

SOHAM TOWN COUNCIL

Minutes of the Soham Town Council meeting held at the Walter Gidney Pavilion recreation ground Soham using Zoom and live streaming via YouTube on Monday 8 November 2021.

Present: Cllr E Johnston (Chairperson), D Woricker, P Lane, C Warner, H Ross, P Leonard, K Horgan & Mesdames R Aitchison & A Pallett

In attendance: CCllr/DCllr M Goldsack, CCllr/DCllr D Schumann & DCllr A Jones

The meeting commenced at 7:15pm

134/21 CHAIRMAN'S ANNOUNCEMENTS & TOWN CLLR VERBAL UPDATES

INCLUDED:

Cllr Johnston noted her monthly Finance and Policy update report had previously been circulated by email to all town council members, reproduced on the town councils website and contents would be considered later in the meeting.

135/21 PUBLIC COMMENT TIME

NOTED a resident made representation regarding a request to leave the front section of Soham Cemetery (Fordham Road) natural (uncut and no ground maintenance) from April to August (annually) to encourage wildlife (flora & fauna) reinstating normal ground maintenance measures during September to March (winter months).

NOTED by Chairperson that the matter appears as part of wider biodiversity net gain consideration in the town to be debated under 140/21 B (below).

NOTED a resident made continuing representation in complaint regarding illegal and inconsiderate parking outside the access road off the High St opposite the Post Office making it difficult for carers and NHS workers to visit his home and to attend to his wife. He continued that where these drivers of these cars were confronted had resulted at times in unacceptable verbal and in some instances physical abuse.

NOTED by Chairperson that this issue of disabled parking in front of the Post Office appears under 142/21 A Finance & Policy minute no 1 (below).

136/21 COUNTY & DISTRICT COUNCILLOR REPORTS:

The Chairman thanked CCllr/DCllr Goldsack and DCllr Jones for their reports as Cambridgeshire County Council (CCC) and East Cambridgeshire District Council (ECDC) representatives, respectively affecting Soham or more generally. Noting these monthly summary reports had previously been circulated by email to all town council members and were additionally reproduced on the town councils website at <https://www.soham-tc.gov.uk/county-district-cllr-reports/> (November 2021) the Chairman asked members if they had any queries or questions for those CCllr & or DCllrs present.

NOTED Cllr Warner & Pallett's expression of concern regarding Employee grievances against East Cambs Street Scene recently reported in the local press. Cllr Warner noted that the street cleansing in Soham High Street had been not attended to for a number of weeks and queried the relation between this and the alleged disputes.

NOTED DCllr Goldsack response that ECDC was a shareholder in this company and therefore any employee issue would be dealt with by that entity's management team although he anticipated that a full report would be forthcoming to ECDC in due course.

NOTED DCllr Schumann's request that residents should still report concerns regarding street cleaning to Liz Knox at ECDC Environmental Health department. Where there remains dissatisfaction with the outcome of residents or town Cllrs taking this correct action then any of the District Councillors remain available to investigate matters on their behalf.

NOTED CCllr Goldsack's offer of support to the resident concerning obstruction to the access driveway off High St.

IN SESSION AND UNDER LISTED AGENDA ITEMS

137/21

APOLOGIES FOR ABSENCE

Apologies were received from Cllrs G Woodbridge, C Smees & A Woricker and duly noted by the membership.

138/21

DECLARATIONS OF INTEREST TO ITEMS ON AGENDA

Cllrs Johnston & Lane declared non statutory interests to agenda item 140/21 A as Cllr Johnston would soon be a resident of one, whilst Cllr Lane was already a resident of another street affected in the proposed scheme(s). Later in the meeting Cllr Lane declared another non statutory interest in agenda item 142/21D.

NOTED that whilst these Cllrs remained during the item(s) neither engaged with the debate and any subsequent approvals made by the membership.

139/21

MINUTES OF MEETING HELD ON 13 OCTOBER 2021

APPROVED that the minutes of the meeting of the 11 October 2021 as printed and attached herein being true records of proceedings were duly signed as being such by the chairman.

140/21

MATTERS ARISING FROM THE CURRENT & WHERE NECESSARY PREVIOUS FULL COUNCIL MINUTES (matters not listed on the agenda specifically below BUT to include):

A) Soham Active Travel consultation (RAIL STATION)

NOTED some members had responded to the consultation as residents.

APPROVED after debate Soham Town Council was unable to provide any comments to the consultation and would reserve them until the impact of the rail station and any related mass traffic movements could be established (suggestion being a year).

NOTED a request that where any road management changes were implemented on roads known to barely accommodate current traffic needs and demands that these would be made on a temporary basis allowing a proper scrutiny and review when such measures had been in effect for a period of time (See approval above)

B) Carbon and Greenhouse gas reduction (COP 26)

<https://www.soham-tc.gov.uk/climate-change/>

NOTED after wide ranging debate including that there should be proper Policies put in place, that it was for the town council to spearhead and take the lead in these important matters to reducing fossil fuel use and CO₂ and other

greenhouse gases emissions, to the potential of using land currently held and being currently acquired by the town council for community use and benefit, to those current volunteers and initiatives already happening at the allotment site(s) as well as use of residents own private gardens to encourage biodiversity and net gain.

APPROVED Cllrs Warner Horgan Aitchison and Ross be responsible for progressing these matters on behalf of the Council and to report back.

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.

NOTED members of the working group will be distributing a survey to Barway residents and that with the Consultant the specific for design codes for new house build is being prepared for inclusion in the draft Neighbourhood Plan submission.

141/21

INCOME & PAYMENTS OF ACCOUNTS MADE (FP 22/20), 31st OCTOBER 2021

NOTED income & RESOLVED approval of those payments made to 31st October 2021 (inc. vat) of £25 865.70.

NOTED without comment current monthly actual net (income and expenditure) budget statement.

NOTED without comment that monthly financial reports which were previously circulated to members via email and are attached to the council minutes as appendices are additionally reproduced on the councils website at <https://www.soham-tc.gov.uk/soham-town-council/accounts/monthly-accounts/>

142/21

MATTERS ARISING & ANY FURTHER APPROVALS RESULTING FROM TEAM LEAD AND ANY CILR DELEGATIONS FOR PROJECTS

NOTED November monthly update notes where provided by Team Lead Cllrs and those delegated Cllrs under these functional areas had previously been circulated to the membership via email and appear on the town councils website at <https://www.soham-tc.gov.uk/team-lead-cllrs-new-for-2021/>.

NOTED no matter may be discussed or decisions taken on matters not appearing on this published monthly list or where not but listed separately on the formal monthly agenda.

As Finance & Policy

NOTED the Team Lead delegated Cllr's written update had been received by the Office, issued at time of Agenda publication and uploaded to the relevant area on the town councils website at <https://www.soham-tc.gov.uk/monthly-update-reports-finance-policy/> .

NOTED the issue of the area outside Soham post office being used historically as an illegal "disabled" parking bay and those safety and liability matters arising remain the responsibility of Cambridgeshire County Highways and/or Cambridge Police (previous minute 112/21A Planning 2).

NOTED the matter of an additional properly marked disabled parking space along the High St may be a consideration under a local highways initiative programme of works (or other financing route) where properly listed on an upcoming published agenda (TBA).

APPROVED by majority (Cllr Warner abstained) to re-join CAPALC as the Councils Employer Representative including providing mandatory Data Protection Officer.

2. APPROVED by majority draft expenditure budget for running costs and overheads 2022-23 noting that project priorities, their capitalisation along with any allocated/retained funds and Band D equivalence calculations leading to Precept 2022-23 determination would need to be considered at its December 2021 meeting

3. ACKNOWLEDGED IIA (6 month) report and receipt by membership of copies of Model Cllr Code of Conduct 2020 & amendments (Addendum) Practitioners Guide on Accountability and Governance.

NOTED Cllr Aitchison and Warner's comments in complaint and concerns that the new structure was not as transparent for residents as provided under previous Committee structures and that particularly wrt Planning applications there was a lack of interchange of views, discussion and debate.

NOTED and APPROVED, as recommended in the IIA report, a firm date must be set for review of new structure (proposed May 2022)

B) Planning

1. NOTED the Team Lead delegated Cllr's written update had not been received by the Office, issued at time of Agenda publication or at time of meeting uploaded to the relevant area on the town councils website at <https://www.soham-tc.gov.uk/monthly-update-report-planning/>

NOTED Cllr Horgan's concern that Planning Team Lead Cllr reports as others were not being produced/circulated in a timely manner or the legally prescribed timeframe and as consequence of this breach no decisions or approvals should be being taken.

2. NOTED those Planning comments submitted in month by members which are reproduced under 'planning comments' at <https://www.soham-tc.gov.uk/monthly-update-report-planning/>

NOTED there are no longer paper (hard) copies of planning applications at the town council offices. Residents can still comment on all planning applications on ECDC on-line Planning portal at

<https://www.eastcambs.gov.uk/planning/current-planning-applications>)

NOTED under a Point of Order under Councils Standing Orders (Cllr Horgan) those matters not included on a monthly update or listed on the agenda as follows:

NOTED Appeal date 11th January 2022- 21/00034/REFAPP | Proposed erection of up to 175 dwellings and associated infrastructure with access from Broad Piece | Broad Piece Soham Cambridgeshire -11th January 2022.

NOTED although Cllr Warner had been delegated as the town councils representative in this above Appeal and a written submission issued to the Planning Inspectorate due to this specific material not being referred to either in monthly Planning update or as agenda item the document had not been properly received and therefore no decision could be taken either on its review and/or circulation/release into the public domain.

NOTED Cllr Warner has had a meeting with Anglia Water representatives concerning Cherrytree Development's ongoing surface water (flooding outside Cherrytree Public House Fordham Rd) ongoing sewage and pumping station adoption issues

NOTED a request for a letter to be issued to ECDC Enforcement in regards to continued breaches to planning conditions by Hopkins Homes at this Development.

NOTED Chairman requested and to avoid these difficulties in future of non-listed items and matters to discuss, that delegated Cllrs ensure that their

contributions are included either as updates (for information only) or where decisions need to be taken as written motions to debate in the next Team Lead Cllr's written updates.

C) Allotments

1. NOTED the Team Lead delegated Cllr's written update had not been received by the Office, or issued at time of Agenda publication or uploaded to the relevant area on the town councils website at <https://www.soham-tc.gov.uk/monthly-update-reports-allotments/>

NOTED as Point of Order under Councils Standing Orders (Cllr Horgan) those matters not included on a monthly update or listed on the agenda as follows:

NOTED Cllr Warner's update regarding allotment issues including progress works at the community garden Berrycroft allotments encouraging new volunteers and possible collaborative work with Police and youth probation services which will require supervision and funds.

NOTED Chairman's requested and to avoid these difficulties in future of non-listed items and matters that delegated Cllrs ensure that their contributions are included either as updates (for information only) or where decisions need to be taken as written motions to debate in the next Team Lead Cllr's written updates.

D) Community Amenities

1. NOTED the Team Lead delegated Cllr's written monthly update had been received by the Office, issued at time of Agenda publication and uploaded to the relevant area on the town councils website at <https://www.soham-tc.gov.uk/monthly-update-reports-community-amenities/>

2 APPROVED Cllr Horgan as delegated lead Cllr to community Speed watch scheme matters.

3. APPROVED quote of £1050.00 for High St hanging baskets 2022

APPROVED design for Christmas lights for 2022-2025 (3 year LTA) for festoon lighting strung over street from Cross Green and ending at Red Lion Square only.

