

**MINUTES OF THE TOWN COUNCIL MEETING HELD IN THE
TOWN HALL ON THURSDAY 19 JULY 2018**

PRESENT: Mrs S CONBOY (Town Mayor)
Councillors: Mrs S WILSON (Deputy Mayor); G CAMPBELL; A HOOKER; C HYAMS; R MAHMOOD; P MALLEY; P MORGAN, Mrs M RADFORD; R TAPLIN; C THOMAS; G WILSON; Mrs S WORTHINGTON; J YOUNG

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

8 members of the public were in attendance

18/104 TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE

ACTION

CLLR UNDERWOOD: previous engagement; CLLR VANE PERCY: family illness

18/105 DECLARATIONS OF INTEREST

CLLR CAMPBELL: item relating to Judith's Field refurbishment as consultant in firm of Architects managing the project; CLLR MALLEY: planning item for St Anne's School as parent Governor; CLLR HYAMS: signage for riverside as wife is boat owner; CLLR HOOKER: Environment report as Community Association president

18/106 MINUTES OF PREVIOUS MEETING

The Minutes of the Annual Town Council meeting held on 21 June 2018 were duly APPROVED and signed as a complete and accurate record.

18/107 TOWN MAYOR'S ANNOUNCEMENTS

THE MAYOR was sad to announce the recent death of Jim Lomax. Jim had been a former Mayor of the Borough of Huntingdon and Godmanchester and THE MAYOR thanked those Cllrs who had attended his funeral.

THE MAYOR confirmed that Philip Radford had stepped down as Cllr with immediate effect. Unfortunately he had realised the role was not for him. The Town Clerk would advertise the casual vacancy in the usual way.

Town Clerk

THE MAYOR reported she had represented the town on 8 occasions since the last meeting.

THE MAYOR relayed thanks to the Community Association for another great Gala Day and Picnic in the Park and to those who had helped raise funds for the Mayor's charities through the sale of Prosecco over gala weekend and also to everyone who had taken part in the Mayor's garage sale.

THE MAYOR reminded Cllrs that it was a full agenda and as reports had been circulated prior to the meeting, Cllrs were asked to focus on the summary and recommendations on each item.

18/108 PUBLIC PARTICIPATION SESSION

Mr Willis addressed the Town Council on several points of concern to him in respect of the planning application for an 8m high glass house to the rear of Cow Lane. He commented on site access, loss of wildlife, the vast scale of the proposed development, the change this would bring to the landscape and the proposed planting to act as screening which would take years to be effective. His comments had been sent by email and had been forwarded to the Planning working group. THE MAYOR thanked him for his comments.

Dr Weyell advised the Town Council that Roman Gate Surgery were about to submit a planning application to extend the surgery premises. Details of the plans had been provided for the Planning working group and Dr Weyell had been advised the Town Council could not comment until a formal application had been submitted.

Mrs Smith addressed the Town Council to make them aware of a Community Project being undertaken by the Baptist Church. They were intending to apply to the Home Office under the Community Sponsorship Scheme to resettle a Syrian family in Godmanchester. A group of investors through the Baptist Church had purchased a house in Godmanchester which would be managed by a Charity in Peterborough for use by the resettled family. Mrs Smith hoped that in 6-8 months time they would be welcoming the first family to Godmanchester.

Mr Cohen confirmed that a request had been submitted to purchase a black metal bench with red poppies in it to commemorate the fallen of the town, together with a request that the bench be sited in a prominent position on The Causeway. £800 from the Godmanchester Stirling fund would be donated towards the purchase of the bench which the Town Council would be responsible for in the normal way. A local company had offered to install the bench for a low or small fee. Mr Cohen thanked the Town Council for arranging to clean the War Memorial prior to 11 November.

Mrs Pauley presented details of a Godmanchester Remembers project which was raising awareness of the 100th anniversary of Armistice. She confirmed that each of 77 names listed on the War Memorial would be represented by a 4' soldier silhouette. Mrs Pauley said that because it was such a poignant time, the community was working on creating a poppy display, made from the bottoms of lemonade bottles. Mrs Pauley asked the Town Council to consider locating the free standing frame on the terrace outside the Town Hall and to allow this display to grow with poppies being added in the lead up to 11 November. This would be brought to the Town Council in August for a decision.

Environment
Portfolio

The Club 800 draw took place.

