



Soham Town Council
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The Walter Gidney Pavilion
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Soham
Cambridgeshire CB7 9PL
Town Clerk: D E Marshall
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SOHAM TOWN COUNCIL

A MEETING of SOHAM TOWN COUNCIL will be held on **MONDAY 8th NOVEMBER 2021** commencing at **7:15PM** and you are summoned to attend the Pavilion recreation ground Soham for the transaction of the following business.

Where the general Public is unable to attend at the Council Offices/Pavilion or where hall capacity has been exceeded due to any ongoing COVID restrictions proceedings may be followed by live streaming of the meeting using the following YouTube link (where applicable the URL link will be provided below):

<https://www.youtube.com/watch?v=n7s9mBYbvas>

If members of the public wish to participate and make formal representation during the Public Comment Time section of the meeting they may do so in person, via Zoom or by written statement. Please follow the instructions provided in the Notes below.

**DE Marshall
Clerk
Soham Town Council
1ST November 2021**

- 134/21. CHAIRMAN'S ANNOUNCEMENTS & TOWN CLLR VERBAL UPDATES (*maximum 5 minutes per group*) TO INCLUDE:**
Meetings and training attended in month by Cllrs.
- 135/21. PUBLIC COMMENT TIME** – the first 15 minutes of the meeting allows members of the public to raise issues relevant to Soham and the Council. Indication of intention to speak together with the agenda item or subject should be notified to the Clerk as indicated in the notes below to enable the Zoom log-in details to be provided and thereafter:
- 136/21. COUNTY & DISTRICT COUNCILLOR REPORTS-*please note that District and County Cllr monthly reports may be viewed on Soham-tc.gov.uk website***

(PLEASE NOTE 5 MINS MAX IS ALLOCATED TO EACH OF THE ABOVE LISTED AGENDA ITEMS (IN TOTAL NOT PER PERSON) & THAT NO COUNCIL APPROVALS MAY LEGITIMATELY BE TAKEN BY SOHAM TOWN COUNCIL.

AGENDA

- 137/21. APOLOGIES FOR ABSENCE**
138/21. DECLARATIONS OF INTERESTS TO ITEMS ON AGENDA
139/21. MINUTES OF MEETING HELD ON Monday 11TH OCTOBER 2021 (attached)
140/21. MATTERS ARISING FROM THE CURRENT & WHERE NECESSARY PREVIOUS FULL COUNCIL MINUTES:

- A) Soham Active Travel consultation (RAIL STATION)
- B) Carbon and Greenhouse gas reduction (COP 26)
<https://www.soham-tc.gov.uk/initiatives/climate-change/>
- C) Neighbourhood planning (Working Group)- Any approvals to be made by Soham Town Council as Lead Body [Town and Country Planning Act 1990 s61F(1), (2)] including aspects of designation of neighbourhood area, appointment of consultant, grant application AOB.

**141/21 A) INCOME & PAYMENTS OF ACCOUNTS MADE (FP 22/20),
STATEMENT OF BALANCES AT 31ST OCTOBER 2021**

142/21. Matters arising & any further approvals resulting from Lead Cllr and any Cllr delegations in month.

A) Finance & Policy

1. Lead delegated Cllr (Johnston) update- *for monthly update report is reproduced at <https://www.soham-tc.gov.uk/monthly-update-reports-finance-policy/> any matter requiring full council decision MUST either be listed on the monthly update report or as an agenda item below*
2. Approval of budget for running costs and overheads 2022-23
(please note that project priorities, their capitalisation along with any allocated/retained funds and Band D equivalence calculations leading to Precept 2022-23 determination and final council approval will be at December 2021 meeting)
3. IIA (6 month report) including copy Model Cllr Code of Conduct 2020 & amendments (Addendum) Practitioners Guide on Accountability and Governance

B) Planning

1. Lead delegated Cllr (Pallett) update- *monthly update report is reproduced at <https://www.soham-tc.gov.uk/monthly-update-report-planning/> any matter requiring full council decision MUST be listed either on that monthly update report or as an agenda item below*
2. Planning comments submitted in month by members (attached)
There are no paper copies of planning applications at the town council offices. Residents can still comment on all planning applications on ECDC on-line Planning portal <https://www.eastcamb.gov.uk/planning/current-planning-applications>)

C) Allotments

1. Lead delegated Cllr (Warner) update- *monthly update report is reproduced at <https://www.soham-tc.gov.uk/monthly-update-reports-allotments/> any matter requiring full council decision MUST be listed either on that monthly update report or as an agenda item below*

D) Community Amenities

1. Lead delegated Cllr (D Woricker) update- *monthly update report is reproduced at <https://www.soham-tc.gov.uk/monthly-update-reports-community-amenities/> any matter requiring full council decision MUST be listed either on that monthly update report or as an agenda item below*
2. Speedwatch-Cllr Horgan request delegation in matter
3. High St Hanging Baskets (and verge bedding plants) 2022

E) Cemetery (updates & further approvals - full council)

1. Chapel repairs (Cllr Woodbridge)

143/21 COMMUNITY MATTERS INCLUDING REQUESTS FOR SUPPORT & FUNDING (unless otherwise specified as attached)

A) PRIDE IN OUR TOWN (2021 ANNUAL AWARDS)-NOMINATIONS MADE UNDER DISCRETION OF THE CHAIRMAN

- Ms Sally Prior and Soham Handy Helpers (COVID Volunteers)