NOTED delegated Cllr Leonard's update concerning delays to anticipated tree planting programme in High St and that an invoice will be shortly presented for payment for purchase and planting costs as previously approved by council.

NOTED concern raised relating to falling leaves on path (slip and trip hazard).

NOTED as Point of Order under Councils Standing Orders (Cllr Horgan) those matters not included on a monthly update or listed on the agenda as follows:

NOTED Cllr Warner has had meeting with Manager Staploe Medical Centre concerning the proposed move/extension of this facility noting that currently no connections from the town side

NOTED Chairman's requested and to avoid these difficulties in future of non-listed items and matters that delegated Cllrs ensure that their contributions are included either as updates (for information only) or where decisions need to be taken as written motions to debate in the next Team Lead Cllr's written updates.

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

1. Chapel repairs (Cllr Woodbridge)

NOTED written update provided by Cllr Woodbridge by email and circulated to membership prior to the meeting

NOTED Cllr Aitchison's query as to expected date to when these repairs will be completed

143/21 COMMUNITY MATTERS INCLUDING REQUESTS FOR SUPPORT & FUNDING

NOTED no requests for community assistance in Funding were received for the month

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

APPROVED 'Pride in our Town' certificates to be presented to Ms Sally Prior and Soham Handy Helpers (COVID volunteers) and Mr & Mrs John Curtis (Berrycroft Community Garden, 22+ years of community service)

NOTED invitations to be sent for formal presentation(s) to be made at a later monthly meeting (dates to be confirmed and arranged).

144/21 CORRESPONDENCE –NOTED ONLY UNLESS OTHERWISE INDICATED (*italicised* and in **bold**) IN THE MINUTES. (matters in bold or as highlighted in **red BOLD on the agenda** considered to be more relevant to Soham) Unless otherwise indicated all correspondence emailed/circulated to Cllrs as being received:

- RBL Touchpoint Weekly Editions no's 65 - no 70 (July-Sept)
- Cambs Parish and Community Forum updates and notes (various)
- Cambridge Eastern Access briefing
- Newmarket Road pre-consultation briefing 2, Parish Cllrs and stakeholders
- Proposed TTRO - Paddock Street, Soham 20/11/21

Noted that this will affect traffic from Cross Green to the Old Vicarage end of town

- Proposed TTRO - Fountain Lane, Soham - 01/12/21-03/12/21
- Proposed TTRO - Spencer Drive / Footpath 12, Soham 13/12/21 to 12/06/22
- Fairness, Nature & Communities: Climate Change Report Launch Combined Authority
- TTRO 21/1003 - Soham Byway 113, Soham
- Cambridgeshire District Council - Community Bus
- Cambs County Council online flood training for community groups (various dates)
- Cambridge Eastern Access briefing online briefing for Parish Council Chairs and stakeholders at 7pm on Thursday 21 October
- Bus Services and Cycling and Walking Routes Consultation (See agenda item)
- Proposed TTRO - Townsend, Soham - 29/11/21-30/11/21
- East Cambridgeshire Parish Council Conference – inc. Climate change and Agenda (2nd November 2021)
- Highway Events Diary - Events Diary- October 21
- Cambridgeshire County Council-Real Faces of Fostering - Emergency Care social media toolkit
- CAPALC Autumn Cllr Training programme- Including Allotment, Planning and Chairmanship
- The Rural Services Bulletin- 26 October 2021

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

The Clerk Magazine November 2021 No 6 Vol 52

Allotment & Leisure

Gardener Magazine Issue 4 2021

L'envol magazine
Bulletin

Clerks and Councils Direct

Andrezieux-Boutheon Eté No 247 2021
War Memorials Trust No 91 November
2021

November 2021 Issue 138

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DATE OF NEXT MEETING

- Soham Town Council Monday 13 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)

The meeting ended at 9.43pm.

DRAFT TO BE APPROVED AT DEC. 2021 MEETING