



Soham Town Council
The Walter Gidney Pavilion
Fountain Lane
Soham
Cambridgeshire CB7 5ED
Town Clerk: MJ Strand
Tel: 01353 723472
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NOTICE OF MEETING:

Full Council

TIME: 7.15pm**DATE:** 13th November 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 8th November 2023**AGENDA****63/23 APOLOGIES FOR ABSENCE****64/23 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

65/23 CHAIRMAN'S ANNOUNCEMENTS & TOWN CLLR UPDATES*(maximum 5 minutes per group)*

- a. Pride in our Town Award – Cllr Woricker.
- b. Sale of land – Cllr Johnston.
- c. Local Highways Initiative – Cllr Pallett.

66/23 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.

67/23 COUNTY & DISTRICT COUNCILLOR REPORTS**68/23 APPROVAL OF MINUTES**

- a. To approve the minutes from the Full Council Meeting held on 9th October 2023.
- b. To note the draft minutes of the Planning Committee Meeting held on 30th October 2023.
- c. To note the draft minutes of the Finance & Policy Committee held on 6th November 2023.

69/23 MATTERS ARISING FROM THE MINUTES.

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

70/23 FINANCE & GOVERNANCE MATTERS

- a. To receive and approve Receipts & Payments for November 2023 (as listed at the end of the agenda).
b. To receive and approve bank reconciliation and financial reports to 30th September 2023.
c. To consider 2024/25 budget and make further proposals for final budget to be agreed in December.
d. To consider investment of funds into the CCLA Public Sector Deposit Fund.
e. To consider request from Magpas Air Ambulance for donation.

71/23 RECREATION GROUND/PAVILION/TOWN MATTERS

- a. Neighbourhood Planning – Cllr Aitchison.
b. Scout Hut lease – to consider amendments to existing proposed lease: -
 - Minimum term of lease 30 years;
 - Peppercorn rent;
 - Renewal clause;
 - Option for Scouts to exit lease if local group folds;
 - Access for fuel deliveries;
 - Access for wheelchairs from car park;
 - Access to separate water account;
 - Ability to hire out the building to raise funds.
- c. Pavilion Phase II –
 - 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.
- d. To give approval to the Council's land agent to approach landowners re: potential land for community benefit.
e. To give approval for Cllr Johnston to meet with Emma Jane Danielsson and land agent re: biodiversity (as part of a wider ECDC initiative).
f. To consider and approve quotation for 2024 hanging baskets - £2,311.20 +VAT.
g. To consider proposals from the PCC and members of the community regarding improvement to the churchyard for wildlife – Dale Copley (Heritage Project Coordinator).
h. To consider and respond to invitation for D-Day 80, 6th June 2024 – Cllr Aitchison.
i. To consider supporting the Climate and Ecology Bill.
j. Soham to Wicken Cycleway – to agree Grant Funding Agreement with CCC Highways – Cllr Woricker.
k. To consider repair of Brewhouse Lane wall, cost c. £10,000 (dependent on sale of land, item 65b).

72/23 CORRESPONDENCE FOR INFORMATION

- a. ECDC re: volunteer Road Safety Officer.
b. Geoffrey Hunter, Diocese of Ely re: the Council's responsibility for the closed churchyard.

73/23 MATTERS FOR FUTURE CONSIDERATION AND DATE OF NEXT MEETINGS

- Planning Committee – Monday 27th November, 1pm.
- Finance & Policy Committee – Monday 4th December, 10:30am.
- Community Amenities – Monday 4th December, 7:15pm.
- Full Council – Monday 11th December, 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.