- Mr and Mrs John Curtiss (Berrycroft Community Garden, 22 + years community service)

144/21 CORRESPONDENCE –TO BE NOTED ONLY UNLESS OTHERWISE INDICATED (*italicised* and in **bold**) **IN THE MINUTES.** (matters in bold or as highlighted in **red BOLD** considered to be more relevant to Soham)

Unless otherwise indicated all correspondence emailed/circulated to Cllrs as received):

- a) RBL Touchpoint Weekly Editions nos 65 - no 70 (July-Sept)
- b) Cambs Parish and Community Forum updates and notes (various)
- c) Cambridge Eastern Access briefing
- d) Newmarket Road pre-consultation briefing 2: Parish Cllrs and stakeholders
- e) Proposed TTRO - Paddock Street, Soham 30/11/21
- f) Proposed TTRO - Fountain Lane, Soham - 01/12/21-03/12/21
- g) Proposed TTRO - Spencer Drove / Footpath 12, Soham 13/12/21 to 12/06/22
- h) Fairness, Nature & Communities: Climate Change Report Launch Combined Authority
- i) TTRO 21/1003 - Soham Byway 113, Soham
- j) Cambridgeshire District Council - Community Bus
- k) Cambs County Council online flood training for community groups (various dates)
- l) Cambridge Eastern Access briefing online briefing for Parish Council Chairs and stakeholders at 7pm on Thursday 21 October
- m) Bus Services and Cycling and Walking Routes Consultation (See agenda item)
- n) Proposed TTRO - Townsend, Soham - 29/11/21-30/11/21
- o) East Cambridgeshire Parish Council Conference – inc Climate change and Agenda (2nd November 2021)
- p) Highway Events Diary - Events Diary- October 21
- q) Cambridgeshire County Council-Real Faces of Fostering - Emergency Care social media toolkit
- r) CAPALC Autumn Cllr Training programme- Including Allotment, Planning and Chairmanship
- s) The Rural Services Bulletin- 26 October 2021

145/21. MONTHLY PAPERS/BIBIOGRAPHY/ PERIODICALS/ BULLETINS (LIST TO APPEAR IN MINUTES ONLY)

146/21 DATE OF NEXT MEETING

- **Soham Town Council Monday 13TH December 2021**

(the above meetings will be conducted face-to-face but are still subject to cancellation due to any further COVID restrictions imposed by Central Government- date and venue confirmed at the time of agenda publication)

NOTES:

1. Since the introduction of COVID restrictions on gatherings of people by the Government in March 2020 and up to 4th July 2020 it was not possible to hold standard face-to-face public meetings at the Town Council Offices (Community Room The Pavilion Fountain Lane Soham). This led to a temporary suspension of Soham Town Council's meetings in April 2020. The Coronavirus Act 2020 was implemented and in Regulations made under Section 78 gave Local Authorities the power to hold meetings without it being necessary for any of the participants or audience to be present together in the same room (remotely using Zoom). These temporary Emergency Powers were withdrawn effective 17th May 2021.

2. After 17th May 2021 Soham Town Council will return to face to face meetings and will need to consider the necessity of holding these meetings in public based on Government Advice the importance of matters under consideration and under its own risk assessments. Where it does hold meetings it will make provision for them to proceed safely at the Pavilion. Where conditions cannot be safely met after 17th May 2021 then a decision will be taken by the Clerk in consultation with the Chairman as to whether the monthly council meetings will be able to proceed. The safety of Cllrs, staff and the Public remains of paramount importance.

3. Where face to face meetings proceed at the Pavilion and where members of the Public wish to also attend in person they are requested to inform the town council Office as soon as possible as numbers will, until restrictions are fully lifted, be limited to a maximum number due to capacity of the venue and social distancing requirements. Attendance by the Public will be on a 'first come' basis and priority will be given to those that have previously made a request to speak at the meeting and invited guests such as District and County Cllrs. All members of the Public who attend must be prepared to comply with the town council's hygiene measures on entering and leaving the building and provide contact details for tracing purposes.

4. The Council did continue to allow the public to speak at its remote/virtual meetings held via Zoom up to 17th May 2021. After 17th May 2021 if you wish to speak at any of the planned meetings via a Zoom link you must contact the Clerks office by 10am on the Friday before the day of the meeting and a link will be issued. Where it is not possible to admit a member of the Public due to having reached maximum numbers or where the participant cannot access the Zoom link representation can still be made by written statement which will be read out at the relevant meeting either by the Clerk or the Chairman.

5. At its April 2021 monthly meeting the council approved that where technically possible meetings would continue to be streamed live via Youtube via the generic link <https://www.youtube.com/watch> (the actual entire link code will be provided on summons page (page 1) of the relevant agenda) enabling members of the public to tune in and follow proceedings.

6. Attachments marked in the Agenda as "attached" unless marked "oral" may be requested prior to the meeting as usual from the Clerks office.

7. As normal if the full Council or a Standing Committee wishes to exclude the Public and Press then a resolution to this effect will either be published on the relevant Agenda or where not and a decision is taken during the meeting then a motion duly proposed and seconded will need to be verbally passed stating the following:

"That the Press and public be excluded during the consideration of the remaining item no(s). X because it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the item(s) there would be disclosure to them of exempt information of Category X of Part I Schedule 12A to the Local Government Act 1972 (as amended).