA; CLLR Ms MACLEOD: friends have child at Jack & Jill preschool; CLLR WELLS: in relation to planning application for Exhibition public house as he ate and drank there; CLLR UNDERWOOD: planning application for St Anne's School as he is a Governor; CLLR COHEN: also Governor at St Anne's; CLLR PAULEY: has child attending St Anne's.

12/064 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting held on 19th April 2012 were duly APPROVED and signed as a complete and accurate record.

12/065 PUBLIC PARTICIPATION SESSION

The draw for the 800 club took place

12/066 OUTGOING MAYOR'S ANNOUNCEMENTS

CLLR WELTON congratulated THE MAYOR and DEPUTY MAYOR on their appointments and said it was a significant honour to serve the Town. CLLR WELTON also congratulated fellow Cllrs on their recent election.

CLLR WELTON confirmed that the new cuffs being worn by THE MAYOR were his personal gift to the Town Council as a small enhancement to the existing robes.

CLLR WELTON confirmed he had represented the town on 12 occasions since the last meeting.

CLLR WELTON thanked his fellow Cllrs for their support throughout his two years as Town Mayor, both Mace Bearers, Martin Williams and Fred Carter for their service and the Town Clerk and Town Clerk's Assistant for all their hard work. Thanks were also recorded for Rev Busk who had acted as Chaplain throughout the two years and finally thanks were noted for the community for their support in raising funds for the Mayor's chosen charities in the past year of EACH and Speakability who had both received £1085. Through the support and fundraising undertaken by the Mayoress, the Scouting and Guiding groups had also received £600.

12/067 INCOMING TOWN MAYOR'S ANNOUNCEMENTS

THE MAYOR thanked CLLR WELTON AND CLLR Mrs WORTHINGTON for their contributions in the past two years.

THE MAYOR confirmed his chosen charities for the year would be MAGPAS and Raise the Roof: for St Mary the Virgin, Godmanchester. THE MAYOR confirmed there would be a Zandra Rhodes Day taking place on 1 July and proceeds from this event would go towards MAGPAS. THE MAYOR stated that in our 800th anniversary year his second charity was aimed at the restoration of St Mary the Virgin, which was the only building standing in 1212 and that the building had the history of the town written through it. It was important to protect this ancient edifice and he hoped to work towards making the building accessible as a community venue and not just as a place of worship.

THE MAYOR was particularly honoured to be serving as TOWN MAYOR in this, the Queen's diamond Jubilee year, as his ancestor, Philip Tillard had been Mayor at the time Queen Victoria celebrated her diamond jubilee.

12/068 TOWN CLERK'S REPORT ON MATTERS ARISING

A report was presented and noted.

CLLR PAULEY requested that following the election of the Town Council on 3rd May, that a motion be recorded that the Town Council was firmly in favour of remaining non-political and would collectively aim to serve the people of Godmanchester as a whole.

CLLR TAYLOR confirmed line markings had been added to the MUGA and all outstanding invoices for PPL could now be passed for payment.

Town Clerk

The issue of the fence erected by Muir Housing which prevented access from Roman Way to Judith's Field had not been resolved. CLLR PAULEY would forward details of issues and complaints to the Town Clerk to add to information already received. Town Clerk would hasten HDC for an update.

Town Clerk

12/069 PLANNING APPLICATIONS AND CORRESPONDENCE

The applications and correspondence set out in Appendix 12/069 were considered. The Town Clerk would advise HDC of the Council's recommendations. It was noted that the Historical Information Boards are not the property of the Town Council and no responsibility for inspections or maintenance would be taken on by the Town Council.

