

**MINUTES OF THE TOWN COUNCIL MEETING HELD IN THE
TOWN HALL ON THURSDAY 21 FEBRUARY 2019**

PRESENT: Mrs S CONBOY (Town Mayor)
Councillors: Mrs S WILSON (Deputy Mayor) G CAMPBELL; A HOOKER; P IRVING; R MAHMOOD; P MALLEY; P MORGAN; R TAPLIN; D UNDERWOOD; C VANE PERCY; G WILSON; Mrs S WORTHINGTON; J YOUNG;

Deputy Clerk: MS V PRYCE
Mace Bearer: Mr M WILLIAMS

2 members of the public were in attendance

19/017 TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE

ACTION

CLLR HYAMS – Illness
CLLR RADFORD - Holiday

19/018 DECLARATIONS OF INTEREST

CLLR MORGAN – 19/00123/HHFUL & 19/22124/LBC
CLLR VANE PERCY – 19/00220/TREE

19/019 MINUTES OF PREVIOUS MEETING

The Minutes of the Town Council meeting held on 17 January 2019 were duly APPROVED and signed as a complete and accurate record.

19/020 TOWN MAYOR'S ANNOUNCEMENTS

THE MAYOR was saddened to report that the Town Clerk had tendered her resignation, THE MAYOR offered the Councils thanks for her hard work and dedication to the Council for over 13 years.

The MAYOR presented CLLR MAHMOOD and CLLR THOMAS certificates for Councillor training and thanked them for attending.

THE MAYOR reported that she had been busy in her Mayoral capacity. The MAYOR asked CLLRS to put the Twinning Arts Festival in diaries, a goodbye reception is being held in Godmanchester to say goodbye to everyone involved on 6/7th April. There will be lots of activity throughout the Town and CLLRS are asked to encourage members of the public to participate. CLLR TAPLIN will download information from the HGTA website to send around to all Councillors.

CLlr Taplin

To note agreement to hold a St Georges Day service on April 28th with Reverend Busk. The MAYOR confirmed CLLRS should be gowned and will meet at the Town Hall.

All

The MAYOR asked if she could give the Mayors charity money out at the Town meeting also, as it would encourage people to attend.

19/021 PUBLIC PARTICIPATION SESSION

The Club 800 draw took place.

19/022 OUTSTANDING ACTIONS

The report on outstanding actions was noted.
Parking on The Avenue is to move to the Planning portfolio – Town Office to advise Council why the letter to residents has not yet been sent.

**Deputy
Clerk**

19/023 CORRESPONDENCE

The list of correspondence received was noted.
The MAYOR reminded CLLRS that Council had organised a bike marking day and thanked those CLLRS who had offered their time and support.

Email received from John Thackray today regarding the 'Green for Godmanchester' Community Meeting due on Mon 18 March 2019, which is also listed as correspondence for March. The MAYOR reminded Council that all invites should be sent officially through the Town Office.

19/024 PROPERTY REPORT

CLLR CAMPBELL advised that HDC confirmed they have completed the Community Facilities Notice with regard to the S106 money for the Judith's Field renovation. Council will publicise the renovation date once agreed, on GMC Living and the Council website. CLLR MALLEY suggested erecting a sign similar to the one provided by the Community Association for the dredging project to raise awareness.

With regard to the QES renovation, the one year defects liability finishes in March at which point Hutchinsons will come back and finish the snagging list.

19/025 FINANCIAL AND ACCOUNTS

19/025.1 The list of payments to be made was APPROVED.

19/025.2 Councillors noted receipt of the Petty Cash Reconciliation for the period to 21 February, a copy of the budget report on the year to date, and a copy of the monthly bank reconciliation approved by the Deputy Mayor.

19/026 BUSINESS REPORT

CLLR UNDERWOOD presented the report, and also thanked CLLRs for attending the Community Nursery task meeting. CLLR UNDERWOOD advised that the Council were receiving good information from HDC and are in receipt of the inventory and finances; however, more detail on the finances would be welcomed. CLLR UNDERWOOD advised that, at the next meeting, he would be discussing the need for the Council to adopt the General Power of Competence (GPC) in order to operate the nursery commercially and the appointment of a solicitor, and would report back to Council in March.

CLLR UNDERWOOD reported that for some time Council had felt that Timebank had not progressed as it had hoped or expected with the number of exchanges limited. CLLR UNDERWOOD also advised that no grants had been applied for. CLLR UNDERWOOD proposed that Timebank should be discontinued at the end of the contractual period. All in favour and it was so **RESOLVED**.

Town Clerk

The MAYOR minuted our thanks to the Co-ordinator for her work, and our gratitude for the time and energy that she has put in to the role. Deputy Clerk is to write to CCC to advise them of the outcome.

Deputy Clerk

CLLR UNDERWOOD was in the process of putting together a newsletter, which would both be printed and available digitally. The Council thanked CLLR UNDERWOOD for his efforts.

19/027 POLICY AND PROCEDURE

CLLR S WILSON thanked CLLR TAPLIN for his work on the H&S review and taking the lead for H&S going forward. All CLLRS were reminded that they are legally responsible for H&S at all times. CLLR S WILSON proposed the Council adopt the revised 'Health & Safety Policy', all were in favour and it was so **RESOLVED**. CLLR S WILSON advised that this policy should be revised annually.

