

Godmanchester Town Council

Town Clerk
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12th February 2021

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 18th February 2021 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/87089004940?pwd=bTdHcklGd2lzVmxDdnVHRnVmQVBzQT09>

Meeting ID: 870 8900 4940

Passcode: 726155

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Vicky Pryce

TOWN CLERK

AGENDA

To conclude by:

21/29 2 min	TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE	7.02
21/30 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
21/31 2 mins	MINUTES: To approve as a correct record the extraordinary minutes of the Town Council meeting held on 26 th November the minutes of the Town Council meeting held on 21 st January, and the extraordinary minutes of the Town Council meeting held on 5 th February 2021.	7.06
21/32 5 mins	TOWN MAYOR'S ANNOUNCEMENTS	7.11
21/33 9 mins	PUBLIC PARTICIPATION SESSION: To hear from any member of the public in respect of an item on the agenda	7.20

	and other matters that are of mutual interest	
21/34 5 mins	OUTSTANDING ACTIONS: To receive a report and note progress on outstanding matters	7.25
21/35 5 mins	CORRESPONDENCE: To consider items of correspondence received	7.30
	PLANNING PORTFOLIO MATTERS	
21/36 20 mins	PLANNING REPORT: To receive a report and consider recommendations (Cllr G Wilson)	7.50
21/37 15 mins	GODMANCHESTER TOWN BRIDGE REPORT: To receive a verbal report and consider recommendations (Cllr G Wilson)	8.05
	ENVIRONMENT PORTFOLIO MATTERS	
21/38 15 mins	ENVIRONMENT REPORT To receive a report and consider recommendations (Cllr A Hooker)	8.20
	BUSINESS & FINANCE PORTFOLIO MATTERS	
21/39 5 mins	FINANCIAL AND ACCOUNTS: 21/39.1 & 21/39.2 To approve the list of payments to be made. 21/39.3 To note receipt of petty cash reconciliation to 31 st January, monthly budget report on the year to date, monthly bank reconciliation.	8.25
21/40 15 mins	BUSINESS REPORT: To receive a report and consider recommendations (Cllr Thomas)	8.40
	PROPERTY PORTFOLIO MATTERS	
21/41 15 mins	PROPERTY REPORT: To receive a report and consider recommendations (Cllr Campbell)	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 PORTFOLIO MATTERS	
21/42 5 mins	PERSONNEL REPORT To receive a verbal update and consider recommendations (Cllr 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 18th March** online, starting at 7.00pm.

Certified as a true copy of the agenda for the meeting held on Thursday 18th February 2021

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TOWN MAYOR
CLLR

.....
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) Paperwork sent to Land Registry (Jan 21)	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). Healthmatic selected as successful tenderer and Barker Associates as Contract Administrator. HDC in consultation (Jan 21). Confirmation received that planning permission is not required and Healthmatic to confirm start date. (Feb 21)	PROPERTY PORTFOLIO	Dec-20
Sep-20	Multi Wheel Fun Track	Invitations to tender advertised on Contract Finder. (October 2020).Tenders due to be received 18 th January 21 (Jan 21). Three tenders received to be considered by the Steering Committee (Feb 21).	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		May-20

		<p>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 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). Kye Jerrome attended the environment portfolio meeting and gave an update on the suggested final design of the Fish Pass. (Jan 21) HDC has requested that the Town Council commit to funding £40k towards the project and agree that the project can commence (Feb 21).</p>		
July 20	EOI CCC	<p>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). Tenders due to be returned at the end of January (Jan 21) Three tenders received to be considered initially by a small working party (Feb 21)</p>	G WILSON	
ENVIRONMENT PORTFOLIO				
Sep-20	Willow Walk	<p>CLlr Hooker liaising with the Environment Agency for permit required (October 2020). Permission received from the Environment Agency (Dec 2020)</p>	ENVIRONMENT PORTFOLIO	
Sep-20	Skyworld	<p>Invitation to tender and tender details advertised on Contract Finder (October 2020). Kompan selected as successful tenderer and planning application submitted to HDC (Jan 21) Planning Application sent to HDC (Feb 21)</p>	ENVIRONMENT PORTFOLIO	

CORRESPONDENCE

Mayor

Huntingdon and Godmanchester Twinning Association
Mayor of Szentendre
Mayor of Wertheim
Mayor of Raunds

Update on Covid situation in Wertheim, Gubbio and Salon

General email
Youth Festival and Business Meeting
International Womens Day Event

Business Portfolio

HGTA
Cross Keys Homes

Election of Sub-Committee
Community Sessions

Property

CCC

Chinese Bridge

All

Nik Johnson
J Djanogoly (MP)

Combined Authority Mayor Elections
LLA Proposals

Planning

S Kynoch
J Thackray
D Stokes


Skyworld Planning Application
Skyworld Planning Application
Skyworld Planning Application

PLANNING APPLICATIONS

Application No	Location	Comments and recommendation <i>Comments in italics do not need to go back to HDC</i>
21/00020/HHFUL	37 Fox Grove	Proposed two storey side extension, will not affect neighbours and in keeping with surroundings.

