

**Minutes of the Meeting of St Ives Town Council
held via Zoom on Wednesday 8 April 2020**

Present:

The Town Mayor: Councillor D Rowe

The Deputy Town Mayor: Councillor J Pallant

Councillors: M King, P Hussain, L Davies, N Dibben, Dr C Pegoraro, R Fuller, B Luter, J Tiddy

In attendance:

Town Clerk: A Benfield

Committee Clerk: S Rawlinson

Amenities Manager: C Allison

The Town Mayor welcomed everyone to the first virtual meeting of the Town Council.

C243.00 APOLOGIES FOR ABSENCE

Apologies were received from Councillor T Drye (Personal), Councillor A Ayers-Wilson (ill health). It was appreciated that some Members had difficulty in logging into meetings and may not be present for that reason.

C244.00 DECLARATIONS OF INTEREST

No declarations were made.

C245.00 PUBLIC PARTICIPATION

No persons present wished to address the meeting.

C246.00 MINUTES

RESOLVED: that the Minutes of the Meeting of St Ives Town Council held on 11 March 2020 are confirmed as a correct record and signed by the Town Mayor at a future meeting.

C247.00 COMMITTEE REPORT

247.01 Planning Committee

The Minutes of the Planning Committee held on 11 March 2020 were received and noted.

C248.00 LOAN APPROVAL

It was necessary to confirm the Resolution made at the February meeting using specific wording.

RESOLVED: that at the St Ives Town Council Meeting on Wednesday 12 February 2020 it was RESOLVED to seek approval of the Secretary of State for Housing, Communities and Local Government to apply for a Salix loan of £9,250 over the borrowing term of 5 years for the replacement of all lighting in the Town Hall to LED. The annual loan repayments will come to around £154.00 per month. It is not intended to increase the Council Tax Precept for the purpose of the loan repayments.

Chairman's
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COVID-19**C249.00 Delegation of matters**

Consideration was given to confirmation of the delegation of all matters linked to ongoing Council business and/or directly resulting from the current COVID-19 situation to the Town Mayor, Deputy Mayor and Town Clerk.

The Town Clerk confirmed that some alternative arrangements had to be made to pay staff salaries. It was necessary also to be flexible with some procedures to ensure the Council can provide a service to the community. No new projects were planned and the day to day business would be executing decisions already made by Council or Committees.

The Town Mayor confirmed that any decisions made would be brought to the Council meeting for ratification.

RESOLVED: that delegated authority be given to the Town Mayor, Deputy Mayor and Town Clerk to ensure operation of the Council's regular business and to act in support of the community at this time.

C250.00 Deferral of Committee Meetings

Members discussed deferral of all Committee meetings until personal contact restrictions are lifted.

Councillor Dibben reported that the system for considering planning applications was working well, with very few applications being received at present.

The Town Clerk confirmed that the Council's Annual Meeting could be deferred until May 2021 if necessary so it was proposed that the membership of Committees was maintained with the present status quo. The election of Mayor and Deputy Mayor would be held at the next Council meeting.

RESOLVED: that all Committee meetings be deferred until social distancing measures are removed.

C251.00 Monthly Council Meeting

Consideration was given to the holding of a Council Meeting, via Zoom, on the second Wednesday of each month to receive updates on delegated matters.

RESOLVED: that a monthly Council meeting, via Zoom, be held on the second Wednesday of each month.

C252.00 Update from Town Clerk

The Town Clerk provided an update to Members.

Most Town Hall and Norris Museum staff were now working from home. The Grounds Maintenance were working on a rota basis with one member of the team working either Monday, Wednesday or Friday to maintain the sites and check equipment in the closed play areas.

Chairman's
Initials

The office staff were continuing with their regular work. The Burials Officer was working on the current situation at the cemetery. The Town Clerk would send Members further information on that for information.

She was hosting the Community Support Hub Meetings which were held on Monday, Wednesday and Friday.

One information leaflet had been issued, initially from a 4,000 print run, but a further 5,000 had been ordered. Volunteers would be delivering over the next few days. The leaflet contained emergency information and the new Council emergency help number.

Staff continued to direct enquiries to the HDC and CCC community hubs as instructed.

A further leaflet would be delivered in a week's time focussing on mental health issues and providing information for those seeking urgent repairs. Information on volunteers willing to provide help with urgent maintenance was currently being collated.

The Norris team were continuing to work on initiatives to maintain interest in the Museum. The Director was providing projects for the front of house staff to undertake.

The Farmers' Market had been closed. The decision taken in conjunction with traders and operational staff. Very few traders wished to continue attending the market at this time.

Members expressed their appreciation to staff. Councillor Hussain particularly wanted to thank the Civic & Burials Officer for her prompt action in facilitating a Moslem burial at very short notice.

Members also expressed gratitude to Yorke Graphic who were designing the emergency leaflets for the Council without charge.

The financial procedure for payments had been changed to ensure that a Member could finalise online payments. All paperwork would be initially approved by Councillors Luter and Dickinson, with the Deputy Mayor making the final online confirmation.

[Councillor B Luter left the Meeting]

C253.00 ORDERS FOR PAYMENT

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

C254.00 BANK RECONCILIATION STATEMENT

RESOLVED: that the Bank Reconciliation Statement be received.

C255.00 BUDGET REPORT

RESOLVED: that the Budget Report be received.

Town Mayor:

Dated: 13 May 2020

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