Oct-23		PAYMENTS						
Receipt No or Invoice No	Code	DDR or BACS	Date	Payer	Details	Nett	VAT	Gross
026-8353102-2761918	287/23	CCARD	04-Oct	Amazon	Combination Lock - MF	40.12	8.03	48.15
026-5293522-1661142	288/23	CCARD	04-Oct	Amazon	Combination Lock - MF	35.00	6.99	41.99
89/95/23	289/23	BACS	05-Oct	CEL	Works South Chapel	5072.01	1014.40	6086.41
SOHAM001	290/23	BACS	05-Oct	Bidwells	Allotment Rent Millcroft	200.00		200.00
7087823	291/23	BACS	05-Oct	ESPO	Stationery + refuse sacks	23.50	4.70	28.20
23191	292/23	BACS	05-Oct	Languard	Weed spraying cemetery	280.00	56.00	336.00
300016	293/23	Cheque	09-Oct	Petty Cash	Petty Cash	300.00		300.00
I00092100	294/23	BACS	16-Oct	Witham	Aerosol paint	18.74	3.75	22.49
026-3640263-9781154	295/23	CCARD	16-Oct	Amazon	Disposable cups - MF	33.32	6.67	39.99
2537	296/23	BACS	16-Oct	CM Kirk Lawnmowers	Stihl Oil	13.50	2.70	16.20
600189319	297/23	DDR	20-Oct	British Gas	Pavilion	27.27	1.36	28.63
I00094340	298/23	BACS	16-Oct	Witham	Paint + brushes	32.34	6.47	38.81
3007314860	299/23	DDR	16-Oct	TotalEnergies	Pavilion	36.88	7.37	44.25
3007011733	300/23	DDR	16-Oct	TotalEnergies	Street Lighting	93.59	4.69	98.28
3007475152	301/23	BACS	16-Oct	TotalEnergies	CCTV Christmas Lights	323.06	8.04	240.10
MO58 KT	302/23	DDR	16-Oct	BT	Landline + mobiles	206.92	41.38	248.30
MO27 LL	303/23	DDR	16-Oct	BT	Leaseline	665.00	133.00	798.00
38921	304/23	DDR	16-Oct	MMH Partnership	Payroll Services	39.00	7.80	46.80
IEE2023010981766	305/23	CCARD	16-Oct	Adobe	Acrobat Pro - MS	16.64		16.64
ORD509374-1	306/23	BACS	16-Oct	SLCC	Clerk's Manual + Book	61.63		61.63
101747	307/23	BACS	16-Oct	Acetech Security	Upgrade Openeye	375.00	75.00	450.00
INV-0822	308/23	BACS	16-Oct	Argenta	Updated Tree Survey	150.00	30.00	180.00
137269	309/23	BACS	16-Oct	Leaflet Frog	Neighbourhood Planning Leaflets	219.00		219.00
8915	310/23	CCARD	16-Oct	BP express	petrol	26.35	5.27	31.62
XUN462478496	311/23	CCARD	16-Oct	ToolStation	Tools	18.44	3.69	22.13
36946	312/23	CCARD	16-Oct	Homebase	Sprayer	20.42	4.08	24.50
S29957-2-6	313/23	BACS	16-Oct	Ward Gethin Archer	Millcroft Land	42411.17		42411.17
	314/23	BACS	16-Oct	MA Francis	Mileage SLCC National Conference	84.60		84.60
101750	315/23	BACS	16-Oct	Acetech Security	CCTV Licence	2590.00	518.00	3108.00
PAYROLL	316/23	BACS	20-Oct	Payroll	Staff Salaries	7493.14		7493.14
	317/23	DDR	20-Oct	HMRC	Staff PAYE	2125.51		2125.51
	318/23	BACS	20-Oct	LGPS	Staff pension	2301.97		2301.97
	319/23	BACS	19-Oct	Graham Bailey	Burial refund	246.00		246.00
423004061710	320/23	BACS	20-Oct	CCC	Weatheralls Lease	130.00		130.00
026-0302882-8008360	321/23	CCARD	25-Oct	Amazon	Locks - Berrycroft - MF	65.70	13.14	78.84
INV-GB-100617651-2320-108624	322/23	CCARD	25-Oct	Amazon	Duck Oil - MF	14.98	3.00	17.98
IV00032636	323/23	DDR	24-Oct	SSE	Cemetery Electricity	25.21	1.26	26.47
300017	324/23	Cheque	27-Oct	RBL	Poppy wreath	25.00		25.00
2314	325/23	BACS	30-Oct	Shane White Plant Hire & Groundworks Ltd	Work at Weatheralls allotments	3550.00	710.00	4260.00
101225874	356/23	DDR	30-Oct	Thalia	Cemetery & Recreation ground waste	362.15	72.43	434.58
SE-24-24	357/23	DDR	30-Oct	Adams Payne Safety	Health & Safety Advisor	500.00		500.00
								67647.35

