

**MINUTES OF THE TOWN COUNCIL MEETING HELD
ON-LINE ON THURSDAY 18th JUNE 2020**

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

Town Clerk: Ms V PRYCE

No members of the public were present

MINUTES

Actions:

<p><u>20/76 TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE</u> None received</p>	
<p><u>20/77 DECLARATIONS OF INTEREST:</u> G Wilson – Trustee GOVT re:Letter from Hemingford Abbots Council G Campbell – Trustee GOVT re:Letter from Hemingford Abbots Council</p>	
<p><u>20/78 MINUTES:</u> The MAYOR proposed that the minutes from Town Council meeting held on 21st May and the Extraordinary Town Council meeting held on 7th June were correct, all were in favour and it was so resolved.</p>	
<p><u>20/79 TOWN MAYOR'S ANNOUNCEMENTS:</u> The MAYOR advised that he was intending to hold a Charity Garage Sale on Saturday 22nd August, and thanked Cllrs for their support. The MAYOR felt that this would give the community something to look forward to. Cllr HOOKER advised that the Community Association were also looking to arrange an event in August.</p>	
<p><u>20/80 PUBLIC PARTICIPATION SESSION:</u> No members of the public were present. The Club 800 draw took place under the supervision of the Mayoress.</p>	
<p><u>20/81 OUTSTANDING ACTIONS:</u> Cllr G WILSON requested the submission of the EOI to the County Council for a CCF grant be added to the list of outstanding actions.</p>	Town Clerk
<p><u>20/82 CORRESPONDENCE:</u> The MAYOR advised that correspondence had been received from Mr John Thackray advising that he would be standing down from GMCiB. Cllr G WILSON confirmed that Mrs Mary Stokes would be taking over from Mr Thackray. Cllr G WILSON reported that Mr Thackray had done a sterling job throughout his tenure and had been responsible for organising Godmanchester's winning entry in the Anglia in Bloom competition and asked the Town Clerk to send Mr Thackray a letter of thanks on behalf of the Council. The MAYOR added that Mr Thackray had given a great deal of service to the community and deserved the Council's thanks. The MAYOR advised that a letter had also been received from Mrs Helen Gayler voicing her concerns about traffic coming down The Avenue and Cambridge Street and the speed in which they were going. He confirmed that this had been reported to the police. Cllr CAMPBELL advised that a letter had recently been received from the Chairman of Hemingford Abbots Parish Council who had written to Natural England to complain about herbicide use on East Side Common. In the letter it</p>	Town Clerk

<p>advised that this spraying was causing terrible side effects for both residents and dog walkers as well as being an area of Special Scientific Interest. Cllr CAMPBELL felt that as the East Side Common was within parish of Godmanchester the Council should support Hemingford's letter and write to Natural England to voice the same concerns. The MAYOR clarified that the land was owned by the Freemen of Godmanchester and Huntingdon District Council. It was agreed to copy both organisations in the letter and the farmer leasing the land so that they were aware. Cllr CAMPBELL agreed to draft the letter.</p>	<p>Cllr CAMPBELL</p>
<p><u>20/83 PROPERTY REPORT</u></p> <p>Cllr CAMPBELL asked Council to note the work the portfolio had discussed regarding the basic principles of the toilet block design for Judith's Field. He explained that it will have a big store, an accessible toilet with nappy changing facilities and the exterior would be in timber to match timber cladding on the pavilion building. The Property Portfolio had discussed the use of solar panels but felt it was inappropriate on such a small building. The Clerk would now tender for the job on Contract Finder with a basic specification and the identified location and ask contractors for a design and build package to a maximum of £80,000. 19.31 Cllr VANE PERCY joined the meeting. The MAYOR proposed that the Council agreed to advertise the tender including on Contract Finder and all were in favour, and it was so resolved.</p> <p>Cllr CAMPBELL advised that a glass pane had been smashed at the Pavilion. It had been reported by Fergusons who had suggested that it had been hit by a stone thrown up by the mower and was unlikely to be vandalism. Cllr CAMPBELL advised that the cost of replacing the window was £980.56, and the Clerk had placed the order due to the emergency situation. The Clerk confirmed that she had contacted the insurance company and was waiting for them to get back to her with regard to claiming. Cllr S WILSON voiced concerns about a repeat of the incident. Cllr CAMPBELL felt that extra caution would be now be taken by the grounds maintenance contractor.</p> <p>Cllr CAMPBELL advised that, as requested, the Clerk had advertised for interest on Godmanchester Living for residents to join a steering committee to consider provision of a Pump Track, and advised that four people have volunteered to join. Two meetings had been organised for the end of the week. Cllr RADFORD and Cllr CAMPBELL would also form part of the Committee and Cllrs were asked to let Cllr CAMPBELL know if they would like to join the group. Cllr CONBOY voiced concern that she had seen a comment on GMC Living which implied a contract had already been awarded for the pump track and wished to clarify that this was not the case. Cllr THOMAS advised that he did not believe that Council had given its approval for the pump track project and did not feel that contractors should be involved until the Council have agreed to build the pump track. Cllr THOMAS advised that in the Property report it stated that the Clerk would begin the tender process but that Council had not agreed to build the pump track. Discussion took place about the tendering process and the use of Contracts Finder in line with the Financial Regulations. The MAYOR advised Council that the Council had agreed in principle to put aside £25,000, had agreed to the setting up a steering group, to investigate grant funding and, until further detail is available, there were no further decisions to place before Council.</p> <p>Cllr CAMPBELL advised that after discussions with Cllr THOMAS the Property and Business Portfolios would work together to ascertain how and when Council buildings could re-open.</p>	<p>Town Clerk</p>
<p><u>20/84 ENVIRONMENT REPORT:</u></p> <p>Cllr HOOKER discussed the adult outdoor gym, he advised that the Portfolio group had recommended four pieces of equipment with a further piece of equipment to be added in the next financial year suitable for disabled users. The proposed pieces were a self-weighted rower arm, a pedal bike, an air skier and a twist-and-step machine, all of which were quite easy to use for novices and suitable for 16 years plus. The budget had previously been agreed at £8000, and the group had sought three quotations with the</p>	

