

Godmanchester Town Council

Town Clerk
Vicky Pryce

e: townclerk@gmccouncil.com



Town Hall
1 Post Street
Godmanchester
PE29 2NB
t: 01480 388870
www.gmccouncil.com

3rd December 2021

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

You are hereby summoned to attend the meeting of Godmanchester Town Council at the Queen Elizabeth School Hall on Thursday 9th December 2021 at 7.00pm for the purpose of transacting the following business. Members of the public and press are cordially invited to attend.

Vicky Pryce
TOWN CLERK

If any member of the public or press intend to record all or part of the meeting, would they please advise the Town Clerk at the start of the meeting.

AGENDA

To conclude by:

21/181 1 min	TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE	7.01
21/182 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.	7.03
21/183 2 mins	MINUTES: To approve as a correct record the minutes of the Town Council meeting held on 18 th November 2021.	7.05
21/184 10 mins	TOWN MAYOR'S ANNOUNCEMENTS	7.15
21/185 10 mins	PUBLIC PARTICIPATION SESSION: To hear from any member of the public in respect of an item on the agenda and other matters that are of mutual interest.	7.25
21/186 5 mins	OUTSTANDING ACTIONS: To receive a report and note progress on outstanding matters.	7.30
21/187 5 mins	CORRESPONDENCE: To consider items of correspondence received.	7.35
	PLANNING PORTFOLIO MATTERS	
21/188 10 mins	PLANNING: To consider the recommendations of the planning working party in respect of the list of planning applications received. (Cllr Hyams)	7.45
	ENVIRONMENT PORTFOLIO MATTERS	
21/189 10 mins	ENVIRONMENT REPORT: To receive a verbal report and consider recommendations (Cllr Hooker)	7.55

	BUSINESS & FINANCE PORTFOLIO MATTERS	
21/190 5 mins	FINANCIAL AND ACCOUNTS: 21/190.1 To approve the list of payments for November. 21/190.2 To note receipt of salary information, petty cash reconciliation to 30 th November, monthly budget report on the year to date, monthly bank reconciliation.	8.00
21/191 10 mins	BUSINESS REPORT: To receive a report and consider recommendations (Cllr Hladkiwskyj)	8.10
	PROPERTY PORTFOLIO MATTERS	
21/192 10 mins	PROPERTY REPORT: To receive a report and consider recommendations (Cllr Radford)	8.20
	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.	
	PROPERTY PORTFOLIO MATTERS	
21/193 10 mins	PROPERTY REPORT: To receive a report and consider recommendations (Cllr Radford)	8.30
	ENVIRONMENT PORTFOLIO MATTERS	
21/194 10 mins	ENVIRONMENT REPORT To receive a report and consider recommendation (Cllr Hooker)	8.40
	PERSONNEL COMMITTEE	
21/195 10 mins	PERSONNEL REPORT To receive a report and verbal update. (Cllr Worthington)	8.50
	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 9th December** at Queen Elizabeth School Hall, starting at 7.00pm.

Certified as a true copy of the agenda for the meeting held on 9th December 2021.

.....
TOWN MAYOR

.....
DATED

CORRESPONDENCE

Mayor / Host

Rev D Busk (St Marys Church)	Christmas Bazaar Opening	04/12/21
Raunds Town Council	Civic Carol Service	08/12/21
RAF Alconbury	Christmas Reception	09/12/21
Rushden Town Council	Pantomime	10/12/21
HGTA	Christmas Dinner	11/12/21
Island Hall	Candlelit Carols and Gala Dinner	11/12/21
Huntingdon Town Council	Civic Carol Service	15/12/21

PLANNING

Planning Application

21/00898/FUL

Location

Sports Pavilion Bearscroft Lane Godmanchester

Planning Application

ref 21/00928/REM

Location

Dexters Farm Bearscroft Lane

PLANNING CORRESPONDENCE

From:

HDC

Subject:

Street Naming

From:

CCC

Subject:

Proposed Closure The Causeway, 05/01/2022 - 07/01/2022)

From:

GTC

Subject:

Godmanchester Transport Study

From:

Godmanchester Rovers

Subject:

Planning Application 21/00898/FUL

BUSINESS PORTFOLIO

HGTA – Funeral late Peter Martin

CCC – Floodmobile event in Godmanchester

Godmanchester Rovers - CIL

ALL

National Highways – Email Pigeon Problem

HDC – Godmanchester Community Woodland Project

CPCA – Budget and new way of working

HDC – Mill Steps paving

Greater Cambridge Partnership- have your say greener travel

AD6 – London Luton Airport arrive routes

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
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). Review carried out by Cllr G Wilson and Cllr Round (Mar 21). Review complete and recommendation to be put to Council (June 21) Clark & Kent appointed (July 21). PRP Consultants appointed as QS for project (August 21). Project commenced 13 th October expected to be completed in 5 weeks. Opening of MWFT expected on 27 th Nov (Nov 21)	PROPERTY PORTFOLIO	
BUSINESS & FINANCE PORTFOLIO				
Jun-19	Mill Steps	HDC has requested that the Town Council commit to funding £40k towards the project and agree that the project can commence (Feb 21). The Clerk has requested detail of proposed finish of the 'topside' of the project. HDC have confirmed that the maintenance of this area is expected to be carried out a by a community group (Mar 21). Work commenced on site (June 21). Delay due to material supply availability, Brehenys have temporary left the site (Sept 21) Material expected by the end of October. Mill Steps work to restart on 6th December. Partial closure of car park (Dec 21)		May-20
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). Tenders due to be returned at the end of January (Jan 21). Three tenders received to be	S CONBOY	

