



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:** 9th October 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 3rd October 2023**AGENDA****50/23 APOLOGIES FOR ABSENCE****51/23 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

52/23 CHAIRMAN'S ANNOUNCEMENTS & TOWN CLLR UPDATES*(maximum 5 minutes per group)*

- a. Mr Peter Leonard
- b. Soham to Wicken Cycleway update – Cllr Woricker
- c. This Land Ltd – update from meeting & to consider further correspondence – Cllr Johnston.

53/23 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.

54/23 COUNTY & DISTRICT COUNCILLOR REPORTS**55/23 APPROVAL OF MINUTES**

- a. To approve the minutes from the Full Council Meeting held 11th September 2023.
- b. To note the draft minutes of the Planning Committee Meeting held 25th September 2023.

56/23 MATTERS ARISING FROM THE MINUTES.

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

57/23 FINANCE & GOVERNANCE MATTERS

- a. To receive and approve Receipts & Payments for September/October 2023 (as listed at the end of the agenda).
b. To receive and approve bank reconciliation and financial reports to 31st August 2023.

58/23 RECREATION GROUND/PAVILION/TOWN MATTERS

- a. To consider and approve in principle use of the recreation ground by Viva for a family arts and music festival, June 2024.
b. Scout Hut lease – to consider amendments to existing proposed lease – Cllrs Woricker & Johnston.
c. Pavilion Phase II –
 - To consider and approve Andrew Fleet Architectural Technologists as the Council's preferred supplier for the duration of the project.
 - To consider and approve architect's costs for submitting plans to the Local Planning Authority (ECDC) for construction of a new rear hall and associated facilities.
 - To consider donation to North Chapel Trustees for storage of pews – Cllr Woodbridge.

d. Churchyard wall repair (update from Cllr Horgan) – to note structural engineer's specification and to consider and agree any shortfall in funding.
e. To consider and approve quotations for weed spraying, cost approximately £1,300.00 +VAT.
f. To consider and approve cost of moving the Council's CCTV system to OpenEye Cloud (see Clerk's report (6) for more information), cost £375.00 +VAT.
g. To consider request from Soham Benevolent Association re: Soham Carnival, 5th May 2024.
h. To consider signing the Armed Forces Covenant.

59/23 CORRESPONDENCE FOR INFORMATION

- a. Downfields Windmill Open Day re: thank you for grant and breakdown of expenses.

60/23 MATTERS FOR FUTURE CONSIDERATION AND DATE OF NEXT MEETINGS

- Planning Committee – Monday 30th October, 1pm.
- Finance & Policy Committee – Monday 6th November, 10:30am.
- Full Council – Monday 13th November, 7:15pm.
- Community Amenities – Monday 4th December, 7:15pm.

61/23 MOTION TO EXCLUDE

To resolve under the Public Bodies (Admissions to Meetings) Act 1960, that public and representatives of the press and broadcast media be excluded from the meeting during consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

62/23 PURCHASE OF LAND

- a. Purchase of Land (Millcroft) update and confirmation of purchase price and costs – Cllr Johnston.

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.

