



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:** 11th March 2024**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: 11 Vacancies: 4

*Mrs MJ Strand*Marilyn Strand, Town Clerk 6th March 2024**AGENDA****96/24 APOLOGIES FOR ABSENCE****97/24 CO-OPTION OF COUNCILLOR**

- a. To consider application for co-option onto the Council (South Ward) from Mrs Patricia Baker.

98/24 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

99/24 CHAIRMAN'S ANNOUNCEMENTS & TOWN CLLR UPDATES*(maximum 5 minutes per group)*

- a. Meeting with CCC Highways re: reported highways issues – Cllr Woricker.
- b. Funeral Costs for Children – Assistant Clerk.
- c. Scout Hut lease – Cllr Johnston.
- d. The Commons – Cllr Ross.

100/24 COUNTY & DISTRICT COUNCILLOR REPORTS**101/24 APPROVAL OF MINUTES**

- a. To approve the minutes from the Full Council Meeting held on 12th February 2024.
- b. To note the draft minutes of the Planning Committee Meeting held on 26th February 2024.
- c. To note the draft minutes of the Finance & Policy Committee Meeting held on 4th March 2024.

102/24 MATTERS ARISING FROM THE MINUTES.

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

103/24

FINANCE & GOVERNANCE MATTERS

- a. To receive and approve Receipts & Payments for February/March (as listed at the end of the agenda).
- b. To receive and approve bank reconciliation and financial reports to 31st January 2024.
- c. Proposal to sign up to the Civility and Respect Pledge.
- d. To consider and approve grant application from the Men's Shed for £500.00.
- e. To consider and approve grant application from Soham Benevolent Association for £500.00.
- f. To consider and approve expenses for Town Twinning trip to France, cost up to £250.00 – Cllr Woricker.
- g. To consider and approve co-option of Cllr Charles Warner onto the Council's Planning Committee.

104/24

PLANNING MATTERS

- a. To consider application reference 24/00146/FUM – Land rear of Brewhouse Lane – Development of a new health care facility of 1,895m² (GIA) and pharmacy of 120m² (GIA) (Use Class E(e)), associated car parking, lighting, landscaping, public realm and utilities, demolition of existing Staploe Medical Centre, pharmacy, and 59 Brewhouse Lane (and associated structures), and utilisation of existing access on to Brewhouse Lane.
- b. To consider letter of support for Mereside Medical regarding the proposed new medical centre and associated funding applications.

105/24

RECREATION GROUND/PAVILION/TOWN MATTERS

- a. Pavilion Phase II – to note outline programme of the project, including key milestones, from Andrew Fleet Architects.
- b. To consider complaint from resident re: football goals on the recreation ground.
- c. To consider recommendation from the Community Amenities Committee to agree to extend the Skatepark by 4.8 metres – Cllr Pallett.
- d. To consider proposal from Living Sport to install a permanent ping-pong table on the recreation ground.
- e. To consider and approve cost of up to 7 new trees for the recreation ground – Cllr Aitchison.
- f. To consider response to correspondence from a resident regarding the Local Highways Initiative (LHI) Scheme for the High Street.
- g. To consider flying D-Day Flag of Peace from 6th June for one week on the recreation ground flagpole.
- h. To consider and approve article inviting residents to submit their ideas for the LHI Scheme, and to approve expenditure on advertising the article in Jigsaw Magazine for 6 editions, cost £99.00 – Cllr Horgan.

106/24

CORRESPONDENCE FOR INFORMATION

- a. CCC re: weed control regime.
- b. Weatheralls Primary School re: admissions consultation outcome.

107/24

MATTERS FOR FUTURE CONSIDERATION AND DATE OF NEXT MEETINGS

- Planning Committee – Monday 25th March, 1pm.
- Finance & Policy Committee – Monday 1st April, 10:30am.
- Full Council – Monday 8th April, 7:15pm.

NOTES:

Public Comment Time

This has been suspended until further notice.

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.

