

MINUTES

The Parish Council Meeting of The Stukeleys was held on Monday 7 November 2016 at 7.15pm in Great Stukeley Village Hall

Present Karl Gasson (Chairman), Sally Smith (Vice-Chairman), Sophie Day, Philip Hobson and David Robinson, Parish Councillors.
Ms Mimiene, Clerk.

CCC Cllr Peter Ashcroft and HDC Cllr Kevin Baker.

1 member of the public and Rebecca Britton from Urban & Civic

OPEN MEETING

Each person wishing to address the council will be allowed to speak for a maximum of 3 minutes subject to the Chairman's discretion. This part cannot be longer than 15 minutes.

2016/17

11/109

To Receive and Approve Apologies and Reasons for Non Attendance

11/109.1

The Clerk reported that PC Cllr Sue Parker (due to family issues), Cllr Stef van den Haak (due to workload), and M Womersley-Carter (due to family circumstances) sent apologies for absence.

CCC Cllr Sir Peter Brown sent apologies for his absence.

11/110

Declarations of Interests for Members (Disclosable Pecuniary Interests)

11/110.1

Chair KG declared interest in Agenda Item No 11/118.6 payments, - chq No 1983 and Agenda Item No 11/126 'To further consider giving a non-financial support to The Stukeleys Business Network'.

11/111

HDC and CCC Cllrs reports

11/111.1

CCC PA reported that combined authority is going ahead but could happen to be without a Mayer, - still under the discussion. Huntingdon bypass query re: A141 works might take up to 2036.

11/111.2

HDC Cllr KB concerned re: Devolution. Report on A14 to the next meeting.

11/112

To Receive and Approve the Minutes of the Parish Council Meeting 3 Oct 16

Proposal:

Proposed by Councillor SS, seconded by Councillor DR, all in favour, and it was RESOLVED that the minutes be accepted and signed as a true record of the meeting.

Carried

Chairman signed the Minutes.

11/113

Matters arising from those Minutes and previous meetings (action plan circulated to members)

11/113.1

LSVH and GSVH booked for 2017.

11/114

1 Councillor Vacancy

11/114

PC received 1 interested party application in becoming a Parish Councillor to the Stukeleys PC: Mr Terry Pinner served to the Council for many years previously.

A secret ballot was requested by Cllr PH, agreed by full PC. HDC Cllr KB helped to count the votes: 3 members voted for and 2 against the co-option.

Mr Terry Pinner was co-opted to the Council. Clerk to issue all required paperwork.

Clerk

Note since meeting: Offer letter with all supporting documents was issued and posted to Mr T Pinner. Declaration of Acceptance of Office form and Register of members' Interest form to be filled by T Pinner.

11/115

Councillor Portfolio: To update Committees and Representations on external bodies list

11/115.1

Due to a resignation of a Councillor new Vacancies appeared on the Committees and Representations on external body list. It was agreed to have a nominated leader of each committee.

Proposal:

Proposed by Councillor KG, seconded by Councillor SS, all in favour, and it was RESOLVED that the amended list to be approved.

Carried

The updated list to be circulated to PC members.

Clerk

Rebecca Britton joins the meeting.

11/116

Alconbury Weald EZ street names, presentation by Rebecca Britton

Rebecca Britton from Urban & Civic attended the meeting and gave a presentation on street naming. A hard copy of a plan attached to these Minutes.

Urban & Civic have – through the joint parishes meeting and Parish council meetings, previously shared the strategic approach for the street naming, and shared the initial menu for the residential area, which resulted in positive feedback.

They are now looking at the EZ street names, and implementing the agreed strategy of using the names of designers, engineers and technicians related to the key aircraft that flew here to form a relevant backdrop to the business cluster, which is promoting manufacturing, engineering and prototype/design sectors. We are very much looking to commemorate the engineers of the past and inspire those of the future.

As the first area of names is very much around the Second World War uses and history, and linked to the Watch Tower as the centre of phase 1, Urban & Civic have drawn on the teams behind the RAF aircraft in first instance. It is now also now being checked with HDC – as they need to check they do not duplicate existing local street names and comply with their and Royal Mail rules. The roads in question are shown on the attached map – which shows the area of land between the HCV entrance at the left of the map and the Boulevard entrance centre heading right.

