

**GODMANCHESTER TOWN COUNCIL**  
**MINUTES OF THE TOWN COUNCIL MEETING HELD IN THE**  
**TOWN HALL ON THURSDAY 21<sup>ST</sup> JUNE 2012**

PRESENT: D UNDERWOOD: Deputy Mayor;  
Councillors: R BUTCHER; M COHEN; Ms L COPPER; R COXHEAD; P GODLEY; Ms L KADIC; Ms J MacLEOD;  
P MORGAN; N PAULEY; D TAYLOR; A WELTON; G WILSON;

Town Clerk: Mrs M LIDDIARD  
Mace Bearer: Mr F CARTER

4 members of the public were in attendance

**ACTION**

**12/081 TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE**

CLLR VANE PERCY: Town Mayor: previous engagement; CLLR WELLS: holiday; CLLR Mrs WILSON: previous engagement; CLLR Mrs WORTHINGTON: holiday

**12/082 DECLARATIONS OF INTEREST**

CLLR TAYLOR: planning application in respect of Hartford Marina as has used services; CLLR MACLEOD: Friend's child attends Jack & Jill preschool; CLLR KADIC: District Cllr (HDC); CLLRS COHEN, GODLEY, WELTON AND BUTCHER – members of H&GTA; CLLR UNDERWOOD: personal and prejudicial interest in Local Plan.

**12/083 MINUTES OF PREVIOUS MEETING**

The Minutes of the Annual Town Council meeting held on 17<sup>th</sup> May 2012 were duly APPROVED and signed as a complete and accurate record. The Minutes of the extra-ordinary Town Council meeting held on 31<sup>st</sup> May 2012 were duly APPROVED and signed as a complete and accurate record.

**12/084 PUBLIC PARTICIPATION SESSION**

On behalf of GMCiB Mr Thackray advised that the judges would be assessing Godmanchester on 9<sup>th</sup> July and he hoped Cllrs would attend to support this event. Mr Thackray thanked the Town Council for providing additional baskets in Cambridge Street and also confirmed GMCiB had put the Judith's Field recreation area forward for a special award as the best open space.

All Cllrs

Mr Hooker confirmed the concrete base for the new Town Sign had been put in and he hoped that the sign itself would be installed during the week commencing 25<sup>th</sup> June 2012 in time for the Living History Weekend.

The draw for the 800 club took place

**12/085 TOWN MAYOR'S ANNOUNCEMENTS**

THE DEPUTY MAYOR confirmed that the Town Clerk's Assistant would be on holiday for 3 weeks and this would leave the Town Clerk working alone, would all Cllrs be aware.

THE DEPUTY MAYOR confirmed the Town Office would be closed on Friday 6<sup>th</sup> July 2012.

THE DEPUTY MAYOR reminded those going to the Service of Thanksgiving at St Mary the Virgin, that the service started at 6.30pm and Cllrs and their spouses/partners should take their seats by 6.15pm.

All Cllrs

THE DEPUTY MAYOR confirmed that there were numerous GMCiB and 2012 events coming up between this Town Council meeting and the next and on behalf of the Town Council he passed on his thanks to the organisers in advance for their tremendous efforts and hard work and also the Town Council's good wishes for the many and varied events to be enjoyed.

**12/086 TOWN CLERK'S REPORT ON MATTERS ARISING**

A report was presented and noted. CLLR PAULEY commented on the overhanging tree branches in Cambridge Road and Silver Street which were partly responsible for knocking hay off the loads

being transported out of Godmanchester. CLLR KADIC would ask CCC to cut the foliage back in Silver Street. Town Clerk would make enquiries about load heights as CCC had advised that these branches were above the legal height restriction for CCC to take action. Overhanging trees on The Avenue were completely blocking the footpath and Town Clerk confirmed this had been reported to HDC but she would chase again.

Cllr Kadic

Town Clerk

Town Clerk

### **12/087 PLANNING APPLICATIONS AND CORRESPONDENCE**

The applications and correspondence set out in Appendix 12/087 were considered. The Town Clerk would advise HDC of the Council's recommendations. CLLR PAULEY confirmed that parents of children attending Jack & Jill preschool had expressed their concern that the link between Roman Way and Judith's Field had been blocked.

Town Clerk

### **12/088 CORRESPONDENCE**

The list of correspondence was noted and the following comments were made.

CLLR COHEN asked for confirmation of the date for Armed Forces Day – 25<sup>th</sup> June 2012.

CLLR COXHEAD confirmed we were receiving monthly reports on CCTV activity.