Sep-23		PAYMENTS						
Receipt No or Invoice No	Code	DDR or BACS	Date	Payer	Details	Nett	VAT	Gross
MOR-10165	252/23	DDR	02-Sep	Mortech	IT support & maintenance	175.00	35.00	210.00
89/81/23	253/23	DDR	01-Sep	CEL Group Ltd	South Chapel works	3066.57	613.31	3679.89
MEM245658-1 & 2	254/23	CCARD	04-Sep	SLCC	Annual Membership - MF	242.00		242.00
	255/23	CCARD	05-Sep	ASDA	Water - MG	4.80		4.80
812861711	256/23	DDR	20-Sep	British Gas	Pavilion	29.98	1.49	31.47
	257/23	CCARD	08-Sep	ASDA	Water - MG	9.60		9.60
316364	258/23	BACS	08-Sep	Avanti	Remembrance Parade - Drawings	90.00	18.00	108.00
12501914	259/23	DDR	20-Sep	Anglian Water (WAVE)	Pavilion	461.58		461.58
7062431	260/23	BACS	08-Sep	ESPO	Stationery	11.80	2.36	14.16
159918	261/23	BACS	08-Sep	Team Building Systems	Portacabin + kitchen	5000.00	1000.00	6000.00
IEE2023009773752	262/23	CCARD	09-Sep	Adobe	Acrobat Pro	16.64		16.64
300015	263/23	Cheque	11-Sep	JF Staples	Works at Butts & allotments	990.00		990.00
3007011733	264/23	DDR	25-Sep	TotalEnergies	UMS Street Lighting	98.39	4.93	103.32
3007475152	265/23	DDR	25-Sep	TotalEnergies	UMS CCTV/ Festive Lights			8.04
3007314860	266/23	DDR	25-Sep	TotalEnergies	Pavilion	601.15	120.23	721.38
31021	267/23	BACS	13-Sep	Rilatas	Allotment software & training	781.25	156.25	937.50
MO57 G6	268/23	DDR	01-Sep	BT	Landline & mobile	206.92	41.38	248.30
MO26 HZ	269/23	DDR	26-Sep	BT	Leaseline	665.00	133.00	798.00
PAYROLL	270/23	BACS	22-Sep	Payroll	Staff Salaries	7645.22		7645.22
	270/23	BACS	22-Sep	Pension	Staff Pension	2365.09		2365.09
	270/23	DDR	22-Sep	HMRC	Staff Tax & NI	2232.63		2232.63
14584	271/23	BACS	14-Sep	CLT Tyre & Exhaust	Puncture repair tractor	65.00	13.00	78.00
38742	272/23	DDR	08-Sep	MHH Partnership	Payroll	39.00	7.80	46.80
4321	273/23	BACS	18-Sep	CAPALC	Conference - MS & MF	150.00		150.00
	274/23	DDR	18-Sep	ICO	Annual Renewal	35.00		35.00
INV72090	275/23	DDR	18-Sep	Ehtos	Photocopies	74.85	14.97	89.82
MO58 KT	276/23	DDR	17-Sep	BT	Cloud voice	206.92	41.38	248.30
14315	277/23	BACS	13-Sep	CLT Tyre & Exhaust	Puncutre repair	20.00	4.00	24.00
INV0004434722	278/23	CCARD	22-Sep	Eurooffice	Envelopes	27.30	5.46	32.76
2494	279/23	BACS	22-Sep	CW Kirk Lawnmowers	Recycler blade	107.02	21.41	128.43
Mor-10376	280/23	DDR	26-Sep	Mortech	IT support & maintenance	175.00	35.00	210.00
Exp.	281/23	BACS	18-Sep	Clerk expenses	Travel to conferences	59.40		59.40
101224412	282/23	DDR	28-Sep	Thalia	Pavilion waste	74.96	14.99	89.95
SE-21-24	283/23	SO	30-Sep	Adams Payne Safety	Health & Safety	500.00		500.00
2505	284/23	BACS	28-Sep	CW Kirk Lawnmowers	Spring	14.68	2.94	17.62
1982-01	285/23	BACS	29-Sep	Stephanie Norris	Architect re churchyard wall	600.00		600.00
31070	286/23	BACS	29-Sep	Rialtas	Training - Budgets (MS)	120.00	24.00	144.00

Sep-23		RECEIPTS						
Receipt No or Reference No	BACS Cash Cheque Sum-up	Date	Payer	Details	Nett	VAT	Gross	
16/23	BACS	01-Sep	Natasha Goldson Yoga	Recreation Ground hire	44.00		44.00	
17/23	BACS	04-Sep	James Hall Fitness	Recreation Ground hire	66.00		66.00	
B2576/23	BACS	04-Sep	Mildenhall Monumental	Memorial	250.00		250.00	
B2577/23	BACS	04-Sep	Ivett & Reed Ltd	Memorial	250.00		250.00	
B2578/23	BACS	04-Sep	Ivett & Reed Ltd	Memorial	180.00		180.00	
B2579/23	BACS	30-Sep	ECDC	Precept 2 of 2	214,240.00		214,240.00	
B2580/23	BACS	15-Aug	Edmondson Hall	Refund fees - Scouts	1350.00		1350.00	
B2581/23	BACS	20-Sep	Groundwork UK	NP grant funding	2118.00		2118.00	
							218498.00	