

Full Town Council

Present: Cllrs Slade (Chair), Banks, Bolanz, Cooper-Marsh, Crompton, Dundas-Todorov, Dunford, Goodman, Hitchin, Macnab-Grieve, Mascarenhas, Pitt, Simonis and Terry.

Absent: Cllrs Chapman, Collins, Johnson, Kumar, Maslen, J Smith and S Smith

In attendance: Town Clerk, Deputy Town Clerk and RFO

Minutes of the meeting of St Neots Town Council held on **Tuesday 28th May 2024** at **7.15pm** in the Priory Centre, Priory Lane, St Neots, PE19 2BH.

Public Participation

There were 5 members of the public present.

A Member of the public addressed the Council on funding for the Revamp the Ramp CIC skatepark enhancement project, voicing their support for the project.

ACTIONS

011 Apologies for Absence

Apologies were received and noted from Cllrs Chapman, Collins, Johnson, Kumar, Maslen and S Smith. Admin

012 Declarations of Interest

There were none.

013 Council Minutes

RESOLVED to approve the minutes of the meeting of 8th May 2024 as a true and accurate record.

014 Reports from District and County Councillors

Cllr Jennings addressed the Council and provided the following updates;

- The District Council held its annual meeting last week at which the cabinet and leadership were re-appointed.
- The Overview and Scrutiny Committee called in CIL funding decisions for review, one of which was the refusal of CIL funding for a £700,000 extension to the St Neots Fire Station, in part to create a community space and gym. The refusal was upheld.
- The Public Space Protection Order applied for Nags Head area in Eynesbury will be out for consultation. If approved, it will be enforceable by the police.



- A Civil injunction is being looked into to cover the high street due to issues of children climbing on roofs of shops and restaurants, along with associated drugs and drinking issues. A consultation process is underway.
- The HDC Shop Front Grant Scheme which was extended to St Neots resulted in 16 applications. Three have being approved. Most of those rejected had not submitted the proper quotation documents. Those rejected can reapply.

015 Committee Minutes

- i) Members received and noted minutes of the Planning Committee held on 7th May 2024.
- ii) Members received and noted minutes of the Environment and Emergency Committee held on 7th May 2024.
- iii) Members received and noted minutes of the Operations and Amenities Committee held on 21st May 2024.
- iv) Members received and noted minutes of the Finance and Governance Committee held on 21st May 2024.

The Council considered and resolved the following recommendations from the Finance and Governance Committee;

016 RESOLVED that Farm and Craft Market pitch fees are paused until January 2025 when the matter of pitch fees and status of Market Square works will be reconsidered by the Finance and Governance Committee.

017 RESOLVED that the Council approve the expenditure of £24,495.60 from £70,759 earmarked reserves for play park provision for the purchase and installation of an inclusive seesaw and supporting infrastructure and equipment at Brickhill's play area.

018 Revamp the Ramp – Ramp Refurbishment Project Funding

Members received a recommendation from the Finance and Governance Committee on Council funding for the St Neots Skatepark enhancement project. The Town Clerk informed the Council that the recommendation could be withdrawn as the funding secured by the project was sufficient to allow it to go ahead. The preferred contractor for the work had revised the quotation based on new machinery that allowed the job to be completed a lot faster, therefore lowering the cost.

The Clerk will work with Revamp the Ramp and the District Council to understand the funding position, cost and any restricted funding held by Revamp the Ramp. A update would be brought to the Finance and Governance Committee.

019 Standing Orders

RESOLVED that the Council continues with the current Town Council Standing Orders without any amendments or changes until such time as the Town Clerk of Council wishes to make changes.

Town
Clerk**020 Scheme of Delegations**

RESOLVED that the Council approves the Committee Scheme of Delegation for the Council Year 2024-25.

