

**HUNTINGDON TOWN COUNCIL**

A meeting of Huntingdon Town Council was held at the Town Hall, Market Hill, Huntingdon, PE29 3PJ on Thursday 6<sup>th</sup> April 2023 at 6.30pm.

Present: Councillors: M Baker; A Blackwell; K Brockett; J Cole; D Landon Cole (Mayor); S Gifford; P Kadewere; P Kennington; B Luckham; A McAdam; S McAdam; A Norton; T Sanderson; P Pearce and K Webb.

In Attendance: From Sea Cadets Huntingdon Mike Langford (Eastern Area Chairman), Malcolm Evans (Huntingdon Unit Officer in Charge) and Steve Mason (Huntingdon Unit Management Team Chairman) and 1 other member of the public.

*(Clerk's Note: Cllr B Luckham arrived at 18.39)*

82. **WELCOME**

The Mayor welcomed Members to the meeting and invited the Town Clerk, to say a prayer.

83. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillor M Kadewere and Mayor's Chaplain Rev. Jon Randall.

84. **DECLARATIONS OF INTEREST**

There were none.

85. **MINUTES**

Members had before them the following sets of minutes to recommend for approval. Town Council held on 12<sup>TH</sup> January 2023. The Mayor asked Members if there were any questions or comments. There were none.

It was proposed, seconded and

**RESOLVED** to approve the minutes, The Mayor duly signed the minutes as a correct record.

86. **SEA CADETS PRESENTATION**

The Mayor invited the Chairman of Huntingdon Sea Cadets Unit 563, Steve Mason to give a presentation requesting use of a permanent building/facility for their use. The presentation covered an overview of the sea cadets, including a video of 'a day in the life of the sea cadets' and details of the unit background and requirements.

The unit were currently using Bradbury House as their temporary base, however this was not sustainable due to lack of storage and limitations on the availability and use of rooms. The Chairman outlined ideal requirements for a new unit, and what the usage would be, however it was noted that they could be very flexible.

- Ideal requirements for a new unit:
  - Indoor Parading area/Main Deck
  - Outdoor parade area
  - Training rooms
  - Admin room
  - Kitchen/Galley area/Stand Easy/T-Bar
  - Sleeping accommodation – Bunk Room
  - Toilets and Shower Facilities
  - Stores facilities (excluding weapons as this might severely limit options but could be something after occupancy)
  - Secure parking for cars, minibus, and boats/trailers
- Usage:
  - Two parade/Training evenings a week
  - Weekend training
  - School holiday training
  - Weekday staff admin, training and UMT
  - Social events
  - Recruitment events
  - Presentation evenings
  - Guest briefings and presentations
  - Equipment preparation and maintenance

The Mayor asked Members for any comments or questions.

The Town Clerk asked Members to keep their minds open to a number of different facilities including the Riverside Café (HDC owned), St Peter's Road Depot and the St John's building (Crusader House, which could be co-shared).

A Member commended the work that the Sea Cadets do and asked about their experience in sharing facilities. There were other local groups who had requested spaces for their activities, such as the Scouts. It was advised that the Sea Cadets were happy to work with the Council and building share. It was suggested that if the Sea Cadets were given privacy of the building, they would be able to commence work sooner than the Council, and would be happy to work with the local community.

A Member questioned whether the Sea Cadets had visited the St Peter's Road Depot and what square footage would be required indoors and outdoors. It was noted that no visits had occurred before the meeting. It was advised that approximately 1/3 of a sports hall was required outside for parading and a number of small rooms inside, for a management office and training activities.

A Member queried the number of cadets, it was advised they currently had 11 cadets, but were in the process of hiring 3 more instructors which would increase their capacity to 28 cadets. As the group grows it could go up to 50 cadets, however this was not possible as they were restricted by space.

The relationship between the Sea Cadets and the Reserve Forces & Cadets Association (RFCA) was clarified. It was confirmed that the Sea Cadets were a registered charity and did not benefit directly from funding from RFCA. The Sea Cadets were supported by RFCA in a training and promotional capacity. Though

the Sea Cadets did have a memorandum with the Royal Naval Association as they act as the presence of the Royal Navy on land.

With no further questions, it was agreed that Members would discuss the building options in greater detail at a future Lettings Sub Committee. Once agreed the options would be presented to the Sea Cadets.

