



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 September**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: 13 Vacancies: 2

Mrs MJ Strand

Marilyn Strand, Town Clerk. 3rd September 2024

AGENDA**38/24 APOLOGIES FOR ABSENCE****39/24 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

40/24 CHAIRMAN'S ANNOUNCEMENTS & TOWN CLLR UPDATES

(maximum 5 minutes per group)

- a. Mrs Jill Neville.
- b. Acquisition of land – Cllr Johnston.
- c. Drayton Meadows Introductory Walk - Cllr Aitchison.
- d. Soham to Wicken Cycleway – Cllr Woricker.
- e. Local Highways Improvement – Cllr Horgan.
- f. Eastern Gateway & Medical Centre planning applications (Planning Committee Meeting, 13th August) – Cllrs Horgan & Jones.
- g. Response from Charlotte Cane, MP and potential meeting – Cllr Woricker.

41/24 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.

42/24 COUNTY & DISTRICT COUNCILLOR REPORTS**43/24 APPROVAL OF MINUTES**

- a. To approve the minutes of the Full Council Meeting held 8th July 2024.
- b. To note the draft minutes of the Planning Committee Meetings held on 29th July and 19th August 2024.

44/24 MATTERS ARISING FROM THE MINUTES.

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

45/24 FINANCE, GOVERNANCE & ADMINISTRATION

- a. To receive and approve Receipts & Payments for July/August 2024 (as listed at the end of the agenda).
- b. To receive and approve bank reconciliation and financial reports to 31st July 2024.
- c. To appoint Internal Auditor for the financial year 2024-25 – LGS Services.
- d. To note Health & Safety activity report (Jan-Jun 2024) and newsletter.
- e. To consider response to the National Planning Policy Framework consultation.
- f. To consider response to the Combined Authority's Bus Franchising consultation.

46/24 RECREATION GROUND/PAVILION/TOWN MATTERS

- a. Pavilion Phase II – update and ongoing decisions.
- b. Neighbourhood Plan – update and ongoing decisions.
- c. To consider quotations for installing soakaways at the South Chapel, costs up to £28,105.00.
- d. To consider facilitating a meeting of agencies and other parties regarding the state of the Lode at Mill Pond.
- e. To consider correspondence from residents regarding the position of the football goals on the recreation ground.
- f. To consider request from Soham Rotary Club to hold the 2025 Beer Festival on the recreation ground.
- g. To note quotations for automated gates and associated ground works at the recreation ground and to consider alternatives.
- h. To consider proposal from resident for a Tour de France style event in Soham.
- i. To consider request from Climate Action Network for funding for launch of 'green' event for 2025.

47/24 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.

48/24 SALE OF LAND

- a. To consider offer from developer for Council-owned land.

49/24 MATTERS FOR FUTURE CONSIDERATION AND DATE OF NEXT MEETING

- Planning Committee, Monday 30th September, 1pm.
- Finance & Policy Committee, Monday 7th October, 10:30am (to be confirmed).
- Community Amenities Committee, Monday 7th October, 7:15pm.
- Full Council, Monday 14th October, 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.

