



Soham Town Council
PO Box 21
The Walter Gidney Pavilion
Fountain Lane
Soham
Cambridgeshire CB7 9PL
Town Clerk: D E Marshall
T/F: 01353 723472
Email: info@soham-tc.gov.uk
Web: www.soham-tc.gov.uk

SOHAM TOWN COUNCIL

A MEETING of SOHAM TOWN COUNCIL will be held on **MONDAY 11TH APRIL 2022** 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):

N/A

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.

MA Francis
Assistant Clerk, Town Council
4th APRIL 2022

- 47/22. CHAIRMAN'S ANNOUNCEMENTS & TOWN CLLR VERBAL UPDATES**
(maximum 5 minutes per group) TO INCLUDE:
a) Meetings and training attended in month by Cllrs.
- 48/22. 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:
- 49/22. COUNTY & DISTRICT COUNCILLOR REPORTS-please note that**
District and County Cllr written monthly reports may be viewed at
<https://www.soham-tc.gov.uk/county-district-cllr-reports/>

(PLEASE NOTE 5 MINS MAX IS ALLOCATED UNDER EACH LISTED AGENDA ITEM ABOVE (IN TOTAL NOT PER PERSON) & THAT NO COUNCIL APPROVALS MAY LEGITIMATELY BE TAKEN.

AGENDA

- 50/22. APOLOGIES FOR ABSENCE**
51/22. DECLARATIONS OF INTERESTS TO ITEMS ON AGENDA
52/22. MINUTES OF MEETING HELD ON MONDAY 14TH MARCH 2022 & EOM 7th MARCH 2022 (attached)
53/22. MATTERS ARISING FROM THE CURRENT & WHERE NECESSARY PREVIOUS FULL COUNCIL MINUTES (where not specified by prior notice and listed on this agenda no decisions or approvals may be legally taken):

- A) 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.
- B) Jubilee '22 Committee-attached
- C) Chapel update (Cllr Woodbridge)
- D) Loft Insulation update (08/22 1A) Cllr Horgan
- E) HR Committee
- F) Christmas Light Contractor (3 quotes)

54/22 PREVIOUS MONTH'S STANDING COMMITTEE MINUTES & MATTERS ARISING
a) Planning - 28th March 2022

55/22 INCOME & PAYMENTS OF ACCOUNTS MADE (FP 22/20), STATEMENT OF BALANCES AT 31st MARCH 2022.

- Approval of payments 1 – 4 April 2022
- Full Council Audit
- Finance Software Package –

56/22 REQUEST FOR FINANCIAL/COMMUNITY SUPPORT:

- Engage (£100, s137) Cambridgeshire County Council
- Footpath 58 Weatherall's allotments – Mark Peck Footpath Officer CCC - unadopted road to access the allotments request contribution to maintenance.
- Mobile coffee unit on the recreation ground - weekends and school holidays with tables and chairs.
- Mens Shed – (Grant £500, s137) Planters
- RBL – Remembrance Parade

57/22 CYCLE PATH BYWAY 113

- Land Agent - Project Management

58/22 CORRESPONDENCE –TO BE NOTED ONLY UNLESS OTHERWISE INDICATED 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*):

- The Library Presents Spring Season of arts events from April to July 2022
- **Cambridgeshire Flood Risk Management Strategy Consultation**
- **Working in partnership with Anglian Water to help your vulnerable parishioners**
- Health & Safety Advisor Spring 2022 Newsletter
- **Police Surgery commencing Monday 4 April 9am – 12 noon Pavilion**
- ECDC press release: Sunnica
- East Cambridgeshire Parish Council Conference The Maltings Ely Tuesday 3rd May 2022 11am until 14:45pm.
- Funded Pond Conservation Project
- Cambridgeshire Matters March 2022 Newsletter
- Proposed TTRO: Hasse Road, Soham 23/05/2022-03/06/2022
- CAPALC Bulletin
- Cambridgeshire's celebration of Her Majesty The Queen's Platinum Jubilee 23 June 2022 July Racecourse Newmarket
- RSN Rural Market Town Group – Newsletter April 2022
- East Cambs Local Community News
- Proposed TTRO: 22-380 Blockmoor Road, Soham - emergency road closure

- Community Support for Ukrainian Refugees

59/22. MONTHLY PAPERS/BIBIOGRAPHY/ PERIODICALS/ BULLETINS. (LIST TO APPEAR IN MINUTES ONLY)

- ICCM Journal Spring 2022

60/22 DATE OF NEXT MEETING

- **Annual meeting of Soham Town Council - 9th May 2022 7.15pm**
- **Annual town meeting (meeting for residents) - 16th May 2022 (commencing 7.00pm in the Pavilion)**

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).