Members also questioned Rebecca re: Virgin media cables going through the villages. Urban & Civic are having dialogue with virgin media. Opportunity is good provided roads are not dug out again.

Cllr PH checked with Rebecca Britton re: footpaths.

11/117 Planning

11/117.1 Outstanding matters: Vacancy on Planning Committee was filled under the Agenda Item 11/115.

11/117.2 Applications determined by HDC: Clerk circulated Planning spreadsheet which was noted and approved by the members.

11/117.3 Applications awaiting determination by HDC, list circulated to members.

11/117.4 New Applications:

11/117.4.1 16/02262/REM Submission of reserved matters (appearance, layout, landscaping, scale and mass) in respect of the construction of cricket park, watchtower green area, the boulevard and SUDS drainage infrastructure (including underground storage crates) and all associated engineering and earth works, including ground remodelling, formal landscaping and ancillary works. Alconbury Weald Ermine Street Little Stukeley, received 28 Oct 16
Recommend Approval: Application is in line with the overall Alconbury Weald development plan.

Proposal: Proposed by Councillor KG, seconded by Councillor SS, all in favour and it was RESOLVED to Recommend Approval.

Carried

11/117.4.2 16/01968/HHFUL proposed first floor extension to provide an additional bedroom and bathroom, 2 Moorfield Way Great Stukeley, extension for PC recommendations gained till 10 Nov 16

Recommend Approval: No concerns.

Proposal: Proposed by Councillor PH, seconded by Councillor DR, Councillor SS abstained and it was RESOLVED to Recommend Approval.

Carried

11/117.4.3 16/02246/HHFUL Proposed first floor and single storey extensions to residential dwelling. 50 Low Road Little Stukeley Huntingdon PE28 4BA, received 25 Oct 16

Recommend Approval: No concerns.

Proposal: Proposed by Councillor DR, seconded by Councillor SD, Councillor SS, all in favour and it was RESOLVED to Recommend Approval.

Carried

11/117.4.4 16/02013/REM Alconbury Weald Ermine Street Little Stukeley. - Proposal: Application for approval of appearance, access, layout, landscape design and scale in respect of the construction of 200 dwellings, two pocket parks, a linear park, associate highways, landscape and ancillary works, received 10 Oct 16, extension received till 7 Nov 16.

Recommend Approval: Application is in line with the overall Alconbury Weald Development Plan.

Proposal: Proposed by Councillor SS, seconded by Councillor DR, all in favour and it was RESOLVED to Recommend Approval.

Carried

Note since meeting: All responses submitted.

11/117.5 Clerk was asked to find out why PC was not addressed re: Development Management Panel Meeting re: 16/01101/HZC when PC recommended Refusal and HDC Approved it. Usually in the situation like this PC is invited to speak at Development Management Panel meeting.

Clerk

Note since meeting: reply from HDC planners received: 'In accordance with the Council's Scheme of Delegation, the application did not require referral to the Development Management Committee and therefore consent was granted by Officers under delegated powers'.

- 11/117.6 Clerk to email Cllr MWC to ask to be included in the Planning Committee email circulations for Clerk
final recommendations to be presented to full PC.
Note since meeting: Email sent.
HDC Cllr KB leaves the meeting.
- 11/117.7 Consultations
- 11/117.7.1 HDC: Electoral Cycle Town and Parish Councils Consultation, views by Mon 5 Dec 16 – 2018,
all stand in for election. – Agreed by PC that no response required.
- 11/117.7.2 HDC: Huntingdonshire Design Guide 2016, -
<http://consult.huntingdonshire.gov.uk/portal/pp/spd/dg> - available to view and comment between
31 Oct to 12 Dec 16 – Cllr KG is willing to investigate. KG
- 11/117.8 Neighbourhood Plan - Steering group meeting set for Tue 8 Nov 16.
CCC Cllr PA leaves the meeting.

