

GODMANCHESTER TOWN COUNCIL
MINUTES OF THE TOWN COUNCIL MEETING HELD IN THE
TOWN HALL ON THURSDAY 19 SEPTEMBER 2013

PRESENT: D UNDERWOOD: Town Mayor;
Councillors: Mrs WORTHINGTON (Deputy Mayor) M COHEN; Mrs S CONBOY; R COXHEAD; P GODLEY; 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 Martin Williams

1 member of the public was in attendance

ACTION

13/124 TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE

Cllr Ms KADIC and Cllr COPPER: illness

13/125 DECLARATIONS OF INTEREST

Nothing new declared.

13/126 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting held on 15 August 2013 were duly APPROVED and signed as a complete and accurate record.

13/127 PUBLIC PARTICIPATION SESSION

The monthly 800 club draw took place.

13/128 TOWN MAYOR'S ANNOUNCEMENTS

THE MAYOR advised he had represented the town on 6 occasions, including an informal visit to Gubbio.

THE MAYOR thanked everyone who had participated in any way with the Mayor's Garden Party. The event had raised £500 for the Mayor's Charities.

On behalf of the Town Council, THE MAYOR offered congratulations to GMCiB for being awarded Gold and also being awarded Best Small Town.

THE MAYOR reported the Town Clerk TC would be on holiday for 10 days and Cllrs were asked to restrict visits to the Town Office where possible.

All Cllrs

Cllr Pauley arrived 7.38pm

THE MAYOR reminded Cllrs that the Annual Civic Service would take place on 13th October and he hoped as many as possible would be present. Please RSVP to the Town Office.

All Cllrs

13/129 TOWN CLERK'S REPORT ON MATTERS ARISING

The report on matters arising was received and noted.

It was AGREED that items which had been concluded or were no longer active would be removed from the list.

Town Clerk

CLLR CONBOY confirmed a response would be sent to HDC by the end of September in respect of the S106 agreement being drawn up for the land at Bearscroft Farm.

Cllr Conboy

The Town Clerk reported on the ongoing problems getting the new water meter installed at the London Road Cemetery. Work should now be completed in October.

CLLR WELTON reported on progress on plastering and other remedial work in the Queen Elizabeth

School. Jacowe Joinery had cut back the floorboard adjacent to the outside wall in the small hall which had allowed the bowed floor room to flatten. Plastering work in both halls and the entrance lobby would be completed by the end of September and the Town Clerk would arrange for a specialist cleaning contractor to clean all areas. The new boiler would be installed shortly. The Town Clerk advised the scrap metal, from of the old pipes to the radiators had been sold rather than being put out in the skip. CLLR MORGAN was thanked for transporting the scrap metal on our behalf. Investigations were still underway to find contractors to quote for installation of a French drain around the perimeter of the building.

THE MAYOR reminded Cllrs that the idea of a linear park in Silver Street had been discussed and the Town Council had supported the idea in principle. A GMCiB member and resident of Silver Street had been given a role to investigate ownership of particular areas of land/verges/hedgerow in the first instance. It was AGREED that this project would be passed to GMCiB to manage on the understanding that the rural nature of the road would be retained and no changes would be made other than possible additions such as bird boxes or relaying of traditional hedgerow.

CLLR COHEN advised he would present a report on the War Memorial and commemorating 2014 to next Town Council meeting.

Cllr Cohen

THE MAYOR confirmed he had attended a twinning meeting but the matters of concern to Godmanchester had not been discussed.

CLLR CONBOY reported that the Open Meeting had taken place and 4 members of the public had attended. CLLR CONBOY also reported that a positive meeting had taken place with a group of enthusiastic young people who had begun work to alter the existing BMX track at Judith's Field. They had been advised that they did not have permission to undertake such work and they had agreed to stop all work, return the area to its original state and that they would come back to the Town Council with formal ideas and proposals. CLLR TAYLOR confirmed the previously APPROVED work for minor changes to the BMX track would go ahead as planned with work commencing on 14 October.

