**Minutes of the Meeting of St Ives Town Council**

**held at the Town Hall St Ives on Wednesday 9 January 2019**

**Present:**

The Town Mayor: Councillor T Drye

The Deputy Town Mayor: Councillor D Rowe

Councillors: J Davies, M King, A Dickinson, R Bellamy, P Hussain, N Dibben, J Tiddy, Dr C Pegoraro, J Pallant, B Luter, L Davies

**In attendance:**

Community Police Team: Sgt A Draper

Town Clerk: A Benfield

Committee Clerk: S Rawlinson

**PRAYERS**

The Town Clerk said prayers prior to the commencement of the Meeting.

C178.00 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors R Fuller, A Ayers-Wilson, P Pope and R D'Souza (all Personal).

C179.00 DECLARATIONS OF INTEREST

**Agenda Item C186.03 - Councillor A Dickinson** - Non pecuniary interest in Agenda Item as Member of the Christmas Lights Committee.

**Councillor J Pallant** informed Members that he now worked for a company based in St Ives and that his Declaration of Interest form would be updated accordingly.

C180.00 PUBLIC PARTICIPATION

**Agenda Item C185.00 - Welcome Packs.** Mr Ian Jackson informed Members that, as a Member of the Town Team, he would be willing to answer any queries arising from the report.

C181.00 MINUTES

**RESOLVED:** that the Minutes of the Meeting of St Ives Town Council held on 12 December are amended at Item C164.02.01 to read 'that the increase in the Precept be reduced to 5% in accordance with the proposal'

C182.00 TOWN MAYOR'S ANNOUNCEMENTS

The Town Mayor and Deputy Town Mayor’s engagements list was noted.

The Town Mayor thanked Councillor Rowe for his support over the Christmas period. He thanked Councillor Pallant for assisting with the distribution of the Langley Bread earlier that day.

Invitations would be sent out shortly to the special event on 23 March to thank local volunteers and groups. If Members were aware of any groups they would particularly like to have invited they were requested to inform the Town Clerk.

The Mayor reminded Members of his Charity Quiz on 1 February.

C192.00 POLICE MATTERS

At the request of the Town Mayor this item was brought forward.

Members welcomed Sgt Alice Draper to her first meeting of the Town Council.

Sgt Draper stated that she had not worked in community policing before and she was keen to address matters of concern to Members and residents. She agreed to email an updated Police Report the following day.

Members queried the number of Police Constables and PCSO's currently working in St Ives.

Sgt Draper informed Members that she had 7 PCSO's allocated for St Ives and Ramsey. There were currently no neighbourhood PC's but she had access to some if it was required. Constables from Huntingdon currently covered the St Ives area.

In response to whether anything could be done to ease parking problems in the town, Sgt Draper indicated that the PCSO's were allocated to parking enforcement when their duties permitted. She had spoken with the Police and Crime Commissioner who was looking to having parking decriminalised.

The Town Mayor thanked Sgt Draper for attending the meeting.

C183.00 COMMITTEE REPORTS

The following minutes were received.

C183.01 Planning Committees

The minutes of the Meeting held on 12 December 2018 were received, it was noted that the meeting scheduled for 19 December had not been held.

C184.00 ESTIMATES OF INCOME AND EXPENDITURE

Members were in receipt of revised budget showing the agreed increase in precept of 5%.

**RESOLVED:** that the information be received and noted.

C185.00 WELCOME PACKS

Members considered outsourcing distribution of the Welcome Packs to be of benefit. Some concern was expressed at whether the Council was able to pass on any copyrighted design to a third party. The Town Clerk advised Members that the Council did not own the copyright of the 'blue waves' design on the Welcome Pack and had removed it from all other Council publications.

C185.01 Suspension of Meeting

**RESOLVED:** that the Meeting be temporarily suspended to permit participation

from Mr Jackson.

Mr Jackson stated that the Council had copyright over the design when the packs were created. He stated that distribution of the Welcome Packs in the old format would not present any problems. When all the existing folders had been used, a new design could be looked at.

