



Soham Town Council  
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The Walter Gidney Pavilion  
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Soham  
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## SOHAM TOWN COUNCIL

**A MEETING of SOHAM TOWN COUNCIL** will be held on **MONDAY 14<sup>TH</sup> FEBRUARY 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):*

<https://www.youtube.com/watch?v=C0jUDgMgKyq>

*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, Town Council**  
**7<sup>th</sup> FEBRUARY 2022**

**By invitation (min 08/22 3. Planning item C) Mr Andrew Fillmore & Ryan Bruty Pigeon Homes PLC : 21/01048/HYMB Land To Rear Of 81 - 111 Brook Street Soham Hybrid planning application consisting of full planning permission for the demolition of 81 Brook Street and the provision of a new site and replacement bungalow along with outline planning permission (all matters reserved except for access) for the construction of up to 80 new homes (including affordable housing), public open space and associated infrastructure**

**16/22. CHAIRMAN'S ANNOUNCEMENTS & TOWN CLLR VERBAL UPDATES (maximum 5 minutes per group) TO INCLUDE:**

- a) Meetings and training attended in month by Cllrs.
- b) Re-establishment Committee structure (from Team Lead Cllr)
- c) Chapel repairs (Cllr Woodbridge verbal update)

**17/22. 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:

**18/22. 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

- 19/22. APOLOGIES FOR ABSENCE
- 20/22. DECLARATIONS OF INTERESTS TO ITEMS ON AGENDA
- 21/22. MINUTES OF MEETING HELD ON MONDAY 17<sup>TH</sup> JANUARY 2022 & EOM WEDNESDAY 2<sup>ND</sup> FEBRUARY 2022 (attached)
- 22/22 **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) Confirmation or otherwise to those matters noted as approved and as recorded in minutes (official record) of, but not listed on, the agenda of 17<sup>th</sup> January 2022 including:
    - i) Hire fees (Pavilion) and recreation ground 2022-23
    - ii) Consideration virement of CIL monies to allocated reserve 122/18 grant application
    - iii) Cllr Allowance
    - iv) Allotment rents & Burial fees
    - v) Neighbourhood plan costs of advertisement/promotion literature
  - B) 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.
  - C) Jubilee '22 Committee
- 23/22 **PREVIOUS MONTH'S STANDING COMMITTEE MINUTES & MATTERS ARISING**
- a) Finance & Policy - none (written update from RFO in regards to 22/22 A and other budgetary issues)**
- i) Multitool request (Grounds staff) - PAS multitool system total £805.00 (net)
  - ii) Internal connecting roads (S section cemetery Fordham Rd) - selective annual vegetation management programme (budget 2022-23)
  - iii) Festive light provision Christmas 2022 (2022-23 budget consideration)
  - iv) Heritage tree planting (2022-23 budget consideration)
  - v) Jubilee '22 (budget considerations).
  - vi) Carbon reduction & 'greening up' measures 2022 (budget consideration)
  - vii) MHI (budget consideration)
- b) Planning - 31<sup>st</sup> January 2022 (list with comments)**
- i) Street name(ing) proposal-pool of notable WW1 & II surnames including Evershed within Soham (motion to discuss Cllr Woodbridge)
- 24/22 **INCOME & PAYMENTS OF ACCOUNTS MADE (FP 22/20), STATEMENT OF BALANCES AT 31<sup>ST</sup> JANUARY 2022.**
- 25/22 **COMMUNITY SUPPORT INCLUDING FINANCIAL (LHI) REQUESTS**
- A) Feasibility FR12 - Cyprian Rust Way/Townsend Junction – (financial year 22/23) attached
  - B) Northfield Road, Soham - LHI 21/22 - Proposed Scheme contribution request £1200. (10% scheme costs, applicant (resident/horse rider) to improve safety

around Northfield Road, Soham, supported and request made by Cllr Goldsack-  
to note that budget 2022-23 - no financial provision currently)

