

Godmanchester Town Council

Town Clerk
Vicky Pryce

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4th December 2020

To: The Town Mayor and Members of Godmanchester Town Council.

You are hereby summoned to attend a Meeting of Godmanchester Town Council online on Thursday 10th December at 7.00pm for the purpose of transacting the following business. Members of the public and press are cordially invited to attend.

Join Zoom Meeting

<https://us02web.zoom.us/j/83959647218?pwd=N1NBendXTUhxSVRpTHMvNVhyaXFZdz09>

Meeting ID: 839 5964 7218

Passcode: 176348

One tap mobile

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Find your local number: <https://us02web.zoom.us/j/kc2ng9BxM2>

Vicky Pryce

TOWN CLERK

AGENDA

To conclude by:

20/184 2 min	TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE	7.02
20/185 2 mins	DECLARATIONS OF INTEREST: To receive declarations of personal and/or prejudicial interest and the nature of those interests relating to any Agenda item.	7.04
20/186 2 mins	MINUTES: To approve as a correct record the minutes of the Town Council meeting held on 19 th November.	7.06
20/187 5 mins	TOWN MAYOR'S ANNOUNCEMENTS	7.11
20/188	PUBLIC PARTICIPATION SESSION:	7.21

10 mins	To hear from any member of the public in respect of an item on the agenda and other matters that are of mutual interest	
20/189 4 mins	OUTSTANDING ACTIONS: To receive a report and note progress on outstanding matters	7.25
20/190 5 mins	CORRESPONDENCE: To consider items of correspondence received	7.30
	BUSINESS & FINANCE PORTFOLIO MATTERS	
20/191 5 mins	FINANCIAL AND ACCOUNTS: 20/191.1 & 20/191.2 To approve the list of payments to be made. 20/191.3 To note receipt of petty cash reconciliation to 30 th November, monthly budget report on the year to date, monthly bank reconciliation.	7.35
20/192 10 mins	BUSINESS REPORT: To receive a report and consider recommendations (Cllr Thomas)	7.45
20/193 10 mins	POLICY REPORT: To receive a report and consider recommendations (Cllr S Wilson)	7.55
20/194 5 mins	USE OF THE RECREATION GROUND: To receive a verbal report and consider recommendations (Cllr Thomas)	8.00
	BUDGET ADVISORY PANEL MATTERS	
20/195 10 mins	To receive a report and consider recommendations (Cllr Thomas)	8.10
	PLANNING PORTFOLIO MATTERS	
20/196 15 mins	PLANNING REPORT: To receive a report and consider recommendations (Cllr G Wilson)	8.25
20/197 10 mins	LUTON AIRPORT CONSULTATION REPORT: To receive a report and consider recommendations (Cllr R Taplin)	8.35
	PROPERTY PORTFOLIO MATTERS	
20/198 10 mins	PROPERTY REPORT To receive a report and consider recommendations (Cllr Campbell)	8.45
	ENVIRONMENT PORTFOLIO MATTERS	
20/199 10 mins	ENVIRONMENT REPORT: To receive a report and consider recommendations (Cllr Hooker).	8.55
	PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 EXCLUSION OF THE PRESS AND PUBLIC: To resolve 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.	
	PERSONNEL COMMITTEE MATTERS	
20/200 5 mins	PERSONNEL REPORT To receive a verbal report and consider recommendations (Cllr S Worthington)	9.00
	PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 RE-ADMITTANCE OF THE PRESS AND PUBLIC. To resolve that the confidential business having been concluded, the Press and Public be re-admitted to the meeting.	

The next Town Council meeting will be held on **Thursday 21st January** online, starting at 7.00pm.

Certified as a true copy of the agenda for the meeting held on Thursday 10th December 2020.

