

GODMANCHESTER TOWN COUNCIL
MINUTES OF THE TOWN COUNCIL MEETING HELD IN THE
TOWN HALL ON THURSDAY 21 JULY 2016

PRESENT: P MORGAN: Town Mayor;
Councillors: Mrs S CONBOY (Deputy Mayor) G CAMPBELL; M COHEN; Ms J MACLEOD; P MALLEY; A
McINNES; Mrs M RADFORD; Ms K SPOWART; R TAPLIN; D UNDERWOOD; C VANE PERCY; G
WILSON; Mrs S WILSON; Mrs S WORTHINGTON;

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

1 member of the public was in attendance

16/096 TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE

ACTION

CLLR KING: holiday; CLLR YOUNG: holiday.

16/097 DECLARATIONS OF INTEREST

CLLR CAMPBELL: consultant to Campbell McCrae in relation to planning application for Boat House, and Judith's Field redevelopment.

CLLR CONBOY: re planning application for Godmanchester Academy as Chair of Trustees.

CLLR VANE PERCY: re planning application for Godmanchester Academy as overlooks property

CLLR UNDERWOOD: no longer associated with Academy Trust so change in declared interests.

CLLR MORGAN: re planning application for 42 West Street as own home is adjacent.

16/098 MINUTES OF PREVIOUS MEETING

The Minutes of the Town Council meeting held on 16 June 2016 were duly APPROVED and signed as a complete and accurate record.

16/099 PUBLIC PARTICIPATION SESSION

The monthly draw for the 800 club took place.

16/100 TOWN MAYORS ANNOUNCEMENTS

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

THE MAYOR thanked all those who had taken part in clearing weeds on the Town Hall terrace.

THE MAYOR wished CLLR UNDERWOOD luck on his forthcoming 70 mile walk to raise money for his chosen charities. Cllrs were invited to pledge their support for this worthwhile cause.

All Cllrs

THE MAYOR confirmed the 4th Great Garage Sale would take place on 20 August.

THE MAYOR thanked the DEPUTY MAYOR and the Neighbourhood Plan team for their hard work on the draft plan which had been circulated to all Cllrs.

16/101 TOWN CLERK'S REPORT ON MATTERS ARISING

The report on matters arising was received and the contents noted.

Cllr Spowart arrived at 7.45pm

16/101.1 CLLR CONBOY reported that draft Neighbourhood Plan was still work in progress Cllrs were invited to attend a working party meeting in August prior to presenting the final draft of the Neighbourhood Plan to the Town Council meeting on 18 August. It was hoped the document would be ready to go to all residents in September.

All Cllrs

16/101.2 CLLR CONBOY reported that membership of the Youth Council was growing following the recent advertisement for new members.

CLLR G WILSON confirmed he had spoken to a Solicitor and written to CCC regarding the

ongoing issues of repairs to the boundary wall between the Godmanchester Academy and the Non Conformist Burial area of the St Mary's Churchyard.

CLLR UNDERWOOD asked the Property Group whether any progress had been made regarding discussions with HDC on Riparian Rights. The Property Portfolio group would follow this matter up.

Property Portfolio

CLLR UNDERWOOD reminded Portfolio Groups that they had been asked to provide the Business Portfolio for a list of priorities in order that a Town Council Business Plan could be drawn up.

All Cllrs

The Town Clerk confirmed the sworn Declaration in respect of ownership of the Recreation Ground had been completed.

Property Portfolio

16/102 CORRESPONDENCE

The list of correspondence received was noted.

A letter of thanks in respect of provision of parking at Betts Close was noted. The Town Clerk confirmed that the BRJ Running Club would be taking part in a marathon on 4 September 2016 and would be running on part of the Ouse Valley Way through Godmanchester.

HDC had invited Cllrs to attend a question and answer session on the Devolution proposals for Cambridgeshire and Peterborough. Please advise the Town Clerk if you are able to attend.

All Cllrs

CLLR G WILSON advised a consultation on parking charges in Cambridge was underway. He would forward the link to all Cllrs for information.

Cllr G Wilson

16/103 PLANNING APPLICATIONS AND CORRESPONDENCE

The applications and correspondence set out in Appendix 16/103 were considered. The Town Clerk would advise HDC of the Council's recommendations.

Town Clerk

CLLR S WILSON confirmed that HDC had removed one previously approved name in respect of street naming on the Romans Edge development as there were insufficient houses in the cul de sac to permit a separate street name. The Town Clerk would write to the family to confirm that the name would be carried forward for future street naming purposes on the next phase of the development.

Town Clerk

16/104 FINANCIAL AND ACCOUNTS

16/104.1 The list of payments to be made in Appendix 16/104.1 was APPROVED.

16/104.2 Councillors received a copy of the Petty Cash Reconciliation for the period to 21 July, a copy of salary payments, a copy of the budget report on the year to date and a copy of the monthly bank reconciliation approved by the Mayor and a quarterly bank reconciliation to 30 June.

16/105 TWINNING

CLLR UNDERWOOD presented a report which was noted. In respect of his recent visit to Szentendre he reported he had received excellent hospitality and it was AGREED that THE MAYOR would write a formal letter of thanks on behalf of the Town Council.