PLANNING CORRESPONDENCE

From	Subject	Comment
HDC	Street Names	<p>HDC have asked for suggestions for eight street names in order of preference for Parcel 12 Romans Edge. The map suggests they may only need three or four depending on how they name the roads. Although there is another estate of 59 homes to go behind Cardinal Distribution Park on the land marked for employment use. We don't know how many street names are needed there.</p> <p>When we had the original "competition" for names, folk were asked to write to the town clerk. Sarah W is 100% sure everyone whose family wrote in as requested has been remembered. Since then a number of folk have died. To include them would involve making difficult decisions about who to suggest and contacting families for permission. She doesn't think we have time or the will to do this. Also it's a potential minefield. Other names were mentioned on Facebook but they never formally wrote in as was requested.</p> <p>We have recognised a number of historically important folk as suggested by Kate Hadley and Ken Sneath. There are a few more on their list.</p> <p>That leaves us with the trades, the Stirling crew, and the birds/animals list which all came from the nature reserve team. Also a few very bizarre roman and ancient names that she can't spell, let alone pronounce!</p> <p>We like the thought of remembering the Stirling crew. The problem is we can't use Reeve- we used this in celebration of Charles Reeve who founded the Community Assn, and Clifford Reeve from the Stirling crew has already got a walk named after him at the nature reserve. That leaves 7 names. In our experience they will only use 3 or 4 names as there are not many streets on this parcel. So we can't guarantee all 7 get used. We are not really happy with that and we might upset a family. We could use them if we could be sure they will use the rest of the names on the rest of the estate behind Cardinal Distribution Park.</p>

From	Subject	Comment
		 <p>The birds- HDC are not keen on this as we already have lots of bird streets in Hunts, including Hartford. Causes problems with delivery.</p> <p>WP agreed to ask the town clerk to go back to HDC and ask if ALL the Stirling crew can be remembered on this and the adjacent parcel of land. If HDC are not able to accommodate all of them, we recommend we suggest more trades. All are relevant to Godmanchester, and no other estates in Hunts is using these.</p> <p>The Stirling crew are: Wilson (Squadron Leader so if there is a principal road it could be named after him), Gornall, Gould, Jordan, Southey, Chambers, Lammie +Stirling – if HDC need another name Reeve was the other crew member, but that name is already on the estate to remember someone else.</p> <p>On trades, we have used: Traders, Tanner, Brewer, Innkeeper, Fisherman, Cobbler, Cordwainer and Ostler</p> <p>The WP recommends offering in order: Brickmaker, Candlemaker, Shepherd, Tailor, Baker, Carpenter, Gardener, Shopkeeper</p>
HDC	Names for the Strip	<p>We are asked for four names for the streets on the two parcels of land where 46 homes will be built, although we suspect they will only need two.</p> <p>We could use old apple or pear varieties that were grown locally. Most are two names eg Lady Hollendale, Barnack Beauty, Saint Everard, Lord Burghley, Cottenham Seedling, Lord Peckover, Thody's Quarrenden, Jolly Miller, Cockett's red., Huntingdon codlin.</p> <p>The WP suggests keeping it simpler, in order of preference: - Pippin, Russet, Pearmain, Codlin, Chivers</p>
HDC	Allotments	A Zoom call has been arranged for HDC and DWH to meet Steve Wiseman (GMC Allotment Society), Miriam Radford and Graham Wilson on 1/3/21
Connect PA	Dexter's Farm	Developer offering Zoom call at 10:00 on 25/2 to present their proposals to town council and HDC local cllrs
DWH	Gritting of Romans	Response from DWH to request to grit principal roads: "It was brought up in the Management meeting with our Directors and I have been

From	Subject	Comment
	Edge main roads and footpaths	advised that gritting of not yet adopted roads is a risk to the business legally, which previously has caused liability concerns. I was advised that this is not DWH being unhelpful, but rather something we are not able to do and/or risk from a legal perspective.” G Wilson has raised with CCC
	Dentist	New dentist is only taking private patients and not NHS ones. Whilst this is not a material planning consideration it is disappointing for Godmanchester’s residents.