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**TOWN MAYOR
CLLR**

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DATED

Outstanding Actions

PLANNING PORTFOLIO				
Dec-19	Tudor Road - Double Yellow Lines		CLLR G WILSON	
PROPERTY PORTFOLIO				
Feb-14	Ownership of Town Council land	Registration of all parcels of Town Council land and property to be undertaken. Deputy Town Clerk has checked Land Registry registers and is liaising with Land Registry re requirements to register Town Hall and QES. (Feb 2018). Cllr Irving arranging contact with Clerk and Mr Westcott Rudd (Nov 2019). Meeting at the end of February with the Clerk and Mr Westcott Rudd (Feb 20). Plans in place to register the Town Hall, QES and War Memorial to start, queries raised over the Recreation Ground to be resolved. (March 2020). Discussions ongoing with Mr Westcott-Rudd. Meeting with Mr Westcott-Rudd scheduled for 16 th October (October 2020). Paperwork for the Town Hall, QES and War Memorial has been completed, statutory declaration to be witnessed. (Nov 2020)	PROPERTY PORTFOLIO	Jun-18
Aug-20	Public Toilet at Judith's Field	Tender process started. Advertised on Contracts Finder. Closing date 11 th September (Aug 2020). Two tenders received one from Danfoss and one from Healthmatic. Property group meeting with lowest tenderer to discuss detail (October 2020). Healthmatic selected as successful tenderer and Barkers Associates selected as administrator of the contract. Planning advise with HDC has been sought (Nov 2020).	PROPERTY PORTFOLIO	Dec-20
Sep-20	Multi Wheel Fun Track	Invitations to tender advertised on Contract Finder. (October 2020).	PROPERTY PORTFOLIO	
BUSINESS & FINANCE PORTFOLIO				
Jun-19	Mill Steps	HDC renovating the Mill Steps site. Community working group set up with GMCIB, the Town Council, Ouse Valley Trust and the Community Association. A project board is also being set up including the EA, the Town Council, the A14 project and HDC as major contributors. (June 2019). Community liaison group have met and looked at the fish pass in Cambridge. Liaison group meeting at HDC on 16th July (June 2019). Community Liaison Group met on 12th September with N Sloper (HDC) and K Jerrom (EA) who advised a plan would be in place for January with two options including siting of the fish pass on either the left or right side of the Mill Steps. Advised expected work to begin in Autumn 2020. Clerk attended project board meeting and was advised that a third location for a fish pass is being considered. Community Liaison Group meeting held on 13th November. Still at scoping stage. Community Liaison Group encouraged to work with schools and decide		May-20

		what they want to see for the finished result. November 2019. Meeting being held on 9th December with the Community Group. Designs and Feasibility Study results to be available from HDC at January 2020 meeting.(Jan 2020). Piling to establish feasibility of a fish pass has began work - Community Group meeting again on 17th Feb (Feb 20). Piling completed and results to be discussed at the next Mill Steps meeting. (March 2020). The Mill Steps project has been put on hold due to the coronavirus outbreak (April 2020) Project on course for delivery in October 2020. (August 2020). Correspondence received from HDC advises that the project is estimated to cost more than originally planned and there may not be enough money to pay for the aesthetics of the site (September 2020). Design sent to working party for approval and Project Board to meet at the end of October to discuss (October 2020). Detailed drawings received for the fish pass, queries over the design finish (Nov 2020).		
July 20	EOI CCC	Nursery Grant. Correspondence received to advise that the grant of £190,000 has been agreed with match funding of £100,000 from CIL money. Project to start as soon as possible (September 2020). Meeting held with Qube to discuss possibilities of portable building, tender document to be produced (October 2020). Early Engagement advertised on Contract Finder (Nov 2020).	G WILSON	
ENVIRONMENT PORTFOLIO				
Aug-20	Grounds Maintenance Tender	Grounds maintenance tender due for renewal 1 st April 2021. Invitations to tender advertised on Contract Finder, tender to be released at the beginning of November (October 2020). Tender sent to all interested parties response due 16 th December (Nov 2020).	ENVIRONMENT PORTFOLIO	Sep-20
Sep-20	Willow Walk	Cllr Hooker liaising with the Environment Agency for permit required (October 2020). Permission received from the Environment Agency (Dec 2020)	ENVIRONMENT PORTFOLIO	
Sep-20	Logworld Replacement	Invitation to tender and tender details advertised on Contract Finder (October 2020)	ENVIRONMENT PORTFOLIO	

CORRESPONDENCE

Planning

HDC	43a West Street
QED Planning	Care Home off A1198
CCC	Trial closure of Town bridge
Luton Airport	Change to Luton Airport Stacking Arrangements
K Sismore resident on Ravenshoe	Speeding on Silver Street Parking on verge at Ravenshoe
R Jupe	Exit from Barringer Court