CLLR BUTCHER commented that it was disappointing that Godmanchester Cllrs had not been mentioned in recent newspaper reports on the ground-breaking for the Flood Alleviation Scheme.

The Town Clerk confirmed that the Chinese Bridge would be repainted with work starting on 28<sup>th</sup> August. The Chinese Bridge would be closed while work was being carried out.

### **12/089 FINANCIAL AND ACCOUNTS**

12/089.1 The list of payments to be made in Appendix 12/089.1 was APPROVED. It was AGREED that CLLR WELTON and CLLR MORGAN would sign the cheques at the end of the meeting, rather than during the meeting.

12/089.2 Councillors received a copy of the Petty Cash Reconciliation for the period to 21<sup>st</sup> June 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, which were noted.

12/089.3 GMCCA had presented the Town Council with a budget indicating they would make a payment to the Town Council so that the Town Council could pay invoices which included an element of VAT. The Town Clerk confirmed that the Town Council had agreed to pay up to £20,000 towards 2012 activities and events but there was nothing in the minutes over the past 4 years to indicate the Town Council would pay for items above the committed sum or that they would receive money from the Community Association. Following discussion it was AGREED that the Town Council would not accept the proposal from the Community Association and the Town Clerk would write to confirm. It was AGREED that when the budget was reviewed in October 2012 the possibility of provision of grants would be considered which the Community Association could then apply for.

Town Clerk

### **12/090 BEARSCROFT FARM: ALTERNATIVE PROPOSALS**

CLLR WILSON confirmed that HDC would consult on their Urban Design Framework and the development of Bearscroft Farm for 3 weeks from around 15<sup>th</sup> June. Following discussion it was AGREED that a working party meeting would be arranged in the next couple of weeks, that the UDF would be examined in detail and a response from the Town Council formed.

Cllr Wilson

CLLR Mrs COPPER felt the Urban Design Framework and the preferred options drawn up by HDC working group for Bearscroft Farm were separate issues and the public consultation on the Urban Design Framework gave the Town Council the opportunity to define our requirements on local needs for housing.

CLLR PAULEY stressed any preferred options should meet the housing needs of local people as a priority.

It was AGREED that the Town Council supported the opportunity for the public to view the proposed preferred plans for Bearscroft Farm and HDC would be asked to print leaflets which could be delivered to every house in Godmanchester prior to such a meeting or exhibition taking place. It was AGREED that HDC should be asked to pay for the hire of the hall and Town Clerk would confirm this with HDC.

Town Clerk

### **12/091 REAL TIME BUS DISPLAYS**

CLLR WILSON confirmed CCC is proposing to roll out real time bus displays in Godmanchester and they were seeking the Town Council's views on priority stops.

CLLR PAULEY was opposed to this scheme and said that when CCC were cutting bus subsidies it was a waste of time and money.

It was AGREED that this item would be discussed further at the next Planning working party and in the meantime CLLR WILSON would seek further information on costs and whether it would cover services provided by Stagecoach and Whippet buses.

All Cllrs/  
Cllr Wilson

### **12/092 HUNTINGDONSHIRE LOCAL PLAN**

THE DEPUTY MAYOR having expressed a personal and prejudicial interest in this item, left the room and CLLR WILSON took the chair.

CLLR WILSON advised that HDC have published an Issues and Options consultation describing 3 growth scenarios and different options to locate new homes in the district. He expressed concern that there was no justification for the growth options and whilst the additional houses being proposed for GMC was low (up to 60), this was on top of a "commitment" of 745 houses at Bearscoft which the Town Council continues to resist.

CLLR KADIC stated that a number of District Cllrs considered this document had insufficient background, figures and information and were planning to vote against the proposals. She agreed that before the Town Council could make an informed response it should seek this information.

The Town Council AGREED that the Town Clerk would respond to the consultation seeking further justification for the growth figures, expressing the Town Council's view that local houses should be allocated to local people and its continued objection to the Bearscoft development and further estate development in GMC without improvements in local services and infrastructure.

THE DEPUTY MAYOR returned to chair the meeting.

### **12/093 TWINNING**

THE DEPUTY MAYOR presented a report on Twinning. CLLR WELTON, who had attended the HGTA Twinning meeting on 18<sup>th</sup> June advised that several members of HGTA wondered when, if at all, the Twinning Charter between Huntingdon/Godmanchester and Gubbio would be enacted.