preferred equipment being supplied by Fresh Air Fitness at a cost of £7570.75. This includes the equipment, delivery, installation and a rubber crumb basecover, and would be installed on Queen's Walk. Cllr HLADKIWSKYJ had concerns about how busy Queen's Walk was becoming with equipment and benches. Cllr HOOKER acknowledged his point but said the equipment had been very much welcomed, and would be positioned to leave a maximum area for other uses. The MAYOR proposed that the Council agree to add four pieces of equipment to the adult play equipment on Queen's Walk; all were in favour and it was so **resolved**.

Cllr HOOKER reported that two Ash trees had now been felled near the Osier Beds and that he had moved the fencing from the dredging area and put it around the logs. He advised that the osier bed clear up would begin the following week which would add more trees to the pile. Quotes were being sought to clear the fallen willows, and the intention was to build a bug world from the logs. Any logs that were not needed would be moved out to be shredded or moved into the Plant Nursery.

Cllr HOOKER advised the dredging project was now completed, and he was arranging for volunteers to litter pick in the tree area in readiness for Fergusons to rotovate the area under the trees along with mowing the recreation ground with the roller mowers. Cllr HOOKER advised that he had asked the Environment Agency for their input to his dredging report which he would update when he received their recommendations. The Mayor thanked Cllr HOOKER for his very complete report on the project, advising that it would be invaluable if and when the exercise had to be repeated.

Cllr HOOKER advised that the group were investigating a replacement to Logworld. The MAYOR confirmed that the Council had agreed to replace Logworld and reserves were being created to cover it. Cllr HOOKER advised that the Porfolio group were seeking estimates to create a disabled access walk around the south of the Recreation Ground to facilitate wheelchair users to enjoy views over Portholme. Cllr HOOKER had provided the Clerk with pictures and a specification to share with potential contractors. Cllr HOOKER advised that his company would also be providing an estimate. Cllr HOOKER confirmed that neither Logworld nor the Covid-19 Walk had been agreed by the Council and were only being costed at this time.

20/85 ANNUAL RETURN & ANNUAL GOVERNANCE STATEMENT:

The Mayor read out, and the Council unanimously agreed the annual governance statement.

20/86 FINANCIAL AND ACCOUNTS:

20/86.1 & 20/86.2 The list of payments were approved.
20/86.3 Council noted receipt of petty cash reconciliation to 31st May, monthly budget report on the year to date, monthly bank reconciliation.

Cllr S Wilson raised concerns at the large sums of money that staff were having to pay out to purchase equipment using their own credit cards. The Clerk advised that it had been an issue in the past and was the reason that the Council had agreed to the use of a business credit card but this only allowed purchases of up to £250.00. The Business Portfolio agreed that they would consider raising the amount being allowed to be spent on the credit card. Cllr THOMAS confirmed that the petty cash held in the office was now £100 as agreed at a previous Town Council meeting. Cllr WORTHINGTON requested that it was noted that the Clerk had done a very good job on the Annual Report.

Business
Portfolio

20/87 BUSINESS REPORT:

Cllr THOMAS advised that the Business Portfolio were continuing to work on the policy for charging for the use of Council land and would report back to Council as soon as possible.