87. **FUSION**

Members proposed, seconded and

**RESOLVED** to add Fusion onto the list of representation to outside bodies.

88. **PROCEEDINGS OF COMMITTEES**

Members had before them copied of the minutes from the following standing committees:

- i. Leisure & Community Services Committee held on 9<sup>th</sup> February 2023
- ii. Planning Committee held on 9<sup>th</sup> March 2023
- iii. Finance Committee held on 9<sup>th</sup> March 2023

It was proposed, seconded and

**RESOLVED** to approve the minutes and the recommendations therein.

89. **PUBLIC ADDRESS**

There were none.

90. **REPORTS FROM COUNTY AND DISTRICT COUNCILLORS**

The Mayor invited the following Councillors to provide reports:

i) County Councillors T Sanderson, J King and G Wilson

- The CIL bid for the cricket pavilion was declined, it was queried why the indoor facilities were not included. It was advised that the indoor facilities were removed due to cost. There were also some misconceptions surrounding CIL funds used for the crematorium. It was advised that a meeting should be organised with the HDC planning team to clarify this.
- Fusion wish to attend a future meeting to discuss a potential lease, this end date for the building funding was March 2024.
- LHI feasibility report was sent to the Town Clerk on some of the projects, to be discussed further at the next Leisure & Community Services (L&CS) agenda.
- CCC 20mph scheme deadline was approaching. It was advised it was to be discussed on the L&CS agenda.

ii) District Councillors J Harvey and N Hunt for Huntingdon East

Members had a written report before them, attached at the end of the minutes.

iii) District Councillors M Kadewere, P Kadewere and S Wakeford for Huntingdon North.

Cllr P Kadewere gave a verbal update on funding opportunities for the Oxmoor area and there was a new director at HDC.

- iv) District Councillors A Blackwell; S McAdam and T Sanderson for the Stukeleys. There were no updates.
- v) District Councillors P Jordan and D Shaw for Brampton and Hinchingsbrooke. There were no updates.

## 91. **TOWN CLERK'S UPDATE**

The Town Clerk gave a brief verbal update on the following:

- There were 3x vacancies on the Council, with no request for elections. An extraordinary Town Council meeting would be called on 11<sup>th</sup> May 2023 for co-options.
- The funeral for the late former Mayor Alan Mackender-Lawrence would take place on Wednesday 12<sup>th</sup> April 2023 at Huntingdon Crematorium.
- The funeral for the late Col. Derek Bristow OBE DL would take place on Friday 21<sup>st</sup> April 2023.
- Fusion was added to the L&CS agenda on 13<sup>th</sup> April to discuss heads of terms.
- Coronation badges – if Members wished to purchase a commemorative King Charles Coronation badge, please place your order with the Town Clerk from Michaels' Civic, (to be purchased personally).

The Mayor thanked the Town Clerk for his update and asked Members or any comments or questions.

A Member asked whether Philip had received 2x applications for co-option for the West Ward. It was advised that no election was called, now the co-option forms could be sent out to enquiries.

## 92. **REPRESENTATION TO OUTSIDE BODIES**

It was noted that some groups had gaps due to resignations. The Mayor invited Members to give verbal reports on the outside bodies they represent:

### i. Cromwell Museum –

The Museum has had its busiest year since 2011, with a total of 10,779 onsite visitors over the last year. Of these 53% are from Cambridgeshire, 38% from elsewhere in the UK and 9% International visitors. The museum has also had 925 local schoolchildren visit or engage over virtual session over the last year.

The Museum submitted a grant application to the Arts Council for a grant to help better understand the audiences by working with an external expert to help identify which groups currently visit the museum and why, and which sections of the local community do not.

The temporary display on the political movement known as the 'Levellers' and the Putney Debates proved to be very successful, with a great dramatic reconstruction on the latter held in February in the Town Hall.