Business

J Bassett

H Boothman

Community Nursery

Ouse Valley Trust

ACCOUNTS PAYABLE - 10 DECEMBER 2020

CLLR	CLLR	DD	PAID TO	DETAIL	NET	VAT	TOTAL
		DD	British Gas	Gas Supply Nursery	£ 27.22	£ 1.36	£ 28.58
		DD	Epos Now	Nursery Till and Scanner	£ 200.00		£ 200.00
		DD	HDC	Council Tax	£ 425.00		£ 425.00
		DD	HDC	Non Domestic Rates QES	£ 226.23		£ 226.23
		DD	NEST	Pension contributions	£ 607.24		£ 607.24
		DD	Plusnet	Broadband @ JF, QES & TH	£ 66.00	£ 13.20	£ 79.20
		DD	Total Gas & Power	Electric Supply QES			
		DD	Total Gas & Power	Gas Supply QES	£ 0.66	£ 13.18	£ 13.84
		DD	Total Gas & Power	Electric Supply JF			
		DD	Total Gas & Power	Gas Supply JF	£ 10.23	£ 0.51	£ 10.74
		DD	Virgin	Town Office phone line	£ 14.00	£ 2.80	£ 16.80
		DD	Virgin Mobile	Clerk's Mobile (Phone & Data)	£ 20.00		£ 20.00
		DD	Wave	Water Rates: Cemetery	£ 4.00		£ 4.00
		DD	Wave	Water Rates: QES	£ 133.00		£ 133.00
		DD	Wave	Water Rates: JF	£ 87.00		£ 87.00
		DD	Wave	Water Rates: Nursery	£ 49.00		£ 49.00
TOTAL					£ 1,869.58	£ 31.05	£ 1,900.63

CLLR	CLLR	BACS	PAID TO	DETAIL	NET	VAT	TOTAL
			V Pryce	December Salary			£ -
			J Royle	December Salary			£ -
			C Whitlock	December Salary			£ -
			M Grice	December Salary			£ -
			S Wakeman	December Salary			£ -
			M Hanson	December Salary			£ -
			O Jeakings	December Salary			£ -
			HMRC	Tax & NI 126PP00116523			£ -
			TOTAL SALARIES, TAX & NI		£ 8,843.85	£ -	£ 8,843.85
			A&K Builders	Nursery - First Instalment	£ 2,500.00	£ 500.00	£ 3,000.00
			ACR	Contract Cleaning	£ 318.00	£ 63.60	£ 381.60
			AVxpert	Deposit - Festival of Lights	£ 1,133.33	£ 226.67	£ 1,360.00
			C Thomas	Printer Cartridge	£ 24.07	£ 0.82	£ 27.90
			C Whitlock	Expenses (Stamps & Phone)	£ 66.80		£ 66.80
			Ethos	Printer/Photocopier Usage	£ 90.00	£ 18.00	£ 108.00
			Fergusons	Grounds Maintenance & Extra	£ 2,489.61	£ 497.92	£ 2,987.53
			GMC Maintenance	Replacement Roof Tile QES	£ 90.00		£ 90.00
			GMC Snr Citizens	Quarterly Contribution x2	£ 500.00		£ 500.00
			Graham Campbell	Zoom	£ 11.99	£ 2.40	£ 14.39
			Hunts Pest	Pigeon Spiking - Town Hall	£ 520.00	£ 104.00	£ 624.00
			Ibbetts	Nursery Tools	£ 138.32	£ 25.76	£ 166.70
			London House Signs	Covid Signs Queens Walk	£ 165.00	£ 33.00	£ 198.00
			PRP	Skatepark Snagging Inspection	£ 250.00	£ 50.00	£ 300.00
			Rialtas	Annual Support Fee	£ 59.00	£ 11.80	£ 70.80
			T Clarke	Annual Boiler Service QES & J	£ 565.20		£ 565.20
			V Pryce	Expenses	£ 147.98		£ 147.98
TOTAL					£ 17,913.15	£ 1,533.97	£ 19,452.75

CLLR	CLLR	CHQ	PAID TO	DETAIL	NET	VAT	TOTAL
TOTAL					£ -	£ -	£ -
GRAND TOTAL					£ 19,782.73	£ 1,565.02	£ 21,353.38

RECEIPTS DECEMBER 2020		
Nursery	Plant Sales	£506.00
Freemen	Donation towards Xmas Tree	£500.00
Covid Mutual Aid	Return of Grant Money	£480.00
Cemetery	Fees	£40.00
TOTAL RECEIPTS		£1,526.00