



Soham Town Council  
The Walter Gidney Pavilion  
Fountain Lane  
Soham  
Cambridgeshire CB7 5ED  
Town Clerk: MJ Strand  
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**NOTICE OF MEETING:**

Full Council

**TIME:** 7.15pm**DATE:** 10<sup>th</sup> July 2023**VENUE:** Walter Gidney  
Pavilion Fountain Lane Soham  
CB7 5ED**To: All Members of Soham Town Council**

You are hereby summoned to attend a 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 to the Clerk before the meeting.

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

Quorum: 5 Members: 10 Vacancies: 5

*Mrs MJ Strand*

Marilyn Strand, Town Clerk. 3<sup>rd</sup> July 2023

**Presentation from Armstrong Rigg Planning re: development off Blackberry Lane.**

**Presentation from Victoria Wingfield re: Soham Station Projects.**

**AGENDA****29/23 APOLOGIES FOR ABSENCE****30/23 COUNCILLORS' 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

**31/23 CHAIRMAN'S ANNOUNCEMENTS & TOWN CLLR UPDATES**

*(maximum 5 minutes per group)*

- a. Mayor's invitation to open the Pumpkin Fair – Cllr Woricker.
- b. Drayton Meadows update (written) – Cllr Johnston.

**32/23 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 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.

**33/23 COUNTY & DISTRICT COUNCILLOR REPORTS****34/23 APPROVAL OF MINUTES**

- a. To approve the minutes from the Annual Full Council Meeting held 12<sup>th</sup> June 2023.
- b. To note the draft minutes of the Planning Committee Meeting held 26<sup>th</sup> June 2023.

- c. To note the draft minutes of the Community Amenities Committee Meeting held 26<sup>th</sup> June 2023.
- d. To note the draft minutes of the Finance & Policy Committee Meeting held 3<sup>rd</sup> July 2023.

**35/23 MATTERS ARISING FROM THE MINUTES.**

- a. Clerk's Report (for information only).

**36/23 FINANCE MATTERS**

- a. To receive and approve Receipts & Payments for July 2023 (as listed at the end of the agenda).
- b. To receive and approve bank reconciliation and financial reports for April and May 2023.
- c. To consider and approve writing off VAT claim from 2021-22 for £1,464.34 due to lack of evidential invoices (see Clerk's report point 10).
- d. To consider and approve funding applications for Drayton Meadows, Pavilion Phase II, Skatepark and other agreed projects.
- e. To consider and approve grant application from Soham Downfield Windmill. £500.00.

**37/23 RECREATION GROUND/PAVILION/TOWN MATTERS**

- a. Neighbourhood Planning – to consider and agree Local Green Spaces for designation in the Neighbourhood Plan – Cllr Aitchison.
- b. To consider information from The CDS Group re: new land preparation, quotation for £18,810.00 +VAT for further investigatory works or proposition to utilise the land for ashes interments only.
- c. To consider and agree estimate of £2,500.00 from Anglian Water for water connection at the Weatheralls Allotments – Cllr Dyer.
- d. Pavilion Phase II – to consider and agree quotation from DemCom for the removal of asbestos and demolition of the back hall, toilets and storage buildings.
- e. Pavilion Phase II – to consider indicative quotation for the purchase of a portacabin canteen unit, cost £6,150.00+VAT (with buyback option) for use until phase II is complete. (Delegated to Clerk if necessary to purchase before the next Full Council meeting).
- f. Pavilion Phase II – to agree plans for submission by architect to ECDC for planning permission.
- g. To consider request from resident re: see-saw in the playground.
- h. Final review of proposed 20mph Zone.
- i. CONFIDENTIAL – cemetery matters.

**38/23 CORRESPONDENCE**

- a. CCC re: Crossing Diversion Order – Public Footpath no. 124.

**39/23 MATTERS FOR FUTURE CONSIDERATION AND DATE OF NEXT MEETINGS**

- Planning Committee – Monday 31<sup>st</sup> July, 1pm.
- Finance & Policy Committee – Monday 7<sup>th</sup> August, 10:30am.
- Community Amenities – Monday 4<sup>th</sup> September, 7:15pm.
- Full Council – Monday 11<sup>th</sup> September, 7:15pm.

## 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 public comment time is concluded, the public can no longer participate unless expressly invited to do so by the Chairman.

### **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.