

GODMANCHESTER TOWN COUNCIL
MINUTES OF THE TOWN COUNCIL MEETING HELD IN THE
TOWN HALL ON THURSDAY 18th JULY 2013

PRESENT: D UNDERWOOD: Town Mayor;
Councillors: Mrs WORTHINGTON (Deputy Mayor) M COHEN; Mrs S CONBOY; Ms L COPPER; P GODLEY; Ms L KADIC; Ms J MACLEOD; P MORGAN; N PAULEY; D TAYLOR; C VANE PERCY; N WELLS; A WELTON; G WILSON; Mrs S WILSON.

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

7 members of the public were in attendance

ACTION

13/094 TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE

CLLR TAYLOR: holiday

13/095 DECLARATIONS OF INTEREST

CLLR UNDERWOOD confirmed that as he had a pecuniary interest in matters relating to the Local Plan, he would vacate the chair for that item. CLLR G WILSON declared a personal interest in a planning application and would abstain from voting.

13/096 DECLARATION OF ACCEPTANCE OF OFFICE

CLLR Mrs WORTHINGTON read and signed her declaration of acceptance of office as Deputy Mayor, which was witnessed and signed by the Town Clerk

13/097 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting held on 20TH June 2013 were duly APPROVED and signed as a complete and accurate record.

13/098 PUBLIC PARTICIPATION SESSION

Mr Thackray, on behalf of GMCiB, provided an update on activities. The Anglia in Bloom judges had visited in July, results would be known in September. Other projects continued to develop and GMCiB were grateful to the Town Council for their support.

Ward Cllr for Godmanchester, Colin Hyams provided background information relating to his comments made at the DMP meeting on 15th July. The Mayor thanked him for his support for the Town Council and residents in Godmanchester.

Huntingdon Area Community Transport advised the Town Council that HACT were a registered charity which offered a door to door service for people who cannot access local bus routes due to age or disability and for people living in rural locations with limited or no access to local bus routes or those without access to a car. Those wishing to use the service would be required to register and pay a small annual subscription. Information would be available from the lobby in the Town Hall.

The monthly 800 club draw took place.

13/099 PRESENTATION FROM WILDLIFE TRUST

This item was postponed to the August Town Council meeting.

13/100 TOWN MAYOR'S ANNOUNCEMENTS

THE MAYOR congratulated GMCCA and all those who had worked hard to make Gala Day and Picnic in the Park so successful this year.

THE MAYOR also extended thanks on behalf of the Town Council to Mr Thackray and the many people involved in GMCiB for all the hard work undertaken leading up to Anglia in Bloom judging day.

THE MAYOR advised he had represented the town on 17 occasions since the last meeting.

THE MAYOR stated the College of Animal Welfare, had extended an invitation to the Mayor to visit their facility in London Road and this invitation was extended to any other Cllrs who would like to attend.

All Cllrs

THE MAYOR reported that he had attended a Raising the Flag for Armed Forces event at HDC on 28th June and it had been suggested that Godmanchester might wish to consider a similar event in future.

All Cllrs

THE MAYOR thanked all Cllrs who had helped deliver leaflets for the Grand Garage Sale which would take place on 10th August.

All Cllrs

13/101 TOWN CLERK'S REPORT ON MATTERS ARISING

The report on matters arising was received and noted.

CLLR UNDERWOOD reported that a meeting with the Chairman and Treasurer of HGTA had been arranged and he confirmed the aim of the meeting would be to achieve greater clarity on how the Twinning budget was prepared in the first instance. CLLR UNDERWOOD advised that Huntingdon Town Council would discuss issues around Twinning at their September meeting.

Cllr Underwood

CLLR CONBOY confirmed an open meeting had been arranged to take place in the Queen Elizabeth School on 11 September starting at 7.30pm. This would seek to engage with groups providing services for our Youth, but all groups would be invited to attend.

