

**MINUTES OF THE TOWN COUNCIL MEETING HELD IN THE
TOWN HALL ON THURSDAY 20 JULY 2017**

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

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

0 members of the public were in attendance

ACTION

17/111 TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE

CLLR KING: holiday; CLLR MACLEOD: unwell; CLLR VANE PERCY: unwell.

17/112 DECLARATIONS OF INTEREST

CLLR MALLEY in respect of planning applications for 22 Betts Close, 8 York Close, and St Anne's School. CLLR G WILSON and CLLR S WILSON in respect of planning application for 4 Crowhill.

17/113 MINUTES OF PREVIOUS MEETING

The Minutes of the Town Council meeting held on 15 June 2017 were duly APPROVED and signed as a complete and accurate record. The Minutes of the Town Council meeting held on 22 June 2017 were duly APPROVED and signed as a complete and accurate record

17/114 PUBLIC PARTICIPATION SESSION

Canon Jonathan Young advised those present that it was proposed to hold a short commemoration service at the War Memorial on 31 July to mark the centenary of the Battle of Passchendaele. Cllrs were invited to attend.

All Cllrs

The monthly draw for the 800 club took place.

17/115 TOWN MAYOR'S ANNOUNCEMENTS

THE MAYOR reported she had represented the town on 12 occasions since the last meeting and she outlined the various events she had attended. The DEPUTY MAYOR had attended a further two events on behalf of the Mayor.

THE MAYOR confirmed that £338 had been raised for her chosen charity by selling Prosecco over Gala weekend, and £208 had been raised through the car wash. THE MAYOR was grateful to all Cllrs who had been involve in these fund raising events as well as members of the Youth Council who had helped with the car wash. The next event would be a car boot sale which would take place on 20 August at Judith's Field. Help would be needed to marshall people and vehicles on the day.

All Cllrs

THE MAYOR advised that other ideas for fund raising were being developed and help would be required for each event.

All Cllrs

THE MAYOR reminded Cllrs that better communication and response was needed from portfolio groups when preparing the agenda for Town Council meetings. Cllrs were reminded that reports provided should deal with the financial aspects of the item to be

discussed together with details of the proposal.

All Cllrs

17/116 OUTSTANDING ACTIONS

CLLR G WILSON reported that the Planning Inspector for our Neighbourhood Plan had been appointed and was reviewing the information submitted to HDC together with associated documents and comments received. The Inspector would then decide whether to review the Neighbourhood Plan or to hold a formal hearing. The Inspector would be coming for an unaccompanied visit to the town.

CLLR HOOKER confirmed that repairs to the surface around logworld would be undertaken shortly and the Environment Portfolio would budget to replace this equipment and put forward proposals in due course.

Environment
Portfolio

CLLR CAMPBELL advised that the Trustees of Judith's Field had given their approval for a Skatepark to be located on Judith's Field. Further advice would be provided by a company who would visit the site in August, but Cllrs were encouraged to visit the new Skatepark facility at Alconbury Weald.

All Cllrs

The Town Clerk reported that a holding response had been received from HDC in respect of enquiries regarding ownership and maintenance of the trees along The Avenue. The Town Clerk would hasten for further information.

Town Clerk

CLLR CAMPBELL confirmed he would obtain advice about how to deal with the weeds and algae in the mill pond.

CLLR HOOKER advised that the Town Clerk had been liaising with the EA to have deadwood removed from the river. Volunteers would cut up the branches and logs and the cost for a skip had been considered. CLLR UNDERWOOD pointed out that as HDC claimed the Riparian rights to the river, perhaps they could be approached and asked to clear the debris once it had been lifted from the river.

Town Clerk

Thanks had been sent to Peter Maguire who had undertaken a litter pick on the river from his canoe.

CLLR G WILSON advised that he was still waiting for proposals for use of CIL money from Cllrs.

All Cllrs

The Town Clerk confirmed she was drafting a revised Business Plan for consideration by the Business portfolio.

Town Clerk

THE MAYOR confirmed that progress was being made to develop policies which permitted the office team to respond to queries quickly and in line with the Council's wishes. CLLR MALLEY was keen to progress a policy for flag raising, as drafted by CLLR TAPLIN. This would be considered at the next Town Council meeting.

Cllr Taplin

CLLR G WILSON asked whether all queries relating to Opting to Tax had been resolved. The Town Clerk would re-send the report produced by Elysian Associates for his consideration.

Town Clerk

17/117 CORRESPONDENCE

The list of correspondence received was noted.

CLLR CAMPBELL confirmed that despite attempts to save the tree on the corner of a property in Crowhill and London Road, the tree would be removed as reports had been made indicating the tree was responsible for damage to foundations.

HDC were undertaking a parking survey. The Town Clerk would ensure details were placed

Town Clerk

on the website with a link provided on GMC Living. The Business Portfolio would co-ordinate a formal response from the Town Council. Cllrs were asked to pass their views to the Business Portfolio but were also able to respond to the survey as individuals.

All Cllrs/
Business Portfolio

THE MAYOR confirmed a consultation was underway regarding the future of Children's Services which could see a reduction in the number of children's centres. THE MAYOR would draft a response for consideration by the Business Group. All comments to the Business Group.

Cllr Conboy/
Business Portfolio

The Police and Crime Commissioner had launched a consultation on the future Governance of the Fire and Rescue Service and the Fire and Rescue Service had also provided a copy of their response to the Consultation. The Business Portfolio would draft a response on behalf of the Town Council, and Cllrs were broadly in favour of supporting the views of the Fire and Rescue Service. Further comments should be shared with the Business Portfolio.