Town Clerk

12/070 CORRESPONDENCE

Town Clerk would respond to PCSO Debbie Thorburn who had requested a grant towards replacing the electric bike purchased by the Town Council four years ago. As the Town Council

has not included a sum for provision of grants in this financial year, the earliest this could be considered would be in October 2012. Town Clerk

Town Clerk would respond to a letter from Mr Dillistone regarding his concerns relating to litter rubbish in the river and civic responsibility. Town Clerk

Following receipt of a report on CCTV activity from HDC, Town Clerk would clarify with HDC reports that HDC were not cutting CCTV provision as the Town Council had just made payment to HDC for provision of one camera for the year. Town Clerk

The Chairman of HDC, Cllr Jeff Dutton, had awarded Godmanchester Town Council a Chairman's Community Award Certificate in recognition of the outstanding support the Town Council had given to the Huntingdonshire Community. The Town Clerk would write to thank Cllr Dutton on behalf of the Town Council. Town Clerk

CLLR BUTCHER would attend a briefing to be held by CCC on updating street lighting. Cllr Butcher

12/071 FINANCIAL AND ACCOUNTS

12/071.1 The list of payments to be made in Appendix 12/071.1 was APPROVED. The Town Clerk requested that two Cllrs call into the office to sign cheques in accordance with the approved schedule of payments, once the new cheque book had been received and the cheques written. Town Clerk

12/071.2 Councillors received a copy of the Petty Cash Reconciliation for the period to 17TH May 2012, a copy of salary payments, a copy of the budget report on the year to date, and a copy of the monthly bank reconciliation as verified by THE MAYOR. Cllrs

12/071.3 It was AGREED to upgrade the hosting package for the Town Council website at a cost of £14.99 per month. Cllr Godley/
Town Clerk

12/072 COUNCILLOR'S PORTFOLIOS

The list of activities currently undertaken by the Town Council was discussed. The Town Clerk noted Cllrs preferences and would circulate the details of new portfolios to all Cllrs. Town Clerk/
All Cllrs

12/073 STRUCTURE AND ORGANISATION

CLLR COXHEAD presented a report on reviewing the structure and organisation of Town Council business and activity. It was AGREED that a working party be formed with CLLR COXHEAD as Chair. CLLR Ms COPPER, CLLR PAULEY, CLLR COHEN, CLLR GODLEY and CLLR UNDERWOOD all AGREED to be involved. Cllr Coxhead

12/074 LOCALISM

Following discussion, the Town Council AGREED it did not wish to seek to obtain the General Power of Competence in relation to the recent Localism Bill. The Town Council remain concerned about the implications of the new legislation, but had not received adequate or sufficient information to take on additional responsibilities at this time.

12/075 PAVEMENTS AND DRAINS

CLLR PAULEY stated he had received several complaints about blocked drains and the number of potholes in Godmanchester. All Cllrs could report these directly to CCC but a note should also be passed to the Town Clerk so an on-going record could be created. All Cllrs/
Town Clerk

Cllr Pauley left at 10.06pm

PUBLIC BODIES(ADMISSION TO MEETINGS) ACT 1960: EXCLUSION OF THE PRESS AND PUBLIC.

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 remainder of the business, the Press and Public be excluded from the meeting.

The Mace Bearer left the meeting.

12/076 PERSONNEL

CLLR UNDERWOOD provided a report and recommendations following a recent Personnel working party. It was AGREED that changes to the pay structure and working arrangements for the Caretaking Staff employed by the Town Council were APPROVED and the Town Clerk was authorised to implement the changes subject to agreement from the Caretaking Staff. It was AGREED that a review would take place in 6 months, with a report being presented to the Town Council

CLlr Underwood/
Town Clerk

A confidential employment issue was discussed and it was AGREED that CLLR UNDERWOOD and the Town Clerk had the Town Council's APPROVAL to proceed in this matter.

PUBLIC BODIES(ADMISSION TO MEETINGS) ACT 1960: READMITTANCE OF THE PRESS AND PUBLIC

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

The Mace Bearer re-joined the meeting.