Cllr Underwood

It was confirmed that the Town Council had budgeted for Twinning expenses for this financial year, but that no commitment had been discussed for future years and the position would need to be reviewed prior to setting the budget for the next financial year. It was AGREED that the Cllrs with the Twinning portfolio would meet with Huntingdon Town Council representatives to discuss future involvement with HGTA.

Cllr Underwood

It was AGREED that the Town Council would make no further financial contribution during this financial year. It was AGREED that the Twinning portfolio holder and supporting Cllrs would engage with the HGTA and also with Huntingdon Town Council. It was AGREED that a working party would prepare recommendations for the Town Council's consideration no later than September 2012.

### **12/094 USE OF SOCIAL MEDIA**

THE DEPUTY MAYOR presented a report and advised that a number of concerns had been expressed regarding Cllrs using social media and in particular the Facebook Group "Godmanchester Living" as Cllrs making comments could be seen to be representing the views of the Town Council rather than their own personal views. Cllrs were asked to note the contents of the report.

All Cllrs

**CLLR PAULEY left at 9.05pm**

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

PUBLIC: To resolve 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

### **12/095 PERSONNEL**

A report on Personnel was received and noted.

It was AGREED to offer a part time caretaking position to Mr Mark Chapman. This would be for a fixed term in the first instance, subject to the new working arrangements being confirmed following the trial period of three months.

Town Clerk

The Town Council were advised of the present situation relating to the confidential personnel issue which had increased the workload of the Town Clerk tremendously. It was AGREED that in order to meet imposed deadlines, (and as the Town Clerk's Assistant was on holiday for 3 weeks) the Town Clerk's son, Mr Oscar Liddiard, would be employed at the National Minimum Wage to undertake basic administrative tasks of photocopying and collating on a short term and temporary basis. He would be required to sign a confidentiality agreement. His temporary employment would begin no earlier than 27 June 2012. **TOWN CLERK'S NOTE: this item was not on the agenda but due to the extreme urgency of the matter with very tight deadlines to meet, it was necessary to seek Town Council approval for admin support.**

Town Clerk

A further confidential personnel matter was discussed and a payment in respect of admin work carried out was AGREED. **TOWN CLERK'S NOTE: as this item was not on the agenda it is not appropriate for a payment to be made. This item is therefore disregarded. It will be put on the agenda formally for the July Town Council meeting.**

Town Clerk

THE DEPUTY MAYOR confirmed the Personnel working party would meet to complete the work on the review of personnel pay and practices which will be linked to the work on structure and organisation. The Town Clerk suggested the current working practices of the Town Office could be viewed to ensure maximum efficiency.

Clr Underwood

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 RE-ADMITTANCE OF THE PRESS AND PUBLIC. To resolve that the confidential business having been concluded, the Press and Public be re-admitted to the meeting.

The Mace Bearer re-joined the meeting.

CLLR WELTON and CLLR MORGAN signed cheques for approved payments.

**THE NEXT TOWN COUNCIL MEETING WILL BE HELD ON 19<sup>th</sup> JULY 2012 IN THE TOWN HALL**

The meeting ended at 09.50pm

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 21 JUNE 2012

#### MATTERS ARISING FROM MEETING HELD ON 17 MAY 2012

MATTER ARISING	CURRENT POSITION
Historical Information Boards	Town Clerk to confirm they were not owned by TC
CCTV	Town Clerk to seek clarification on HDC cuts - response forwarded to all Cllrs
Pavements and drains	Cllrs to report problems to CCC and copy Town Clerk
Personnel	New arrangements to be implemented
Portfolio list	Town Clerk to issue list to all Cllrs

UPDATED

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#### MATTERS ARISING FROM PREVIOUS MEETINGS

MATTER ARISING	CURRENT POSITION
Roman Way access to JF	Response received from HDC.
Additional litter bins	Request to be made to HDC
Funding for FAS	Information required about public realm scheme costs before further discussions can take place on possible funding
Cllr Roles & responsibilities	Structure and organisation to be discussed at working party - to be held on 26 June. Report to be issued for July TC meeting
H&S working party	Further work on H&S documents to be progressed by new Council
Personnel	Review of Pay and conditions of all Council employees to be undertaken by September 2012
Review of Asset Register	To be updated. Town Clerk together with Cllr to progress
Jack & Jill Nursery: Rental Agreement	Awaiting information re occupation agreement from J&J. Liaison meeting took place on 11 June. RC to follow up action points. Next meeting 10 September
Judith's Field building redevelopment/refurbishment	New Council to progress
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.