Jul-24			PAYMENTS					
Receipt No or Invoice No	Code	DDR or BACS	Date	Payer	Details	Nett	VAT	Gross
SE-11-25	307/24	DDR	01-Jul	Adams-Payne Safety	Health & Safety Advisor	500.00		500.00
2913	308/24	BACS	04-Jul	Dorans Plumbing	Weatheralls stand pipe installation & supply	2064.00		2064.00
026-7587060-6848351	309/24	CCARD	05-Jul	Amazon	Allotment Lock x 2	51.54	10.30	61.84
SI889551	310/24	BACS	08-Jul	Glasdon	2 litter bins closed churchyard	721.37	144.27	865.64
INV-2203	311/24	BACS	08-Jul	Humancapital Dept	HR Support	79.00	15.80	94.80
	312/24	DDR	22-Jul	HMRC	PAYE	2369.45		2369.45
	313/24	BACS	22-Jul	LGPS	Staff pension	2576.75		2576.75
PAYROLL	314/24	BACS	22-Jul	Salary	Staff salaries	8452.62		8452.62
41137	315/24	DDR	10-Jul	MHH Partnership	Payroll services	40.00	8.00	48.00
346064504/24	316/24	BACS	10-Jul	Totalenergies	CCTV & festive Lighting	247.72	12.14	254.86
IEE2024007804604	317/24	CCARD	15-Jul	Adobe	Acrobat Pro	16.64		16.64
24008	318/24	BACS	15-Jul	Nupremis	Neighbourhood Planning Consultancy	795.00		795.00
M036 MO	319/24	DDR	17-Jul	BT	Leasline	665.00	133.00	798.00
524852	320/24	BACS	17-Jul	CPS Fuels	Diesel	789.50	39.48	828.98
1025	321/24	CCARD	16-Jul	CO-OP	AA batteries	4.95		4.95
55320	322/24	BACS	16-Jul	Ilife Media	Advertisement	490.00	98.00	588.00
SOHTOW	323/24	BACS	17-Jul	Scotsdales	Miracle Gro	10.48	2.10	12.58
INV-0428	324/24	BACS	19-Jul	Audus & Peachey Construction Ltd	Repairs to pavilion fire door	150.00	30.00	180.00
026-1040041-3737935	325/24	CCARD	19-Jul	Amazon	Basketball nets - MF	17.47	3.50	20.97
2923	326/24	BACS	22-Jul	Dorans Plumbing	Disabled Toilet Repair	63.00		63.00
INV-0484	327/24	BACS	22-Jul	SJ Harrison Tree Services	Sycamore tree Closed Church Yard	120.00	24.00	144.00
SIN060039	328/24	BACS	22-Jul	Online Playgrounds	Quarterly inspection of playground	300.00	60.00	360.00
6410	329/24	BACS	24-Jul	Fenland Spirit Services Ltd	Service Kubota	345.99	69.20	415.19
6414	330/24	BACS	24-Jul	Fenland Spirit Services Ltd	Fan belt on toro	59.16	11.83	70.99
MO68 P5	331/24	DDR	31-Jul	BT	Landline & Mobiles	197.60	39.52	237.12
INV-2203	332/24	BACS	25-Jul	Humancapital Dept	HR Support	78.00	15.80	94.80
001/3	333/24	BACS	25-Jul	RJS Land Partnerships Ltd	Grant assessments and applications project	1500.00	300.00	1800.00
142457	334/24	BACS	25-Jul	Pear Technology	Mapping cemetery	410.00	82.00	492.00
4439	335/24	BACS	25-Jul	Anglian Water	Weatheralls allotment connection charge	3577.71	715.54	4293.25
	336/24	CCARD	29-Jul	Square	Square Terminal - MF	174.00	34.80	208.80
102059	337/24	BACS	29-Jul	Acetech Security	CCTV call out	180.00	36.00	216.00
5003	338/24	BACS	31-Jul	CAPALC	Annual Conference - MS	75.00		75.00
101240235	339/24	DDR	31-Jul	Thalia	Recreation ground & cemetery waste	489.37	97.87	587.24
							£2,322.89	£31,780.66

Jul-24			RECEIPTS					
Receipt No or Reference No	BACS Cash Cheque Sum-up	Date	Payer	Details	Nett	VAT	Gross	
	BACS	04-Jul	Ward Gethin Archer	Guntons Close	25000.00		25000.00	
6635	Cash	04-Jul	G Butcher	Burial - INV B12/24	200.00		200.00	
B2589/24	BACS	10-Jul	Peasgood & Skeates	Burial - INV B13/24	1200.00		1200.00	
B2590/24	Cheque	15-Jul	George James & Son	Burial - INVB11/24	1200.00		1,200.00	
B2591/24	BACS	15-Jul	Mildenhall Monumental	Memorial	260.00		260.00	
	BACS	15-Jul	ECDC	Hall hire general election	400.00	80.00	480.00	
	BACS	15-Jul	Soham Community Touchpoint	Surplus Dday refund	116.36		116.36	
B2592/24	BACS	25-Jul	Hanchetts	Memorial	260.00		260.00	
							28716.36	

