

**MINUTES OF THE TOWN COUNCIL MEETING HELD
ON-LINE ON THURSDAY 21st MAY 2020**

PRESENT: R TAPLIN (Town Mayor)
Councillors: Mrs S WORTHINGTON (Deputy Mayor); G CAMPBELL; Mrs S CONBOY; J HLADKIWSKYJ; C HYAMS; P IRVING; R MAHMOOD; P MORGAN; Mrs M RADFORD; P ROUND; C THOMAS; C VANE PERCY; Mrs S WILSON; G WILSON

Town Clerk: Ms V PRYCE

MINUTES

Action

20/59 TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE

Cllr HOOKER – Other engagement

20/60 DECLARATIONS OF INTEREST:

Cllr VANE PERCY – Planning Applications relating to Island Hall

20/61 MINUTES:

Cllr WORTHINGTON advised that the heading of the minutes from 16th April was incorrect, and stated the meeting was held in the Town Hall when it had been held online. The Clerk agreed to amend the minutes.

20/62 TOWN MAYOR'S ANNOUNCEMENTS:

The MAYOR advised that he had liaised with Reverend Busk who had advised that he would continue to be the MAYORS Pastor during his extended term. The MAYOR advised that Huntingdon and various other Towns had also extended their MAYOR's and DEPUTY MAYOR's terms accordingly. The MAYOR reported that fireworks were taking place at RAF Alconbury to mark Independence Day, but there would be no invitation to attend due to the pandemic.

20/63 PUBLIC PARTICIPATION SESSION:

None

The club 800 draw took place.

20/64 OUTSTANDING ACTIONS:

The list was noted.

20/65 CORRESPONDENCE:

The list of correspondence was noted. Cllr HYAMS enquired about the letter received from the Community Timebank and if the Mutual Aid meeting had gone smoothly. The MAYOR advised that the meeting had gone smoothly and there was no animosity. 19.19 Cllr CAMPBELL joined the meeting.

20/66 ENVIRONMENT REPORT:

Cllr IRVING advised that the portfolio group had met and discussed uses for CIL money and Churchyard maintenance. Members had been asked to consider four different pieces of adult equipment. Wheelchair users were also being considered and Cllr IRVING would be liaising with disabled residents to gauge their interest. He reported that the silted area of the recreation ground had been levelled. He reported the skip would be removed when contractors returned to work. Two Ash trees had fallen across a path on the recreation ground and emergency work had been carried to clear them at a cost of £750. Cllrs HOOKER and CAMPBELL had carried out a survey of the Osier beds and were liaising with Dan Bousfield to clear the area with an agreed maximum budget of £900. Dan Bousfield had advised the Cllrs that a third tree required removal at a cost of £120. Cllr IRVING advised that emergency work had also been carried out on two trees at Buttermel park which consisted of the removal of two Sycamore trees at a cost of £480, the Clerk advised that the contractor had identified a third tree which required removal

at a cost of £120. The Environment Portfolio would consider replacement trees in the Autumn. The Environment Portfolio had considered potential CIL expenditure projects which included, Logworld, landscaping at the Cemetery, lighting at Queens Walk and upgrading of the footpath at Queens Walk and the perimeter of the recreation ground with wheelchair users being considered. Cllr MORGAN had advised there were areas at the Churchyard which required attention and after liaising with Cllr HOOKER they had agreed to spend £350 to manage this. The MAYOR advised that he had circulated a paper to the Environment Portfolio for initial consideration, sharing his thoughts on CIL expenditure which would be shared more widely in due course.

20/67 FINANCIAL AND ACCOUNTS:

20/67.1 & 20/67.2 The list of payments was approved.

Cllr MAHMOOD joined the meeting at 19.29.

20/67.3 Noted the receipt of petty cash reconciliation to 30th April, monthly budget report on the year to date, monthly bank reconciliation.

20/68 BUSINESS REPORT:

Cllr THOMAS requested that Council note the future planning document regarding the Council response to the lockdown. Cllr THOMAS requested that Council agree that the halls remain unavailable for hire until 16th July. The MAYOR proposed that the halls remain closed for hire until 16th July or earlier, in line with government guidance, all were in favour and it was so **resolved**. Cllr THOMAS requested that all Portfolio groups review their budgets and priorities and consider the use of CIL to create lasting assets for the Town. The MAYOR proposed these be reviewed by the Budget Advisory Panel Group and a report would be put to Council on 16th July, all were in favour and it was so **resolved**. Cllr THOMAS spoke about the County Council's Capital Fund which is making funds available to Towns and Parishes and separate organisations. Full details had been sent to Council through County Cllr WILSON. Cllr THOMAS requested that the Council consider the grant and submit information at the next Town Council meeting. Cllr WILSON advised that the football club and the bowls club would be submitting applications. He advised there was only £5,000,000 available to the County on a first come first serve basis. Cllr WILSON explained that when he first circulated the information to Vicky, he felt that the Town Council should consider priorities for the Town, but agreed that it was not for the Town Council to decide and this would have created additional work. The MAYOR asked if there were any projects that could be expedited. Cllr WILSON advised that a pump track was on the agenda which could be applied for. Cllr THOMAS advised the current position of the Nursery was in the paper and the Clerk was continuing to oversee operations. He advised that the Xmas Working Party had been formed with Cllrs IRVING, WORTHINGTON, CAMPBELL and HLADKIWSKYJ participating. Following extensive correspondence and given the Covid-19 constraints Cllr THOMAS asked Council to refuse permission for Millside Canoe Hires use of the recreation ground, he went on further to advise this would continue to be reviewed in line with government guidelines. Cllr S WILSON advised that the current guidance advised that only privately canoeing is acceptable. From 1st June private cruisers can be used. There was no information about businesses such as these being able to operate at this time. Cllr HLADKIWSKYJ advised while they are allowing the reopening of outdoor sports, kayaking was only permitted on a one to one basis, posters regarding hand washing and clear guidance for using toilets needed to be advertised. Full cleaning down and disinfection procedures needed to be documented and it would affect his business insurance. Cllr CONBOY advised that she had been approached by another business who runs boating hire company and requested any information available be shared. THE MAYOR proposed that the Council refuse Millside Canoes request, all were in favour and it was **resolved**.