18/109 OUTSTANDING ACTIONS

The report on outstanding actions was noted.

CLLR WORTHINGTON confirmed that the Friends of the Queen Elizabeth School does still exist as a charity and that the Charity Commission's website showed that they had submitted accounts for the financial year ending 31 May 2017. With regard to the suggestion that the Friends of the QES, which was the blanket organisation for the Porch Museum, be charged for booking the QES but offered a grant to assist them in covering their overall costs during the year, it was proposed this matter be presented in a report to the Town Council in August or September.

Business
Portfolio

18/110 CORRESPONDENCE

The list of correspondence received was noted.

CLLR G WILSON reported that he had discussed the timescale for installation of the mobile vehicle activated sign (MVAS) with CCC following the successful outcome of the Town Council's bid under the 2017/18 LHI Scheme. Although approval had been given in March 2018, CCC confirmed they would be bulk ordering the MVAS equipment and it was likely to be December 2018 before the sign would be installed. The alternative was that the Town Council could purchase and install the MVAS independently but the unit cost might be higher. The Town Council reluctantly AGREED to wait for CCC to purchase and install the equipment.

18/111 COUNCILLOR ATTIRE

CLLR MALLEY put forward a proposal that Cllrs should not robe for normal Town Council meetings but would continue to robe for Civic occasions such as the Civic Service, Remembrance Day and Annual meetings. An amendment was also proposed that the decision was reviewed in 12 months. Following discussion and a vote, this proposal failed and it was AGREED that Cllrs would continue to wear robes to all council meetings and on Civic occasions.

All Cllrs

18/112 PLANNING APPLICATIONS AND CORRESPONDENCE

The applications and correspondence set out in Appendix 18/112 were considered. The Town Clerk would advise HDC of the Council's recommendations.

Town Clerk

18/113 HUNTINGDON ACCESS ROAD

CLLR CAMPBELL presented a report which was noted. It was AGREED a letter from the Town Council to Highways would be sent asking for details of what was being done to improve cycling and walking routes for children going to school as current access to schools to/from Godmanchester/Huntingdon is unsatisfactory. A copy of the letter would also be sent to the Transport Officer at HDC.

Clr Campbell/
Town Clerk

18/114 PROPERTY REPORT

CLLR CAMPBELL presented a report which was noted. The Friends of the QES has asked that locks be provided to prevent members of the public using the QES toilets when the Porch Museum was open. It was AGREED that this was not necessary and the Town Clerk would confirm this to the Friends of the QES.

Town Clerk

A quote was being obtained to provide an additional front door lock for the QES to enable hirers to secure the building should they leave before the Facilities Assistant returned to lock the building.

CLLR CAMPBELL confirmed Donald Insall were submitting the upgrade of the QES as a nomination for a Civic Trust Award.

CLLR CAMPBELL confirmed the radiator had been moved in the upstairs Town Office allowing for reorganisation of furniture with a view to a member of staff using the office on a regular basis.

CLLR HYAMS reported a quote in the sum of £345 for the production of 11 signs had been received. This would provide new signage at Judith's Field for the entrances from London Road and Roman Way, limited mooring signs on the Recreation ground and CCTV signs at School Hill. It was AGREED to place an order for these signs with London House Signs.

Town Clerk

18/115 JUDITH'S FIELD PAVILLION REFURBISHMENT

CLLR TAPLIN presented a report which was noted. It was noted that as contractors were referred to within the report, they should not be named as discussions were not taking part in a closed session of the Town Council.

CLLR TAPLIN confirmed that in addition to the £250k allocated through S106 funds, the Town Council had put £50k in the budget for this project. Tenders received had exceeded this overall budget and the Architect was working with the two companies who had produced the lowest figures to look at ways to reduce the project cost. It was envisaged that the project might start in November and the overall cost would be covered over two financial years. The Town Council would look at obtaining grants to meet some of the costs and would also investigate the terms for taking out a short term public works loan.

Town Clerk

18/116 FINANCIAL AND ACCOUNTS

18/116.1 The list of payments to be made in Appendix 18/116.1 was APPROVED.

18/116.2 Councillors noted receipt of a Petty Cash Reconciliation for the period to 19 July, a copy of the budget report on the year to date, and a copy of the monthly bank reconciliation approved by the DEPUTY MAYOR and a quarterly bank reconciliation.