THE NEXT TOWN COUNCIL MEETING WILL BE HELD ON 21st JUNE 2012 IN THE TOWN HALL

The meeting ended at 10.35pm

Mayor

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

GODMANCHESTER TOWN COUNCIL

OUTSTANDING ACTIONS LIST

AS AT 17 MAY 2012

MATTERS ARISING FROM MEETING HELD ON 19 APRIL 2012

MATTER ARISING	CURRENT POSITION
-----------------------	-------------------------

MATTERS ARISING FROM PREVIOUS MEETINGS

MATTER ARISING	CURRENT POSITION	CLLR	
	Roman Way access to JF	Awaiting response from HDC	
	Additional litter bins	Request to be made to HDC	
	Funding for FAS	Response from NALC re legal position on funding FAS received - further clarification being sought	
UPDATED	Cllr Roles & responsibilities	Proposal to be discussed at May Town Council meeting	
UPDATED	H&S working party	Further work on H&S documents to be progressed by new Council	
UPDATED	Review of Asset Register	To be updated	
	Jack & Jill Nursery: Rental Agreement	Further meeting held. Awaiting information re occupation agreement from J&J.	
UPDATED	Judith's Field building redevelopment/refurbishment	New Council to progress	
UPDATED	QES Chimney	Repairs to be undertaken at same time as main remedial work	
	QES water ingress	Central heating to be pressure tested and internal rainwater pipe tested. Dal Rod to carry out camera work to check for blockages. Plaster in small hall to be removed to height of 1m above floor level. HDC to assist with spec and quotes. Verbal report made to October meeting	
	Ownership of Town Council land	SW to progress with assistance from Leeds Day as necessary.	

MUGA	Items from previous lists	DT to progress all areas
-------------	---------------------------	--------------------------

GODMANCHESTER TOWN COUNCIL MEETING:**THURSDAY 17TH MAY 2012****PLANNING APPLICATIONS AND CORRESPONDENCE****APPLICATIONS:**

Application No	Detail
1200510LBC	Repair of brickwork on front/side and replacement of damaged bricks and introduction of Helifix stainless steel masonry reinforcement bars. Replacement with new lime plaster in part of ground floor. Replacement of block paving in front: The Exhibition, London Road: RECOMMEND APPROVAL
1200562LBC	Erection of Historical Information Board: Location 2 The Causeway24/05/2012 RECOMMEND APPROVAL
1200563LBC	Erection of a historical information board: 63 Cambridge Street: RECOMMEND APPROVAL
H/05004/12/CC	Erection of 7 bay mobile classroom until 31 August 2017: St Anne's CofE Primary School: Amended plans: RECOMMEND APPROVAL
1200564FUL	Retrospective application for erection of porch on side of dwelling: 12C East Chadley Lane: RECOMMEND APPROVAL
1200685OUT	Residential development of the land to provide up to 753 dwellings, including affordable housing, together with a 1.5 form entry Primary School on 1/5 hectares of land; up to 1.1 hectares of B1 land, up to 2.5 hectares of B2/B8 land; up to 0.8 hectares of B1 and/or Dq land in the alternative, a local centre of an area of 0.3 hectares falling within use classes A1, A2, A3, A5 and/or D1 in the alternative (with the combined net retail sales area for A1, A2, A3 and A5 uses not to exceed 600m2) together with the provision of a local recycling centre a 'bring site', public open space including formal sporting provision, landscaping, access, highway improvement works and associated other works: Land North West of Bearcroft Farm Bearcroft Lane: RESPONSE TO BE CONFIRMED AT EXTRA ORDINARY TOWN COUNCIL MEETING TO BE HELD ON

CORRESPONDENCEHDC
AtkinsHuntindonshire Local Plan to 2036 (email to all)
GMC FAS - Common Land Consent: West Side Common

CORRESPONDENCE

Mayor

Luminus
Huntingdon Town Council

Easter Musicale
Mayor Making

D Thorburn (PCSO)
R Wood
Fattorini
Jack & Jill Preschool
J Dillistone
HDC
GMC Rovers
HDC
Chairman of HDC
HDC
CCC