Business Portfolio

17/118 PLANNING APPLICATIONS AND CORRESPONDENCE

The applications and correspondence set out in Appendix 17/118 were considered. The Town Clerk would advise HDC of the Council's recommendations.

Town Clerk

CLLR S WILSON reported that Mr Fox of DWH, had advised that the request to extend the footpath from the pavement on the A1198 around the corner into London Road to the entrance to Judith's Field would not be possible. He had advised that the strip of land was too narrow and there were services running along this verge.

In the first instance the Town Clerk would write to the owners of Judith's Field to seek their views about creating an additional entrance onto Judith's Field and once a response had been received, CLLR S WILSON would discuss the matter again with DWH.

Town Clerk

CLLR G WILSON reported that representatives from the Cambridge Education Trust (CET) had attended the recent Planning Working Party and confirmed they had been given approval by the DFE to build a 750 place, 11-16 year old secondary school in Godmanchester. This number of places would allow for the 5 forms of primary school children in Godmanchester to move to a Godmanchester secondary school. A site for the school was being sought. The group intended to develop 1 year at a time and a 6th form would not be included.

CET would set up a steering group and were keen to have community involvement with a formal consultation taking place in Autumn. CLLRS G WILSON; D UNDERWOOD, P MALLEY, J YOUNG and S CONBOY offered to be part of steering group discussions. CLLR G WILSON would respond to CET to note their proposals, and confirm details of Cllrs who would like to be involved.

Cllr G Wilson

CLLR G WILSON confirmed the possibility of a traffic study would be discussed at the next Planning working party meeting in August.

Cllr G Wilson

CLLR G WILSON confirmed that he would draft a response to the latest consultation on the Draft Local Plan noting the Town Council's support on the housing allocations that we were already aware of. The Town Council would also support the comments made stating a further large development adjacent to Roman's Edge was not suitable. The consultation was open to everyone so Cllrs could respond as individuals. THE MAYOR advised Cllrs that it was essential reading and Cllrs should look at information in respect of the Godmanchester sites but also Huntingdon sites which would have an impact on the town.

Cllr G Wilson

All Cllrs

17/119 PROPERTY REPORT

CLLR CAMPBELL confirmed that a letter of intent had been signed by the Town Clerk and G&S Hutchinson. The final figure had been adjusted following responses to queries raised

by the Quantity Surveyor and further adjustments would be made once decisions had been made on the design of the kitchen and details of the audio visual provision had been agreed. The Porch Museum had been cleared and work would begin on 31 July. G&S Hutchinson would be asked to carry out repairs to the Town Hall exterior brickwork as a separate job on a day-work basis.

The Town Council was still waiting for formal authority from WREN to go ahead to tie in with the grant application made.

CLLR CAMPBELL confirmed the Mayoral Board would be in place by the end of July and new external signs had been installed. Artwork in respect of the double sided Town Council noticeboard was expected by the end of July.

CLLR CAMPBELL advised that he had spoken with John Hesp who had recommended the Town Council did not enter into any agreement with the EA in respect of the list of work they had suggested as being essential, until they had obtained sound legal advice from an expert in waterways law.

CLLR CAMPBELL had obtained advice from the Conservation Officer and it was proposed that the Facilities Assistant could repaint the fingerpost sign at the junction of West Street and Old Court Hall. The Town Clerk would arrange this.

Town Clerk

CLLR CAMPBELL advised that confirmation of fees for proceeding to final design for tender purposes for the JF building were being sought. Once designs had been approved, a tender document would be drawn up ready for the process to begin once the S106 funding had been triggered. The Town Clerk confirmed a skip had been provided for disposal of all unwanted furniture at JF.

17/120 FINANCIAL AND ACCOUNTS

17/120.1 The list of payments to be made in Appendix 17/120.1 was APPROVED.

17/120.2 Councillors received a copy of the salary payments, Petty Cash Reconciliation for the period to 20 July, a copy of the budget report on the year to date, a copy of the monthly bank reconciliation approved by the DEPUTY MAYOR and a copy of the quarterly bank reconciliation.

17/121 REVIEW OF CASH FLOW FOR QES PROJECT

CLLR G WILSON reminded Cllrs that following the extra Town Council meeting to discuss the planned refurbishment of the QES, the Town Council had taken the decision not to take out a Public Works Loan. The Town Clerk had revised the anticipated cash flow for the remainder of the financial year and these were presented to the Council. The Town Clerk advised that a PWL would not be available to the Town Council for general "housekeeping" use and an application would only be considered in respect of a project, and that the Town Council should hold reserves to cover 6 months running costs. The figures presented indicated that with VAT amounts being reclaimed and received together with a WREN grant and the second instalment of the annual precept being received, the bank accounts would hold sufficient funds to manage the extra expenditure in respect of the project costs. CLLR G WILSON confirmed that based on the information available there was no reason to change the decision already made in respect of a public works loan.

It was AGREED that the Town Council needed to draw up a list of projects where CIL income could be used. An initial discussion would take place at the next Planning Working Party and followed up at the August Town Council meeting. Cllrs were invited to provide suggestions through the Town Office. A clear audit trail showing Town Council decisions on use of CIL income should be available and this would include any allocation of CIL money to the QES refurbishment project.

All Cllrs

17/122 CEMETERY CHARGES

CLLR YOUNG presented a report, but as there had been some aspects which required further consideration, it was AGREED the paper would be deferred and brought back to the Council for discussion at the September meeting.

Clr Young

THE NEXT TOWN COUNCIL MEETING WILL BE HELD ON 17 AUGUST 2017 IN THE TOWN HALL STARTING AT 7.30pm

The meeting ended at 21.40pm

Mayor