11/118 Finance – Budget Reports

- 11/118.1 Finance committee members KG and SVDH and Clerk met with Financial Advisor on 13 Oct 16.
Advice was provided. Members agreed to change accounts so they are easier to read and
understand. Clerk met Financial advisor again after the amendments were carried for final
recommendations. Clerk emailed chair spending for 2013/14, 2014/15 and 2015/16. Finance
working group met on Sat 5 Nov 16 and the spreadsheet for 2017/18 for precept scenarios was
presented.
- 11/118.2 Banking Situation and mandates, Chairman K Gasson. To consider a proposal to remove
Carole Pollock from the list of bank signatories and permit Ramune Mimiene to receive bank
statements directly from the bank.
- 11/118.2.1 It was proposed to remove Carole Pollock's name from the list of signatories and add Ramune
Mimiene to receive a bank statements directly from the bank only.
- Proposal Proposed by Councillor KG, seconded by Councillor SS, all in favour and it was Carried**
RESOLVED to do so.
- 11/118.2.2 Each chq raised needs to be signed by 3 signatories. Due to shortage of 1 signatory tonight Clerk
chqs were not signed. Suggestion to all Councillors to become signatories. Clerk to provide
forms. Clerk
- Proposal Proposed by Councillor KG, seconded by Councillor PH, all in favour and it was Carried**
RESOLVED to have more signatories available to sign chqs.
- 11/118.3 Cashbook and Bank Balance as at 30 Sep 16: Approved by members.
- 11/118.4 Bank reconciliation statement as at 30 Sep 16: Carried by Clerk, approved by PC members.
- 11/118.5 Income and Expenditure against the Budget Report up to 30 Sep 16 – Carried by Clerk,
approved by PC members.
- 11/118.6 Note Income Received 1 to 30 Sep 16: £332.28 - Refund for Charges, NatWest, £13,467 -2nd
lot of Precept, £10 – Allotments, shed key deposit, plot 9. Approved.
- 11/118.7 Expenditure for approval 7 Nov 16:
E-ON Invoice for 1 – 31 Oct 16 for £94.37 missed Agenda but it was agreed to make a payment
as it is budgeted for.

Date	Chq No.	Payee and Description	Amount
7 Nov 16	1983	BT Bill, Cllr K Gasson	£36.25
7 Nov 16	1984	Easiprint, PC Nov Magazine issue	£180.00
7 Nov 16	1985	Grass cutting Oct 16, T&S Gardening	£569.83
7 Nov 16	1986	J&P Plant Ltd, Village Grass Cutting – 2nd cut	£360.00
7 Nov 16	1987	R Mimiene, Clerk salary Oct 16	£406.05
7 Nov 16	1988	Expenses on running cost of the Council: Sep monthly allowance £26.00 and Oct £26.00.	£52.00
7 Nov 16	1989	HMRC: Tax deductions from Clerk's salary Oct 16	£101.40
		<i>It was agreed to pay E-ON, therefore payment added:</i>	
7 Nov 16	1990	E-ON: electricity Oct 16	£94.37
		Total Nov 16 expenditure:	£1,799.90

- Proposal: Proposed by Councillor PH, seconded by Councillor SS, all in favour and it was Carried**
RESOLVED that all items listed in 11/118.7 are to be paid.

11/119 To further discuss Budget preliminaries and Precept 2017/18

- 11/119.1 Finance Committee proposed to increase Precept for 2017/18 by 2.5%. That would increase
precept from £26,935 (2016/17) to £27,608.38 (2017/18). For a band C household, the parish
council precept element of the council tax bill would increase from £58.96 to £60.43.
CIL money received: it was suggested to consult parishioners what they would like to spend it
on. Money need to be spent within 5 years. Chairman circulated 'Guidance for Parish and Town
Councils' and 'CIL Regulations'.

- Proposal: Proposed by Councillor KG, seconded by Councillor SS, all in favour and it was Carried**
RESOLVED to accept Finance Committee recommendation.