CLLR S WILSON presented the revised 'Hire and Use of Halls Policy' which will remain under review and the office will report back to Council in 2 months. CLLR S WILSON proposed the policy be adopted, all were in favour and it was so **RESOLVED**.

CLLR S WILSON presented the 'Planning and Transport Policy', 'Communication Policy' and 'Vexatious and Persistent Complaints Policy'. CLLR S WILSON proposed that the policies be adopted, all were in favour and it was so **RESOLVED**.

CLLR S WILSON had reviewed the Code of Conduct and reminded CLLRs having a disclosable pecuniary interest that, should CLLRs wish to remain in the meeting while the item is being discussed, then those CLLRs should apply for a dispensation through the Town Clerk. CLLR S WILSON proposed the re-adoption of the code, all were in favour and it was so **RESOLVED**.

CLLR S WILSON had added an addendum for the credit card to the Financial Regulations. CLLR S

WILSON proposed the Council re-adopt the regulations, all were in favour and it was so **RESOLVED**.

**Deputy
Clerk**

CLLR S WILSON thanked all CLLRs and advised that the Deputy Clerk will upload policies onto website.

The MAYOR thanked the DEPUTY MAYOR, all CLLRs and staff who had helped in the process.

19/028 ENVIRONMENT REPORT

CLLR HOOKER reported that an offer of a £50k grant towards the Skate Park had been received from Sports England, with a condition that the work must start by 30th April and this was dependent on other monies raised. Council thanked CLLR CAMPBELL and staff for the work involved.

CLLR TAPLIN advised the Council that they would be adding a further four hanging baskets to the display throughout the Town which would cost an additional £520 per annum to plant and maintain. CLLR UNDERWOOD added that it may be possible for the Community Nursery to provide flowers for the Town Council in future.

CLLR HOOKER reported that one of the silt bags had been damaged by the frost, leading to the bag splitting; this was not vandalism as reported on GMC Living.

CLLR HOOKER advised the Community Association would move the orange cordon tape to the Chinese Bridge during spreading of the silt to stop members of the public crossing the recreation ground area. The footpath will remain open.

CLLR HOOKER reported that he had been advised that twice as much silt could have come out of the Lade. The Community Association will provide a report on the costs and method for future works. CLLR HOOKER recommended that the dredging be carried out again in 5 years and not 7 as previously advised. Council thanked volunteers for their time and efforts, in particular, CLLRs HOOKER, MALLEY and IRVING.

19/029 PLANNING

The applications and correspondence set out in Appendix 19/029 were considered. The Town Clerk would advise HDC of the Council's recommendations.

Town Clerk

CLLR WILSON advised that correspondence had been received regarding land at the North end of Romans' Edge, which was originally designated for commercial use, but now housing was being sought or, potentially, a small secondary school. CC have advised there is still no need for a new school. The Town Clerk was asked to contact Chesterton and asked for an update on information with regard to their advert in recent editions of the Hunts Post.

Town Clerk

Correspondence from Marchfield had been received, regarding a permissive pathway agreement. The MAYOR proposed that the Council respond agreeing in principle to the letter, but with full details to be available for the next Town Council meeting. CLLRS WORTHINGTON & THOMAS advised while they agreed to the proposal in principle, they had not had sight of any correspondence or figures and at this point could do no more. Town Clerk was directed to write to Marchfield to thank them for their letter advising that the Council had not had enough time to consider their proposal fully. The Town Clerk will also seek agreement from the freeholders.

Town Clerk

Proposal for the large glass houses in cow lane has been withdrawn. The Town Clerk will contact HDC for further information.

Town Clerk

Cllr Wilson

CLLR WILSON reported that a separate third river crossing is being investigated. CLLR WILSON will seek information as to what consultation will be carried out.

CLLR WILSON advised that the 59 houses at Dexter's Farm were in accordance with the amended Neighbourhood Plan and thus subsequently approved. The S106 agreement includes a contribution to 3G pitch on Godmanchester Rovers football grounds – the Council has asked for some wider community use of the land. The Council have also requested a pelican crossing and a footpath across the A1198 to be agreed from the developer contributions. The Mayor asked that If Council had any further concerns they will have to approach HDC quickly.

Cllr Wilson

The disabled parking bay in West Street is no longer being used. CLLR WILSON proposed that he should request the space be removed through CCC; all were in favour and it was so **RESOLVED**.

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 be excluded from the meeting.

The Deputy Clerk and Mace Bearer left the room.

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 be re-admitted to the meeting.

On their return to the room, the Deputy Clerk was instructed to record the following minutes.

19/030 PERSONNEL

Cllr Worthington advised, following the resignation of the Town Clerk and RFO, the Town Council agreed unanimously to offer the position to the Deputy Town Clerk with effect from 1st April 2019. The Council agreed to start the recruitment of new Deputy Town Clerk. The Council authorised the personnel working group to agree salary and working terms with the Town Clerk designate, and to agree interim and ongoing arrangements including staffing for the town office, reporting back to and getting further authorisation from the Town Council as necessary.

Personnel

19/031 PERSONNEL: PENSION CONTRIBUTIONS

Cllr Worthington advised that the Council's uplifted 4% pension contribution had been agreed.

Town Clerk

The meeting ended at 21.36

Mayor