Cllr THOMAS advised that the Business Portfolio had received two grant applications. The first from GMCiB, which had suffered a significant reduction in income notably due to the

<p>cancellation of the Open Garden weekend. He advised that GMCiB had requested £1000 to cover the next two years of stock purchase and replenishment which the Portfolio group supported. The MAYOR proposed that Council award £1000.00 to GMCiB; all were in favour and it was so resolved. Cllr THOMAS reported that the second grant application had been received from the Young Comrades for a new storage shed at a sum of £700.00. The MAYOR proposed that £700.00 be granted; all were in favour and it was so resolved.</p> <p>Cllr THOMAS reminded Council that, following the acquisition of the Nursery, the Council would review the oversight of its management. Cllr THOMAS advised the Business Portfolio felt as the Nursery was an ongoing business, that it should remain under the remit of the Business Portfolio group. The MAYOR proposed that the Nursery remain under the Business Portfolio and all were in favour and it was so resolved. Cllr THOMAS advised that a volunteer had applied to help at the Nursery and a joining form was required. The Town Clerk had identified a form used by HDC, and recommended the volunteer application form and privacy notice (suitably amended for GMC Town Council) be used in future. The MAYOR proposed that the Council use the form as agreed; all were in favour and it was so resolved.</p> <p>Cllr IRVING had issued his minutes regarding the Christmas Market which were noted. Finally, Cllr THOMAS advised that Millside Canoes at time of writing his report had withdrawn their application to commence operations but, since then, the owner of Millside Canoes had written in again advising he had changed his mind. Cllr S WILSON and Cllr G WILSON had agreed to meet the owner of Millside Canoes to observe that he operated in a way commensurate with Covid-19 restraints. Cllr HLADKISWKYJ felt that watching him wasn't good enough and the Council would have to ensure he had adequate insurance covering Covid-19 related issues. Cllr THOMAS agreed that the Council would require written documentation but in addition to this Council wanted him to show that it could be physically carried out. Cllr HLADKIWSKYJ advised that scouting groups could not go canoeing as they felt that it could not be carried out safely.</p>	<p>Town Clerk</p> <p>Town Clerk</p> <p>Business Portfolio</p>
<p>20/88 PLANNING REPORT:</p> <p>Cllr G WILSON advised that only one application had been received, to remove some trees at Farm Hall, and the Portfolio recommended approval of the application. The MAYOR proposed the Council approve the application; the majority were in favour and it was so resolved. Cllr G WILSON advised that the MAYOR had suggested that the Council should request higher environmental standards of building in new properties. Cllr G WILSON proposed it would be better to ask the Clerk write to HDC to encourage them to include these standards in their updated Local Plan. All were in favour and it was so resolved.</p> <p>Cllr G WILSON advised Council that he had a date to meet the Officer from HDC with regard to Romans' Edge facilities. He would be seeking clarification on new planning applications that the developer is putting in, and would request an improvement to landscaping and would discuss the finalising of remaining parts of the site. Cllr G WILSON asked Cllr CONBOY that if any applications were likely to be determined they should be called in to the Development Management Committee at HDC as Cllr G WILSON was concerned that if we didn't get the conditions right in remaining applications the developer would leave the site not having dealt with matters such as the swales etc. Cllr CONBOY advised that in terms of calling things to DMC that they could however, the Town Council should put something in writing now about how unhappy they are with current enforcement and to copy in the Managing Director. Cllr HYAMS queried the bus gate and asked if it would be reinstated. Cllr G WILSON advised that the bus gate was originally going to activate in one direction the problem was they couldn't find a power supply. However, Whippet Buses have confirmed they do not intend to use the bus gate in either direction due to cars parked in Kisby Avenue reducing access for buses. Cllr G WILSON advised Council that the bus company wished to retain their current route. Cllr G WILSON suggested the Clerk should comment to Whippet that the services they provide are very beneficial, that the existing routes work well, and the bus gate will not</p>	<p>Town Clerk</p> <p>Town Clerk</p> <p>Cllr Wilson</p> <p>Town Clerk</p>

be used by buses. Cllr G WILSON requested that it was also raised with HDC, to find out who owns the land and advise that Council wished to keep it open for a cycle way and pedestrians if they develop the site for housing.

Cllr G WILSON advised that the County Council had circulated an email reviewing the HGV freight map and had suggested that the map was no longer needed. However, the Planning Portfolio felt that the Council required an updated advisory freight map and better signposting and enforcement to stop lorries going through the Town, and recommended the area that bans lorries is extended to include parts of the old Town. Cllr CAMPBELL advised that it had come to his attention that the existing signage on the Huntingdon Ring Road (near the Bridge Hotel) was directing traffic to Cambridge over the Old Town Bridge through Godmanchester and, following communication between the Clerk at the A14 team, they had advised that they had no intention of taking it down. Cllr G WILSON asked that Cllr CAMPBELL forwarded him that information.

Cllr G WILSON advised that pop up cycle and pedestrian routes were being introduced, and that government had given local authorities millions of pounds for temporary improvement. Two of these had been approved in principle for Godmanchester and others in Huntingdon which were referred to in a paper circulated earlier. He felt that while a two way cycling scheme through the High Street was unsafe, other proposals made slightly more sense. The proposals for Godmanchester would provide a cycle lane over the medieval bridge when Mill Common link road was completed, and also proposed installing a cycle lane in Post Street. Cllr G WILSON offered to advertise this on GMC Living with a list of proposals to gauge the public reaction; he advised that there had been no consultation to date with the public. Sufficient caveats needed to be considered for both proposals, and assurance given that nothing would happen until the link road (A1307) had opened.

Cllr Campbell

Cllr Wilson

The meeting ended at 8.50 pm.