

THE STUKELEYS PARISH COUNCIL

CHAIRMAN: Terry Pinner

Clerk to the Council: -
Ms Ramune Mimiene
24 Manchester Road
Brampton
Huntingdon
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1 November 2017

Dear Member,

You are hereby summoned to attend the **Parish Council Meeting** which will be held on **Monday 6 November 2017** at **7.15pm** at **Great Stukeley Village Hall**, to deal with the following business:
Public and Press are invited to attend



Ms R Mimiene – Clerk & RFO
to The Stukeleys Parish Council
1 Nov 2017

NOTICE and AGENDA

15 MINUTE OPEN MEETING 7.15pm to 7.30pm

Members of the council will be available between 7.15pm and 7.30pm when members of the public can address the Council in an open surgery session. 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 so that the formal meeting is started promptly at 7.30pm.

11/311 To Receive and Approve Apologies and Reasons for Non Attendance

11/312 Declarations of Interests for Members (Disclosable Pecuniary Interests)

11/313 To Receive and Approve the Minutes of the Parish Council Meeting 2 Oct 2017

11/314 To Receive and Approve the Minutes of Finance Committee meeting 23 Oct 2017

11/315 Matters arising from those Minutes and previous meetings (*action plan circulated to members*)

11/316 HDC and CCC Cllrs reports

11/317 Alconbury Weald, update by R Britton

11/318 Planning

11/318.1 Outstanding matters – list attached

11/318.2 Applications determined by HDC – list attached

11/318.3 Applications awaiting determination by HDC – list attached

11/318.4 New Applications:

- 1) a) Proposal: Retrospective change of use of building to dwelling. Erection of single storey 3 bay car port/garage/store building. Site Address: 1 Low Road Little Stukeley Huntingdon. Reference: 17/01811/FUL Received from HDC 23 Oct 17, comments by 13 Nov 17

- b) Proposal: Erection of single storey 3 bay car port/garage/store building. Site Address: 1 Low Road Little Stukeley Huntingdon Reference: 17/01811/FUL Received 6 Oct 17 (PC comments by 27 Oct 17) requested extension
- 2) *To be amended by HDC as the wrong site address submitted: 17/01900/TREE T1 large Ash at the rear boundary of the church. House behind is heavily shaded by the dense crown of the tree – propose a 20% thin to the crown and a 3 metre crown raise from the ground level to let light pass through, Land at 67 Ermine Street, GS. – Updated info received on 9 Oct 17 – the address corrected into Church of Jesus Christ of Latter Day Saints Ermine Street, GS, comments by 26 Oct 17, latest for PC comments 3 Nov 17*
PC submitted planning recommendations to HDC issued by Planning Committee with the delegated powers. PC recommended approval: Parish Council agrees with this planning consultation. No reasons to object.
- 3) Proposal: Red horse chestnut tree – crown reduction by 15 feet and crown thinning by approx. 25%, Site address: 12 Owl End GS, Reference: 17/02089/TREE – received 9 Oct 17 (PC comments by 26 Oct 17, extension gained till 7 Nov 17)
- 4) Proposal: Erection of two detached dwellings with garaging. Site Address: Land North East Of 114 And 116 Owl End Great Stukeley. Reference: 17/02140/OUT – PC comments by 16 Nov 17

11/318.5 Consultation

Housing & Economic Land Availability Assessment: October 2017 will be available for you to view and comment between the following dates: Start date: 04/10/17 18:00 End date: 03/11/17 16:30 Please select the following link to view this event:

<http://consult.huntingdonshire.gov.uk/portal/pp/helaa/helaa-10-2017> 5 Oct 17

11/318.6 Agreserves Land – notification received that HDC has been undertaking a call for sites consultation recently. Notwithstanding the emerging Neighbourhood Plan (NP), Agreserves submitted the attached sites for consideration for housing development.

But these are just potential sites for development and will depend on the progress of the NP and the preferred locations for development.

11/318.7 Neighbourhood Plan, update

11/319 Finance – Budget Reports

11/319.1 To consider and Approve Finance Committee recommendations re: Budget and Precept 2018/19

11/319.2 Bank mandates, further update re: Cllrs T Pinner and D Robinson bank mandates; outcome

11/319.3 Bank Balances, Cashbook and Bank reconciliation statement as at 30 Sep 17

11/319.4 Income and Expenditure against the Budget Report up to 30 Sep 17

11/319.5 To Note CIL report, circulated to full PC

11/319.6 Letter from HMRC received re: Paying PAYE at the Post Office. From 15 Dec 17 PC will no longer be able to make payments to HMRC this way. Suggested ways are: DD, online or telephone banking. To consider the matter.

