

**Minutes of the Meeting of St Ives Town Council
held on Wednesday 12 July 2023 in the Town Hall, St Ives**

Present:

Town Mayor: Councillor P Pope
Deputy Mayor: Councillor C Smith

Councillors: S Mokbul, M King, A Thompson, C Morgan, P Hussain, L Valla, J Kerr, M Gleadow,
J Tiddy, A Riddell, J Cantwell, M Mallol Wright

In attendance:

Town Clerk: M Price
Democratic Officer: A Childs

PRAYERS

The Town Mayor's Chaplain was unable to attend. His designated replacement, Father Gary Evans, said prayers prior to the commencement of the Meeting.

ST IVES CARES PRESENTATION

Jane Jenner, the St Ives Cares Coordinator, provided a presentation including an update, information and suggestions regarding the programme. She explained that the aim of the project is to set up a neighbourhood based support scheme to anyone who may need help.

The update, since October 2022, covered the implementation of warm spaces, surveys on the website and directory, Community Day – Community Collective, governance and creating of a working group, an advisory panel and drop in sessions.

The next steps included Community Connectors, trial projects, a proposal for St Ives Town Council to become an age-friendly community and the proposed implementation of an official St Ives Cares Committee.

An age-friendly community is a place that enables people to age well and live a good later life; where it is possible for people to continue to stay living in their homes, participate in the activities that they value, and contribute to their communities, for as long as possible.

Jane referenced the World Health Organisation's age-friendly community framework which acts as a guide for communities to reach this goal. The framework considers eight domains: transportation, housing, social participation, respect and social inclusion, civic participation and employment, communication and information, community support and health services, and outdoor spaces and buildings. The programme cycle includes four stages: to engage and understand, plan strategically, act and implement, and finally to evaluate.

The Mayor thanked Jane for her hard work and mentioned the positive changes that have been made in St Ives, acknowledging that it is an aging town.

Councillor S Mokbul thanked her for recognising the need to approach the mosque and other community hubs as well. She asked how the program determines or defines the people it supports. Jane stated that the programme focuses on the 65+ population, the aim is for older people and then also anyone else who requires assistance.

Councillor A Riddell mentioned health care providers and residents' health needs – either temporary or permanent. He suggested an informal referral system, and stressed that many people may require the pharmacist, physiotherapist or rehab therapy more than specifically GP visits. He encouraged this to be looked into and incorporated into the overall programme.

Councillor P Hussain referred to the inhabitants of Oliver's Lodge, which is being utilised as a temporary accommodation venue, and concerns over the arrangements in place.

Chairman's
Initials

Jane stated that she is not aware of which authority is placing people at this site; she recently spoke about it with a councillor and knows of one family who was allocated there from the City Council (Cambridge). The family were advised to use the Godmanchester Food Bank – not the local food bank in St Ives – and there are concerns over the disjointedness of information.

Concerns over the behaviour of current tenants, as well as the support and information provided to them by various authorities, were all highlighted in the members' discussion.

The Mayor stated this was recently discovered as an issue in a recent meeting. He referred to an past implication that this would be very temporary whilst refurbishment of other buildings took place, but has carried on longer than anticipated. He suggested the Town Council speak to the police about this matter and to follow up with the relevant authorities. Councillor S Mokbul stated that there was a range of various councils; she had recently spoken to someone from Peterborough City Council. As mentioned above, Jane Jenner had spoken to an officer at Cambridge City Council. Clarification is required on all local authorities involved in this arrangement. The Mayor thanked Jane for her presentation.

C56.00 APOLOGIES

Apologies for absence were received from Councillor N Wells (HDC work commitment), Councillor R Chapman and Councillor M Burke (personal).

C57.00 DECLARATIONS OF INTEREST

Agenda Item C64.00 – Councillor J Kerr declared a non-pecuniary interest as a member closely involved in the St Ives Cares programme.

C58.00 PUBLIC PARTICIPATION

Mr Nick Dibben spoke regarding **Agenda Item C66.00**, stating he was happy with the draft response as it aligned with the material being put into the St Ives Neighbourhood Plan. He suggested that in Question 94 (Healthy Communities) that HDC consider the various factors that affect the health of residents (eg. housing, access to green spaces, etc).

The Mayor thanked Mr Dibben, stating that his assistance was greatly valued in these matters as a former Mayor and Councillor.

C59.00 MINUTES

The Minutes of the meeting held on 14 June 2023 were agreed as a correct record and signed by the Town Mayor.

C60.00 TOWN MAYOR'S ANNOUNCEMENTS

The Town Mayor and Deputy Town Mayor's engagements list was presented to the Council Members. The Mayor added that the Deputy Town Mayor had recently attended a local wedding by invitation from Councillor P Hussain.

RESOLVED: the Town Mayor and Deputy Town Mayor's engagements list was received.

C61.00 COMMITTEE AND GROUP REPORTS

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

C61.01 Planning Committee – held on 14 and 28 June 2023.

C61.02 Facilities Committee – held on 28 June 2023.

C61.03 Property Committee – held on 28 June 2023.

Chairman's
Initials

C62.00

PERSONNEL COMMITTEE MEMBERSHIP

Councillor J Cantwell expressed his interest in joining the Personnel Committee, which filled one of the two existing vacancies.

There was one outstanding vacancy left; Councillor P Hussain previously mentioned in the Reconvened Meeting on 11 May 2023 that he wishes to step down, but would remain in place until a replacement could be arranged. The Mayor suggested the remaining vacancy be added to the next Full Council meeting's agenda.

RESOLVED: that Councillor J Cantwell be appointed a member of the Personnel Committee for the 2023-24 municipal year.

that the remaining vacancy be included as an agenda item to the next Full Council meeting on 13 September 2023.

C63.00

LITTER MINIMISATION LEAFLET

Due to Councillor R Chapman's absence, it was agreed that this item would be postponed to the next Full Council meeting.

RESOLVED: that this item be added to the agenda of the Full Council Meeting on 13 September 2023.

C64.00

ST IVES CARES

C64.01

Age Friendly Commitment

The Mayor referenced the existing age-friendly commitments within St Ives Town Council: being an official dementia-friendly community, involvement with CALMtown and acting as an Armed Forces Covenant supporter.

Councillor J Kerr stated that the only missing piece was a political commitment. She proposed that the Council adopt this commitment in an official capacity; which was seconded by Councillor A Riddell. There was a unanimous vote.

The Mayor thanked Councillors J Kerr and L Valla for their work with the St Ives Cares programme.

RESOLVED: that St Ives Town Council be declared an official age-friendly authority.

C64.02

St Ives Cares Committee

Councillor L Valla queried if the proposed committee would be a newly formed group, or an adaptation of an existing working group.

Councillor J Kerr stated that under the age-friendly commitment, an official committee is a requirement and suggested that an existing working group be transformed to meet this standard. Governance is required from the Council, and the requirements are clear. The committee helps keep the projects running and is essential if future funding is applied for.

The existing St Ives Cares Working Group comprises of members from the County Council (CCC), HDC, Councillor J Kerr and Mayor P Pope.

Councillor S Mokbul proposed that the existing St Ives Cares Working Group become the official St Ives Cares Committee, which was seconded by Councillor J Kerr.

Chairman's
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Councillor S Mokbul added an amendment to clarify that two councillors would be involved in the Committee. It was advised as the Mayor and Councillor J Kerr would be involved that this requirement was covered. The amendment was noted and agreed to be accepted unanimously.

There was a unanimous vote on the proposal.

RESOLVED: that the St Ives Cares Working Group formally be known as the St Ives Cares Committee.

C65.00

ST IVES 20MPH ZONING SURVEY

Councillor M Gleadow provided a verbal report and update on the recent 20mph zoning survey. He referred to the original consultation that was held in April 2023, stating the more recent survey in June 2023 was a follow-up to the original survey.

Cambridgeshire County Council (CCC) invited local town and parish councils to consider 20mph zoning where there have been a history of traffic incidents. They have asked the Town Council why the whole town wasn't considered; also following the initial report, he has received further communication from residents about other traffic and speeding concerns. This information from residents is pertinent, and other roads have raised concerns. These factors led to the second consultation, which closed on 30 June 2023. It queried local sentiment on either a whole town option or a focus on south of St Audrey's lane (town centre area). Councillor M Gleadow suggested that, upon further analysis of the second consultation's responses, a detailed report be brought to the next Full Council.