**C185.02** **Reconvening of Meeting**

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

Members were not keen to lose the association between the Welcome Packs

and the Town Council and considered that the Packs should contain the Bridge

magazine and a letter of welcome from the Town Mayor in order to

maintain the link.

**RESOLVED: C185.03** that agreement be given to the Town Team to distribute

Welcome Packs which should include a letter from the

Town Mayor and the Bridge magazine

**C185.04** that the arrangement be reviewed after a 4-year period

C186.00 APPLICATIONS FOR FINANCIAL ASSISTANCE

Members were in receipt of Grant Assessment forms for the four community groups to which funding had been agreed at the last meeting and Memoranda of Understanding for the volunteer groups the Council had agreed to support. The grants were all to cover a 4-year period.

The Town Clerk stated that the application process for the 4 main groups would be simplified in future with only accounts and insurance to be provided. Further information on project costs were available to view at the Town Hall should Members wish to do so. She confirmed that the grant:project cost ratio was 80% to Christmas Lights; 60% to Carnival; 67% to St Ives in Bloom and just under 50% to FESt.

**RESOLVED:** that the information be received and noted.

C187.00 SCHEDULE OF MEETINGS/SURGERIES

**C187.01 Meetings Schedule**

Members were in receipt of Schedule of Meetings for 2019/2020.

**RESOLVED:** that the schedule be received and agreed.

**C187.02 Councillor Surgeries**

Members were asked to give consideration to dates and venues for Councillor Surgeries.

**RESOLVED:** **C187.02.01** that dates be agreed outside of the Meeting and

provided to the next Council for information.

**C187.02.02** that the Town Clerk investigate means by which

the Meetings Calendar could be provided in

electronic format for members.

C188.00 BUS SURVEY

Councillor Rowe presented his report following analysis of the data from the Bus Survey. Many of the comments made by residents were informative but were too plentiful to include in the report in entirety. The Town Mayor congratulated the team on achieving 1,234 responses to the questionnaire. It was agreed that the report be provided to the County Council and the Combined Authority Mayor as well as being presented to the newly formed Cambridge Bus User Group.

**RESOLVED: C188.01** that the report be received and noted

**C188.02** that the information be supplied to the County Council and the

Combined Authority Mayor

**C188.03** that the report be sent to the Cambridge Bus User Group with the

offer to attend one of its future meetings to present the information.

C189.00 ORDERS FOR PAYMENT

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

C190.00 BANK RECONCILIATION STATEMENT

**RESOLVED:** that the Bank Reconciliation Statement be received and noted.

C191.00 BUDGET REPORT

**RESOLVED:** that the Budget Report be received and noted.

C193.00 CCTV REPORT

The CCTV Report was noted.

The Town Clerk informed Members that several dates and times had been put forward by the CCTV Centre for Members to visit. These were 5, 6 or 7 February at either 10.00 am or 4.30 pm. It was not possible to arrange a Saturday evening visit at present. She requested that Members wishing to visit the CCTV Centre inform her of which dates/times they would be able to attend.

**RESOLVED:** that the information be received and noted.

C194.00 REPORTS FROM OTHER BODIES

The following reports were noted.

C194.01 Huntingdonshire Volunteer Centre

The Organiser's Report for November 2018 was received and noted.

C195.00 COUNTY COUNCIL MATTERS

No County Council Members were in attendance.

C196.00 DISTRICT COUNCIL MATTERS

Members had nothing to report.

C197.00 ROLLING PROGRAMME

The Town Clerk informed Members that the Pavilion Working Group had met. General agreement was that refurbishment should include public toilets and a café or small meeting room/communal space. Plans were currently being drawn up and a structural survey would be conducted in due course. Once plans were in place there would be a period of consultation and interest sought in forming a Friends of the Pavilion Group.

**RESOLVED**: that the Rolling Programme be received.

**Town Mayor: Date: 13 February 2019**