Aug-24			PAYMENTS					
Receipt No or Invoice No	Code	DDR or BACS	Date	Payer	Details	Nett	VAT	Gross
	340/24	DDR	1-Aug	RJ Spriddell	Land agent	500.00	100.00	600.00
345841480/24	341/24	DDR	05-Aug	Totalenergies	Street Lighting Electricity	96.14	5.08	101.22
345845318/24	342/24	DDR	05-Aug	Totalenergies	Pavilion Electricity	483.69	119.18	602.87
8231506	343/24	DDR	03-Aug	British Gas	Pavilion Gas	70.09	3.50	73.59
MOR-12484	344/24	DDR	02-Aug	Mor-Tech	IT support & maintenance	175.00	35.00	210.00
SE-15-25	345/24	DDR	01-Aug	Adams-Payne Safety	Health & Safety Advisor	500.00		500.00
SI887947	346/24	BACS	02-Aug	Glasdon	Picnic Benches	2489.99	498.00	2987.99
		BACS	02-Aug	Glasdon	Underpayment	1.00		1.00
BK216972-1	347/24	CCARD	02-Aug	SLCC	SLCC Branch Event - MS	10.00	2.00	12.00
BK216973-1	348/24	CCARD	02-Aug	SLCC	SLCC Branch Event - MF	10.00	2.00	12.00
SI891351	349/24	BACS	05-Aug	Glasdon	Churchyard Bench	609.10	121.82	730.92
306/25/0003803	350/24	DDR	05-Aug	PEAC UK Ltd	Photocopier lease	649.99	130.00	779.99
INV-4338	351/24	BACS	05-Aug	Andrew Fleet Architectural Technologists	Pavilion plans	8804.70	1760.94	10565.64
7420685	352/24	BACS	05-Aug	ESPO	Cleaning supplies	89.35	17.87	107.22
	353/24	BACS	07-Aug	Cambs Police & Crime Commissioner	Refund Grant	3500.00		3500.00
INV-2233	354/24	BACS	07-Aug	Human Capital Department	HR Support	79.00	15.80	94.80
026-1331013-8314741	355/24	CCARD	07-Aug	Amazon	Jerry can gasket & door stops - MF	20.23	1.33	21.56
026-4479990-4787507	356/24	CCARD	07-Aug	Amazon	Heavy duty bin bags - MF	31.64	6.32	37.96
026-8306070-7065964	357/24	CCARD	07-Aug	Amazon	Assorted springs - MF	6.91	1.38	8.29
026-94559948-7541938	358/24	CCARD	07-Aug	Amazon	Pesticide Log Book	5.68	1.14	6.82
228250	359/24	BACS	07-Aug	Tutorcare	Emergency First Aid Training on site	625.50	125.10	750.60
3986	360/24	CCARD	07-Aug	BP express	Fuel	49.15	9.83	58.98
41455	361/24	DDR	09-Aug	MHH Partnership	Payroll services	40.00	8.00	48.00
156267/090824/41	362/24	CCARD	09-Aug	Vital Parts Ltd	Door stoppers - MF	13.64	2.73	16.37
2401	363/24	BACS	12-Aug	Neighbourhood Watch Association	Commills Road x 2 signs	30.00		30.00
536108902	364/24	BACS	12-Aug	Zurich	Van insurance	629.57		629.57
A18755859845	365/24	CCARD	12-Aug	Screwfix	PPE new groundman - MG	101.46	10.72	112.18
IEE2024009059334	366/24	CCARD	12-Aug	Adobe	Acrobat Pro - MS	16.64		16.64
SI55320	367/24	BACS	14-Aug	Ilife Media	Job advert	490.00	98.00	588.00
MO37 QA	368/24	DDR	26-Aug	BT	Leaseline	665.00	133.00	798.00
026-6085508-1824331	369/24	CCARD	14-Aug	Amazon	Leaf Grabber - MF	37.49	7.50	44.99
PAYROLL	370/24	BACS	22-Aug	Payroll	Staff Salaries	9595.16		9595.16
PENSION	371/24	BACS	22-Aug	LGPS	Staff Pension	2555.71		2555.71
HMRC	372/24	DDR	22-Aug	HMRC	PAYE staff	2793.69		2793.69
026-3757927-9142763	373/24	CCARD	15-Aug	Amazon	Van Charging Lead	150.82	30.16	180.98
873010	374/24	BACS	15-Aug	East Cambs DC	ID Badges x 2	15.26	2.80	18.06
INV-0491	375/24	BACS	15-Aug	SJ Harrison Tree Services	Recreation ground trees	840.00	168.00	1008.00
13910251	376/24	DDR	27-Aug	Anglian Water	Berrycroft Allotments	136.45		136.45
349877456/24	377/24	BACS	16-Aug	TotalEnergies	UMS CCTV & Festive Lights	255.05	12.75	267.80
19897834	378/24	DDR	16-Aug	ALD Automotive	Van Lease	2166.12	433.22	2599.34
026-8242432-4980361	379/24	CCARD	16-Aug	Amazon	Spray nozzles - MF	11.32	2.26	13.58
8473100			16-Aug	British Gas	Credit on account £27.31			
SOHTOW	380/24	BACS	19-Aug	Scotsdales	Pruning Saw	14.99	3.00	17.99
A18840800036	381/24	CCARD	21-Aug	Screwfix	Tools for groundsmen - MG	221.21	44.24	265.45
18864	382/24	BACS	21-Aug	R Palmer & Sons Ltd	Pins & Beacon	101.81	20.66	122.17
13929432	383/24	DDR	31-Aug	Anglian Water (WAVE)	Cemetery water	75.19		75.19
CD970667313	384/24	BACS	28-Aug	Hutchisons	Weed killer	97.43	19.49	116.92
101242038	385/24	DDR	29-Aug	Thalia	Cemetery & recreation ground waste	548.37	109.67	658.04
INV-2258	386/24	BACS	30-Aug	Human Capital Department	HR support	79.00	15.80	94.80