- The Museum were working to revitalise the Cromwell trail around the town – the 7 pavement stones with Cromwell quotes and the leaflet that accompanies them.
- ii. Hartford Conservation Group – no update.
  - iii. HBAC – no update.
  - iv. Freeman’s – no update, it was noted that Cllr B Luckham was not on the board.
  - v. Commemoration Hall – the Mural Project in conjunction with HGTA were struggling to find youths in Huntingdon to participate as the local schools dropped out.
  - vi. BID – the process of setting up a visitor centre in the Commemoration Hall, works were due to commence shortly.
  - vii. HGTA – The plans for the Arts Festival were underway, a small group were visiting Gubbio in April 2023. The service level agreement for 2023 – 27 was being created.
  - viii. HIB – the project for this year was progressing well. The Wild About Huntingdon group had joined the in-bloom campaign. Crown and soldier painting for the Coronation was on-going.
  - ix. St John’s Almshouses – There were no concerns, building surveys were on-going, and the next project noted was the repainting of doors.
  - x. HVC – The volunteer centre was experiencing staffing problems, there were a shortage of drivers for the car scheme. The shop was too small, and the cost of utilities were an obstacle.
  - xi. Coneygear Users Group – it was advised the majority of groups had returned to the Coneygear Centre and it was going well.
  - xii. Shopmobility – Shopmobility continue to be very active, recently they took part in the Pancake Flipathon. Their last trustee meeting on 8<sup>th</sup> March 2023. Easter raffle will be drawn Wednesday, 12<sup>th</sup> April.
  - xiii. Hunts Forum – no updates.
  - xiv. Armed Forces Champion –
    - Events since the last full Town Council meeting:
      - 22 Feb 23 Dedication of the Veterans Roll of Honour Board
      - 14 Mar 23 Countess of Carnarvon presentation
      - 18 Mar 23 AFVBC Ramsey
      - 21 Mar 23 Reserve Forces Presentation evening
      - 1 Apr 23 AFVBC St Ives

Since the Town Council meeting held on 12<sup>th</sup> January 2023 the Armed Forces Champion joined the Mayor, members of the Royal British Legion, and armed forces veterans serving on the Town Council, for a dedication of the Town’s Roll of Honour Board.

March was a busy month; on the 14<sup>th</sup>, Cllr Webb co-hosted the Countess of Carnarvon, who was giving a presentation to the US visiting forces at RAF Alconbury.

On the 21<sup>st</sup>, Cllr Webb joined the Mayor of Huntingdon and civic guests, to a presentation hosted by Lt Col Anna Swales, Commanding Officer of 158 Regt RLC (Royal Logistics Corps) in Peterborough. This event showcased the work of the Reserve Forces in our area and of the opportunities for joining the reserves and learning new skills.

As part of community engagement, Cllr Webb joined several local Armed Forces Breakfast Clubs and have attended meetings in Ramsey and St Ives, future events will include a visit to the St Neots Armed Forces Breakfast Club.

Future events also include, 501<sup>st</sup> Combat Support Wing Exercising their Freedom Parade, and Veteran’s Breakfast Club meetings in the local area. A new Armed Forces Community drop-in event has been created by

the Area Armed Covenant representative (Mr Tommy Kelly) this will take place in St Ives on the 21<sup>st</sup> April.

93. **ROLLING PROGRAMME**

The Mayor referred Members to the Council's rolling programme, and civic events rolling programme.

It was noted that Armed Forces Day event was on the 1<sup>st</sup> July 2023. The RNA were planning an event for Sea Sunday, details to follow.

It was commented that the Crematorium report was very thorough and it was confirmed that the crematorium was on track to hit targets. The team were thorough in keeping apprised of all opportunities.

With no further comments or questions, the contents of the rolling programmes were noted with thanks.

94. **MEETINGS CALENDAR**

Members had before them a proposed copy of the meetings calendar for the local government year 2023/24. The Mayor asked Members for comments or questions.

An error was highlighted, the Finance Committee should be changed to the 27<sup>th</sup> July instead of the 28<sup>th</sup> July.

A member queried why there were less meetings in December, it was confirmed that December was kept clear because of budget setting, so plenty of time was available for additional Finance Sub Committee meetings if required.

One addition to the list was an extraordinary Town Council meeting on 11<sup>th</sup> May 2023.

It was proposed, seconded and

**RESOLVED** to approve the meetings calendar for the local government year 2023/24.

95. **STANDING ORDERS**

- i. Members had before them a revised copy of the standing orders, the model of which was produced by NALC. It was put on another agenda of a meeting that was cancelled and was not formally adopted.

It was advised that Recess Committees were not mentioned, as they were defunct. In future the meeting would be a Town Council meeting or an extraordinary Town Council meeting.

A member queried standing order 5c, which was meetings would take place at 6pm if no date/time was fixed. This was legislation and could not be changed.

An error in standing order 18c was highlighted to be corrected.

