

LITTLEPORT TOWN COUNCIL

Minutes of the meeting held on 17th October 2022



In attendance: Councillors Clive Webber (Chairman); Christine Ambrose Smith; David Ambrose Smith; Paul Cox; Eluned Dos Santos; Rachel Gasgarth; Susan Green; Debra Jordan; Julie Weaver; Jo Webber.

Clerk to the Council: Diane Bayliss

0 members of the public present

22/23.85 Apologies and Reasons for Absence

(LGA 1972 s 85(1))

Apologies with acceptable reasons were approved from Councillor Geoff Norman, Councillor Clive Allen and Councillor Guittet-Carriere.

Absent: Councillor Sue Kerridge; Councillor Lisa Malkin.

22/23.86 To receive any Declarations of Interest from Councillors

(Relating to items to be considered at the meeting in accordance with the provisions of the Council's Code of Conduct and related to the Localism Act 2011 s.31, s.33)

None.

22/23.87 Open Forum for Public Participation (15 Minutes)

(At the close of this item, members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman)

There were no members of the public in attendance.

Chairman's Update

The Chairman and the Clerk had visited the new housing development off Grange Lane, to discuss the proposals for the new community building in order to understand the time scales involved. A draft programme is to be drawn up which will include a hand over date for the funding and the land.

The Chapter 8 training will now take place on November 5th in the village hall. Councillor's C and J Webber will be attending. Councillor D Ambrose Smith would also like to attend.

22/23.88 Minutes of Previous Meeting

It was proposed by Councillor Jo Webber, seconded by Councillor E Dos Santos, and resolved that Littleport Parish Council approve the minutes of the meeting held on 26th September 2022.

22/23.89 To Receive Committee Meeting Minutes

89.1 It was proposed by Councillor Dos Santos, seconded by Councillor C Ambrose Smith, and resolved that the Council receive the minutes of the planning committee meetings held on 8th and 30th August 2022.

22/23.90 Matters Arising/Clerk's Report

90.1 There were no matters arising.

90.2 The clerk's report was received by the council without comment (attached).

22/23.91 Community Worker Reports

- 91.1 The Community Youth Worker had not circulated a written report this month. Councillor J Webber reported on various activities that had taken place during the month.
- 91.2 The Community Link Worker's report had been circulated to members.

22/23.92 To Consider Adopting Town Council Status

- 92.1 **It was proposed by Councillor Ambrose Smith, seconded by Councillor Cox, and resolved that Littleport Parish Council adopt the style of Town Council with immediate effect. The Town Council will not adopt the style of 'Mayor' in the place of 'Chairman'.**

22/23.93 Financial Matters

- 93.1 **It was proposed by Councillor Weaver, seconded by Councillor Gasgarth, and resolved that the bank reconciliations for September are approved.**
- 93.2 **It was proposed by Councillor Cox, seconded by Councillor C Ambrose Smith, and resolved that the account payments for October are approved and paid. (Appendix 1)**
- 93.3 **It was proposed by Councillor D Ambrose Smith and seconded by Councillor Dos Santos that the council donate £250 to CAMSAR.**
An amendment was proposed by Councillor J Webber and seconded by Councillor Jordan, and resolved that the council donate £150 to CAMSAR (6 in favour). The original proposal fell.
- 93.4 **It was proposed by Councillor Dos Santos, seconded by Councillor Green, and resolved that the quotation from Clear View for £1718.14 + VAT for replacement CCTV cameras is approved.**
- 93.5 **Receipt of £128,857.50 for the second half of the precept was noted.**

22/23.94 NALC Civility and Respect Project

- 94.1 **It was proposed by Councillor D Ambrose Smith, seconded by Councillor Jordan and resolved that the Council sign the NALC/SLCC Civility and Respect Pledge.**
Information about the pledge will be included on the website, the noticeboards and in the parish magazine.

22/23.95 Play Area Matters

- 95.1 Councillor C Webber informed councillors of the need to set aside an Ear Marked Reserve for replacing play equipment at Saffron Close and Croft Park. Information and quotations will be presented to Council before any items are purchased.
It was proposed by Councillor Jordan, Councillor Cox, and resolved, that £10,000 is allocated to an EMR for replacement play equipment.

22/23.96 Youth Building

- 96.1 Councillor C Webber reported that work on the new building is progressing well and that practical completion should happen by the end of October or beginning of November. Further grants had been obtained by Councillor J Webber, who continues to look for additional sources of funding to support activities in the building.

22/23.97 Cemetery Matters

- 97.1 Councillor C Webber reported that the request for information [from the Environment Agency](#) is with the consultant [and FDS the contractor that supplied the soil under the original licence.](#)
- 97.2 **It was proposed by Councillor D Ambrose Smith, seconded by Councillor J Webber, and resolved that the quotation of £1022.50 + VAT from Edge IT for digital record keeping for**

the cemetery is approved. The cost for inputting data into the programme at £76 per hour will be agreed when an estimate of the time needed is agreed.

22/23.98 Highways Matters

98.1 The window for making applications for the Local Highways Initiative opens on 31st October. It is not yet known when applications have to be submitted by.

Action: *Councillors to contact the office if they have items they wish to be considered for the next agenda.*

98.2 Concerns had been raised about the right of way adjacent to the bridge at Sandhill

Action: *The Clerk will contact the County Council to discuss the matter with the support of Councillor D Ambrose Smith.*

22/23.99 Community Feedback

99.1 No community feedback forms had been submitted this month.

22/23.100 County and District Councillor Reports

100.1 County Councillors Report

- A motion to impose a 20mph speed limit on any new residential road being planned in Cambridgeshire was to be discussed at the full council meeting on Tuesday 18th October. Councillors agreed that applications should be considered on a case by case basis.

100.2 District Councillors Report

- It had been agreed at the Licensing Committee meeting that taxi fares would be increased. Fares will be reviewed again in two years.

100.3 Councillor J Webber and the Clerk will complete the Vulnerable Communities Consultation document.

22/23.101 Motion to Exclude the Public and Press

Under the Public Bodies (Admissions to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

It was proposed by Councillor C Ambrose Smith, seconded by Councillor Dos Santos, and resolved that the meeting should be closed to the public and press at 8.55pm.

22/23.102 HR MATTERS

Councillor Jordan reported that following a meeting with the clerk and deputy clerk, it had been agreed that the deputy clerk would work Monday to Thursday's 8.30 – 2pm as from 1st November 2022. A new contract would be drawn up to this effect.

22/23.103 Motion to Readmit the Public and Press

It was proposed by Councillor C Ambrose Smith, seconded by Councillor Dos Santos, and resolved that the meeting be reopened to the public and press at 9.00pm.

22/23.104 Date of Next Meeting (The Barn)

Full Council: 21st November 2022

Planning Committee: 31st October 2022

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The meeting closed at 9.02pm.

Signed:

Date: