

HUNTINGDON TOWN COUNCIL – ROLLING PROGRAMME OF WORK – 9th JULY 2020– AGENDA ITEM 102(i)

Service	Project	Comments
Capital Projects	<ul style="list-style-type: none"> • Town Hall 	Please refer to Estates Rolling Programme Update.
Capital Projects	<ul style="list-style-type: none"> • Priory Road Cemetery Walls (£100k+) 	<p>Listed Building Consent 17/01828/LBC and planning permission 17/01827/FUL was successfully approved on 10th September 2018 by Huntingdonshire District Council for work to dismantle, rebuild and repair the large Priory Road Cemetery wall. There is a current delay on commencing the work due to some changes that had to be made on HTC's planning application. A meeting is due to take place January 2020 to finalise the tree management strategy, then work can commence.</p> <p>After lengthy discussing concerning conservation management and tree management with HDC, final approval to proceed was received 22 May 2020.</p> <p>A cost forecast has now been received and was presented to the Finance Committee on Thursday 18th April 2019. A budget was approved of 50k to commence work this financial year with a commitment to ringfence a budget each year, for the continued maintenance of Town Council managed Cemetery walls.</p> <p>A phased plan of priority repairs has been agreed, so that some work will commence this financial year. It is proposed that funds from the</p>

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		<p>sale of the Mortuary site will also be made available to boost the repair budget so additional work can be undertaken, if HTC are successful in achieving planning permission prior to sale.</p> <p>Herringbone Restoration has been appointed to undertake a long-term rolling programme of repairs.</p> <p>Work on site commenced on 8th June 2020 and will last approximately 8 weeks.</p> <p>Please refer to Estates Rolling Programme Update.</p>
Capital Projects	<ul style="list-style-type: none"> • All Saints Church Grounds • Hartford Church Grounds • St Mary’s Church Grounds • St John’s Closed Church Grounds 	<p>Several church walls form part of HTC’s responsibilities for maintenance. The Priory church wall project is currently the priority, but regular assessments will be made during the year on the condition of the other walls and work will be priorities as funds are available.</p>
Capital Projects	<ul style="list-style-type: none"> • Medway/Coneygear Centre 	<p>This project is entering its final stage for completion, the building is complete, but handover cannot take place until the whole project is complete.</p> <p>Delays are due to outstanding work on the drainage, entrance and crossing still to be agreed with Cambridge County Council Highways. Additional delays have come waiting for the final grant approval letter, which gave ups permission to order the essential furniture and equipment, unfortunately some have long</p>

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		<p>delivery lead time of 10-12 weeks. The Town Council has placed all orders now and are expected to take delivery of the majority of the items during January 2020. This will enable the building to be completely fitted out ready for the transition from the Medway Centre to the New Coneygear building.</p> <p>A planning application Reference: 20/00942/OUT has been made to Huntingdon District Council, and the initial planning feedback of building a new care facility has so far been favourable. Information has now been circulated for public consultation, via letter drop, the local press and the Town Council magazine.</p> <p>The planning application process has been delayed due Covid 19, but has now received verified on 24th June 2020, with an expiry date of 23rd September 2020, by which time, it is hoped the application is approved and the final sale of the Medway Centre can be completed.</p> <p>Please refer to Estates Rolling Programme Update for more details.</p>
Medway Centre	<ul style="list-style-type: none"> • Medway Centre Sale 	<p>The Medway Centre is sold subject to planning permission being granted for a 60-bed care home.</p> <p>The Plans are currently with HDC – approval awaited</p>

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Grants & Donations	<ul style="list-style-type: none"> Monitoring of compliance with conditions of award 	<p>April 2020 grants awarded to 2 organisations, totalling £840.00. All summer events were cancelled which resulted in a low number of applications.</p> <p>The next round of Grants is to be confirmed, no formal applications have been received to date.</p>
Partnership Schemes	<ul style="list-style-type: none"> BID development and support for Christmas Lights 	<p>Order placed in May 2020 for year 1 of 3 Christmas lighting scheme, to receive annual discount. Formal Service Level Agreement to be drawn up to cover BID Huntingdon's annual contribution.</p>
Huntingdon In Bloom		<p>The Huntingdon in Bloom 2020 project was postponed due to the COVID-19 pandemic. The team will however be entering the virtual In Bloom photo competition.</p>
Twinning	<ul style="list-style-type: none"> Twinning activity 	<p>The Deputy Town Mayor visited Wertheim in February The Town Mayor and Town Clerk received written reports from Wertheim and Szentendre regarding the COVID-19 pandemic in their area. Many restrictions were lessened in the twinned towns and business was slowly returning to normal.</p>

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Play Areas	<ul style="list-style-type: none"> • Play area strategy 	<p>Zurich insurance playground inspections were carried out on 3 March 2020 with the remaining due in October 2020. No major issues to report.</p> <p>Due to Covid 19 all play areas were closed. HTC are currently reviewing all risk assessments to incorporate the government guidance with a view to a slow phased reopening once everything is in place.</p>
Civic and Community Events	<ul style="list-style-type: none"> • A separate rolling programme exists for this activity 	<p>HTC were planning Remembrance Sunday and Huntingdon Christmas Market and awaiting further government guidelines on outside events.</p> <p>Further civic events within the Town Hall were to be confirmed.</p>
Huntingdon Magazine	<ul style="list-style-type: none"> • The next issue of Huntingdon' Magazine 	<p>Issue 19 of Huntingdon magazine was distributed in the beginning of June 2020. As meetings were suspended, drafts of the magazine were regularly sent to Members of the Media Sub Committee for their comments, suggestions, and approval.</p> <p>Work commenced on the September 2020 issue of the magazine in July 2020. The initial contents breakdown for this issue is in the draft process. The next Media Sub Committee will take place on 16th July 2020.</p>
Town Guide	<ul style="list-style-type: none"> • Huntingdon's Town Guide 	<p>The decision was taken by the Media Sub Committee to postpone the creation of the Town</p>

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		Guide until 2020, as there were a lot of on-going projects in the town.
Community Halls	<ul style="list-style-type: none"> Town Hall Heritage/Tourist Information Centre 	HTC working with Stuart Orme, Cromwell Museum Curator. Successful grant application made and received via Heritage Lottery Fund.
Community Halls	<ul style="list-style-type: none"> Develop a strategy for marketing and hire of the Town Hall (general hire, ceremony venue and TV & Film) 	<p>Marketing strategy to promote bookings at the Town Hall and TV & Film hire in development. Weddings website to be updated to include all bookings and filming enquires.</p> <p>Bookings at the Town Hall have been cancelled due to COVID-19. From July 2020, Coroners inquests will restart at the Town Hall – this is subject to ongoing Government lockdown guidance.</p>
Town Hall Weddings	<ul style="list-style-type: none"> Promoting Huntingdon Town Hall as a wedding venue. 	<p>All weddings booked in for summer 2020 have been cancelled due to COVID-19. 2 have been rescheduled for 2021 and 1 has been cancelled and refunded. The next ceremonies are scheduled for October 2020.</p> <p>Wedding venue information pack and website pages are being updated to ‘relaunch’ weddings after lockdown.</p>
Allotments		The Huntingdon allotment sites were open for plot holders only. Tenants were reminded to

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		<p>remain 2 metres away from others and to avoid attending the site in groups.</p> <p>There were currently no vacant allotment plots available. Annual rent invoices will be sent out to tenants at the end of July / early August.</p>
Cemeteries and Crematorium	<ul style="list-style-type: none"> • Development of new cemetery and crematorium 	<p>Work commenced on-site in January 2020. To date works on the chapel are approx. 2 weeks behind schedule due to Covid-19, however the rest of the site works are ahead of schedule.</p> <p>Planning permission for the Glasshouse and Depot are awaiting approval</p>
Democratic Representation & Management (DR&M)	<ul style="list-style-type: none"> • Use of the General Power of Competence 	<p>General Power of Competence adopted.</p>
Priory Road, Mortuary	<ul style="list-style-type: none"> • Mortuary Site, Priory Road 	<p>Huntingdon Town Council had appointed Brown & Co to evaluate the full potential of the Mortuary site on Priory Road. The site has a variety of uses, but to determine if it could be a residential development for one house, it was recommended to draw up a pre-planning application for advice as the site is potentially listed.</p> <p>A new full planning application had been completed; ecological site surveys were carried out to compile the necessary documentation for the full planning application. HDC planning insisted on a revised Bat Survey of the building which has delayed the planning application, due</p>

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		<p>to the time of year the bat survey had to be postponed until May 2020. All 3 surveys required were completed 1 July 2020 and the reports will be forwarded to the HDC to allow a final planning decision to be made.</p> <p>Obtaining full planning permission will be the only available option HTC have to achieve the higher sale price.</p>
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