Replacement electric bike
Advertising by GMC Rovers
Valuation: Civic Regalia
Thank you for grant
Civic responsibilities
CCTV report for April
Acknowledgement of letter
Commemorative Tree Planting
Chairmans Community Award
Review of Neighbourhood Forums
Street Lighting Briefing

ACCOUNTS PAYABLE - 17TH MAY 2012					
PAYMENTS					
CHQ	PAID TO	DETAIL	NET	VAT	TOTAL
DD	UW	Line rental/internet	£ 37.72	£ 7.54	£ 45.26
DD	UW	Gas/Electricity	£ 291.97	£ 48.16	£ 340.13
DD	UW	Gas/Electricity/phone line	£ 299.00	£ 21.79	£ 320.79
DD	HDC	Monthly Council Tax	£ 269.00	£ -	£ 269.00
DD	Anglian Water	Monthly charge	£ 29.00	£ -	£ 29.00
DD	Anglian Water	Monthly charge	TBC	£ -	£ -
DD	Virgin	Town Office phone line	£ 30.01	£ 6.00	£ 36.01
44	Liddiard M	May salary	£ -	£ -	£ -
45	Roffe D	May salary	£ -	£ -	£ -
46	Walters K	May salary	£ -	£ -	£ -
47	Askew K	May salary	£ -	£ -	£ -
48	Inland Revenue	Tax & NI	£ -	£ -	£ -
	TOTAL TAX & NI		£ 3,805.49		£ 3,805.49
49	M Bird	Cover for JF caretaking	£ 35.80	£ -	£ 35.80
50	K Fergusons Ltd	Monthly contract	£ 1,469.55	£ 293.91	£ 1,763.46
51	Cash	Petty Cash imprest	£ 49.80	£ -	£ 49.80
52	D Middleton	Security net fencing	£ 27.99	£ -	£ 27.99
53	M Liddiard	Cleaning of Cllr robes	£ 187.87	£ -	£ 187.87
54	D Roffe	Stationery	£ 15.98	£ -	£ 15.98
55	A Bream	Repairs	£ 163.78	£ -	£ 163.78
56	Thomas Fattorini Ltd	Valuation of Civic Regalia	£ 5.49	£ 1.10	£ 6.59
57	Moore Electrical	Lighting repairs QES	£ 40.00	£ -	£ 40.00
58	Walters Ltd	Copy costs	£ 33.43	£ 6.69	£ 40.12
59	Viking	Stationery	£ 126.52	£ 20.11	£ 146.63
60	B E Welding & Fabrication	Repair of railing around War Men	£ 180.00	£ 36.00	£ 216.00
61	Amberol Ltd	Additional hanging baskets	£ 458.60	£ 91.72	£ 550.32
62	House of Flags Ltd	St George's Day flag	£ 76.00	£ 15.20	£ 91.20
63	Mayoral Purse	Annual amount	£ 1,700.00	£ -	£ 1,700.00
64	Zurich Municipal	Annual Contract	£ 10,046.64	£ -	£ 10,046.64
65	PPL	Retained sum + line markings	£ 3,161.00	£ 632.20	£ 3,793.20
			£ -	£ -	£ -
			£ -	£ -	£ -
			£ -	£ -	£ -
			£ 22,540.64	£ 1,180.42	£ 23,721.06
PAYMENTS RECEIVED SINCE 19TH APRIL 2012					
	QES	Fees	£ 2,802.04		£ 2,802.04
	Judith's Field	Fees	£ 658.25		£ 658.25
	Cemetery	Fees	£ 50.00		£ 50.00
	Precept		£ 71,788.00		£ 71,788.00
	VAT		£ 2,861.86		£ 2,861.86
	Interest	HSBC	£ 21.02		£ 21.02
			£ -		£ -
		TOTAL RECEIPTS	£ 78,181.17	£ -	£ 78,181.17