		<p>considered initially by a small working party (Feb 21). Following a query with HDC it has been confirmed that buildings can go on to the site within the permitted development, a clearer specification will be provided and the tender process revisited. (Mar 21). 6 Tender submissions returned for kitchen and classroom buildings – to be reviewed. Tender documentation for office and kiosk space underway (June 21) SKW chosen as successful tenderer, Barker Associates appointed as QS. Tender for office building released on Contract Finder (Sept 21). Site surveys due to commence mid-October with work due to start in November. Grant from HDC applied for £45k (Oct 21). Meeting with SKW on Monday 15/11 regarding delay to start of project and issues with the JCT contract (Nov 11)</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) Planning received, work to commence as soon as possible (Sept 21). Due to expected ground conditions, work has been delayed until April 22. (October 21)</p>	ENVIRONMENT PORTFOLIO	

ACCOUNTS PAYABLE - 9 DECEMBER 2021								
CLLR	CLLR	DD	INVOICE NO	PAID TO	DETAIL	NET	VAT	TOTAL
		DD	340864866	British Gas	Gas Supply: Nursery	£ 87.28	£ 4.36	£ 91.64
		DD	974611967	British Gas	Electric Supply: Nursery	£ 43.78	£ 2.18	£ 45.96
		DD	3210111	HDC	Council Tax: Cemetery	£ 51.00	-	£ 51.00
		DD	2544245	HDC	Council Tax: Judith's Field	£ 232.00	-	£ 232.00
		DD	3441792	HDC	Council Tax: Public Toilet	£ 39.00	-	£ 39.00
		DD	3441814	HDC	Council Tax: QES	£ 205.00	-	£ 205.00
		DD	337906X	HDC	Council Tax: TH F/F Office	£ 95.00	-	£ 95.00
		DD	3420914	HDC	Council Tax: TH G/F Office	£ 15.00	-	£ 15.00
		DD		Lloyds Bank	Credit Card	-	-	£ -
		DD		NEST	Pensions	-	-	£ -
		DD		Plusnet	Broadband: TH	£ 22.00	£ 4.40	£ 26.40
		DD		Plusnet	Broadband: JF	£ 22.00	£ 4.40	£ 26.40
		DD		Plusnet	Broadband: QES	£ 20.33	£ 4.07	£ 24.40
		DD		Total Gas & Power	Electric Supply QES	-	-	£ -
		DD		Total Gas & Power	Gas Supply QES	-	-	£ -
		DD		Total Gas & Power	Electric Supply JF	-	-	£ -
		DD		Total Gas & Power	Gas Supply JF	-	-	£ -
		DD		Virgin	Town Office: Phone Line	-	-	£ -
		DD		Virgin Media	Clerk's Mobile (Data)	£ 8.12	-	£ 8.12
		DD		Virgin Mobile	Clerk's Mobile (Handset)	£ 12.00	-	£ 12.00
		DD		Wave	Water rates: Cemetery	£ 4.00	-	£ 4.00
		DD		Wave	Water rates: QES	-	-	£ -
		DD		Wave	Water rates: JF	£ 42.00	-	£ 42.00
		DD		Wave	Water rates: Nursery	£ 49.00	-	£ 49.00
TOTAL						£ 947.51	£ 19.41	£ 966.92
CLLR	CLLR	BACS	PAID TO	DETAIL	NET	VAT	TOTAL	
			V Pryce	December Salary				
			C Whitlock	December Salary				
			M Grice	December Salary				
			M Hanson	December Salary				
			O Jeakings	December Salary				
			M Williams	December Salary				
			A Chivers	December Salary				
			C Elhers	December Salary				
			D Anderson	December Salary				
			HMRC	Tax & NI 126PP00116523				
			TOTAL SALARIES, TAX & NI					
			A Sington	Godmanchester at War Tickets	£ 40.00	-	£ 40.00	
			2021043	ACE Communications	PA System - Remembrance Sunday	£ 215.00	£ 43.00	£ 258.00
			7070	ACR	Cleaning Contract: JF Public Toilet	£ 121.33	£ 24.27	£ 145.60
			7085	ACR	Cleaning Contract: QES and JF	£ 637.00	£ 127.40	£ 764.40
			11178	ASC (Surveys) Limited	Topographical Survey: Nursery	£ 700.00	£ 140.00	£ 840.00
