

**MINUTES OF THE TOWN MEETING HELD IN THE  
QUEEN ELIZABETH SCHOOL HALL AT 19.00 ON THURSDAY 18<sup>TH</sup> NOVEMBER 2021**

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

Town Clerk: Ms V PRYCE  
Minute Taker: Mrs C WHITLOCK  
Mace Bearer: Mr M WILLIAMS

There were no members of the public in attendance

**MINUTES**

**Action**

**21/166 TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE:**

CLlr S CONBOY – apologies received (unwell)  
CLlr P ROUND – apologies received (work)

**21/167 DECLARATIONS OF INTEREST:**

CLlr A HOOKER – Planning Application (Football Club member)  
CLlr D MICKELBURGH - Planning Application (Football Club member)  
CLlr C VANE PERCY – Planning Application (Post Street resident)

**21/168 MINUTES:**

The MAYOR proposed the Council approve, as a correct record, the minutes of the  
Town Council meeting held on 21 October 2021. All were in favour and it was so  
**resolved**. The MAYOR would sign the minutes following the meeting.

The Mayor

**21/169 TOWN MAYOR'S ANNOUNCEMENTS:**

The MAYOR took the opportunity to thank those who had supported and/or  
attended the Civic Supper and to The Black Bull being for hosting the Supper.  
Remembrance Sunday had also gone very well, and the weather had been kind on  
the day.

Unfortunately, the MAYOR had to report some vandalism to one of Council's  
buildings. The Police had identified some of the culprits from CCTV and their  
parents had been notified. The MAYOR wished to reiterate that CCTV at Judith's  
Field did work and monitored the site 24/7.

The MAYOR reminded Councillors that an Ouse Valley Way's Tourism Workshop  
was to be held on Saturday 27<sup>th</sup> November in the QES Hall at 10am, finishing with a  
light lunch. Those interested in attending should inform the TOWN CLERK for the  
Trust to be able to finalise their catering facilities.

Town Clerk

Signed as a true copy of the minutes:  
Date:

(Mayor)

Cllr HYAMS suggested a thank letter be sent to Harry Pauley to express the Council's gratitude for taking photos on their behalf at the Remembrance Sunday Service.

Town Office

**21/170 PUBLIC PARTICIPATION SESSION:**

None.

The MAYOR carried out the Club 800 Draw.

**21/171 OUTSTANDING ACTIONS:**

The MAYOR invited the Councillors to highlight any outstanding matters, and the following items were raised;

Cllr G WILSON reported that the action regarding the double yellows around Tudor Road noted in the Outstanding Actions (Planning Portfolio) was not related to the work he had been doing regarding London Road. However, Cllr G WILSON took the opportunity to update Council by reporting that the Town Office had recently received a letter from Cambridgeshire County Council (CCC) concerning this. Cllr G WILSON had drafted a reply which the TOWN CLERK would action.

The MAYOR noted that it was January 2021 when the Council had applied to register Council land on which stood the Town Hall, QES Hall and the War Memorial with the Land Registry. The TOWN CLERK advised that she would continue to progress this.

Town Clerk

The MAYOR confirmed that the Multi Wheel Fun Track would be officially opened on Saturday 27<sup>th</sup> November at 10.30am.

The TOWN CLERK advised that the Nursery Buildings contractor, SKW, had advised that the commencement of the work would be delayed until January 2022.

**21/172 CORRESPONDENCE:**

The MAYOR advised that the correspondence list did not include a request from an ex-councillor, Mr G Campbell to obtain access to his Council email. Cllr WORTHINGTON confirmed that this issue was in hand, however, as Mr Campbell had not responded to a request from the TOWN CLERK in May requesting detail of the personal emails he required, it may be too late to obtain the information.

**21/173 ENVIRONMENT REPORT:**

The TOWN CLERK had received a response to her letter to Environmental Health regarding the pigeons roosting on the telephone wires at Cambridge Villas. Unfortunately, Environmental Health advised they were unable to assist. Cllr G WILSON confirmed that National Highways (formerly Highways England) were going to look at the dislodged netting under the A1307 bridge and advised that feeding the pigeons should be discouraged. This would be advertised by the Town Clerk on the Council website and Facebook.

Town Clerk

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(Mayor)

Cllr HOOKER requested agreement for the Environment Group to investigate options to replace out of date and deteriorating play equipment and surfacing in the Queens Walk children's play area. Council was in agreement.

