

MINUTES of the **ROYSTON TOWN COUNCIL** meeting held on Monday 21st January 2019 in Room 11, Town Hall, Royston at 7.30pm.

PRESENT: Councillor Leggett (Town Mayor) in the Chair
Councillors Brown, Coll, Davison, Harrison, Hughes, Inwood, Perry, Phillips, FJ Smith, P Smith, Stanier, Squire-Smith and Swallow

In attendance: Town Clerk
Assistant Town Clerk
County Councillors Hill and Jarvis
District Councillors Green and Hunter
2 members of the public

The Chairman reminded members that the meeting was being recorded. It was noted that Councillor Brown was also recording the meeting.

The Reverend Heidi Huntley led the meeting in Prayer.

311/19 PUBLIC PARTICIPATION:

A statement was read out on behalf of the developers of the Horse and Groom site, which informed the committee that the proposed development seeks to provide 3 (A3) restaurant premises with ancillary (A5) take away, provided by way of drive through provisions, together with the requisite parking and access arrangements. It will deliver a mixture of employment opportunities with a total of 45 full time jobs and 15 part time jobs across the site. Members were asked to support the proposed development.

312/19 APOLOGIES FOR ABSENCE:

Apologies were received from Councillor Bourke-Waite.

313/19 DECLARATIONS OF INTEREST AND DISPENSATIONS:

There were none.

314/19 TOWN MAYOR'S ANNOUNCEMENTS:

The Mayor reported that he had attended a fund raising event at The Bull, in Royston, in which his band played. Approximately 80 people came along and almost £300 was raised on the night. Christmas Day was busy with two visits to residential homes and it was very enjoyable meeting the residents and their families. On New Year's Day the Mayor visited Mary Barfield House, where he had some enjoyable chats with residents. Last weekend he went to Royston Museum, where he listened to a talk about Water Aid and the work that they do. Coming up is the opening of the new Aldi store on 21st February, where he will be cutting the red ribbon at 7.30am. The Civic service will be held on 17th February, and he is planning a 'Town Mayor dog walk' as a Charity fundraiser in the near future.

315/19 MINUTES:

It was **RESOLVED** to approve as a correct record, the minutes of the meeting of the Council held on 12th November 2018 (minutes 237/19 to 249/19), including the small amendment of 'be' to be replaced with 'been'.

The minutes were signed by the Chairman.

316/19 TO RECEIVE MINUTES OF COMMITTEES WHICH HAVE ALREADY BEEN APPROVED AS A CORRECT RECORD:

It was **RESOLVED** that the following minutes be adopted into the workings of the council:

- (a) The meeting of the Finance Committee held on:
 - 26th November 2018 (minutes 250/19 to 262/19).
- (b) The meeting of the Planning Committee held on:
 - 3rd December 2018 (minutes 263/19 to 269/19).

317/19 TO RECEIVE MINUTES OF COMMITTEES WHICH HAVE NOT ALREADY BEEN APPROVED AS A CORRECT RECORD:

It was **RESOLVED** to receive the minutes of Committee meetings, which have not already been adopted as a correct record, into the workings of the Council:

- (a) The meeting of the Finance Committee held on:
 - 17th December 2018 (minutes 277/19 to 289/19)

Clarification was sought on the £20,000 in the budget, mentioned in minute 286/19, for a legacy project to be progressed by the 4 year plan working party. It was asked whether this was earmarked specifically for things progressed by the 4 year plan working party. Members were advised that the budget had not been approved, but subject to it being approved the £20,000 would be used for that agreed project.

318/19 BUDGET AND PRECEPT APPROVAL 2019-2020:

The proposals that were agreed at the Finance Committee meeting on 17th December were summarised and the changes from last year's budget were highlighted, as follows: £20,000 for a legacy project; a donation to the History Society of £5,000; an increase in the budget for the plantations, due to the age and size of the trees and the work required; increases in Cave expenditure and income; allotment rent to remain the same and a proposed increase in room hire charges. The proposed precept recommended by the Finance Committee was £317,338 and this represents an annual band D property precept levy of £47.29. Since 2016 the band D precept has been kept approximately at the same rate. Had the Council been making increases as the years went through, taking account of RPI, the figure would be at roughly the same as being proposed today.

Members discussed the proposals that were agreed at the Finance Committee meeting, and it was mentioned that the Council should consider consulting the people of Royston on which projects the money should be spent. Members were advised that the subject of a consultation has already been discussed by the 4 year plan working party and it is included in their

minutes. There are a variety of projects being considered and the town deserves being brought forward. The town is growing, the money should be spent wisely and there should be a consultation period with the public. Moving forward there should be more regular gradual increases.