Mayor

CLLR UNDERWOOD stated there were a number of issues to be addressed relating to the way young people were selected and financed on Twinning trips and the Town Council's aim to provide good value for money for Godmanchester residents. It was AGREED that the Town Council would set aside money in future budgets to award a grant to the H>A to support a Godmanchester resident attending a twinning youth event and any grant would be paid on receipt of invoices. It was also proposed that a committee be formed consisting of 2 members from Huntingdon Town Council, 2 members from Godmanchester Town Council and 2 members of the Twinning Association to plan events which would benefit Godmanchester.

16/106 JUDITH'S FIELD BUILDING

CLLR UNDERWOOD presented a report which was noted. He confirmed that with effect from 22 July Jack & Jill Preschool had closed. The Town Council was reminded that discussions on how to use the S106 money for the building had yet to take place, but at some point the building would be closed for redevelopment or refurbishment and Cllr were asked to consider the immediate use and occupation of the building. Following discussion, it was proposed that Judith's Field building be closed for business temporarily as the expected income following withdrawal of Jack & Jill would not meet expenditure. It was AGREED to close Judith's Field temporarily with immediate effect, but the four bookings taken and confirmed would go ahead. It was AGREED that Town Council working party meetings could take place at Judith's Field and consideration would be given to installing CCTV. The Deputy Town Clerk would liaise with the Guiding groups to try and accommodate their future bookings in the QES.

Deputy Town
Clerk

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 following item of business, the Press and Public were excluded from the meeting

16/107 PERSONNEL

CLLR UNDERWOOD presented a Personnel report in two parts. It was AGREED that an external independent review of the services and staffing levels provided by the Town Office be undertaken by the Local Government Association at a cost of approx. £600. CLLR UNDERWOOD would progress this matter.

Cllr Underwood

CLLR UNDERWOOD was extremely grateful to the Deputy Town Clerk for the tremendous amount of work she had undertaken in respect of the confidential report put to Cllrs. CLLR UNDERWOOD confirmed he had also taken advice from the retained HR Consultant on this issue.

Following discussion it was AGREED to proceed with the recommendation made.

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

16/108 PENSION AUTO ENROLMENT

CLLR WORTHINGTON presented a report which was noted. The recommendation to set up a pension scheme with NEST (National Employment Savings Trust) was APPROVED.

16/109 PROPERTY

CLLR CAMPBELL presented a report which was noted. 3 Quotes for CCTV had been received but further clarification was needed before a contractor could be selected. It was AGREED to proceed with the lowest quote subject to a maximum of £2917. It was AGREED to proceed with the lowest quote for controlled access system to the Town Office subject to a maximum of £1600 and subject to the internal doors being suitable for the system.

Property Portfolio

Property Portfolio

CLLR CAMPBELL reported the Property Portfolio would consider options for the refurbishment of the Mayoral Board although this was not a priority at this time.

Property Portfolio

CLLR CAMPBELL reported that an acoustics report for QES had been commissioned and investigations should be carried out early in August. He had also arranged a meeting with HDC to discuss the way forward in respect of taking over the public toilets as part of the QES refurbishment project.

Cllr Campbell

CLLR CAMPBELL recommended the former Town Office be redecorated and made available as an occasional meeting room. Costs would come from the Town Hall capital project budget.

Property Portfolio

CLLR CAMPBELL reported that CCC had AGREED to repair and repaint the Chinese Bridge although a date had not been confirmed.

16/110 MILL STEPS

CLLR CAMPBELL presented a report which was noted. CLLR G WILSON declared an interest as an employee of the Environment Agency, CLLR VANE PERY declared an interest as his property overlooks the Mill Steps.

It was AGREED that the proposals put forward by David Stokes be sent to the Environment Agency, HDC and CCC with a request that they respond within 4 weeks if they anticipated any issues or concerns with the proposals. It was AGREED to clear the Mill Steps and Fergusons would be asked to provide a quote. It was AGREED that once agreement to the proposals had been received, that funding for the project through Grants would be sought.

Property Portfolio

16/111 RELOCATION OF TOWN SIGN

CLLR COHEN presented a report which was noted. It was AGREED that consideration would be given to moving the Town Signs or provision of additional signs. This would be reviewed in the future and costs would be presented at that time.

16/112 WATER SUPPLY ON RECREATION GROUND

CLLR COHEN presented a report which was noted. It was AGREED to investigate whether the stand-pipe on the Recreation Ground could still be used and the costs involved to re-instate the water supply.

Cllr Cohen/
Town Clerk

16/113 AMPHITHEATRE OF TREES

CLLR COHEN presented a report which was noted. The project group working on the proposal to create an Amphitheatre of Trees on the Recreation Ground asked the Town Council to give agreement in principle to the project going ahead. Information and details relating to future costs of maintenance of the trees was not available at the meeting and it was AGREED to postpone the decision until full information was available to assist the Town Council in making an informed decision.

Cllr Vane Percy left at 10.16pm

16/114 GROUNDS MAINTENANCE CONTRACT

CLLR COHEN had circulated a draft copy of the proposed tender for the Grounds Maintenance Contract to all Cllrs. Cllrs were asked to read the document and pass any comments for changes to CLLR COHEN before the final draft was prepared and submitted for approval at the next Town Council meeting.

All Cllrs

THE MAYOR presented the Town Clerk with two signed photographs of Godmanchester which were a personal gift from Cllrs to her on the occasion of her wedding on 1 July. The Town Clerk expressed her warmest thanks to everyone for their kindness and generosity.

THE NEXT TOWN COUNCIL MEETING WILL BE HELD ON 18 AUGUST 2016 IN THE TOWN HALL STARTING AT 7.30pm

The meeting ended at 22.18pm

Mayor

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