Budget
Advisory
Panel

20/69 PLANNING REPORT:

The applications and correspondence set out in Appendix 20/69 were considered. The Town Clerk would advise HDC of the Council's recommendations.

Town Clerk

Cllr CONBOY advised she had attended a HDC Development Management Committee conference on the 18th May which lasted 5.5 hrs and assured Council it was business as usual.

20/70 PROPERTY REPORT:

Cllr CAMPBELL advised the portfolio would like to move forward with its next big project, the installation of a toilet block at Judith's Field. Cllr CAMPBELL had circulated a site drawing which he felt had a lot of merit to it, he advised it was essentially positioned. The recommended position was not isolated, well lit, next to play areas, with an area in front of the toilet that people can access. Cllr CAMPBELL advised that it could have a bike store, and potentially a storeroom for anything the Council might need to purchase for maintenance at Judith's Field. Solar panels would be investigated for the roof. The MAYOR proposed that the Council agree to the proposals, all were in favour and it was so **resolved**. Cllr CAMPBELL advised there was a lot of support to get a pump track installed at Judith's Field, the skate park had been a huge success reminded Council that they had only contributed £25,000 and the remainder of the money had been successfully obtained by grant funding. Cllr CAMPBELL proposed that he would organise a steering committee and asked the Council to commit £25,000 from CIL money to the project started. Cllr CAMPBELL advised that he had previously been given an approximate cost if it had been built at the same time as the skatepark which was £65,000, Cllr CAMPBELL explained that as the Council would not have the same advantages of building both at the same time he estimated the cost to be approximately £85,000. Cllr THOMAS advised he did not recall much discussion if any about a pump track would like to hear more about the anecdotal support with further information regarding what it is for and what it is and evidence that it is of use for the children on their bikes. Cllr CAMPBELL advised that a pump track often goes with the skatepark users of BMX bikes for younger users. He explained that there was an area of land which used to be a BMX track which had not been used for many years. Cllr WORTHINGTON added that on the original Neighbourhood Plan that it had identified that public toilets was high up on the public's priority list, and it was important to ensure we have all the money we need to build the toilets. Cllr THOMAS agreed that he had no problem with a provisional sum of £25,000 for the pump track subject to a specific proposal. Cllr S WILSON asked if three quotes would be required, the Clerk confirmed that inline with the Council's Financial Regulations, it would have to go through the tender process. The MAYOR confirmed this would also apply to the toilet block. The MAYOR proposed that the Council support Cllr CAMPBELL's request in principle and subject to further detail being provided, all were in favour and it was so **resolved**. Cllr CAMPBELL informed Council that the pigeon spikes that had fallen off the Town Hall had been replaced, but not as extensively as required, the Clerk would pursue this further. Cllr CAMPBELL discussed the possibility of providing power to School Hill and Queens Walk, the Property Portfolio felt it would be a good idea to get an electricity supply externally on Queens Walk which the property group would investigate. Cllr CAMPBELL discussed the use of the skate park. He advised that residents had refrained from using it. Cllr CAMPBELL had received further advice that skateparks could be opened from 10th May and he had received guidance which could be fixed to the side of the skatepark advising the public of the conditions. The Clerk advised that she had spoken to Huntingdon Town Council whose skatepark was also open and shared the information from Skatepark England. Cllr WORTHINGTON advised that the play equipment at Devana Park was being extensively used. Cllr CAMPBELL would liaise with the Clerk as to the signage. Cllr HLADKIWSKYJ agreed to investigate what measures could be taken at Devana Park to limit usage.

Cllr Campbell

Cllr Campbell
Cllr
Hladkiwskyj

20/71 PERSONNEL REPORT:

Cllr WORTHINGTON advised that a brief meeting of the Committee had been held and confirmed all of the appraisals had been completed and all staff were given an increment from the 1st April. Cllr WORTHINGTON requested that Cllrs should continue to put work through the Town Clerk not the assistants. All staff were working hard and flexibly from home and it was working extremely well. Cllr WORTHINGTON reported that following the absence of the temporary member of staff at the Nursery that it was agreed to ask the new manager to take up his post early on a part time basis. The Town Clerk was working on cash handling systems and a Click and Collect service. The MAYOR requested that Cllrs who had risk assessments outstanding carry them out if they were able. Cllr WORTHINGTON advised that the previously agreed additional part time Admin Assistant position had been put on hold due to the pandemic.

20/72 PERSONNEL COMMITTEE:

The Town Clerk confirmed the committee members for the Personnel Committee were Cllrs WORTHINGTON, CAMPBELL, CONBOY and IRVING.

Meeting ended 20.36