

**Minutes of the Meeting of St Ives Town Council  
held on Wednesday 8 February 2023 in the Town Hall, St Ives**

**Present:**

Town Mayor: Councillor P Pope  
Deputy Mayor: Councillor N Wells

Councillors: J Tiddy, R Chapman, L Valla, J Kerr, M Gleadow, M Burke, C Morgan, P Hussain,  
A Thompson, C Smith, S Mokbul, M Mallol Wright

**In attendance:**

Locum Clerk: M Price  
Democratic Officer: S Rawlinson

**PRAYERS**

The Mayor's Chaplain said prayers prior to the commencement of the Meeting.

**PRESENTATION**

The Town Mayor welcomed Kate Campbell and her associates from Hill Rise Allotment Association to the Meeting. A presentation prepared by them had been circulated prior to the meeting. Some drone footage of the allotments had been provided but it was not possible to play it at present. The Town Clerk agreed to circulate it to Members.

The Association currently had 97 members on 89 plots. The annual subscription was £7.00. A wide variety of crops were grown on the site including vegetables, fruit and flowers.

Members were surveyed when the new committee took over in October on what they wanted from the Association.

*[Councillors S Mokbul and M Mallol Wright joined the Meeting]*

They were keen on improved communications and wished to work more closely with the Town Council. Security was of concern and it was considered that the entrance to the site did not show the allotments to its best. Plot holders had great respect for the Grounds Maintenance Team and valued their advice and support.

They were currently updating their website and had reinstated the swap bench in a different area from before. The bench would be closely monitored to ensure no waste was placed on there.

The Town Mayor thanked the members of the Association for their presentation and expressed the wish that a visit to the site be arranged for councillors at a future date.

**C138.00**

**APOLOGIES**

Apologies for absence were received from Councillor M King (Personal) and from Councillor C Smith (late arrival).

**C139.00**

**DECLARATIONS OF INTEREST**

None.

**C140.00**

**PUBLIC PARTICIPATION**

None.

**C141.00**

**MINUTES**

The Minutes of the meeting held on 14 December 2022 and the Extraordinary Meeting held on 4 January 2023 were agreed as a correct record and signed by the Town Mayor.

**C142.00**

**TOWN MAYOR'S ANNOUNCEMENTS**

Members were in receipt of the Town Mayor and Deputy Town Mayor's engagement list.

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The Deputy Mayor stated that he had also attended the Darby and Joan Lunch and carried out the opening of the new YMCA shop on behalf of the Mayor.

The Mayor informed Members that he would be holding a civic ball on 1 April and that 'early bird' tickets were available now.

## **C143.00**

### **COMMITTEE REPORTS**

Members were presented with the Minutes of the following meetings, which were received and noted:

**C143.01**      **Amenities Committee** – held on 25 January 2023.

**C143.02**      **Planning Committees** – held on 14 December 2022 and 25 January 2023.

**C143.03**      **Property Committee** – held on 25 January 2023

**C143.04**      **Personnel Committee** – held on 18 January 2023. **Recommendations from the Meeting to be discussed later at Item C156.00.**

**C143.05**      **Norris Trust** – held on 18 January 2023.

#### **C143.06**      **CIL Working Party**

Nominations were sought for Members to form a new CIL Working Party.

**RESOLVED:      C143.06.01**      that the Working Party comprise Councillors Burke, Mokbul, Wells and Tiddy.

**C143.06.02**      that the Town Clerk determine from HDC if it was appropriate for a member of the Development Management Committee to participate in such a group.

## **C144.00**

### **NEIGHBOURHOOD PLAN**

Members were in receipt of update from the Neighbourhood Plan Group.

**RESOLVED:      C144.01**      that the meeting be briefly suspended to permit Mr Nick Dibben, Chairman of the Neighbourhood Plan Group to provide further information to Members.

Mr Dibben stated the the Plan had been delayed by Covid and waiting for the HDC Master Plan to be issued. The group was now attempting to integrate the Master Plan with the Neighbourhood Plan. As the Master Plan may not be implemented for several years, there was a great opportunity to define future policies for St Ives.

The consultants had identified that further work was needed on this. The proposal was that they spend an additional three days at a cost of £1650 on research; meeting with HDC etc. Consultants also believed that the town needed a character assessment which was not a feature of the HDC plan. They were offering to undertake this work.

Mr Dibben stated that it was hoped to produce a draft plan in the next few weeks when they would give a presentation to Council. Once agreement was received from Council a public consultation exercise could be undertaken.