DD set up re: Payments to HMRC as approved at Oct PC Minute 10/300.6

To further Consider Internet and Telephone banking

11/319.7 Expenditure for approval 6 Nov 17:

Date	Chq No.	Payee and Description	Amount
6 Nov 17	2083	British Legion: Wreath donations x 2	£70.00
6 Nov 17	2084	Ridyards: villages maintenance/grass cutting Oct 17 – awaiting Invoice (usually received on the last working day of the month)	£To be added
6 Nov 17	2085	E-ON: Electricity Invoice Sep 17	£99.89
6 Nov 17	2086	Easiprint Invoice Nov magazines – awaiting Invoice	£198.90
6 Nov 17	2087	Anglian Water: Water charges Stukeley Allotments Owl End 15/07/17 – 14/10/17	£12.10
6 Nov 17	2088	Clerk wages Oct 17	£450.11
6 Nov 17	2089	Clerk Expenses on running cost of PC Oct 17	£38.17
6 Nov 17	2090	HMRC – tax deductions Oct 17, payable to Post Office Ltd	£36.80
	DD	NEST – Clerk pensions contributions Sep 17	£51.26
		<i>Total Nov 17 Expenditure:</i>	£to be amended

11/319.8 To approve Finance Committee recommendations and implementations made by the Internal Auditor for the Year Ended 31 Mar 17

11/319.9 Outcome re: Phone for PC use. Phone needs unlocking s it is locked to EE.

11/319.10 GSVH application to The Stukeleys PC for CIL Funding for the Great Stukeley Village Hall Improvements, application received from David Silsby, Chairman of VH Committee

11/320 To Review and Approve Policy documents

11/320.1 Standing Orders – outcome after Finance Committee meeting

11/320.2 Financial Regulations – outcome after Finance Committee meeting

11/320.3 Assets Register – to note Finance committee recommendations

11/320.4 To Approve Finance committee recommendations to create a Risk Assessment and Management document

11/321 Village Maintenance and Repairs

11/321.1 HDC: To consider the outstanding Environmental Maintenance request, email from HDC 12 Jan 17 request to confirm if the data regarding the land ownership is correct and request to provide details of maintenance regimes of PC sites in the table provided, including who carries out the work and the frequency of the work, with Cllr TP, *in progress*

11/322 Highways Issues, Faults and Repairs, to review outstanding issues;

11/322.1 LHI application re: change to speed limits in the parishes, submitted, awaiting the outcome - Cllr S Burton

11/322.2 Choking of grass verge, Little Stukeley, outcome

11/322.3 The Stukeley's Women's Institute will be celebrating its one hundredth birthday in Feb 2018. WI approached PC and requested a permission to place a seat in Great Stukeley for the village use. Suggested location is either adjacent to the notice board in Church Road or on the grass area opposite in Moorfield Way. The letter was circulated to full PC.

11/322.4 Weight limit issues and outcome

11/323 Freedom of Information request – further correspondence received.

11/324 To consider updates and reports on current issues on the following:

11/324.1 Playing Fields – Play Areas Visual inspection carried by Cllr SD and the Clerk on 5 Oct 17, circulated to PC members. To further consider and agree the Routine/Operational Risk Assessments of the play areas (the form is on PC website) and to note Annual Play Areas inspection run by PI (Play Inspections), due in Nov 17

11/324.2 Rights of Way – diversion of a public right of way No 11 and other issues, Cllr P Hobson

11/324.3 Allotments

11/324.3.1 To further discuss the proposal of the compost bin (2 quotes received, awaiting the 3rd one)

11/345.3.2 Allotment rent Invoices sent out to tenants. Agreements for the new tenants to be signed.

11/324.4 Website

11/324.5 Village Street Lighting

11/324.6 Parish Magazine – to further discuss and approve Magazine working group recommendations, documents issued by Cllr Hobson

11/324.7 Training – to consider training for 3 Parish Councillors run by CAPALC (3 sessions at a price of around £30.50 per session (price might vary, depending on the number of candidates))

11/325 Electronic storage of PC documents: IT Issues and Repository of Correspondence, Cllr D Robinson

11/326 To consider the future additional venue for Parish Council Meetings, as suggested to include the Alconbury Weald, outcome

11/327 Correspondence

EXCLUSION OF THE PUBLIC AND PRESS

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be excluded, and they are instructed to withdraw, Public Bodies (Admission to Meetings) Act 1960.

11/328 To Recommend Finance Committee recommendations to award the Annual Increment to the Clerk from Sep 2017. Pay scales circulated.

11/329 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.

11/330 Date of the next meeting: Mon 4 Dec 2017 at 7.15pm at LSVH

Signed (Clerk) Ramune Mimiene



Date: 1 Nov 2017