

**HUNTINGDON TOWN COUNCIL**

A meeting of Huntingdon Town Council was held virtually over Zoom Video Conference, on Thursday 9<sup>th</sup> July 2020, at 6.00pm.

Present: Councillors: M Baker; A Beevor; A Blackwell; P Brown; J Cole; A Diaz; C Doyle; S Gifford; V Hufford; P Kennington; B Luckham; S McAdam (Mayor); P Pearce; T Sanderson; T Shrapnel; S Sweek and K Webb.

Absent: Councillor: P Kadewere.

In Attendance: 1 member of the public was in attendance.

93. **WELCOME**

The Town Mayor welcomed those in attendance

94. **APOLOGIES FOR ABSENCE**

Apologies were received from the following Councillor A Sedgwick.

95. **DECLARATIONS OF INTEREST**

There were none.

96. **MINUTES**

Members had before them copies of the minutes of the Town Council meetings held on 20<sup>th</sup> February 2020 (M9). It was proposed, seconded and

**RESOLVED** to approve and adopt these minutes and they would be duly signed by the Mayor at a later date.

97. **PROCEEDINGS OF COMMITTEES**

Members had before them the minutes of the following meetings:

- (i) Finance Committee – 23<sup>rd</sup> April 2020 (M9)
- (ii) Leisure & Community Services Committee – 25<sup>th</sup> June 2020 (M6)

The Mayor asked whether Members were happy to accept the recommendations contained within the minutes of the above Committee meetings and it was proposed, seconded and

**RESOLVED** to do so.

98. **PUBLIC ADDRESS/ADDRESS FROM OTHER COUNCILLORS TO COUNCIL**

There was none.

99. **REPORTS FROM COUNTY & DISTRICT COUNCILLORS**

Councillor Sanderson gave a brief update on Huntingdonshire District Council (HDC), the planning application for the Medway Centre was out for public consultation which was due to close on Wednesday 15<sup>th</sup> July 2020.

A meeting was held with the Coneygear Centre Manager and the Community Resilience Officer from HDC, regarding how to support the local community through the current difficulties raised with the COVID-19 pandemic.

100. **TOWN CLERK'S UPDATE**

The Town Clerk updated Members on the following:

- Hunts Football Club had received a grant from Hunts FA for a new spectator rail at Jubilee Park, they submitted a request to move the location of the fencing to create a more private pitch. The recommendation was to reject this request, as the park was a public open space and it would restrict access. Members deferred a decision to the next Leisure and Community Services Committee.
- The CIL application for the Crematorium was in progress, it was highlighted that there was a requirement for the application to be in line with the Local Plan. The CIL application would be circulated to Members once completed.
- HTC play areas were now open, regular play equipment inspections had continued during lockdown and no issues were raised. All play equipment had been cleaned and a bleach-based spray was purchased to clean the equipment once per week. Signage was posted encouraging parents to be responsible for hand sanitisers and social distancing. The contents of the cleaning spray, Zoonoo and supplied by Dennis Rawlins Ltd of Sutton Coldfield, are noted below:
  - Active ingredient: 3 (trihydroxysilyl), propyldimethyl, octadecyl ammonium chloride (0.84%)
  - Inter ingredients: (99.16%)
- Job adverts were live for the Amenities Officer and Democratic Officer (maternity cover). The closing date for applications was Friday 31st July 4pm. Interviews would be scheduled for W/C 10th August.
- Pizza Express was experiencing financial difficulties and the Huntingdon branch was yet to open following the lockdown, as a restructure was taking place. It was noted that the Town Clerk was keeping a watching brief.
- It was highlighted that decisions were required shortly for the Autumn and Winter Civic events calendar, including Mayor Making (1<sup>st</sup> October), Remembrance, Christmas Market, Pensioner Christmas Lunch, and the Carol Service. HTC were following government guidance and would have to be flexible and consider alternative arrangements. It was suggested that Mayor Making was moved to the Coneygear Centre, as the additional space was required for social distancing.

The Mayor asked for any comments or questions.

A Member requested for the contents of the play area cleaning spray to be included in the minutes (see above). It was advised that signage would also be posted at the play areas.

A Member queried when face-to-face meetings would resume. It was advised that government guidance would be followed, but it would be at the very earliest be September.

A Member asked when the Deputy Town Clerk vacancy would be advertised, it was advised that the application was on hold until the Council resumed its normal activities. The earliest it would be advertised was December/January for an April 2021 start date.

101. **ROLLING PROGRAMME**

Members had before them copies of the rolling programme of work.

The Mayor asked for any questions or comments, there were none. Members noted the rolling programme of work.

103. **MAYOR'S ANNOUNCEMENTS**

The Mayor noted it was a difficult and frustrating time for many, with Mayoral activities on hold. On Armed Forces Day, the Mayor was able to lay a single wreath at the War Memorial in the Market Square, he thanked the Estates and Properties Manager and the Town Clerk for sourcing the wreath and those who supported.

Thanks, were shared to those who had sent kind messages and tributes to the Mayor during his family bereavement and especially noted to the Deputy Mayor for deputising in his absence.

It was noted that HTC had pulled together to continue business through these difficult times and that Zoom meetings so far had been successful and it was much appreciated.

Finally, thanks were noted to Kate Yerbury for her service as Amenities Officer. Members passed on their good wishes for her future.

104. **INTERNAL AUDIT REPORT**

The Mayor noted his thanks to the Finance Manager for her hard work in compiling this report, it was excellent work. The Mayor asked Members for any questions or comments. There were none. It was proposed, seconded and

**RESOLVED** to approve the internal audit report 2020.

105. **ACCOUNTS**

i) Members were asked to approve the Council's Annual Financial Statements 2019/20 and it was proposed, seconded and

**RESOLVED** to do so.

- ii) Members were asked to approve the Audit Commission's Annual Governance and Accountability Return Financial Year ended 31<sup>st</sup> March 2020 – specifically:

Section 1 – Annual Governance Statement 2019/20  
Section 2 – Accounting Statements 2019/20.

It was proposed, seconded and

**RESOLVED** to do so.

106. **PWLB LOAN**

As recommended at the Finance Committee, Members agreed to approve the second application for £7.34m of the Public Works Loan for the Crematorium and Cemetery project.

The Mayor asked for any questions or comments. There were none.

It was proposed, seconded and

**RESOLVED** to approve the application of a further £7.34m from the Public Works Loan Board to complete the Crematorium, Cemetery and Depot project.

107. **DATE OF NEXT MEETING**

The date of the next meeting was noted as to be confirmed.

**MAYOR**