CLLR

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**GODMANCHESTER TOWN COUNCIL MEETING:****THURSDAY 21st JUNE 2012****PLANNING APPLICATIONS AND CORRESPONDENCE****APPLICATIONS:**

Application No	Detail
1200718FUL	Alterations to former dwelling to form building for storage and display of ancient artefacts: Clyde Farm Silver Street: <b>RECOMMEND APPROVAL</b>
1200698S73	Variation of condition 7 of planning permission 1001412FUL to allow fire damaged building to remain following alterations, for the storage and display of ancient artefacts, for no other use including residential: <b>RECOMMEND APPROVAL</b>
1200313FUL	Proposed erection of a 33.4m to hub height 50kw wind turbine (41.7m to blade tip) associated access track and meter house: Littlebury Farm, Moats Way, Hemingford Abbots; <b>NOTED, NO COMMENTS</b>
1200710FUL	Temporary (2 years) change of use of light industrial unit, formerly used as a trampolines club (100532FUL) and with temporary permission for performing arts tuition and fitness (1101921S73) for performing arts tuition and fitness purposes: Unit 25 Roman Way: <b>RECOMMEND APPROVAL</b>
1200593TREE	Works to 2 Ash trees: The Chestnuts, West Street <b>RECOMMEND: APPROVAL BUT REQUIRE FURTHER INFORMATION AS THERE IS NO HARD EVIDENCE OF DISEASE AND NO INFORMATION ON WHAT TREE WILL REPLACE THE FELLED ONE</b>
1200893FUL	Erection of replacement dwelling: 9 Park Lane: <b>RECOMMEND APPROVAL</b>
1200769S73	Variation of condition 1 of planning permission 98/0116 by adding the words "other than for those who were berth holders on 26/8/2011 and only as long as they are registered berth holders of Harford Marina": Floating Lodges, Hartford Marina: <b>NOTED, NO COMMENTS</b>
1200768S73	Variation of condition 1 of planning permission 98/0115 by adding the words "other than for those who were berth holders on 26/8/2011 and only as long as they are registered berth holders of Harford Marina": Floating Lodges, Hartford Marina: <b>NOTED, NO COMMENTS</b>
1200505FUL	Construction of car parking and pontoons and moorings for the stationing of boats and houseboats and their use for: holiday purposes, touring boats and residential use limited to those named on the attached schedule for their personal use for as long as they are berth holders: Houseboat 1A West Pontoon, Marina View and East Pontoons: Hartford Marina: <b>NOTED, NO</b>

**CORRESPONDENCE**[consult@objective.co.uk](mailto:consult@objective.co.uk)

Huntingdonshire Local Plan to 2036

HDC Roman Way access to Judith's Field

HDC Town Council planning forums

CCC Confirmation re application H/05004/12/C - erection of 7 bay mobile classroom until 31 August 2017: St Anne's Cof E Primary

**CORRESPONDENCE**

**Mayor**

RAF Association	Battle of Britain Parade and Service
St Ives Youth Theatre	Theatrical production
Royal Society of Saint George	Notification of events
Hunts Women's Bowling Fed	Opening Ceremony
Cruse Bereavement	AGM
RAF Alconbury	Independence Day Reception
Shakespeare at the George	Chairman's evening performance
GMCCA	RAF Big Band Concert
GMClB	Open Gardens
High Sheriff of Cambridgeshire	Reception
RAF Alconbury	Tour and presentations
St Ives Town Council	Civic Service and parade
Ely Cathedral	Service of Thanksgiving
Cambs County Forum	Briefing for Civic leaders
Kumon Study Centre	Awards ceremony
EA	Sod cutting ceremony
Armed Forces	Meet the Army
Tudor Fields Residents Group	Open Afternoon
Hinchingbrooke Scouts	AGM
Peterborough City Council	Civic Service
Wisbech Town Council	Civic Service
City of Peterborough	Mayor's Open Day
Luminus	Luminus Conference
Sandy Town Council	Mayor's Charity Flying Proms Concert
Sandy Town Council	Summer Charity Garden party
Chairman HDC	Armed Forces Day
Chairman of Fenland District Council	Reception
Mayor of Wertheim	Re invitation to gala weekend
Tudor Fields Residents Group	Dedication of bench
Chairman of East Northants Council	Civic Service
Hunts Art Group	Exhibition and Sale
Luminus	Community Inspiration Awards
Royal Society of St George	Summer Reception
Huntingdon Town Council	Civic Service

**Cllr Coxhead**

Audit Commission	Appt of External auditor (copy Cllr Copper)
HDC	Response re CCTV funding (copy all Cllrs)
GMCCA	Funding issue (copy all Cllrs)
A Bream	Quote re JF repairs