CLLR TAYLOR advised the net bridge on the multi-play equipment at Queens Walk, had been damaged and an order for an urgent repair had been made. CLLR TAYLOR and CLLR COHEN had taped the area off in the meantime.

CLLR COXHEAD asked for update on Health & Safety. CLLR TAYLOR confirmed that regular reports and inspections continued to be carried out. A working party meeting would be arranged to take place in October, but Cllrs were reminded that if there were any current issues that they should be reported through the Town Office. The Town Clerk advised risk assessments had been carried out on Town Council buildings in respect of the risk of Legionella. The Town Clerk would follow up on outstanding actions on her return from holiday.

Town Clerk

CLLR COXHEAD asked for an update on registration of Town Council land and property. CLLR WORTHINGTON was prompted to chase Leeds Day to hasten the matter.

Cllr Worthington

13/130 PLANNING APPLICATIONS AND CORRESPONDENCE

The applications and correspondence set out in Appendix 13/130 were considered. The Town Clerk would advise HDC of the Council's recommendations.

Town Clerk

CLLR Mrs WILSON confirmed she and CLLR COHEN had attended an exhibition showing the proposed route of the A14. A draft response had been circulated to all Cllrs for comment which was discussed. It was AGREED that the Town Council supported the formal adoption of the preferred route as it had significant benefits for Godmanchester residents. There were some reservations about the negative impact on the A1198 being an access route to the new road. The Town Council was against the toll in principle. It was AGREED CLLR Mrs WILSON would make final changes to the consultation response in line with discussions, and submit the response by the required deadline, which was before the next Town Council meeting.

Cllr S Wilson

CLLR S and G WILSON declared an interest in application 1301198FUL and left the room during the discussion.

CLLR MORGAN explained application 1301198FUL in CLLR Mr and Mrs WILSON'S absence. It was AGREED that the Town Council's previous view on the application remained unchanged.

13/131 CORRESPONDENCE

CLLR WELTON reported a resident was operating a ferry service from the Recreation Ground. CLLR WELTON confirmed that the Town Council had not been approached by the resident and no sight of any legal documents relating to the business had been seen. It was AGREED that the Town Clerk would write to advise the resident that he did not have permission to run a business from Town Council land and did not have permission to erect signage on Town Council land advertising his business. The resident would be advised he had no claims to any rights over Town Council land.

CLlr Welton/
Town Clerk

13/132 FINANCIAL AND ACCOUNTS

13/132.1 The list of payments to be made in Appendix 13/118.1 was APPROVED. The Town Clerk was congratulated on the successful completion of the annual audit. The closure of the audit would be advertised on the Town Council's notice board.

Town Clerk

13/132.2 Councillors received a copy of the Petty Cash Reconciliation for the period to 19th September 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, which were noted.

13/132.3 CLLR WILSON presented a report on the current financial position of the Town Council and confirmed a working party would be held on 8th October to draft the budget for the next financial year, determine the precept and to review the current budget. All Cllrs were invited to put forward their requests for expenditure in the budget by 3 October. Cllrs were reminded there would be an additional Town Council meeting on 24 October, specifically to discuss the budget and to agree the level of precept for 2014/15.

All Cllrs

All Cllrs

13/133 TOWN COUNCIL PORTFOLIOS

CLLR COXHEAD presented a report in relation to Cllrs Portfolios. It was AGREED further work was needed to resolve this matter. In the meantime the Town Clerk would circulate the updated list to all Cllrs.

Town Clerk

It was AGREED that the Financial Regulations would be reviewed and amended. Cllrs AGREED to amend the Financial Regulations with currently state the Town Clerk may accept a quotation for work approved by the Council with a value below £1500 without approval of the Council. The Council AGREED that in exceptional circumstances, the Town Clerk may accept a quote up to £3000 following consultation with the Mayor and lead Cllr providing this sum did not exceed a previously APPROVED budget. If Cllrs are not available for consultation, the Town Clerk will use his/her discretion and proceed with the emergency/very urgent work and subsequently report the action to the next Town Council meeting. It was stressed that the Town Clerk would always attempt to discuss the matter with members of the Town Council prior to making a decision and this reflected recent issues relating to additional plaster work required in the Queen Elizabeth School, where an immediate decision had been required.