Town
Clerk**021 Committee Membership**

Members appointed Councillors to serve on the following standing committees for the 2024-25 Council year;

Admin

- i) **RESOLVED** that the following Members serve on the Environment and Emergency Committee for the 2024-25 Council year;
- Cllr Bolanz
 - Cllr Banks
 - Cllr Dunford
 - Cllr Goodman
 - Cllr Pitt
 - Cllr Simonis
 - Cllr S Smith
- ii) **RESOLVED** that the following Members serve on the Finance and Governance Committee for the 2024-25 Council year;
- Cllr Banks
 - Cllr Chapman
 - Cllr Collins
 - Cllr Cooper-Marsh
 - Cllr Goodman
 - Cllr Hitchin
 - Cllr Kumar
 - Cllr Maslen
 - Cllr Pitt
- iii) **RESOLVED** that the following Members serve on the Operations and Amenities Committee for the 2024-25 Council year;
- Cllr Bolanz
 - Cllr Chapman
 - Cllr Collins
 - Cllr Cooper-Marsh
 - Cllr Dunford
 - Cllr Goodman
 - Cllr Hitchin
 - Cllr Johnson



- Cllr Maslen
- iv) **RESOLVED** that the following Members serve on the Promotion and Events Committee for the 2024-25 Council year;
- Cllr Banks
 - Cllr Bolanz
 - Cllr Cooper-Marsh
 - Cllr Dundas-Todorov
 - Cllr Johnson
 - Cllr Hitchin
 - Cllr Macnab-Grieve
 - Cllr Maslen
- v) **RESOLVED** that the following Members serve on the Planning Committee for the 2024-25 Council year;
- Cllr Collins
 - Cllr Dunford
 - Cllr Maslen
 - Cllr Pitt
 - Cllr Slade
 - Cllr Terry
- vi) **RESOLVED** that the following Members serve on the Personnel Committee for the 2024-25 Council year;
- Cllr Chapman
 - Cllr Collins
 - Cllr Dundas-Todorov
 - Cllr Johnson
 - Cllr Kumar
 - Cllr Mascarenhas
 - Cllr Pitt
 - Cllr Simonis
 - Cllr Slade
 - Cllr S Smith

022 Appointment of Committee Chairpersons

The Chairperson called for nominations for the election and appointment of Admin Councillors to the roles of committee chairpersons for the 2024-25 Council year.

Finance and Governance Committee

Cllr Cooper-Marsh was proposed and seconded

RESOLVED that Cllr Cooper-Marsh be elected as Chairperson of the Finance and Governance Committee, to hold office until the next Annual Statutory Meeting of the Council.

Environment and Emergency Committee

Cllr Pitt was proposed and seconded.
There were no further nominations.

RESOLVED that Cllr Pitt be elected as Chairperson of the Environment and Emergency Committee, to hold office until the next Annual Statutory Meeting of the Council.

Operations and Amenities Committee

Cllr Chapman was proposed and seconded.
Cllr Goodman was proposed and seconded.

The Chairperson moved to a vote.

RESOLVED that Cllr Goodman be elected as Chairperson of the Operations and Amenities Committee, to hold office until the next Annual Statutory Meeting of the Council.

Personnel Committee

Cllr Simonis was proposed and seconded.

RESOLVED that Cllr Simonis be elected as Chairperson of the Personnel Committee, to hold office until the next Annual Statutory Meeting of the Council.

Planning Committee

Cllr Maslen was proposed and seconded.
Cllr Slade was proposed and seconded.

RESOLVED that Cllr Slade be elected as Chairperson of the Planning Committee, to hold office until the next Annual Statutory Meeting of the Council.

Promotion and Events Committee

Cllr Dundas-Todorov was proposed and seconded.

RESOLVED that Cllr Dundas-Todorov be elected as Chairperson of the Promotion and Events Committee, to hold office until the next Annual Statutory Meeting of the Council.

023 Appointment of Representatives to Outside Bodies

Members considered appointment of Councillors to act as council representatives on Admin outside bodies.

RESOLVED that Cllr Chapman is appointed as representative to the Common Rights for the 2024-25 Council year.

RESOLVED that Cllrs Dunford and Slade are appointed as representatives on the East West Rail Stakeholder Group. for the 2024-25 Council year.

RESOLVED that Cllrs Hitchin and Maslen are appointed as representatives on the Eatons Community Association for the 2024-25 Council year.

RESOLVED that Cllr Cooper-Marsh is appointed as representative to the Eynesbury Village Hall Association.

RESOLVED that Cllrs Goodman and Macnab-Grieve are appointed as representatives to the Hunts Volunteer Forum for the 2024-25 Council year.