18/117 BUSINESS REPORT

CLLR THOMAS confirmed that the Business group had considered recent correspondence from residents regarding parking and highways issues, however, it was AGREED the LHI bid for yellow lines outside the Co-op store would be submitted. Although the LHI bid had been completed by the Business Group on this occasion, it wasn't clear whether as a Highways issue this should be dealt with by the Planning Portfolio in future. Business and Planning to liaise and resolve for August.

Town Clerk
Business/
Planning
Portfolios

Following various correspondence from a resident in West Street in respect of highways matters, an open letter to residents of West Street would be delivered providing actions taken and response given by Town, District and County Cllrs. The Town Clerk would amend the draft presented to all Cllrs by removing reference to any individual residents.

Town Clerk

CLLR THOMAS reported that the Business Group had offered to report incidents of parking offences to the Police through the 101 call system for a period of a month. Cllrs were invited to let a member of the Business Group know of particular issues which would be logged and reported.

All Cllrs

CLLR HYAMS referred Cllrs to his notes on GDPR included in the Business Report and asked all Cllrs to read them.

All Cllrs

CLLR RADFORD presented details of changes to the scale of hire charges for the QES and Judith's Field. Rates of hire changes would come into effect from 1 April 2019 but supplement charges would come into effect immediately. The Town Office was working towards providing additional information in respect of cost of overheads for both buildings.

Town Clerk

It was AGREED that a petty cash float of £50 for Timebank sundry expenses would be set up through the Town Clerk.

Town Clerk

It was AGREED to defer consideration of Policy Documents to the August Town Council meeting. As further documents would be produced in August, Cllrs were encouraged to comment on the existing draft policy documents in the next couple of weeks.

All Cllrs

CLLR MALLEY reminded Cllrs that the new on-line newsletter was due now. None of the Portfolio groups had submitted articles so far. It was AGREED each group would submit an article by the end of July.

All Portfolio
groups

18/118 REPORT FROM COUNCIL AND DISTRICT COUNCILLORS

A report from District and County Cllrs was received and noted.

18/119 ENVIRONMENT REPORT

CLLR HOOKER presented a report which was noted.

It was noted that the entrance to footpath 13 adjacent to the Allotment gardens had been cleared at a cost of £120. The Town Clerk would write to the Allotment Association asking whether they would maintain this footpath which was part of the land rented for the allotments through the Church Commissioners. THE MAYOR reminded all Cllrs that they should not incur any expenses without prior Town Council approval.

Town Clerk

It was noted that Global Tree Solutions had provided an Arboricultural Condition and Hazard Assessment report on the trees on the Recreation Ground, Buttermel Meadow, Devana Park and the War Memorial. The Deputy Town Clerk would obtain quotes for the work identified in the report as requiring action within the next 6 months.

Deputy Town
Clerk

Godmanchester Community Association had requested permission to provide and install two 'Tommy' hollow silhouettes on the Recreation Ground adjacent to the new willows overlooking Portholme Meadow. Concerns about the inappropriate site, possible vandalism, injuries and the wish to avoid creating a new War Memorial were expressed and it was with regret the Town Council voted to refuse this request. **Town Clerk's note: A letter to the Chairman of the Community Association explaining the reasons for refusing this request was sent on 27 July 2018.**

A request from the Godmanchester Stirling Fund had been made offering to contribute towards the cost of a specific WW1 memorial bench with a further request to site the bench at a specific location. CLLR TAPLIN confirmed that the Town Council has a clear policy on the type and siting of memorial benches and unfortunately this request does not meet the criteria set out in the policy. It was therefore with regret that The Town Council voted to refuse this request.

Town Clerk's note: A letter to Mr Leivers and Mr Cohen representing the Godmanchester Stirling Fund explaining the reasons for refusing this request was sent on 27 July 2018.

18/120 SKATEPARK REPORT

CLLR CAMPBELL presented a report and proposed that the Town Council accept the proposals put forward by Maverick. It was AGREED that the project would proceed to discuss more detailed design and it was noted and AGREED that there was no financial obligation made by the Town Council at this stage.

CLlr Campbell

THE NEXT TOWN COUNCIL MEETING WILL BE HELD ON 16 AUGUST 2018 IN THE TOWN HALL STARTING AT 7.30pm

The meeting ended at 22:04

Mayor