TRAFFIC MATTERS

From	Subject	Recommended Action
CCC	Trial closure of bridge	Further email to CCC re proposal and consultation, as CCC have refused to meet us. Expecting an update from CCC during w/c 15/2/21
CCC Public Transport Mgr	Buses and closure of the bridge	Meeting held with Whippet and CCC Public Transport Mgr – reported in note to CCC copied to cllrs
Resident on Ravenshoe	Parking on verge at Ravenshoe - Request that van not be allowed to park on verge, causing muddy mess	CCC have said they will not give permission for bollards to be erected on their land: “Should the area be CCC owned/responsibility we cannot give consent for boxes to be placed on our verges for safety reasons, we have a duty of care for the community and people who use the network and cannot have objects such as these as they could cause injury to 3 rd party and who holds the liability? Sorry I cannot approve the request.”
Resident at 1 Cambridge Villas	Parking on verge - Request to install bollards on the verge to stop vehicles parking	
Carlie Campbell	Parking on verges and green areas - Concern about parking on verges and, with delivery vans driving across them, the grass is becoming a really muddy mess with deep ruts. Requested installation of bollards	
CCC Bus Mgr	Routing of buses through Romans Edge	Discussed with Whippet and CCC – service reducing due to Covid and looks as though it is not now going down Butcher’s Drive
DWH via HDC	DWH tree planting and litter picking	DWH say “All relevant trees adjacent to the main road and roundabout have been completed. In terms of dead trees within the site, your e-mail is timely as works are due to commence today - These works will also include the additional trees near the community square area. The knee rail removal and replacement near this area is also due to commence imminently. With regard to the maintenance regime – TCL have confirmed they will be on-site fortnightly from April to October, and then Monthly from November to March. Any litter picking will be completed as part of the maintenance on these visits.”
CCC	LHI Bid	Cllr Round has offered to present our proposals to LHI panel

From	Subject	Recommended Action
		on 24/2/21
	Transport Study	GW to update and recirculate spec for comment. WP recommending go ahead with “qualitative” not “quantitative” study with options on bridge closure if still unsure when go out to tender.
	Tudor Road double yellow lines	HDC planning to take over civil enforcement powers and will need to ensure that all dyl are in order before doing so. This may be an opportunity to get the lines reinstated properly.

PROGRESS WITH FLOOD ACTIONS

Location	Organisation	Comment
GMC	CCC	Fol request response to Town Clerk – see below: I would like to know when the County Council last cleaned all of the drains and ditches where they hold responsibility, in the town of Godmanchester. “During the month of October 2015 the gullies in Godmanchester were emptied as part of our programmed drainage works. Future works are planned for April 2021/22. We would have completed reactive works on various locations in Godmanchester and should you have some particular roads of concern then please contact local.highways@cambridgeshire.gov.uk and we will provide you with further details.”
GMC	CCC	Question to Full Council 9/2/21 – see attached – requested full answer
GMC	CCC	Gulley and drain cleaning – promised for Feb-Mar 21, not Apr as stated in Fol answer.
GMC	CCC	G Wilson meeting CCC flood team on 3/3/21 to discuss problem locations – will report to next meeting
Romans Edge	DWH	DWH installed pipe at rear entrance of football club, built French drain to take field and hard standing runoff and inspecting ditch under A1198
Roman Way and Cambridge Villas	HDC/Minster Properties	Seagate Homes “mobilising and hoping to be on site in the next few weeks all being well, with a view to clearing out the brambles and ditch as a priority for us.” Need to chase CCC to clear A1307 and ditch down Cow Lane
Silver Street and West Street	CCC	CCC writing to landowners to ask them to clear ditches
The Causeway	EA	Awaiting investigation into operation of sewers when river levels high
Blocked foul sewers	AWS	Pump failures caused toilet blockages at Pavilion Close and Fox Grove – thought now to have been fixed
Berry Lane	CCC	CCC written to landowner who has agreed to clear ditches, Need also to review whether road can be raised Meeting arranged for key stakeholders by S Conboy
Road under A1307	CCC	CCC claim to have cleaned out six road gullies and advised the piping underground needs looking at as there could be possible roots in the system so will raise the necessary works order. The open ditch needs cleaning to help with the free flow of water.
GMC	GMCTC	Development of Flood Plan or broader Emergency Plan – Cllr Hladkiwskyj has started to consider possible contents of a Flood Plan. But we await advice from HDC following their flood review. If Council

Location	Organisation	Comment
		determine a wider Emergency Plan is needed, suggest this is led by the Business Group.