13/134 REAL TIME BUS SERVICE

CLlr G Wilson

Issues relating to real time bus stops were discussed. CLLR WILSON would liaise with CCC officers to put forward the Town Council's recommendations. CLLR MACLEOD confirmed there had been no response from CLLR KADIC in relation to previous issues with bus services. Town Clerk to hasten CLLR KADIC for feedback.

Town Clerk/
CLlr Kadic

13/135 CHRISTMAS MARKET

All Cllrs

THE MAYOR presented a report which was received and noted. It was AGREED that a working group would be set up and all Cllrs were invited to participate. A sum of £250 was approved for this venture. The working group would make a recommendation on whether the existing Christmas lights on the Town Hall and QES should be revived or left as they were this year.

13/136 STANDING ORDERS

All Cllrs

CLLR COXHEAD and CLLR GODLEY confirmed revisions to the current Standing Orders would be considered at the next Town Council meeting. Cllrs were invited to provide comments before the final document was circulated.

13/137 PERSONNEL

CLLR CONBOY advised the National Joint Committee had recommended a 1% increase to NJC salary scales. Following discussion it was AGREED that the revised salary scales be adopted and backdated to 1 April 2013. Backdated pay would be paid to those staff employed on the NJC scales next month.

Town Clerk

13/138 PROPERTY: TOWN HALL

It was AGREED that work would be undertaken to repair cracks in the plaster in the Town Hall on the stairway, kitchen, entrance lobby and to the side of one window in the main Council chamber.

Town Clerk

The Senior Citizens Club would be advised that it would be their responsibility to redecorate and they would also be advised that they should consult with HDC's Conservation Officer to ensure the correct materials were used.

Cllr Worthington

CLLRs WORTHINGTON, VANE PERCY, WELTON and THE MAYOR would meet with Bidwells and legal representatives on 23rd September to discuss the legal position regarding the possible future effects of the FAS on the Town Hall. Further action may be required.

13/139 JUDITH'S FIELD

CLLR COXHEAD presented a report on repair and remedial work needed at Judith's Field Building. It was AGREED that proposed work would be carried out in the current financial year to ensure the building was in a reasonable condition. Further consideration would be given to the remaining reserves.

Cllr Coxhead

13/140 FLOODLIGHTING FOR MUGA

CLLR TAYLOR and CLLR COHEN presented a report on Floodlighting for the MUGA. It was AGREED to accept the quote in the sum of £6581.51, subject to satisfactory references. It was AGREED that CLLR COHEN would submit a Planning application and the costs of the application would be met by the Town Council. It was AGREED that 2 references should be requested for the preferred contractor. It was AGREED that the floodlighting would be installed to run for a set period and not on a timer.

Cllr Cohen
Town Clerk

13/141 FRAMING ANGLIA IN BLOOM GOLD AWARD CERTIFICATE

Cllr Cohen

CLLR COHEN expressed thanks from the GMCiB team for the Town Council's support. He asked that the most recent certificate be framed. Town Clerk suggested re-using one of the previous frames which would be a nil cost. CLLR COHEN reported GMCiB would not take part in the Anglia in Bloom competition next year, but would re-enter in 2 years time, however GMCiB would continue to be active in the Town.