It was confirmed again that the proposed £20,000 in the budget for the “Legacy Project” could only be used for that project, if the budget is agreed. If it isn’t used in the next

financial year, any balance can be earmarked by Members and carried forward to subsequent years.

Members **RESOLVED** to accept the recommendation from the Finance Committee and approved the proposed budget for 2019-2020. A recorded vote was requested, Councillors Coll, Davison, Harrison, Hughes, Leggett, Phillips, F Smith, P Smith and Swallow voted for the proposal and Councillor Inwood voted against the proposal.

Members **RESOLVED** to accept the recommendation from Finance Committee and approved that the precept demand be set at £317,338 for 2019-2020.

319/19 SOCIAL MEDIA POLICY:

Members had received a report about social media policies and using council social media channels. Members were provided with an update from the Town Clerk about the Council’s social media channels. It was resolved by the GP and Highways committee in October 2017 to set up a social media account and a social media policy was adopted shortly after this. A Royston Town Council Twitter page is in place and also a Naturally Royston page has recently been established and appears to be working well. The main Town Council page will be fully functional within the next two weeks. Officers welcome any input from Members as to content that they would like to see on the site.

Members welcomed the news that social media would be used on a regular basis by the Town Council, but suggested that changes should be made to the existing social media policy or a new policy be adopted. The Chairman asked Members to investigate suggested alternative policies, and give feedback at a future meeting.

320/19 SOUTH CAMBRIDGESHIRE PLANNING APPLICATION:

S/4239/18/FL: Horse and Groom, Baldock Road, Litlington, Royston, SG8 9NS.

Members raised an **OBJECTION** to this application as it is an overdevelopment of the site and their concerns about the amount of traffic in and out of the site onto the A505.

321/19 4 YEAR PLAN WORKING PARTY:

It was highlighted by the Chair of the working party that the notes contained two errors. Firstly, the capital reserve does include the £30,000 that the Council has already committed to the A505 bridge should it go ahead and, under highways projects, some of the items listed under highways come under NHDC e.g. provision of disabled parking bays.

- a) Members **RESOLVED** to receive the notes from the 4 year plan working party meeting held on 5th December 2018 into the workings of the Council.
- b) Members **RESOLVED** that the projects listed in the notes could be explored further by the working party.

322/19 DEATH OF A SENIOR PERSON OF STATE:

Members agreed that the report received was comprehensive and **AGREED** that the Leader of the Council and the Town Clerk would produce a protocol to be followed in the event of the death of a senior person of state, namely The Queen, The Duke of Edinburgh and the Prince of Wales.

323/19 TREE MANAGEMENT POLICY:

Members **RESOLVED** to approve the Tree Management Policy and adopt it into the workings of the Council.

324/19 INTERIM AUDIT REPORT:

Members **RESOLVED** to accept the interim internal audit report 2018-2019 into the workings of the Council. The Town Clerk and her staff were thanked for achieving an excellent audit report.

325/19 AUDIO RECORDINGS OF MEETINGS:

Members had received reports about the audio recording of Council meetings and procedures currently in place to allow the press and public to attend Town Council meetings and report on them. Members discussed their views on audio recordings being published on the Council's website. The Chair suggested that this idea could be developed further in the future.

326/19 CLERKS REPORT:

Members were reminded to check emails regularly and acknowledge and reply promptly. Holocaust Day is on Sunday 27th January 2019 and a short service will be held at the flagpole in Priory Memorial Gardens at 12pm. All are welcome to attend. A Planning Briefing is being held by NHDC at their Letchworth Offices at 6pm on Wednesday 27th February – please could members respond to the email so that attendees can be confirmed. The Annual Town Meeting is booked to take place on Thursday 21st March 2019 and all Members were encouraged to attend.

327/19 COUNCILLORS' REPORTS ON TOWN COUNCIL ACTIVITIES AND AS REPRESENTATIVES ON OUTSIDE ORGANISATIONS:

Members received a report from Councillor Perry regarding Homestart. Cllr Perry attended the AGM on 16th October 2018, and reported that fund raising has been going well with a target of £147,000 this year. Activities are delivering value and 94% of needs are being met by Homestart. They have been advised of the Mayors Community Trust Fund, which they have made use of before. They are searching for new premises at the moment and are investigating their options, Members were asked if they had any suggestions for a suitable location.

The Chairman thanked the Councillor Perry for his report.

Date of the next meeting 25th March 2019.

There being no further business the Chairman closed the meeting at 9.23pm.

Signed: _____

Date _____