Aug-24		RECEIPTS					
Receipt No or Reference No	BACS Cash Cheque Sum-up	Date	Payer	Details	Nett	VAT	Gross
B2593/24	BACS	02-Aug	Mildenhall Monumental	Memorial	190.00		190.00
B2594/24	BACS	02-Aug	RJ Pepper & Son	Burial	560.00		560.00
07/24	BACS	12-Aug	Natasha Goldson Yoga	Recreation ground hire	33.00		33.00
B2595/24	BACS	14-Aug	Peasgood & Skeates	Burial	1200.00		1,200.00
B2596/24	BACS	14-Aug	Peasgood & Skeates	Burial	1200.00		1,200.00
B2597/24	BACS	14-Aug	RJ Pepper & Son	Burial	590.00		590.00
	CASH	15-Aug	Resident	Radar Key	4.00		4.00
B2598/24	BACS	30-Aug	RJ Pepper & Son	Burial	1200.00		1200.00

Aug-24		PETTY CASH					
Receipt No or Reference No	Date	Payer	Details	Nett	VAT	Gross	Balance
19/24	7-Aug	CO-OP	AA Batteries	5.50		5.50	£318.44
20/24	9 Aug	Tesco	Orange & Apple Juice	6.76		6.76	£311.68
21/24	16 Aug	SJD Cleaning Services	Window Cleaner	36.00		36.00	£275.68