

MINUTES

The Parish Council Meeting of The Stukeleys was held on Monday 3 Apr 17 at 7.15pm in Great Stukeley Village Hall

Present Karl Gasson (Chairman), Sally Smith (Vice - Chairman), Sophie Day, Terry Pinner, David Robinson Parish Councillors.
Ms Ramune Mimiene, Clerk.
CCC Cllr Peter Ashcroft and CCC Cllr Sir Peter Brown
Member of the public: Mr Harry Raby

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.

Thank you expressed by Mr H Raby resident of Great Stukeley and member of the Parochial Church Council for the streetlight installed in the church yard at St. Bartholomew's Church.

2017/18

04198

To Receive and Approve Apologies and Reasons for Non Attendance

04/198.1 The Clerk reported that PC Cllrs P Hobson, S Parkin, S van den Haak and M Womersley-Carter sent apologies for absence.

04/198.2 Chairman proposed a minute's silence as a mark of respect for Ken Parkin who sadly passed away during the evening of 1st of April 2017.

The Parish Council remembers with gratitude his hard work over many years for various charities and his invaluable support of Sue Parkin's work with the Parish Council. Ken will be sorely missed by our local community as well as the many organisations with which he was involved. The Parish Council sends sincere condolences to Sue and her family on their very sad loss.

04/199

Declarations of Interests for Members (Disclosable Pecuniary Interests)

04/199.1 Cllr DR declared interest in Agenda Item 04/204.6 when the Councillors will be considering a proposal to reimburse Neighbourhood Plan Steering Group members for the cost of hiring rooms for the Neighbourhood Plan drop in events.

04/200

HDC and CCC Cllrs reports

04/200.1 CCC Cllr PB reported that there are a lot of changes awaiting. Cllr PB will come to Annual Parish Meeting in May to report on the last financial year. Due to boundary changes he will be standing in Huntingdon and will not be representing The Stukeleys anymore.

Thank you expressed for all the work done for The Stukeleys serving 12 years.

04/200.2 CCC Cllr PA presented the report which is attached to these Minutes. It is the last Meeting CCC Cllr PA is attending as due to Boundary changes he will be standing for Huntingdon North. Thank you expressed for all work Cllr PA did.

04/201

To Receive and Approve the Minutes of the Parish Council Meeting 6 March 17

Proposal: Proposed by Councillor DR, seconded by Councillor SS, all in favour, and it was RESOLVED that the minutes of 6 March 17 be accepted and signed as a true record of the meeting. Carried

Chairman signed the Minutes.

04/202

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

04/202.1 Action Plan circulated, discussed, and amended accordingly.

04/203

Alconbury Weald

Community shop will be opening on site but PC is not informed yet of the opening day. Members agreed that a flyer could go on the PC notice boards as well as into magazine to inform residents. 25 copies of the magazines were delivered to Alconbury Weald by Cllr TP.

04/204

Planning

04/204.1 Outstanding matters:

04/204.2 Applications determined by HDC: Clerk circulated Planning spreadsheet which was noted and approved by the members.

04/204.3 Applications awaiting determination by HDC, list circulated to members.

04/204.4 New Applications

17/00434/FUL Proposal: Full planning application and listed building consent for the change of use of the former airfield watch office to community use (D1) and office use (B1a) along with internal and external works, demolition of boiler house outbuilding and ancillary works. Site Address: Watch Office And Operations Room Alconbury Airfield Ermine Street

Recommend approval. These works are in line with the outline proposals and preserve a vital local landmark as well as providing additional, much needed social facilities.

17/00435/LBC Proposal: Full planning application and listed building consent for the change of use of the former airfield watch office to community use (d1) and office use (b1a) along with internal and external works, demolition of boiler house outbuilding and ancillary works. Site Address: Watch Office And Operations Room Alconbury Airfield Ermine Street

This is listed building consent for above and PC comments are the same.

Proposal: Proposed by Councillor SS, seconded by Councillor SD, all in favour, and it was **RESOLVED** that this planning consultation to be approved. **Carried**

04/204.5 Consultations

04/204.6 Neighbourhood Plan

To consider a proposal to reimburse Neighbourhood Plan Steering Group members for the cost of hiring rooms for the Neighbourhood Plan drop in events.

Cllr DR informed members re: application for funding (money received will need to be spent within a year). Three successful drop in sessions already arranged. Really good interest with residents participating from both villages. Need to encourage more people to join the NP group. It was noted that Cllr PH resigned from the group.

The cost of Hiring the rooms for NP is: £45 for the hire of GSVH, £40 for the hire of Ermine Street Church Academy and £40 for LSVH. Cllr DR to liaise with Clerk (provide the rest Invoices/Receipts) for the payments to proceed.

CCC Cllr PB leaves a meeting.

Proposal: Proposed by Councillor DR, seconded by Councillor SS, all in favour, and it was **RESOLVED** that the proposed expenses are approved. **Carried**

04/205 Finance – Budget Reports

04/205.1 Banking Situation and Mandates: Letter from NatWest received re: Cllr SD mandate, now fully signed and posted. Cllr RD's mandate in progress. **SD, DR**

04/205.2 Cashbook balance as at 28 Feb 17: Current a/c 31,706.97 and Business a/c £40,502.37.

04/205.3 Bank reconciliation statement as at 28 Feb 17: Carried by Clerk, approved by PC.