**Cllr Kadic**

CCC	Grass cutting
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**Cllr Morgan**

GMC Senior Citizens	Entrance lobby furniture
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**Cllr Underwood**

N Meehan	Reference
L Moore	Reference
Mayor of Szentendre	3 letters (copy Cllr Coxhead)

**Cllr Wells**

EA	Response to enquiries (copied to all Cllrs)(E)
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**Cllr Mrs Wilson**

Mary Stokes	Information Boards
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**Cllr Mrs Worthington**

GMC Senior Citizens	Town Hall heating and lighting
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Copy to all Cllrs

HDC	Parish Charter Working Group
CCC	Repainting of Chinese Bridge
CCC	Refurbishment of pedestrian crossing

<b>ACCOUNTS PAYABLE - 21st JUNE 2012</b>					
		<b>PAYMENTS</b>			
<b>CHQ</b>	<b>PAID TO</b>	<b>DETAIL</b>	<b>NET</b>	<b>VAT</b>	<b>TOTAL</b>
DD	UW	Line rental/internet	£ 37.72	£ 7.54	£ 45.26
DD	UW	Gas/Electricity	£ 203.28	£ 12.04	£ 215.32
DD	UW	Gas/Electricity/phone line	£ 232.40	£ 18.78	£ 251.18
DD	HDC	Monthly Council Tax	£ 439.00	£ -	£ 439.00
DD	Anglian Water	Monthly charge	£ 29.00	£ -	£ 29.00
DD	Anglian Water	Monthly charge	£ -	£ -	£ -
DD	Virgin	Town Office phone line	£ 28.66	£ 5.73	£ 34.39
67	M Liddiard	June salary	£ -	£ -	£ -
68	D Roffe	June salary	£ -	£ -	£ -
69	K Walters	June salary	£ -	£ -	£ -
70	K Askew	June salary	£ -	£ -	£ -
71	Inland Revenue	Tax & NI	£ -	£ -	£ -
	TOTAL TAX & NI		£ 3,552.30		£ 3,552.30
72	M Bird	Cover for JF caretaking	£ 57.28	£ -	£ 57.28
73	Amberol	Liners: additional hanging baskets	£ 612.00	£ 122.40	£ 734.40
74	J Breheney Contractors Ltd	Brackets for lamp-posts	£ 390.20	£ 78.04	£ 468.24
75	K Fergusons Ltd	Fill/maintain additional baskets	£ 800.00	£ 160.00	£ 960.00
76	Open Spaces Society	Annual Membership	£ 40.00	£ -	£ 40.00
77	Sign of the Times	Town Sign	£ 5,181.00	£ 1,036.20	£ 6,217.20
78	M Brooks: Sign Studio	Signs for JF play areas	£ 50.00	£ 10.00	£ 60.00
79	Fenland Leisure Products	Quarterly inspection	£ 200.00	£ 40.00	£ 240.00
80	Michael Murray Signs Ltd	Signwriting Mayoral Board	£ 70.00	£ 14.00	£ 84.00
81	M Liddiard	Mileage	£ 32.80	£ -	£ 32.80
82	K Fergusons Ltd	Contract plus extras	£ 1,850.55	£ 370.11	£ 2,220.66
83	CCC	Youth Club to March 2012	£ 1,818.23	£ -	£ 1,818.23
84	SLCC	Annual Membership	£ 175.00	£ -	£ 175.00
85	AA Media Ltd	Living History event	£ 320.00	£ 64.00	£ 384.00
86	Glasdon UK	Bin liner and lock	£ 79.12	£ 15.82	£ 94.94
87	M Liddiard	123-reg VPS annual subscription	£ 197.87	£ -	£ 197.87
			£ -	£ -	£ -
			£ -	£ -	£ -
			£ -	£ -	£ -
			£ -	£ -	£ -
			£ 16,396.41	£ 1,954.66	£ 18,351.07
<b>PAYMENTS RECEIVED SINCE 17TH MAY 2012</b>					
	QES	Fees	£ 1,165.15		£ 1,165.15
	Judith's Field	Fees	£ 1,702.50		£ 1,702.50
	Cemetery	Fees	£ 280.00		£ 280.00
	Refund (Anglia Water DD)		£ 42.00		£ 42.00
	Sales		£ 12.00		£ 12.00
	Interest		£ 0.52		£ 0.52
			£ -		£ -
		<b>TOTAL RECEIPTS</b>	<b>£ 3,202.17</b>	<b>£ -</b>	<b>£ 3,202.17</b>