			20824	Avanti	Traffic Management - Remembrance Sunday	£ 1,050.00	£ 210.00	£ 1,260.00
			1083	Blue Tech Electrical	Maintenance of Lights at Judith's Field	£ 60.00	£ 12.00	£ 72.00
				Clark & Kent Contractors	Multi Wheel Fun Track - Cert No 3	£ 3,322.75	£ 664.55	£ 3,987.30
			CHYAMS	C Hyams	Refund of Hall Hire Deposit	£ 100.00	-	£ 100.00
				C Hyams	Newsletter Printing	£ 344.26	-	£ 344.26
				C Whitlock	Expenses	£ 49.55	-	£ 49.55
			20480ab	Cloudy Group	Accounting Software Licence	£ 100.00	£ 20.00	£ 120.00
			SI-5500	Custom Clothing Ltd	Town Warden Uniform	£ 67.34	£ 13.47	£ 80.81
			SI-5563	Custom Clothing Ltd	Nursery Volunteers Uniform	£ 50.82	£ 10.16	£ 60.98
				D Anderson	Expenses: Wreaths	£ 42.98	-	£ 42.98
			WINANA	Dr Ana M Wingfield	Refund of Hall Hire Deposit	£ 50.00	-	£ 50.00
			1131475	Ethos Communication Solutions Limited	Photocopier Usage	£ 162.11	£ 32.42	£ 194.53
			79429	HAGS	Judith's Field New Toddler Play Equipment	£ 15,700.90	£ 3,140.18	£ 18,841.08
				HGTA	Twinning Association Christmas Dinner	£ 50.00	-	£ 50.00
			305716	Hotbox International Ltd	Nursery Upgrade	£ 476.83	£ 95.37	£ 572.20
			LINCLA	I Clarke	Refund of Hall Hire Deposit	£ 100.00	-	£ 100.00
			INV-0529	K Fergusons Ltd	Tree Maintenance	£ 530.00	£ 106.00	£ 636.00
			INV-0535	K Fergusons Ltd	Grounds Maintenance	£ 3,085.00	£ 617.00	£ 3,702.00
			INV-00364	Local Leaflet Distribution Limited	Newsletter Distribution Costs	£ 396.00	£ 79.20	£ 475.20
				M Hanson	Mileage: December	£ 20.25	-	£ 20.25
				M Williams	Mileage: November	£ 27.00	-	£ 27.00
				M Williams	Mileage: December	£ 19.80	-	£ 19.80
			LYNNM	Menchie Lynn	Refund of Hall Hire Deposit	£ 50.00	-	£ 50.00
			TANMICH	Michelle Tanedo	Full Refund of Hall Hire	£ 162.50	£ 12.50	£ 175.00
			WINEVE	Miss Evelyn T Wingfield	Refund of Hall Hire Deposit	£ 50.00	-	£ 50.00
			SEALIZ	Mrs E A Searle	Refund of Hall Hire & Overpaid Invoice	£ 52.00	-	£ 52.00
			LASELI	Mrs E Last	Refund of Hall Hire Deposit	£ 100.00	-	£ 100.00
			TINYTOTS	Mrs Kelly Tyte	Refund of Hall Hire Deposit	£ 100.00	-	£ 100.00
			HEWITSONJ	Ms J Hewitson	Refund of Hall Hire Deposit	£ 100.00	-	£ 100.00
				O Jeakings	Equipment for Nursery Wreath Making	£ 77.65	£ 15.53	£ 93.18
			6099	Play-Ground Supplies Limited	Play Equipment: Train & Mammoth	£ 15,019.00	£ 3,003.80	£ 18,022.80
				R W Redford	Refund of Cemetery Plot	£ 200.00	-	£ 200.00
			SM23977	Rialtas Business Solutions Ltd	Annual Support & Maintenance Licence	£ 673.00	£ 134.60	£ 807.60
			SM24666	Rialtas Business Solutions Ltd	Making Tax Digital for VAT - Annual Sup Fee	£ 59.00	£ 11.80	£ 70.80
				S Conboy	Expenses: Christmas Market	£ 93.29	£ 15.67	£ 108.96
			120250	STG Electrical Services Limited	Repairs to MUGA Light	£ 180.00	£ 36.00	£ 216.00
			MARSYD	Sydney Reid	Refund of Hall Hire Deposit	£ 100.00	-	£ 100.00
TOTAL						£ -	£ -	£ -
CLLR	CLLR	CHQ	PAID TO	DETAIL	NET	VAT	TOTAL	
TOTAL					£ -	£ -	£ -	
GRAND TOTAL						£ 56,179.68	£ 8,584.33	£ 64,764.01

RECEIPTS NOVEMBER 2021					
			Nursery	Income	£1,339.00
			Christmas Market	Stalls	£150.00
			Judiths Field	Income	£1,321.00
			QES	Income	£1,606.00
			Cemetery	Income	£2,350.00
			TOTAL RECEIPTS		£6,766.00