Cllr HOOKER sought approval to increase the parking capacity at Judith's Field and to start the process of obtaining three quotes for the work, which would be funded from Community Infrastructure Levy (CIL). Following a discussion, Council felt that any new car parking should be 'future proofed' by laying conduit in the ground for lighting and/or electric charging points. The MAYOR suggested that the Business Group resurrected the discussion of electric charging points with the view to reporting back to Council. Cllr TAPLIN proposed that Council approve the Environment Group obtaining quotes for extending the parking at Judith's Field. Cllr HLADKIWSKYJ seconded the proposal; the majority were in favour and it was so **resolved**

#### **21/174 FINANCIAL AND ACCOUNTS:**

The TOWN CLERK advised of two amendments to the Payment Schedule. The value of the cheque for The Poppy Appeal had increased from £63.50 to £83.50 as Council had been required to provide additional wreaths on Remembrance Sunday. Secondly, the TOWN CLERK wished Council to note that there were two invoices listed against PRP, however, one for £20,285 was for the Multi Wheel Fun Track (Clark & Kent) and not PRP.

Cllr WORTHINGTON congratulated the Nursery on their income figure this month.

Cllr RADFORD proposed that Council approve the Accounts Payable and the Cash Reconciliation which was seconded by Cllr WORTHINGTON; the majority were in favour and it was so **resolved**. The list of payments would be emailed to Cllrs WORTHINGTON and CONBOY for approval and authorisation.

Cllrs Conboy  
and  
Worthington

#### **21/175 BUSINESS REPORT:**

Cllr HLADKIWSKYJ reported that there were no decisions to be made, however, there were some items to note.

The Nursery was planning to recruit three additional staff via the Government's Kickstart Scheme. The scheme funds employers to hire staff on a six-month contract with Government offering a 100% grant to cover salary, National Insurance and pension contributions. A further £1,500 grant is awarded per employee to cover costs such as uniform or training. At the end of scheme there would be no obligation to hire on a permanent basis.

Cllr HLADKIWSKYJ reported that the Business Group was recommending against instituting a formal flood warden structure but instead suggested advising residents of the actions they could take to prevent flood damage and how they can access support and advice in advance of the 'flood season'. Following the success of the Flood Mobile in St Ives, it was hoped that the vehicle would be able to visit Godmanchester in the New Year and they had been asked to liaise with the TOWN CLERK. Cllr HLADKIWSKYJ had provided the Town Office with some leaflets which had been obtained from the Flood Mobile and a social media message would be

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posted inviting residents to pick up a leaflet or to download a PDF version of the document.

Town Office

Cllr G WILSON advised that he would be meeting Highways Flooding and HDC next Tuesday in his capacity as a County Councillor. Cllr G WILSON planned to show them the sites in Godmanchester which still required outstanding remedial work, detailed previously by Cllrs G WILSON and CONBOY.

### **21/176 PROPERTY REPORT:**

Cllr RADFORD advised that two quotes (3 had been sought) had been received for proposed alterations to the rear door of Judith's Field Pavilion.

Cllr RADFORD confirmed that the official opening of the MWFT would take place at 10.30am on 27<sup>th</sup> November.

Cllr RADFORD reported that the Property Group had met with Donald Insall Architects to discuss the refurbishment of the Town Hall and that they would be submitting their findings in due course. Cllr TAPLIN advised another company were interested in quoting for the work, however, they were not available until New Year.

Cllr RADFORD asked Councillors for their views on timing of the Skatepark and MUGA lights at Judith's Field. The car park lights would remain unchanged for the benefit of users of the pavilion. A number of Councillors had met with Police who thought that turning off the lights Skatepark and MUGA lights in the evening acted as a deterrent against potential anti-social gathering. Cllr WORTHINGTON read a statement on behalf of Cllr CONBOY. The Youth Council had been asked for their opinion on the lights out at 6pm policy. They felt that the curfew did not match the needs of the children to allow them to get home from school, complete any homework and have tea. Therefore, they suggested that turning the lights off at 8pm would be more realistic. The TOWN CLERK advised Councillors that the two anti-social incidents had taken place at 6.45pm and the other just after 7pm. Cllr S WILSON suggested a trial of keeping the lights on until 8pm for a period of time. Concerns were voiced about litter and anti-social behaviour and that 8pm may be too late. Cllr TAPLIN proposed that the Skatepark and MUGA lights timing be extended to 8pm for a trial period of two months up until 20<sup>th</sup> January 2022. Council would review the situation at the January Town Council meeting (20<sup>th</sup>). Cllr IRVING seconded the proposal; the majority were in favour and it was so **resolved**.

