

**Minutes of a Meeting of St Ives Town Council
held on Wednesday 13 October 2021 in the Corn Exchange**

Present:

Town Mayor: Councillor P Hussain

Deputy Town Mayor: Councillor P Pope

Councillors: C Smith, N Wells, S Mokbul, J Parkin, M King, J Pallant, R Fuller,
N Dibben

In attendance:

Locum Clerk: N Sewell

Deputy Town Clerk: C Allison

Democratic Officer: S Rawlinson

The Town Mayor's Chaplain said Prayers prior to the start of the Meeting.

C99.00

APOLOGIES

Apologies were received from Councillors C Pegoraro, J Kerr, J Tiddy, T Drye, D Rowe and A Dickinson (all Personal) and Councillor R D'Souza (business commitment).

C100.00

DECLARATIONS OF INTEREST

Agenda Item C108.00 - Councillor N Wells – non pecuniary interest as a member of St Ives Town Team.

C101.00

PUBLIC PARTICIPATION

Presentation of Plaque/A1198 signage

The owner of a local leisure business thanked the Town Mayor and councillors who participated in the event at Jones Boatyard recently where a plaque was presented to mark the company's 65 years of encouraging visitors to the town.

He remained concerned at the lack of town signage on the A1198 through Godmanchester onto the old A14 and that there were no signs on the A141 either and believed this was discouraging to visitors to St Ives. He had been in contact with County Highways who agreed to look at the problem. He requested that the Town Council support his efforts.

The Chairman of Planning agreed that this be discussed at the Planning Committee on 27 October.

Appeal

The resident who lodged an appeal stated that the amended minutes of the Planning Committee of 23 June and 14 July were not on this agenda although it had been agreed that they would be represented once amended. The Town Mayor agreed that these minutes would be presented to the next Council meeting.

He was also concerned to note that the name of his client had not been redacted from the response from the Appeals Panel.

The Locum Clerk responded that the matter was rectified as soon as it was brought to her attention and an apology had been issued to the client. She had taken advice from the ICO who deemed that the breach was low risk and confirmed that the issue did not necessitate either reporting to the ICO or the individual involved. The Locum Clerk reported she had, however, contacted the individual affected as a matter of courtesy and explain and apologise for the incident.

The resident, in response to an enquiry on what he would like the Council to do further stated that the allegations he had made had not been answered fully. Council had not dealt

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with the legal questions he had raised, such as contravention of the Local Government Act. He wished to receive a full response to the points he raised.

The Town Mayor agreed that a full response would be provided and copied to the next Council meeting.

Christmas Lights incident

A resident stated that he had been threatened by an operative working for the Christmas Lights Committee last year. The operative had accessed his roof without consent and became abusive when challenged. He was concerned that there should be no repeat of this matter when the lights were installed in November.

The Locum Clerk stated that the incident would be referred to the Christmas Lights Committee as the matter did not come under the Council's area of responsibility.

C102.00

MINUTES

RESOLVED: that the Minutes of the Council Meeting held on 8 September 2021 are agreed as a correct record and signed by the Town Mayor.

C103.00

TOWN MAYOR'S ANNOUNCEMENTS

The Town Mayor stated that he did not have an extensive engagements list this month. He had attended the Battle of Britain Concert at the Free Church but was generally declining large events as far as possible other than those which directly benefitted St Ives.

The Deputy Town Mayor had represented the Mayor at the St Ives Library Summer Reading Challenge to present prizes.

C104.00

COMMITTEE MATTERS

C104.01 The Minutes of the following committees were presented and consideration given to any Recommendations therein:

C104.01.01 Planning Committees

The Minutes of the Meetings held on 8 and 22 September 2021 were received and noted. The Minutes from 23 June and 14 July would be presented to the next meeting.

C104.01.02 Amenities Committee

The Minutes of the Meeting held on 22 September 2021 were received and noted.

C104.01.03 Appeals Panel

The report from the Appeals Panel would be revised and presented to the next meeting.

C104.01.04 Neighbourhood Plan Steering Group

The Notes of the meeting held on 26 August 2021 were received and noted.

C104.01.05 Jubilee Celebrations Working Party

The report from the meeting held on 4 October 2021 was received and noted. A letter to go out to local businesses was being prepared and would be delivered as soon as possible.

C104.01.06 Honorary Freeman Consideration Working Party

It was noted that the Council was not permitted to award

status posthumously.

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Freeman

RESOLVED: C104.01.06.01 that the members of the Working Party meet annually in February to discuss the awarding of future honours

C104.01.06.02 that the process for awarding honours be formalised as part of the Council's policies and procedures

C105.00 REVIEW OF POLICIES AND PROCEDURES

C105.01 Code of Conduct

Members were in receipt of updated Code of Conduct.

RESOLVED: that the Code be received and adopted.

C105.02 CIL Framework

Members received updated CIL framework.

RESOLVED: that the Framework be received and adopted.

C106.00 AUDIT 2020/21

The Locum Clerk reported the successful conclusion of the audit and that no issues had been highlighted.

RESOLVED: that the information be received and noted.

C107.00 REVIEW OF TOWN HALL RECEPTION OPENING TIMES

Members were in receipt of 6-monthly report and statistics on reception visitors. The Personnel Committee had recommended that the office be open to the public five days per week instead of the current three.

District Councillor Fuller informed members that the HDC offices were not currently closed, as stated in the report, their offices had been open to the public throughout the pandemic.

RESOLVED: C107.01 that the report is received and noted

C107.02 that the Town Hall reception be open to the public from 10.00 to 16.00 Monday to Friday

C107.03 that the existing combination of office based and remote working be continued for all Town Hall office staff

C107.04 that the scheduled review, due to be undertaken after a further six months be retained.

C108.00 DIGITAL INFORMATION SCREENS

Consideration was given to the siting of digital information screens. At present two screens were available with the possibility of more in future.

Members considered that having a sign at the Bus Station and one at the end of Bridge Street/Crown Street initially was the preferred option. Should more signs become available consideration would be given to siting them at Burleigh Hill centre and Globe Place car park.

RESOLVED: that the request be made for siting the screens at the Bus Station and at the
end of
Bridge Street/Crown Street.

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C109.00 REPORTS FROM OTHER BODIES**C109.01 Needingworth Quarry Liaison Meeting**

The notes from the Council's representative and minutes of the meeting held on 9 September 2021 were received and noted.

C110.00 ROLLING PROGRAMME

RESOLVED: that the Programme be received and noted.

C111.00 ORDERS FOR PAYMENT

RESOLVED: that the Orders for Payment schedule be received and noted.

C112.00 BANK RECONCILIATION STATEMENT

RESOLVED: that the Statement be received and noted.

C113.00 BUDGET

RESOLVED: that the budget report be received and noted.

C114.00 POLICE REPORT

No report had been received.

C115.00 CCTV REPORT

No report had been received.

C116.00 COUNTY COUNCIL MATTERS

No report was received.

C117.00 DISTRICT COUNCIL MATTERS

No report was received.

Town Mayor:

Dated: 10 November 2021

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