



Soham Town Council
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NOTICE OF MEETING:

Full Council

TIME: 7.15pm**DATE:** 11 July 2022**VENUE:** Walter Gidney
Pavilion Fountain Lane Soham
CB7 5ED

To: All Members of Soham Town Council

You are hereby summoned to attend the Full Council Meeting of Soham Town Council for the purpose of transacting the business as set out below. Any member not able to attend should send their apologies in before the meeting.

The meeting is open to members of the public (including the press), but is not a public meeting.

Quorum: 5 Members: 15 Vacancies: 3

Melanie Francis Assistant Town Clerk. 6 July 2022

AGENDA**102/22. PUBLIC COMMENT TIME**

- Open Forum to provide an opportunity for members of the public to raise questions for future agendas or on items that are on the current agenda
- To allow any members of the public and Councillors declaring an interest to address the meeting in relation to the business to be transacted at that meeting
- 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. Limited to 3 minutes per person, 10 minutes in total

**103/22. CHAIRMAN'S ANNOUNCEMENTS & TOWN CLLR UPDATES
(maximum 5 minutes per group) TO INCLUDE:****104/22. COUNTY & DISTRICT COUNCILLOR REPORTS**

In session:

105/22. APOLOGIES FOR ABSENCE**106/22. COUNCILLOR'S DECLARATIONS OF INTERESTS**

- To receive declarations of interest from Councillors on items on the agenda
- For declarations of interest received, Councillors to inform the Chairman if they wish to speak on the matter during public participation and/or at the agenda item prior to discussion
- To receive written requests for dispensations for disclosable pecuniary interests (if any)
- To grant any requests for dispensation as appropriate

107/22. APPROVAL OF MINUTES

- To approve the minutes from the Full Council Meeting held 13th June 2022
- Matters arising including Clerk's Report (for information only)
- To approve the minutes from the Finance & Policy meeting held on the 26th May 2022
- To approve the minutes from the EOM Full Council Meeting held on 26th May 2022
- To approve the minutes from the EOM Planning Meeting held on 6th June 2022
- To approve the minutes from the Planning Meeting held on 27th June 2022
- To approve the minutes from the EOM Full Council Meeting held on 27th June 2022

108/22. MATTERS ARISING FROM THE CURRENT & WHERE NECESSARY PREVIOUS FULL COUNCIL MINUTES (As attached):

- 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) To consider and approve future works on Cemetery Chapel
- C) To consider and approve a recognised Project Manager for Chapel works.

109/22. Reports from Committees and Working Groups

- A) To receive and note reports from any Working Groups (any decisions to be made are listed separately on the agenda).
- B) To consider HR – Policies, PDR's, Training, Staff Contracts

110/22 FINANCE MATTERS

- A) To receive and approve Receipts & Payments 6 June – 4 July 2022 as listed at the end of the agenda
- B) To consider and approve Soham Gardening Club request for payment of their Insurance premium
- C) To consider and approve the Access Control Panel Quote - Upgrade the 3 access controlled door, door controllers to ACTpro, Install ACTpro software onto customers PC, commission system and train customers representative on the software
- D) To receive and approve Land Registry information/costs – Hopkins Homes cemetery extension.
- E) To consider & approve the purchase of an office mobile phone (Sum-up, BT)
- F) To consider and approve the quote to supply & replace faulty emergency lights as identified during recent annual service.

111/22 RECREATION GROUND/PAVILION/TOWN MATTERS

- a. To consider & approve joining 'The Energy Efficiency Association' (Cllr Horgan)
- b. To consider, receive and approve the Pumpkin Fair Committee's request to plant a tree on the recreation ground under 'The Queens Green Canopy' initiative.
- c. To consider, receive and approve a request from Pos+ability - donation of a wall clock - Community Rooms, Pavilion.
- d. To consider and receive feedback from ECDC Legal Department regarding dogs on recreation round
- e. To consider and approve further expenditure/works on CCTV
- f. To consider and approve a request for recycling of outdoor gym equipment
- g. To consider and approve a letter of support for Soham Village College/all local football clubs to the Football Association regarding 4G pitches

113/22 MATTERS FOR FUTURE CONSIDERATION

114/22 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. Highway Events Diary - June 2022
- b. CCC – Highways Flooding Locations**
- c. Residents Letter Spencer Drove Construction Works
- d. Local Highways - 2022 Surface Dressing program Update
- e. CCC Transport Strategy Stakeholder Engagement Survey 2022
- f. CAPALC June Bulletin
- g. CAPALC Training Summer 2022
- h. TMC (formerly IHMC) Incident Report - May 2022
- i. Summer Holiday Activities and Food (HAF) Programme
- j. NALC Chief Executive's Bulletin

- k. CCC 2022 Gripfibre Surface Treatment Program Update
- l. Cambridge Maths School: Consultation
- m. Proposed TTRO - Great Fen Road (C141), Soham 13/09/22 to 15/09/22
- n. June 2022 Cambridgeshire Matters newsletter
- o. The National Allotment Week 2022 Bug Survey

**115/22. MONTHLY PAPERS/BIBIOGRAPHY/PERIODICALS/BULLETINS
(LIST TO APPEAR IN MINUTES ONLY)**

- None

116/22 DATE OF NEXT MEETING

- Monday 12th September 2022, Walter Gidney Pavilion @ 7.15pm
- [Planning Committee meeting Monday 22nd August (1pm Pavilion)]

NOTES:

Public Comment Time

If you wish to speak at any of the planned meetings, please inform the Assistant Clerk before 12noon on the day of the meeting you wish to speak at, with the nature/content of the subject on which you wish to speak. There is a restricted amount of time allocated, so please make effective use of the 3 minutes given. Once the council is in session the public can no longer participate unless expressly invited to by the Chairman.

Soham Town Council – Zoom

If a meeting is being conducted via zoom, a link may be issued if required. Therefore, you must contact the office by 10am on the Friday before the day of the meeting for a link to be sent. 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 Chairman or Assistant Clerk.

Exclusion of Press and Public

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.

Agenda/Minutes

If you are unable to view an agenda or minutes from a council meeting via our website, excluding those with information of or containing commercial or other sensitive matters, you may request a copy from the office. Please be aware that we are trying to reduce paperwork output to help the environment and lower costs.