Mr Dibben agreed to extend an invitation to new members of the Council to join the Neighbourhood Plan group.

The main principles of the Plan were:

- To not identify sites for future development

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- To not consider smaller developments where the infrastructure was not in place to cope with them
- To have a low carbon based strategy
- To increase green spaces
- To create a green ring around the town using existing pathways and green spaces
- To support town centre pedestrianisation
- To provide some kind of enhancement in the Cattle Market area

The original display boards from the first consultation were available on the website.

**RESOLVED: C144.02** that the meeting be reconvened.

Consideration was given to the additional work proposed.

**RESOLVED: C144.03** that agreement be given to an additional three days consultant's work at a cost of £1650.

**C144.04** that agreement be given to a further maximum three days work by consultants on the production of a character assessment.

**C144.05** that an informal discussion meeting be held on Wednesday 1 March at 7 pm in the Town Hall.

#### **C145.00**

##### **LHI FEASIBILITY STUDY**

Consideration was given to the Feasibility Study for speed reduction at Houghton Road.

A meeting would be held that coming Friday, attended by Councillors Kerr and Gleadow who would report back to Council.

Consideration should be given to working with neighbouring parishes including Houghton and Wyton and Wyton on the Hill parish Councils.

Members wanted the new signage proposed to be moved further back from the site proposed by the County Council. It was noted that the Study statement stated that physical speed reduction measures would not be supported, although this was at odds to the wishes of residents and the considerable level of new housing in that area.

#### **C146.00**

##### **DBS CHECKS**

Consideration was given to a report produced by St Ives Cares into whether DBS checks were required and to what level.

Some concern was raised that community groups benefiting from Council grants could be vulnerable and a discussion was held on this.

**RESOLVED: C146.01** that the Council review its Safeguarding Policy

**C146.02** that the Town Clerk determine which staff and/or councillors require a DBS check and to what level

**C146.03** that questions regarding safeguarding measures be added to the application form for community grant funding and groups are asked for their safeguarding policy and whether they have any DBS checks in place

**C146.04** that the proposal that all councillors receive a basic DBS is not proceeded with.

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**C147.00**

**ROLLING PROGRAMME**

The Rolling Programme was received and noted.

**C148.00**

**ORDERS FOR PAYMENT**

The schedule of paid accounts was received and noted.

**C149.00**

**BANK RECONCILIATION STATEMENT**

The Bank Reconciliation statement was received and noted.

**C150.00**

**BUDGET**

The budget report was received and noted.

**C151.00**

**CCTV**

The CCTV report was received and noted.

**C152.00**

**POLICE MATTERS**

No report was received.

**C153.00**

**COUNTY COUNCIL MATTERS**

No report was received.

**C154.00**

**DISTRICT COUNCIL MATTERS**

The Chairman of HDC provided Members with an update on District matters:

- HDC was due to announce its 23/24 budget end medium term financial strategy
- They had agreed and signed off on a climate strategy
- The next Council meeting was 22 February and this could be watched online via the website
- One Leisure had implemented price increases from 1 January
- The CEO was leaving at the end of February. Oliver Morley appointed as her interim replacement

District Councillor Mokbul informed Members of some Development Management Committee training she had recently received and which, she believed, members would benefit from. The Town Clerk agreed to investigate whether it was possible to obtain this training for members.

**C155.00**

**PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 EXCLUSION OF THE PRESS AND THE PUBLIC**

**RESOLVED:** that in accordance with Section 1(2) the the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the Meeting.

**C156.00**

**RECOMMENDATIONS FROM PERSONNEL COMMITTEE**

**C156.01**

**Maternity Leave and Pay**

**The Maternity pay was ratified as the following entitlement:**

During 2nd year of continuous service: First 2 weeks normal pay, weeks 3 – 9 90% normal pay, weeks 10 – 39 SMP or 90% of normal weekly earnings if lower, weeks 40 – 52 no pay

**C156.02**

**Democratic Officer Pay Scale**

**The Pay scale for the Democratic officer was ratified and agreed to be:**

Increase to SCP 14 and backdated to June 2022 – Minus £1 NALC payscale increase for

this period

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**C132.00**

**PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 RE-ADMITTANCE OF THE PRESS AND THE PUBLIC**

**RESOLVED:** that the confidential business having been concluded, the Press and the Public be re-admitted to the meeting.

Town Mayor:

Dated: 8 March 2023

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