RESOLVED: this item will be added to the agenda for the Full Council in September 2023.

that Councillor M Gleadow will provide a detailed written report of the recent survey's findings to Full Council.

C66.00

ST IVES TOWN COUNCIL RESPONSE TO THE HDC LOCAL PLAN

Members were in receipt of the written response from the Chair of the Planning Committee.

Councillor S Mokbul queried if there was inclusion of proposed solar panels in new housing developments, which the Mayor confirmed. Councillor J Kerr stated that the response should be amended to include the suggested change mentioned by Mr Nick Dibben during the Public Participation section (Agenda Item C58.00). This referred to Question 94 in the HDC document.

The Mayor proposed the meeting be suspended to allow Mr Dibben to clarify his point regarding Question 94. Members agreed unanimously.

Mr Dibben referred to a government document for healthy living, which states that as a requirement all new developments should show that they are compliant with healthy lifestyles. This takes into consideration factors such as housing, access to green spaces, access to public transport and other leisure facilities. He encouraged the Town Council to refer to this in their response.

The Mayor asked members if they agreed to recommence the meeting, which was unanimously agreed. Councillor S Mokbul asked if the plan's new developments provided a mix of housing styles (including bungalows) for disabled residents, which the Mayor confirmed.

The Mayor asked members if they approved the response to be submitted to HDC with the one amendment as mentioned by Mr Dibben.

Councillor M King proposed that the response be approved subject to one amendment and be ratified in Council, which was seconded by Councillor J Kerr. There was a unanimous vote.

Chairman's
Initials

The Mayor thanked Councillor N Wells for his work as the Chair of the Planning Committee in collating the response and Mr Dibben for his guidance and support.

RESOLVED: that the response be amended to include reference to the Healthy Living document and guidelines.

that the response be ratified by members of the Council and it be submitted to HDC.

C67.00

ROLLING PROGRAMME

The Mayor provided an update on the recently erected Town Bandstand, located by the Norris Museum and The Waits. He commended its attractive appearance and stated that it serves as a wonderful addition to the town's facilities.

The bandstand has been used for two events to date, and many positive responses have been received regarding its appropriateness with the town's heritage.

He extended his thanks to the Town Team and all those involved in adding the bandstand to the Town Centre.

RESOLVED: that the programme be received and noted.

C68.00

ORDERS FOR PAYMENT

Members were in receipt of the schedule of paid accounts. No queries were raised.

RESOLVED: that the orders for payment be received and noted.

C69.00

BANK RECONCILIATION STATEMENT

Members were in receipt of the Bank Reconciliation statement. No queries were raised.

RESOLVED: that the Bank Reconciliation statement be received and noted.

C70.00

BUDGET

Members were in receipt of the budget report.

Councillor A Thompson presented some queries regarding various budget lines and relevant spend.

He noted on Line 5013 that the Photocopier Costs have an allocated budget of £2,300 and that the spend to date is £2,500 which means that budget is already overspent and it is only Month 4 of the current financial year.

On Line 5227 the Operations Insurance budget is £10,000 and the current spend to date is £13,700.

On Line 5094 'Town Celebrations' he queried if any income was generated from these events.

On Line 5776 'Mayor's Allowance' he queried if any of those funds go back into the Council if unspent. The Mayor replied that the mayoral allowance works on a municipal year scale and not the financial year's timeline, which could affect figure representations.

The Town Clerk offered to speak to the Finance Officer and report back on these queries at a future meeting.

Councillor A Thompson was thanked for his scrutiny.

Chairman's
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RESOLVED: that the budget report be received and noted.

that the Town Clerk would provide an update to members on the queried budget lines at a future meeting.

C71.00

POLICE MATTERS

Members were in receipt of an extensive report from Sergeant Andy Caruana. The Mayor thanked him for his support.

C71.01

Arson Incident

The Town Council were informed by Cambridgeshire Constabulary of a recent arson incident in St Ives, located near the Ramsey Road Cemetery.