All Cllrs

CLLR CONBOY reported she had attended a very positive meeting with representatives from Muir Housing. She would explore the possibility of working with other housing associations who had a presence in Godmanchester.

Cllr Conboy

13/102 PLANNING APPLICATIONS AND CORRESPONDENCE

The applications and correspondence set out in Appendix 13/102 were considered. The Town Clerk would advise HDC of the Council's recommendations.

Town Clerk

CLLR WILSON thanked all those who had attended the DMP on Monday evening. HDC DMP had recommended approval for the outline planning permission for Bearscroft Farm, subject to approval of the s106 agreement. CLLR WILSON was grateful to all who had spoken at the DMP and felt very good points had been made. As HDC were required to refer their decision to recommend approval to the NCPU following the Town Council's request to have the application called-in, the Town Council would reinforce the request for the call in to take place. Town Clerk would need to send this request within the next week.

Town Clerk

As a result of the recommendation to approve the outline planning permission, the applicant would have a time limit of 3 years to submit an application for full planning permission. Further work on the S106 agreement would follow and it was AGREED that CLLR CONBOY would take the lead on this issue.

Cllr Conboy

On behalf of Godmanchester Town Council, THE MAYOR thanked CLLR WILSON, CLLR KADIC, CLLR HYAMS, CLLR SHELLENS, CLLR PAULEY (speaking as a member of the public) and Mrs Lewis, and Zoe McGowen for GRAB, who had spoken well and presented a very good and clear case to the DMP.

CLLR PAULEY suggested the Town Council's thanks to the members of GRAB should be recorded as they had worked extremely hard on this issue. THE MAYOR and members of the Town Council AGREED. The Mayor would write to GRAB.

Cllr Underwood

THE MAYOR suggested that there would be implications for the Town Council's precept and staffing structure and office location in the future as a result of this decision and the likelihood of the new development going ahead. He considered the Town Council should be proactive and address these issues early. It was AGREED that an informal working group would begin looking at these issues and

Cllr Underwood/
All Cllrs

also gather information from other Councils who had been affected by similar size developments in their areas.

THE MAYOR LEFT THE ROOM FOR THE FOLLOWING ITEM AND CLLR Mrs WORTHINGTON TOOK THE CHAIR

13/102.1 CLLR WILSON confirmed a response to the draft Local Plan, based on earlier discussions, would be drafted and sent to HDC by 26 July 2013. All Cllrs to provide their comments by 22 July to CLLR WILSON and CLLR CONBOY.

Town Clerk

THE MAYOR RETURNED AND TOOK THE CHAIR

13/103 CORRESPONDENCE

CLLR KADIC confirmed that Godmanchester Town Council's bid for a Minor Improvement Bid had been successful and consultation would be undertaken in respect of the request to extend the double yellow lines from the junction of Pinfold Lane to the bus stop in Old Court Hall. The Town Clerk asked whether CCC might be able to mark the bus stop in Post Street outside Cinta restaurant which had been requested several times. CLLR KADIC would put forward this request. The cost of the work under the Minor improvement Bid was £1500 and the Town Council would be required to pay £150 (10%).

Cllr Kadic

CLLR KADIC left at 8.27pm

13/104 FINANCIAL AND ACCOUNTS

13/104.1 The list of payments to be made in Appendix 13/104.1 was APPROVED.

13/104.2 Councillors received a copy of the Petty Cash Reconciliation for the period to 18th July 2013, a copy of salary payments, a copy of the budget report on the year to date, a copy of the monthly bank reconciliation as verified by THE MAYOR, and a copy of the quarterly bank reconciliation, which were noted.

13/105 TOWN COUNCIL NEWSLETTER

CLLR GODLEY presented a report which was received and noted. The list of articles for the Summer Newsletter was confirmed and it was AGREED that all articles would be required to be with CLLR GODLEY by 26 July. It was hoped the newsletter would be distributed by mid to late August.