Oct-23		RECEIPTS					
Receipt No or Reference No	BACS Cash Cheque Sum-up	Date	Payer	Details	Nett	VAT	Gross
B2579/23	BACS	16-Oct	CE Fuller & Co	Burial	550.00		550.00
B2580/23	BACS	16-Oct	Mildenhall Monumental	Memorial	250.00		250.00
B2581/23	BACS	16-Oct	JK Memorials	Memorial	250.00		250.00
	BACS		S Rush	Allotment Rent	157.00		157.00
	BACS		A Rich	Allotment Rent	70.50		70.50
	BACS		K Taylor	Allotment Rent	119.70		119.70
	BACS		S Lee	Allotment Rent	41.00		41.00
	BACS		G Mead	Allotment Rent	103.50		103.50
6626	BACS		Fordham Parish Council	Mileage	11.70		11.70
	BACS		J Burbridge	Allotment Rent	91.00		91.00
	BACS		L Parada	Allotment Rent	91.00		91.00
	BACS		D Bugg	Allotment Rent	41.00		41.00
	BACS		T Rix	Allotment Rent	157.00		157.00
	BACS		C Nobes	Allotment Rent	15.00		15.00
	BACS		T Pallatt	Allotment Rent	103.50		103.50
	BACS		E Warner	Allotment Rent	132.00		132.00
	BACS		S Stanley	Allotment Rent	91.00		91.00
	BACS		L Bedford	Allotment Rent	91.00		91.00
	BACS		T Sheldrake	Allotment Rent	91.00		91.00
	BACS		D Guy	Allotment Rent	91.00		91.00
	BACS		P Swain	Allotment Rent	91.00		91.00
	BACS		N Goldson Yoga	Recreation Ground	44.00		44.00
	BACS		M Gilbey	Allotment Rent	91.00		91.00
	BACS		C Nobes	Allotment Rent	30.00		30.00
B2582/23	BACS	16-Oct	RJ Pepper & Son	Burial	535.00		535.00
B2583/23	BACS	16-Oct	RJ Pepper & Son	Burial	1070.00		1070.00
4263	BACS	27-Oct	ECDC	Pride of Place Grant	4635.74		4635.74
B2584/23	BACS	27-Oct	Mildenhall Monumental	Memorial	180.00		180.00
B2585/23	BACS	27-Oct	Peasgood & Skeates	Burial	630.00		630.00
B2586/23	BACS	27-Oct	Peasgood & Skeates	Burial	1145.00		1145.00
B2587/23	BACS	27-Oct	Peasgood & Skeates	Burial	630.00		630.00
B2588/23	BACS	27-Oct	Peasgood & Skeates	Burial	285.00		285.00
B2589/23	BACS	27-Oct	Peasgood & Skeates	Burial	360.00		360.00
B2590/23	BACS	27-Oct	Peasgood & Skeates	Burial	1145.00		1145.00
							13419.64

Oct-23		PETTY CASH					
Receipt No or Reference No	Date	Payer	Details	Nett	VAT	Gross	Balance
	9-Oct		Petty cash				357.33
26/23	13.10.2023	SJD Cleaning Services	Window Clean X 2	72.00		72.00	£285.33
27/23	13.10.2023	N Slepova	Water Key refund	10.00		10.00	£275.33

