

GODMANCHESTER TOWN COUNCIL
MINUTES OF THE TOWN COUNCIL MEETING HELD IN THE
TOWN HALL ON THURSDAY 12 DECEMBER 2013

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

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

2 members of the public was in attendance

THE MAYOR was sad to report the recent death of Fred Carter. He asked those present to remember Fred's life and his contribution to the community. A minute's silence was observed.

ACTION

13/180 TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE

CLLR WELLS: previous engagement; CLLR PAULEY: work commitment; CLLR TAYLOR: family commitment.

13/181 DECLARATIONS OF INTEREST

CLLR COHEN: grant applications from GMCiB and Rural Cambs CAB and planning application for Muir Housing. CLLR MACLEOD: grant application for Rural Cambs CAB.

13/182 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting held on 21 November 2013 were duly APPROVED and signed as a complete and accurate record.

13/183 PUBLIC PARTICIPATION SESSION

The monthly 800 club draw took place.

Cllr Vane Percy, speaking as a member of the public for this item only, commented on the state of the path/road along Queen's Walk which had been seriously damaged during the work on the FAS. He asked the Town Council to consider how maintenance of this route should be managed and further damage prevented.

13/184 TOWN MAYOR'S ANNOUNCEMENTS

THE MAYOR confirmed he had represented the town 7 times since the last Town Council meeting.

THE MAYOR thanked those who supported the first Godmanchester Christmas Market, which had been a great success. THE MAYOR advised that through donations from stall holders, sufficient income had been received to ensure the budget for the event had not been exceeded.

THE MAYOR confirmed the funeral for Fred Carter would take place in St Mary The Virgin on 13 December. THE MAYOR would attend to represent the Town Council.

THE MAYOR reported that his sight had deteriorated further in the last month and he advised reading emails and correspondence was difficult. The Town Clerk suggested THE MAYOR be removed from the general list for circulation of email correspondence and that

All Cllrs

all Cllrs forward any emails to THE MAYOR separately in a larger font.

13/185 TOWN CLERK'S REPORT ON MATTERS ARISING

The report on matters arising was received and noted.

CLLR WORTHINGTON confirmed an appointment would be made with Copleys Solicitors to be attended by herself and the Town Clerk in order to progress the matters of registering Town Council property and land.

Cllr Worthington/
Town Clerk

THE MAYOR confirmed a Taste of Twinning evening would be held on 30 January 2014 in the Queen Elizabeth School at 7.30pm and members of the public would be invited to attend to hear a general introduction to twinning and to consider a simplified version of twinning for Godmanchester.

All Cllrs

THE MAYOR confirmed the Futures working group had met and discussed staffing, accommodation, and the council plan. The group had some very good ideas and it was good opportunity for less formal discussions. THE MAYOR advised that a clear proposal regarding staffing and accommodation would be put to the Town Council for consideration early in Spring 2014.

THE MAYOR advised a working group would meet in January to progress discussions on awarding the Freedom of Godmanchester.

CLLR WORTHINGTON was reminded that matters relating to the works on the FAS in relation to the Town Hall needed to be progressed.

Cllr Worthington

13/186 PLANNING APPLICATIONS AND CORRESPONDENCE

The applications and correspondence set out in Appendix 13/186 were considered. The Town Clerk would advise HDC of the Council's recommendations.

Town Clerk

13/187 CORRESPONDENCE

CLLR G WILSON confirmed that the Town Clerk had been successful in getting the Anglian Water bill in respect of the Cemetery tap in the sum of £257 cancelled.

CLLR WELTON advised that a quote for installation of a French drain around the perimeter of the QES had been received in the sum of £2900. CLLR WELTON confirmed the matter had previously been discussed with the HDC Conservation Officer and it was AGREED that work would go ahead subject to confirmation from the Conservation Officer that planning permission was not required

Town Clerk

13/188 FINANCIAL AND ACCOUNTS

13/188.1 The list of payments to be made in Appendix 13/188.1 was APPROVED.

13/188.2 Councillors received a copy of the Petty Cash Reconciliation for the period to 12 December 2013, a copy of salary payments, a copy of the budget report on the year to date, a copy of the monthly bank reconciliation, approved by the Deputy Mayor, which were noted.

CLLR G WILSON confirmed that the Town Clerk would submit the request to HDC for the AGREED precept of £155,060.

Town Clerk

13/189 ENVIRONMENTAL CAPACITY STUDY: ADDITIONAL SITE ASSESSMENT

CLLR PAULEY had presented a draft response on the Environmental Capacity Study which was discussed in his absence. CLLR S WILSON was asked to write the formal response using

Cllr S Wilson

the notes provided by CLLR PAULEY. It was AGREED CLLR S WILSON would liaise with CLLR WORTHINGTON to finalise the document before submission on 13 December 2013. This was contrary to Godmanchester Town Council procedures that documents should be shared and agreed before submission, but was unavoidable, to ensure a response was submitted by the deadline.

13/190 GRANT APPLICATIONS

Town Clerk

Applications for Grants were considered. Payments would be made to those who had been successful, at the January Town Council meeting.

13/191 NEWSLETTER

Cllr Godley/
Town Clerk

CLLR GODLEY confirmed a shorter version of the Town Council newsletter would be prepared ready for distribution by mid-January. The topics would include Twinning, Youth and information about the precept. In addition, CLLR COPPER would provide a short article on the Christmas Market.

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 were excluded from the meeting.

13/192 PERSONNEL

Cllr Conboy/
Town Clerk

CLLR CONBOY confirmed that David Roffe, Assistant to the Town Clerk had resigned. It was AGREED that the recruitment process should go ahead and the position should be offered on a 6 month contract.

13/193 JUDITH'S FIELD BUILDING REFURBISHMENT

CLLR COXHEAD confirmed 6 companies had been invited to submit quotes for the work to replace soffits, fascias, guttering, main entrance door and rear external storage doors and cladding to the Judith's Field building. It was AGREED that Classic Windows and Conservatories be awarded the contract. Town Clerk would liaise to ensure work was carried out during school holiday period to minimise disruption to regular users of the building.

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

THE NEXT TOWN COUNCIL MEETING, WILL BE HELD ON 16th JANUARY 2014 IN THE TOWN HALL

The meeting ended at 9.20pm

Mayor

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