The Town Clerk stated that the Cemeteries Officer had visited the site to survey any damage, and the Police will claim through their insurance provider to cover the costs of repair. A large majority of the cost would be for cleaning purposes. The amount will be agreed; the Council will receive the funds from the Constabulary and the repairs will be carried out.

RESOLVED: that the report be received.

C72.00

REPORTS FROM OTHER BODIES

None.

C73.00

COUNTY COUNCIL MATTERS

None.

C74.00

DISTRICT COUNCIL MATTERS

Councillor J Kerr informed members of a public proposal raised by HDC regarding potential future green bin charges, which has proved a very controversial subject amongst local residents. The Mayor confirmed it had been raised to him several times.

Councillor J Kerr explained that green bins are not a statutory obligation of the district council, and there is an expected budget deficit of £9 million that they are now facing. Green bin charges could help alleviate a portion of the deficit. The proposal would be non-statutory green bin collection at a service cost to residents of £57.50 per annum and take effect on 1st April 2024.

HDC expect a 30-40 percent uptake on the proposed service, with this percentage to increase over time. Currently 60-70 percent of local councils charge for green bin collection, so this proposal would coincide with existing practices of other local authorities.

The district council are also open to suggestions of other approaches to avoiding a £9 million deficit within four to five years.

C75.00

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

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 the Public be excluded from the Meeting.

Chairman's
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C76.00**SMALL GRANT APPLICATIONS**

The members were in receipt of two funding applications from local organisations.

C76.01**Cambridgeshire Older People's Enterprise (COPE)**

Members expressed that it was a poor application and could benefit from being amended and resubmitted.

Councillor L Valla stated that one form more clearly detailed the purpose for requested funds, but suggested the group may benefit from support in application writing.

Councillors M Gleadow and A Riddell both noted that the organisation currently hold funding through previous grants from the Town Council and Huntingdonshire District Council that have not yet been spent, as well as donations. Because of this, Councillor A Riddell recommended refusal.

Councillor J Cantwell agreed with Councillor L Valla's point above where a proactive response was required and suggested offering guidance to improve future applications.

The Mayor stated that either the application could be refused or the organisation could be advised that the application would be reviewed again at a future date, or request an amended application with more information included. He stated that COPE may have plans to use the funding that members are not aware of.

Councillor J Cantwell questioned whether the refusal would be a simple rejection, or whether it would be a refusal with suggestions for future applications. The Mayor responded stating that there is a six month rule that it cannot be re-looked at before this time period expires. He suggested offering guidance and leaving an open door to review after this period transpired.

Councillor J Kerr agreed, stating the good work provided by the organisation and felt they required an explanation if the application was refused approval.

Councillor J Cantwell proposed the organisation be recommended training or an information session, and recommend resubmission of the application.

Councillor P Hussain asked if the application could be deferred to the next meeting, which the Town Clerk confirmed was a possible option.

Councillor J Kerr proposed deferral of the application, which was seconded by Councillor S Mokbul. The majority of members were in favour with one abstained vote by Councillor A Riddell.

RESOLVED: that the application be deferred to a future Full Council meeting, and COPE members be advised to resubmit their application.

the Town Clerk and Democratic Officer will review the application forms to ensure all questions are relevant and cover all information required of applicants.

C76.02**St Ives & Warboys Cricket Club**

The members expressed their support for the organisation's promotion of active lifestyles and stated that the cricket club serves as an essential part of the community. Councillor P Hussain noted that many local authorities have experienced cuts to funding and that an amount should be agreed that would not prevent funding to other successful applicants in future; that there is a tight budget for these grants.

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Councillor J Tiddy proposed a grant funding amount of £2,000 and Councillor A Riddell proposed an amount of £1,000.

Councillor A Thompson proposed that a compromised amount of £1,500 be awarded to the applicant, which was seconded by Councillor P Hussain. There was a unanimous vote.

RESOLVED: that the St Ives & Warboys Cricket Club be provided with a grant amount of £1,500.

it was retroactively noted by the Democratic Officer that this application should have been categorised under 'Community Grant Applications', which exceed funding of £1,000.

C77.00

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.

The meeting concluded at 9:50 pm.

Town Mayor:

Dated: 13 September 2023

Chairman's
Initials