Cllr Godley/
All Cllrs

13/106 REPAIR TO SLIPWAY WALL: SOUTH CAUSEWAY

CLLR WILSON and CLLR Mrs WILSON left the room during discussion of this item.

THE MAYOR reported that as part of his Civic engagements, he had been invited to attend a site visit with the EA and RFCC to view progress on the Flood Alleviation Scheme. He had raised the issue of repairs to the South Causeway wall during the walk through the town, expressing the view that the people of the town would expect the work to be carried out. An onsite meeting had been arranged to discuss the matter.

CLLR WELLS, THE MAYOR, and Town Clerk had met with Richard Chubb from Atkins, Nigel Aves from Jacksons and viewed the South Causeway wall. The EA have advised that they will not undertake any non-essential works without a significant contribution from the landowner, and the self-seeded tree and crack to the slip way wall and vegetation surrounding the bathing steps would therefore not be repaired without a significant contribution from the Town Council. Jacksons and Atkins had been asked to produce a quotation for removing the self-seeded tree and vegetation around the bathing steps and to make good the area, at the lowest possible cost. Costs had not yet been received.

CLLR VANE PERCY and CLLR WELTON expressed their opinion that the Town Council had already determined it did not have the authority to contribute towards the Flood Alleviation Scheme and therefore should not contribute to these repair works. There had been many enhancements to privately owned property in Godmanchester and not all property owners had been asked to contribute towards non-essential work. CLLR VANE PERCY proposed that the Town Council should not contribute towards costs of repair at the South Causeway. This motion was seconded by CLLR WELTON and it was AGREED that the Town Council would write to the EA requesting that by way of

a "thank you" to the town that the basic repairs to the area be carried out by the EA at their expense. CLLR WELLS would liaise with the Town Clerk to write to the EA. An update on the scheme would be included in the Town Council summer newsletter.

Clr Wells/
Town Clerk

CLLR WILSON and CLLR Mrs WILSON re-joined the meeting.

13/107 CO-OPTION TO FILL CASUAL VACANCY

Following the death of Cllr Butcher, one application for consideration to fill the casual vacancy had been received. Roger Coxhead addressed the Town Council.

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

13/108 CONSIDERATION OF CANDIDATES FOR CO-OPTION

Following discussion it was AGREED to co-opt Roger Coxhead to fill the casual vacancy. The Town Clerk would advise Mr Coxhead and HDC.

Town Clerk

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 NEXT TOWN COUNCIL MEETING, WILL BE HELD ON 15th AUGUST 2013 IN THE TOWN HALL

The meeting ended at 09.10pm

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 18 JULY 2013

MATTERS ARISING FROM MEETING HELD ON 20 JUNE 2013

MATTER ARISING	CURRENT POSITION
Water Meter leak:Cemetery Tap	Agreed would go ahead to request new supply and new meter. Town Clerk to progress
Repairs to play equipment	Town Clerk to place order for repairs
Recruitment: P/T Caretaker/Cleaner	Town Clerk to advertise/recruit during July/August