**C) Statue request 'Oludah Equiano' (motion to discuss Cllr Woodbridge)**

**D) Public open space events 2022 Hire costs/Financial support & requests and approvals**

- i) Fun fair [18<sup>th</sup>-24<sup>th</sup> April]
- ii) Carnival [1<sup>st</sup> Sunday May]
- iii) Queens Jubilee 2-4<sup>th</sup> June 2022] - request invitation to representatives Twinning (motion to discuss Cllr Pallett).
- iv) Pumpkin Fair [24<sup>th</sup> September],
- v) Remembrance Sunday [RBL Soham Branch] - civic event /road and marshal public liability and cost considerations

**E). Date for Annual town meeting - ( 1<sup>st</sup> March - 1<sup>st</sup> June 2022 inclusive)**

requirement for literature advertisement and promotional materials (*please note that this is a meeting for the residents and should not be confused with the Annual meeting of Soham Town Council which is scheduled Monday 9<sup>th</sup> May 2022 [TBC]*)

26/22

**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*):

- a) Cambridgeshire County Day - Arts, Culture and Sport Thursday 23 June 2022
- b) IHMC Incident report-December 2021
- c) The Rural Bulletin - 11 January 2022; 18 January 2022
- d) Road Victims Trust Annual Report
- e) East Cambs Parish and Community Forum: Youth Focus - 19th January 2pm
- f) Parish and Community Forum meeting tomorrow - 19th January @ 2pm - Youth Focus
- g) Proposed TTRO - Mill Corner, Soham 28/02/22 - 02/03/22
- h) Proposed TTRO - The Cotes, Soham 01/03/22 - 03/03/22
- i) Community Safety Partnership Eyes & Ears programme
- j) Age UK Visiting Support Service
- k) Sunnica Energy Farm Update - Registration to become an interested party has opened
- l) ECDC - Revenue Budget 2022-23
- m) Street Works - TTRO 22/097 - Broad Piece, Soham
- n) IHMC Incident Report - January 2022
- o) Cambridgeshire Local Heritage List Project

**EXCLUSION OF THE PRESS & PUBLIC**

*That the press and public be excluded during the consideration of matter 27/21 Land acquisitions and related matters which is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that where members of the public were present during the item there would be disclosure of exempt information of Category 1, 3 and 5 (commercially sensitive including legal privileged considerations) under Part I Schedule 1972 (AS AMENDED BY THE LOCAL AUTHORITIES (ACCESS TO INFORMATION) (EXEMPT INFORMATION) (ENGLAND) ORDER 2006)*

27/21

**Land (and property) acquisition- Strategy and Funding options 139/19C, 151/19B v, 07/20B, 53/20E, 67/20iv, 82/20,26/21B, 31/21 (EOM), 56/21, 63/21, 81/21,104/21,155F/22)**

- a) Cemetery extension (Hopkins Homes)-, Execution of purchase (TP 1 conveyance) and approval of related costs (inc. T 1/2 Ground Water Assessment surveys budget consideration 2022-23)

- b) Additional land parcels purchases requiring approvals including solicitor engagement considerations (Land Agent budget consideration 2022-23)
- c) Wildlife areas 2022 Proof of Principle works (Closed churchyard and cemetery - Fordham Road budget consideration 2022-23)

**28/22. MONTHLY PAPERS/BIBIOGRAPHY/ PERIODICALS/ BULLETINS. (LIST TO APPEAR IN MINUTES ONLY)**

**29/22 DATE OF NEXT MEETING**

- **Monday 14<sup>TH</sup> March 2022**
- **Planning Committee 28<sup>th</sup> February 2022 1pm @Pavilion.**

**NOTES:**

1. Since the introduction of COVID restrictions on gatherings of people by the Government in March 2020 and up to 4<sup>th</sup> 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 17<sup>th</sup> May 2021.

2. After 17<sup>th</sup> 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 17<sup>th</sup> 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 17<sup>th</sup> May 2021. After 17<sup>th</sup> 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).*