### **21/177 PLANNING REPORT:**

The DEPUTY TOWN CLERK would advise HDC of planning application recommendations.

Deputy  
Town Clerk

Cllr HYAMS suggested accepting all five planning applications as per the recommendations in the Planning report which Council had been provided with. Cllr HYAMS proposed that all five recommendations should be accepted. Cllr G WILSON seconded the proposal; the majority were in favour and it was so **resolved**.

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Cllr HYAMS thanked Cllrs CONBOY and MICKELBURGH for the work involved in responding to the Huntingdonshire Landscape and Townscape Supplementary Planning Document: Consultation Draft 2021. Cllr S WILSON commented on a proposed observation discouraging Artwork. Council agreed that the wording should be changed to read; *However, it may not be welcome in the historic core of Godmanchester*. Cllr HYAMS proposed that the response to the Huntingdonshire Landscape and Townscape Supplementary Planning Document: Consultation Draft 2021 be submitted to HDC. Cllr TAPLIN seconded the proposal; all were in favour and it was so **resolved**

**PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 EXCLUSION OF THE PRESS AND PUBLIC: It was resolved 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.**

### **21/178 TRANSPORT STUDY**

Cllr G WILSON advised that proposals for the Transport Plan had been submitted by only two of the six companies originally consulted. Both responders expected the Council to support them in the consultation phase. Cllr G WILSON had prepared and circulated a table showing comparisons between the companies and recommended accepting the contract with Atkins at £14,884. The MAYOR proposed that Council accept the proposal from Atkins and commission them to carry out the Transport Study. Cllr RADFORD seconded the proposal; all were in favour and it was so **resolved**.

Cllr G WILSON hoped that the transport questionnaire would be distributed at the same time as the Council's newsletter as this would prevent additional expense. However, if it was not possible to meet this deadline, a note would be added to the newsletter advising people to see the Council's website or Facebook for a PDF version of the questionnaire. Alternatively, copies would be made available at the Town Hall. Cllr HYAMS suggested that Council should stipulate a deadline date for processing transport questionnaires of the end of February. The MAYOR proposed that Council agree to Cllr G WILSON completing the draft questionnaire and him providing Cllr HYAMS with the completed version which would be submitted to the printer. Cllr TAPLIN seconded the proposal; all were in favour and it was so **resolved**.

Cllr TAPLIN proposed that Council accepted the Newsletter as seen. Cllr RADFORD seconded the proposal; the majority were in favour and it was so **resolved**.

### **21/179 OFFICE/SHOP NURSERY TENDER**

Cllr HLADKIWSKYJ reported that the Nursery had received four quotes to provide a building for the Nursery office/shop. However, two of the companies had been dismissed as they were over the budget allocation. Cllr HLADKIWSKYJ proposed that Council proceed with the recommendation to accept Zenpod's quote of £37,293 with a proviso that they met all of Council's requirements for acceptable access. Cllr G WILSON seconded the proposal; the majority were in favour and it

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was so **resolved**.

### **21/180 PERSONNEL REPORT**

Cllr WORTHINGTON proposed a minor addition to the Terms of Reference for the Personnel Committee under point 7; *The Committee will handle disciplinary; misconduct and grievance matters as set out in the Council's Disciplinary and Grievance Procedure* **and monitor compliance with the Council's Code of Conduct**. Cllr HYAMS seconded the proposal; all were in favour and it was so **resolved**

Cllr WORTHINGTON reported that a resident had made liable claims about the TOWN CLERK and the Personnel Committee wished to take appropriate action in the form of a Solicitor's letter. Following a Council discussion, Cllr WORTHINGTON proposed that Council agree to send the resident a Solicitor's letter. Cllr MORGAN seconded the proposal; the majority were in favour and it was so **resolved**.

**PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 RE-ADMITTANCE OF THE PRESS AND PUBLIC. It was resolved that the confidential business having been concluded, the Press and Public be re-admitted to the meeting.**

The MAYOR congratulated Cllr HYAMS on this forthcoming birthday and thanked the Council for their attendance. The meeting closed at 21.21.

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Date:

(Mayor)