MATTERS ARISING FROM PREVIOUS MEETINGS

	MATTER ARISING	CURRENT POSITION	
UPDATED	Local Plan to 2036	Cllr Wilson to co-ordinate comments. Draft response to be considered at July meeting	CLLR GW
UPDATED	Advice re EA works on Town Hall	Town Clerk to seek advice via HDC to ensure works undertaken adjacent to Town Hall would not cause damage to the building in future. On site meeting with Bidwells has taken place. Advice ongoing.	
UPDATED	FAS- non essential works at South end of Causeway	TC has written to EA to seek further clarification on works to be carried out at south Causeway. Response received	NW
UPDATED	Twinning	Paper presented to June meeting. Discussions with HGTA and HTC ongoing	DU
	GMC Improvement Projects:Linear Park	Agreement in April 2013 for steering group to be set up	DU
	GMC Improvement Projects: Community Market	Agreement in April 2013 for steering group to be set up	DU
UPDATED	Pension Scheme for GMCTC staff	Further information to be obtained . Report made to Feb TC meeting. Ongoing. Remove from list July 2013	DU/Swo
UPDATED	Judith's Field Play Facilities/Provision of improved BMX track	Request for improvement to BMX track presented October 2012. Further consultation carried out, further quotes requested. Further report to be submitted to August TC meeting together with recommendations re floodlighting for MUGA	DT/MC
UPDATED	Bearscroft Farm /UDF	TC have responded to outline planning application, draft UDF and further outline application. S106 response agreed and sent April 2013. DMP to	GW
UPDATED	Roman Way access	Chain link fence to be repaired and area tidied. Some additional maintenance work may be required to far end of field, currently not in use. DT/SW to liaise	DT/Swo
	H&S working party	Risk assessment/H&S computer package software purchased. WP met & submitted report to February TC meeting. Town Clerk to investigate e-learning packages. Further non physical items to be risk assessed	DT/ML
	QES Chimney & water ingress	Report on QES submitted at October TC meeting. Repairs to chimney pending programme for other remedial work. Agreement to go ahead with replastering to internal central wall. Work scheduled to take place in August	AW

	Ownership of Town Council land	SW to progress with assistance from Leeds Day as necessary.	Swo
UPDATED	Provision of services for Youth	Open meeting to be held in September 2013.	SC/NP

GODMANCHESTER TOWN COUNCIL MEETING:**THURSDAY 18TH JULY 2013****PLANNING APPLICATIONS AND CORRESPONDENCE****APPLICATIONS:**

Application No	Detail
1301023TREE	Works to trees: 21 Post Street: RECOMMEND APPROVAL
1300983FUL	Proposed ground floor extension to form enlarged lounge: 91 Roman Way: RECOMMEND APPROVAL

CORRESPONDENCE

HDC	Notification of allocation of address rear 44 London Road
HDC	Notification of allocation of address rear 7 London Road
HDC	Draft Agenda DMP
HDC	Permitted development rights

BEARSCROFT: CORRESPONDENCE

NPCU	Acknowledgement of call-in letter
Andy Moffat	Arrangements and timings: DMP

CORRESPONDENCE

<u>Mayor</u>	Huntingdon Buckden Higham Ferrers RAF Alconbury Luminus Wisbech Huntingdon TC Huntingdon March Sandy St Ives Buckden Wood Green	Armed Forces Day Flag Raising Scouts AGM Civic service Independence Day Reception Community Inspiration Awards Civic Service Civic service Volunteer Centre AGM Civic Reception Indian Charity Dinner Quiz Night Royal Society of St George Reception Animal Charity
<u>Cllr Macleod</u>	Rural Cambs CAB	Grant – request for form
<u>Cllr Taylor</u>	Fergusons	Quote for BMX track (copy MC)
<u>Cllr Wells</u>	HDC G Brighty (EA)	Hunts Flood Forum (e) Copy NP, CVP) South Causeway area (copy NP, CVP,DU)
<u>Cllr G Wilson</u>	C W Looker	Facilities at Judith’s Field (mentioned at Last Town Council meeting)
<u>Cllr Welton</u> <u>Cllr Worthington</u>	HAMA GMC Senior Citizens Club Bidwells Bidwells	Thanks for grant Remedial work Re Town Hall and FAS (copy AW, CVP) (e) Re Town Hall and FAS (copy AW, CVP)
<u>Copy to all Cllrs</u>	CCC HDC	Local Highways Improvements (e) CCTV report (e)