11/120	To consider purchasing two wreaths for placement at the war memorials in Great Stukeley and Little Stukeley on the 13th November, Cllr Gasson	
Proposal:	Proposed by Councillor SS, seconded by Councillor KG, all in favour and it was RESOLVED to do so.	Carried
11/121	Village Maintenance and Repairs	
11/121.1	Grounds maintenance contract is on the website, available to tenders, it is extended to 9 Jan 16.	
Proposal:	Proposed by Councillor PH, seconded by Councillor SS, all in favour and it was RESOLVED to permit Cllr KG to spend up to £300 for advertising for a tender for grounds maintenance works for 2017/18.	Carried
11/122	Highways Issues, Faults and Repairs , to review outstanding issues;	
11/122.1	Nothing to report.	
11/123	To consider updates and reports on current issues on the following:	
11/123.1	<u>Playing Fields</u> : Defer to the next meeting	
11/123.2	<u>Rights of Way</u> : Cllr PH expressed thank you to Rebecca Britton re: bringing up the issue re 2 footpaths points.	
11/123.3	<u>Traffic Group</u> : Defer to the next meeting.	
11/123.4	<u>Allotments</u> : Plots looking good. One more is left to re-let. Concerns re: communal shed being not fully used.	
11/123.5	<u>Website</u> : nothing to report.	
11/123.6	<u>Village Street Lighting</u> : S Bell reported by email prior to the meeting that St. Bartholomew's column looks great now it is in place. Cllr SS reported that the column will be connected next week. Clerk to check with S Bell if he wishes to continue with Streetlight Committee.	Clerk
11/123.7	<u>Parish Magazine</u>	
11/123.7.1	Cllr PH reported that Parish Magazine was owned by PCC and the ownership was never transferred to PC. PC only agreed to support the magazine financially. Members discussed the issue. <i>R Britton leaves the meeting</i>	
Proposal:	Proposed by Councillor KG, seconded by Councillor PH, all in favour and it was RESOLVED to accept ownership of parish magazine.	Carried
11/123.7.2	PC need now to consider a new Committee for the Parish Magazine management. Cllr PH will issue Terms and Conditions, also will attend a Church Meeting tomorrow and will inform the PCC. Chairman will speak to the Magazine Editor M. Fox.	PH, KG
11/123.7.3	Agenda item to discuss the management of the magazine for Dec PC to clarify situation.	Clerk
11/123.8	<u>Training</u> – no report.	
11/124	Electronic storage of PC documents: IT issues, Cllrs email addresses – Defer to the next meeting.	
11/125	To consider Repository of Correspondence and whether Councillors may email or write to parishioners on behalf of the Parish Council and, if they may, what protocol applies to the communication, Cllr Robinson	
11/125.1	Members discussed the matter and decided to defer this item to the next meeting. It was agreed to review PC Standing orders prior to the meeting. Cllr DR to draft a protocol if needed.	DR
11/126	To consider giving non-financial support to the Stukeleys Business Network (SBN)	
11/126.1	Cllr KG declared a Disclosable Pecuniary Interest in this Item therefore Cllr SS stepped in to chair the meeting.	
11/126.2	Cllr KG reported prior to the meeting that The Stukeleys Business Network has one aim – to ensure that businesses located in the Stukeleys have a good level of knowledge of plans and developments at Alconbury Weald and, in due course, at RAF Alconbury. The more business owners know about what's happening at Alconbury Weald, the more PC will be able to plan and the more PC will benefit from the developments. Changes which benefit our local businesses will also benefit our community in increased employment, increased economic activity. To be a member, the business must be based in the Stukeleys or the business principal must live in the Stukeleys. It's a very informal network, so that may flex a little to include the Alconburys, Wood Walton, etc., but the initial intention is for the Stukeleys. SBN needs no financial support and is not asking for any – Urban & Civic has offered a location to meet and coffee and bacon rolls. It would be nice to be able to say that SBN has the support of The Stukeleys Parish Council.	
11/126.2	PC members discussed the matter and decided to ask for more information.	

Proposal: Proposed by Councillor SS, seconded by Councillor PH, all in favour and it was RESOLVED to ask more evidence and details on how the SBN becomes a positive supportive body for the PC to give the opportunity to support it.

Carried

11/127 Correspondence

11/127.1 Circulated to members prior to the meeting, all correspondence been dealt with.

11/127.2 No 15 and 17: War memorials, notification of Designation Decision received. Please note that PC is not the owner of the memorials. PC has only been consulted on it.

11/128 Councillors' questions

Please, note that no decisions can lawfully be made under this item. Business must be specified therefore the Council cannot lawfully raise matters for decision.

11/128.1 No Cllr questions.

11/129 Date of the next meeting: Mon 5 Dec 2016 at 7.15pm at Little Stukeley Village Hall.

Meeting finished at 22.35pm.

These minutes are considered draft until ratified at the next The Stukeleys Parish Council meeting

Date

Chairman: Karl Gasson