With no further comments or questions, it was proposed, seconded and

**RESOLVED** to adopt the standing orders as amended.

- ii. Members were invited to approve and adopt the quorate numbers for Full Council & Standing Committees (19 Members) as seven and Sub-Committees (7 Members) as three. The Town Mayor & Deputy Town Mayor being ex-officio voting members on all sub – committees.

It was proposed, seconded and

**RESOLVED** to adopt quorate numbers for Full Council & Standing Committees (19 Members) as seven and Sub-Committees (7 Members) as three.

96. **MENOPAUSE POLICY**

Members had before them a draft copy of HTC's menopause policy. The Mayor asked for any comments or questions.

Members spoke in support of the policy.

It was proposed, seconded and

**RESOLVED** to approve the menopause policy.

97. **MAYOR'S ANNOUNCEMENTS**

The Mayor gave the following verbal update:

- Happy 100<sup>th</sup> Birthday to WC Bell
- Thank you to Jennifer Crompton High Sheriff

It was advised that the Lettings Sub Committee following the Town Council would be rescheduled to a later date.

98. **ENVIRONMENT SUB COMMITTEE**

The Mayor asked for any nominations for an interim Chairman of the Environment Sub Committee. Cllr S McAdam was nominated, there were no further nominations.

It was proposed, seconded and

**RESOLVED** to appoint Cllr S McAdam as chairman of the Environment Sub Committee.

99. **DATE OF NEXT MEETING**

The date of the next meeting was noted as Thursday 4<sup>TH</sup> May 2023 at the Town Hall, Market Hill, Huntingdon, PE29 3PJ.

**MAYOR**

# Huntingdon East District Cllr Report

April 2023, Cllr Jo Harvey and Cllr Nathan Hunt

Apologies for not being with you in person this evening - as you're reading this report, myself and Jo are both currently inside Pathfinder House for an Overview and Scrutiny panel meeting.

Since our last report, HDC has passed its new Place Strategy, called Huntingdonshire Futures. This is an optimistic and forward-looking long term vision for the future of the District. I'd encourage you all to take the time to read it, and I'm happy to answer any questions you may have about it.

HDC also passed its new Corporate Plan, setting out our priorities and performance metrics for the next few years - again, I'm happy to answer any questions you may have on this.

As you're likely to hear in more detail on going forward, the process to update the Local Plan has begun, including the Call for Sites Consultation (which closes on the 7th June). Town and Parish councils will play a large part in the update of the plan and you'll hear more as the process continues.

Since our last report, myself and Jo have attended a number of meetings, including a Full Council meeting in late March.

Jo and myself are continuing to support residents with casework and any issues that need support - currently, this has included dealing with a large number of potholes (please report any that you're aware of online, as CCC can only fix the potholes they're aware of). As always, if you would like to get in touch with either of us, our contact details are available on HDC's website.

**Cllr Nathan Hunt**

District Councillor for Huntingdon East



## Representation to Outside Bodies 2023 – 24

<b>Organisation</b>	<b>2022-23 Councillor Representatives</b>	
<b>BID Huntingdon (1)</b>		
<b>Cromwell Museum Trust (2)</b>	P Pearce S Gifford	
<b>Hartford Conservation Group (1)</b>	J Cole	
<b>Friends of Coneygear Park (2)</b>	J Cole	P Kennington
<b>HBAC (Huntingdon Business Against Crime) (1)</b>	P Kadewere	
<b>Huntingdon Freeman's Charity (1)</b>	J Cole	
<b>Huntingdon Commemoration Hall Charity (4)</b>	K Webb	S McAdam
		A McAdam
<b>Huntingdon and Godmanchester Twinning Association (1)</b>	A Blackwell	
<b>Huntingdon In Bloom (2)</b>	S Gifford	K Webb
<b>Islamic Prayer Centre (1)</b>	J Cole	
<b>St Johns' Almshouses Charities (2)</b>	S Gifford	A Blackwell
<b>Hunts Volunteer Centre (1)</b>	P Pearce	
<b>Coneygear User Group (2)</b>	A Blackwell	M Kadewere
<b>Joint Town Devolution Group (2)</b>	Mayor	Deputy Mayor
<b>Library Support Group (1)</b>	S McAdam	
<b>History Festival Group (2)</b>		S McAdam
<b>Shopmobility (2)</b>	K Webb	A Norton
<b>Fusion (1)</b>		
<b>Hunts Forum (2)</b>	P Kadewere	
<b>Armed Forces Champion</b>	K Webb	