THE NEXT TOWN COUNCIL MEETING, WILL BE HELD ON 17th OCTOBER 2013 IN THE TOWN HALL

The meeting ended at 10.20pm

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 19 SEPTEMBER 2013****MATTERS ARISING FROM MEETING HELD ON 15 AUGUST 2013**

MATTER ARISING	CURRENT POSITION
Town Cllr portfolios	Discussed in August. To be reviewed at September meeting

MATTERS ARISING FROM PREVIOUS MEETINGS

MATTER ARISING	CURRENT POSITION	
	Futures: staffing structure & accommodation	CLLR
	Proposals discussed at August TC meeting and approved. CCC will consult with residents before carrying out work.	
TO BE REMOVED ?	Minor Improvement Bid	
TO BE REMOVED ?	Water Meter leak:Cemetery Tap	MC
TO BE REMOVED ?	Recruitment: P/T Caretaker/Cleaner	SC/DU
TO BE REMOVED ?	Local Plan to 2036	SC/GW
	Advice re EA works on Town Hall	Swo/ AW / CVP
TO BE REMOVED ?	FAS- non essential works at South end of Causeway	NW
	Twining	DU
UPDATED	GMC Improvement Projects:Linear Park	DU
UPDATED	GMC Improvement Projects: Community Market	DU
UPDATED	Judith's Field Play Facilities/Provision of improved BMX track	DT/MC
TO BE REMOVED ?	Bearscroft Farm /UDF	GW
	Roman Way access	DT/Swo
	H&S working party	DT/ML

UPDATED	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 began in August. Verbal report to August TC meeting. Additional work required. Large Hall will not be useable until late September. Further update to be given at September meeting	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 held 11th September 2013. Feedback to September TC meeting	SC/NP

GODMANCHESTER TOWN COUNCIL MEETING:**THURSDAY 19TH SEPTEMBER 2013****PLANNING APPLICATIONS AND CORRESPONDENCE****APPLICATIONS:**

Application No	Detail
1301092FUL	Erection of a livestock building: Lattenbury Farm, Lattenbury Lane: RECOMMEND APPROVAL
1301198FUL	Retention of access road on a permanent basis for maintenance purposes. To be covered and sown with grass: South West Part of Westside Common, The Avenue: RECOMMEND REFUSAL as per previous comment made
1301086FUL	Conservatory to front of bungalow: 1 Tudor Road11/10/2013: RECOMMEND

CORRESPONDENCE

CCC	Application for pavement Licence from Royal Oak: COMMENTS ON CONDITIONS SENT TO CCC
HDC	Five affordable bungalows and provision of public path (amended plans include fire tender manoeuvring space) Land South East of McCartney House: RECOMMEND REFUSAL as per previous comments made
HDC	Agenda for DMP
C Looker	Proposal for wind turbine (email inviting all Cllrs to attend exhibition)
CCC	Confirmation of public consultation re Pinfold Lane/Old Court Hall double yellow
Cllr A Riley (SCDC)	Critique of A14 proposals

CORRESPONDENCE

<u>Mayor</u>	J Thackray S Stoddart Huntingdon Town Council Hartford Speakability Rushden Town Council Huntingdon Town Council Ramsey Town Council Higham Ferrers Whittlesey Town Council Citizens Advice Bureau RAF Alconbury	Poppies (e) (copy AW) Gubbio: Twinning (e) Merchant Navy Day Breakfast – Churches Together Annual Tea Party Civic Opening RAF Battle of Britain Mayor's Reception Mayor's Civic service Mayor's Civic service AGM US Air Force Birthday Celebrations
<u>Cllr Pauley</u>	C Fenton Brown	FAS works (e) (copy NW)
<u>Cllr Taylor</u>	C Looker	Floodlighting at JF (E) (copy MC)
<u>Cllr Vane Percy</u>	Moore Electrical	Quote for Christmas lights (carried Forward from previous month)
<u>Cllr Wells</u>	R Jones	Response to newsletter article on FAS (copy NP) (e)
<u>Cllr Welton</u>	M Bates B Griffey A Hubble HDC	QES drainage (copy CVP, SWo)(e) Further quotes QES (copy CVP, SWo) (e) Moorings on Recreation Ground (e) Moorings on Recreation Ground (e)
<u>Cllr Wilson</u>	Leader HDC	HDC proposed savings (e)
<u>Cllr Worthington</u>	Bidwells	Town Hall/FAS report (copy AW, CVP)
<u>Copy to all Cllrs</u>	HDC Connecting Cambridgeshire	CCTV report x 2 (e) Broadband connection (e)