ACCOUNTS PAYABLE - 18TH JULY 2013					
PAYMENTS					
CHQ	PAID TO	DETAIL	NET	VAT	TOTAL
DD	UW	Line rental/internet	£ 37.50	£ 7.50	£ 45.00
DD	UW	Gas/Electricity	£ 149.10	£ 7.76	£ 156.86
DD	UW	Gas/Electricity/phone line	£ 188.12	£ 14.60	£ 202.72
DD	HDC	Monthly Council Tax	£ 433.00	£ -	£ 433.00
DD	Anglian Water	Monthly charge	£ 33.00	£ -	£ 33.00
DD	Anglian Water	Monthly charge	£ 78.00	£ -	£ 78.00
DD	Virgin	Town Office phone line	£ 27.58	£ 5.52	£ 33.10
DD	BNP Paribas	Photocopier lease	£ 114.99	£ 23.00	£ 137.99
200240	Anglian Water	Replacement water meter	£ 1,161.00	£ 232.20	£ 1,393.20
200241	M Liddiard	July salary	£ -	£ -	£ -
200242	D Roffe	July salary	£ -	£ -	£ -
200243	K Walters	July salary	£ -	£ -	£ -
200244	K Askew	July salary	£ -	£ -	£ -
200245	Inland Revenue	Tax & NI	£ -	£ -	£ -
	TOTAL SALARIES, TAX & NI		£ 3,883.98	£ -	£ 3,883.98
200246	M Bird	Caretaking cover: June/July	£ 140.00	£ -	£ 140.00
200247	G Giddings	Plumbing repair	£ 40.00	£ -	£ 40.00
200248	GMC Rovers LG(MP)A 1976 s19	Grant: S137	£ 240.00	£ -	£ 240.00
200249	HAMA s137	Grant: LG(MP)A 1976 s19	£ 240.00	£ -	£ 240.00
200250	M Liddiard	Reimbursement website/ land reg	£ 231.47	£ -	£ 231.47
200251	Nemco Utilities	Legionella/Fire Risk assessments	£ 540.00	£ 108.00	£ 648.00
200252	Ken Booth & Co Ltd	Cleaning materials	£ 85.82	£ 17.16	£ 102.98
200253	Dyno-Rod	Blockage - JF	£ 480.00	£ 96.00	£ 576.00
200254	K Fergusons	Monthly account plus extras	£ 2,203.13	£ 440.63	£ 2,643.76
200255	C Vane Percy	Repair to Town Seal	£ 15.54	£ -	£ 15.54
200256	GMC Senior Citizens Club	Quarterly utilities	£ 200.00	£ -	£ 200.00
200257	St Mary the Virgin	Quarterly grasscutting	£ 716.36	£ -	£ 716.36
200258	Fenland Leisure Products	Quarterly Inspection of play equip	£ 200.00	£ 40.00	£ 240.00
200259	Bidwells	Building/Structural services	£ 4,164.43	£ 832.89	£ 4,997.32
200260	Concept Marquee s145	Marquee hire PinP	£ 1,200.00	£ 336.00	£ 1,536.00
200261	B Jermy	window cleaning	£ 55.00	£ -	£ 55.00
200262	P Godley	Cloud IT storage	£ 89.99		£ 89.99
200263	Pearce Hire s145	Audio & Power PinP	£ 2,468.00	£ 493.60	£ 2,961.60
200264	GMCCA s145	Part deposit on marquee PinP	£ 332.00		£ 332.00
200265	A&K Builders Ltd	Groundworks at cemetery	£ 424.00	£ 84.80	£ 508.80
			£ 20,172.01	£ 2,739.66	£ 22,911.67
PAYMENTS RECEIVED JUNE 2013					
	QES	Fees	£ 1,431.75		£ 1,431.75
	Judith's Field	Fees	£ 1,116.00		£ 1,116.00
	Interest	Fees	£ 13.46		£ 13.46
	Cemetery	Fees	£ 535.00		£ 535.00
	Sales; photocopying	Town Trail	£ 12.00		£ 12.00
	Allotments	Half yearly rental	£ 375.00		£ 375.00
		TOTAL RECEIPTS	£ 3,483.21	£ -	£ 3,483.21