Feb-24			PAYMENTS					
Receipt No or Invoice No	Code	DDR or BACS	Date	Payer	Details	Nett	VAT	Gross
2796	45/24	BACS	07-Feb	JBL Bricklaying & Building Services Ltd	Water connection Portacabin	190.78	38.16	228.94
026-9446381-6574750	46/24	CCARD	07-Feb	Amazon	Hessian	22.49	4.50	26.99
GB012428510W	47/24	CCARD	07-Feb	Viking Direct	Stationery	28.51	5.70	34.21
39673	48/24	DDR	07-Feb	MHH Partnership	Payroll services	39.00	7.80	46.80
8305	49/24	BACS	07-Feb	Cambridgeshire ACRE	Neighbourhood Plan Working Group	2625.00	525.00	3150.00
2395	50/24	BACS	07-Feb	Shane White Plant Hire	Digger & Dumper Cemetery	360.00	72.00	432.00
101854	51/24	BACS	08-Feb	Acotech Security	Reloacte CCTV camera to cover back doors	795.00	159.00	954.00
149974	52/24	CCARD	08-Feb	Cambridgeshire Hydraulics Ltd	Cable Ties	33.00	6.60	39.60
	53/24	BACS	08-Feb	Expenses	Mileage - MS	92.70		92.70
337946	54/24	BACS	08-Feb	Briars Security	External Sounder	65.00	13.00	78.00
337929	55/24	BACS	08-Feb	Briars Security	Call out intruder alarm panel	148.40	29.68	178.08
337909	56/24	BACS	08-Feb	Briars Security	10Ah battery	30.00	6.00	36.00
337910	57/24	BACS	08-Feb	Briars Security	7Ah battery	18.50	3.70	22.20
40007	58/24	BACS	08-Feb	MHH Partnership	Payroll Services	39.00	7.80	46.80
1292	59/24	BACS	12-Feb	BC Electrical Services	Portcabin and senor lights	815.00	163.00	978.00
IEE2024001577185	60/24	CCARD	12-Feb	Adobe	Acrobat Pro - MS	16.64		16.64
NOR2946679	61/24	CCARD	12-Feb	Ely Standard	Advertisment - Ground staff Paper	145.00	29.00	174.00
NOR29456687	62/24	CCARD	12-Feb	Ely Standard	Advertisment - Ground staff Social Media	250.00	50.00	300.00
2802	63/24	BACS	14-Feb	JBL Bricklaying & Building Services Ltd	Heras fencing hire	698.00	139.60	837.60
	64/24	BACS	22-Feb	Pension	Staff pension	2571.49		2571.49
	65/24	DDR	22-Feb	HMRC	PAYE	2478.79		2478.79
	66/24	BACS	22-Feb	Staff payroll	Salaries	8321.68		8321.68
	67/24	BACS	14-Feb	Conservation Volunteers	Minute 93/24 E	150.00		150.00
MO312K	68/24	DDR	26-Feb	BT	Lease Line	665.00	133.00	798.00
IV00264217	69/24	DDR	14-Feb	SSE	Cemetery electricity	26.59	1.33	27.92
330876505/247	70/24	DDR	14-Feb	TotalEnergies	Pavilion Electricity	942.72	188.54	1131.26
330876474/24	71/24	DDR	15-Feb	TotalEnergies	UMS Street Lights	159.12	7.96	167.08
72	72/24	CCARD	15-Feb	Portacabin	Keys Cut x 3 - MG	21.00		21.00
	73/24	DDR	01-Feb	RJ Spriddell	Land agent	500.00	100.00	600.00
13141988	74/24	DDR	27-Feb	Anglian Water (WAVE)	Berrycroft allotment	17.51		17.51
6878983	75/24	DDR	29-Feb	British Gas	Pavilion	626.94	31.35	658.29
2604321	76/24	CCARD	16-Feb	Safety Signs for Less	Hot water sign	7.63	1.53	9.16
331071448/24	77/24	BACS	16-Feb	TotalEnergies	UMS CCTV & Festive lights	1131.37	56.57	1187.94
55467	78/24	BACS	16-Feb	Ely Skip Hire	Drayton Meadows	253.33	50.67	304.00
026-8905251-9642702	79/24	CCARD	22-Feb	Amazon - MF	Adapters	8.29	1.68	9.97
026-7750965-1392339	80/24	CCARD	22-Feb	Amazon - MF	Phone case & Screen protectors	15.88	1.09	16.97
							4115.77	40915.74

Mar-24			PAYMENTS					
Receipt No or Invoice No	Code	DDR or BACS	Date	Payer	Details	Nett	VAT	Gross
	81/24	DDR	1-Mar	RJ Spriddell	Land agent	£500.00	£100.00	£600.00
IV00354825	82/24	DDR	04-Mar	SSE	Cemetery Electricity			27.92
VI/0662058	83/24	DDR	01-Mar	CF Corporate	Photocopier Lease	662.88	132.58	795.46
MOR-11451	84/24	DDR	04-Mar	Mor-Tech	IT support & maintenance	175.00	35.00	210.00
101232858	85/24	DDR	01-Mar	Thalia	Cemetery & Recreation ground waste	457.88	91.58	549.46
17475	86/24	BACS	01-Mar	Newmarket Journal	Advertisement	390.00	78.00	468.00
V02198288759	87/24	DDR	01-Mar	EE	Mobile phones	51.48	10.30	61.78
XUN579666756	88/24	CCARD	01-Mar	Toolstation	Rake - JG	20.82	4.16	24.98
189258	89/24	BACS	01-Mar	Mead Construction	Topsoil	240.00	48.00	288.00
SE-39-24	90/24	DDR	04-Mar	Adams-Payne Safety	Health & Safety Advisor	500.00		500.00
SOHTOW	91/24	BACS	04-Mar	Scotsdales	Gro Sure Smart Seed	11.69		11.69
026-0468775-0900309	92/24	CCARD	04-Mar	Amazon	Self inking address stamp	17.28	3.46	20.74
412089863	93/24	CCARD	04-Mar	Royal Mail	50 1st Class Stamps	62.50		62.50

Feb-24			RECEIPTS					
Receipt No or Reference No	BACS Cash Cheque Sum-up	Date	Payer	Details	Nett	VAT	Gross	
B2565/24	BACS	07-Feb	Mildenhall Monumental	Memorial	250.00		250.00	
B2566/24	BACS	08-Feb	Mildenhall Monumental	Memorial	250.00		250.00	
B2564/24	BACS	19-Feb	Peasgood & Skeates (Fullers)	Burial	1145.00		1145.00	
B2567/24	BACS	26-Feb	RJ Pepper & Son	Burial	1145.00		1145.00	
B2568/24	BACS	26-Feb	RJ Pepper & Son	Burial	285.00		285.00	

Feb-24			PETTY CASH					
Receipt No or Reference No	Date	Payer	Details	Nett	VAT	Gross	Balance	
07/24	2-Feb	SJD Cleaning Services	Window Cleaner	36.00		36.00	£50.93	
08/24	2 Feb	M Francis	Postage	2.70		2.70	£ 48.23	
	8 Feb	£300 paid in - Cheque	Cash				£ 348.23	
09/24	12 Feb	M Francis	Milk	1.20		1.20		
10/24	12 Feb	J Aitchison	Drayton meadows bolts	2.80		2.80		
11/24	15 Feb	R Aitchison	Tree guards	8.90		8.90	£335.33	