RESOLVED that Cllrs Dunford and Banks are appointed as representatives on the Little Barford Power Station for the 2024-25 Council year.

RESOLVED that Cllr Dundas-Todorov is appointed as the representative of the Loves Farm Community Association for the 2024-25 Council year.

RESOLVED that Cllr Chapman is appointed as representative to Newton and Hadley for the 2024-25 Council year.

RESOLVED that Cllrs Cooper-Marsh and Dunford are appointed as representatives to the North Weald Solar Farm consultation group for the 2024-25 Council year.

RESOLVED that Cllr Bolanz is appointed as representative to the St Neots Initiative for the 2024-25 Council year.

RESOLVED that Cllrs Bolanz, Chapman and Johnson are appointed as representatives to the St Neots Museum for the 2024-25 Council year.

RESOLVED that Cllr Goodman is appointed as representative to the St Neots Rugby Club for the 2024-25 Council year.

RESOLVED that Cllr Kumar is appointed as representative to the Wintringham Residents Association for the 2024-25 Council year.

024 Financial Regulations

RESOLVED that the Council delegates the review of the Financial Regulations to the Finance and Governance Committee with any proposed amendments of updates to be brought to the Council for approval.

025 Bank Signatories

RESOLVED that signatories for the Barclays bank mandate remain as currently appointed;

- Cllrs Chapman, Goodman, Kumar and Pitt
- The Town Clerk, Deputy Town Clerk and RFO

RFO

RESOLVED that the Town Clerk and Cllr Cooper-Marsh are added as a signatory to the Council's CCLA account.

026 Payment Approvals

RESOLVED that Cllr Goodman is appointed as a third nominated Member, alongside the Chairpersons of the Council and Finance and Governance Committee who can approve payments of over £2,000 in line with the Council's Financial Regulations.

027 Annual Subscriptions to Outside Bodies

Members received and noted details of annual subscriptions paid to outside bodies for professional memberships.

Members the proposed membership fee for the SNI and why the Council did not qualify as a not-for-profit body which get free membership. Members also asked for clarification of benefits for members.

Town
Clerk

028 Insurance Cover

Members received and noted confirmation of Council insurance cover for the 2024-25 financial year.

RESOLVED that the Council confirms arrangements for insurance cover in respect of all insurable risks is in place for the Civic Year 2024 to 2025.

029 Policies and Procedures

RESOLVED that the Council accepts its current adopted policies and procedures and delegates the review of all policies and procedures to the Finance and Governance Committee for approval by Full Council.

030 Calendar of Meetings

Members received and noted the previously agreed calendar of council meetings for the 2024-25 Council year.

The Chairperson of the Environment and Emergency Committee requested that the meeting scheduled for 12th November be moved to 5th November. This was agreed.

Admin

031 Summons of Meetings

RESOLVED that St Neots Town Council Members consent for the summons to meetings to be transmitted in electronic form to a designated Town Council electronic email address.

032 General Power of Competence (GPC)

RESOLVED that St Neots Town Council continues to meet the criteria for the powers of the General Power of Competence and **RESOLVES** to adopt those powers.

033 Strategic Plan

Members received and considered a draft strategic plan which had previously been reviewed in 2023. There were no material changes to the plan, although consideration of CIL allocation for the Priory Centre redevelopment had been included.

It was agreed that the heading 'Where we will focus our CIL investment' should be changed to 'Candidate or potential projects for CIL investment'. Investment in the Oast House as should the Council purchase the building should also be added to the potential projects list, recognising the link to the Council's heritage objectives.

It was asked that the Clerk add that 'and budget estimates brought forward' be amended to 'Budget estimates are brought forward for individual consideration by the Council.'

RESOLVED adopt the draft Strategic Plan document which will be used for the basis of further development of the Council's objectives and priorities.

Town
Clerk

034 Reports from Councillors on Outside Bodies

Cllr Goodman provided a report from St Neots Rugby Club. The Club is celebrating its 60th Anniversary on 5th July at the Priory Centre.

035 Register of Interest Forms

Members noted that Councillors were responsible for reviewing and updating their register of interest (ROI) forms which are held by the elections officer at Huntingdonshire District Council.

Cllrs

036 Date of Next Meeting

Members received and noted that the date of the next Full Council meeting would be 25th June 2024 at 7:15pm.