04/205.4 Income and Expenditure against the Budget Report up to 28 Feb 17 – Carried by Clerk, presented to full Council, approved by PC.

04/205.5 Note Income Received: Allotment rent, total amount of £25.00.

Internal Auditor visit set for Wednesday 3rd May at 2.30pm. Annual Return papers received.

04/205.6 Expenditure for approval 3 Apr 17:

Date	Chq No.	Payee and Description	Amount
3 Apr 17	2025	R Mimiene, Clerk salary Mar 17	£385.68
3 Apr 17	2026	Expenses on running cost of the Council: Mar monthly allowance £26.00, + stamps £6.60, mileage £6.30 and paper £4.52.	£43.42
3 Apr 17	2027	HMRC: Tax deductions from Clerk's salary Mar 17, payable to Post office Ltd	£96.40
3 Apr 17	DD	Pensions contribution 5% Clerk contribution £25.37 and PC contribution £25.37, total deducted £50.74	£50.74
3 Apr 17	2028	Easiprint – printing the Apr 17 magazines	£187.00
3 Apr 17	2029	E-ON Streetlighting Feb 17	£85.24
3 Apr 17	2030	K & M Lighting Services Replaced P42 photocell	£78.00
		Total Apr 17 expenditure:	£ 926.48

Proposal: Proposed by Councillor TP, seconded by Councillor SS, all in favour and it was **RESOLVED** that all items listed in 04/205.6 are to be paid. **Carried**

04/206 To Consider a process for responding to FOI requests, Cllr S Day report

The Stukeleys Parish Council Freedom of Information (FOI) Protocol Based on guidance from the Information Commissioner's Office (ICO) circulated to full Council and approved at this meeting.

Proposal: Proposed by Councillor SS, seconded by Councillor KG, all in favour and it was **RESOLVED** that the Protocol to be accepted. **Carried**

04/207 Village Maintenance and Repairs

4/207.1	HDC: 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 – defer to the next meeting in Apr 17. PC authorized this task for the clerk and chairman to complete it. It will be done and reported back.	KG Clerk
04/207.2	Outcome after Play areas Inspection: Cllr TP reported all works in progress.	TP
04/208	Highways Issues, Faults and Repairs , to review outstanding issues	
04/208.1	Cllr SS will report the sign which is not flashing 30 mile/hour sign.	
04/208.2	Roads in LS are problematic. All issues need to be reported to Rebecca from U&C.	
04/209	To consider updates and reports on current issues on the following:	
04/209.1	<u>Playing Fields:</u> Cllr TP reported that seats are repaired and weeds are sprayed. Bin on the Great Stukeley playing field is now removed. It was agreed to issue a Notice explaining the reasons why this bin was removed: 'Please note, that the bin on the Playing Fields was removed due to the newly imposed and excessive cost of emptying proposed by HDC'. A bill needs to be sent to Football Club, clerk to liaise with chairman.	Clerk Clerk, KG
04/209.2	<u>Rights of Way:</u> Cllr PH presented a report after the meeting at Grange Farm on 24 Mar 17 in respect of a proposed diversion of footpath 11. The Notes/Minutes will be produced by U&C. The Ramblers opposed to the diversion, since the present line crosses open fields. It was noted that way leave signs were missing. The Ramblers preferred this line to that proposed, which would be using the metalled "roadway ", from the end of Green End to Grange Farm. They were unaware of the problem at the Grange Farm end of the Right of Way, where the barn construction and the Cambridge County Council installed metal gate, forces walkers, wishing to follow the right of Way, into the Farm yard of Grange Farm, and without indication of where the right of Way continues. A suggested solution was for Urban & Civic to dedicate a small diversion round the barn, thereby avoiding the Farm yard. Info of this meeting will be referred back for further consideration. If the Ramblers Association can supply wayleave signs, Cllr PH suggested he would be happy to install them.	
04/209.3	<u>Traffic Group:</u> Defer to the next meeting when Cllr MWC is present.	MWC
04/209.4	<u>To consider solutions to the regular issue of HGVs being mis-guided by their satnav to use Church Way, Little Stukeley to access RAF Alconbury, Cllr K Gasson</u> No further information presented.	PH
04/209.5	<u>Allotments:</u>	
04/209.5.1	Clerk forwarded the list to D Silsby who agreed to chair both committees and agreed to take over the administration of the keys, etc. Cllr SS will pass the keys to D Silsby. Clerk will still collect rent payments.	Clerk
04/209.5.2	Composting area near the allotments. Contractor is keen to create a composting system. Clerk to ask for a costed proposal and seek advice on maintenance. CIL money could be used for this project. A consultation with the villages will be required, info could go into PC magazine. U&C would need to be approached too.	Clerk
04/209.6	<u>Website:</u> Websitenow has an SSL-certificate and is compliant with the latest security standards.	
04/209.7	<u>Village Street Lighting:</u> UK Power Network: Works on the Feeder Pillar were completed in Mar – the hole backfilled and site cleared. Apologies for the delay received.	
04/209.8	<u>Parish Magazine</u> Research to be done, Cllr SD will liaise with Cllr PH.	
04/209.9	<u>Training</u> – No update.	
04/210	Electronic storage of PC documents: IT issues, Cllrs email addresses and Repository of Correspondence	
04/210.1	In progress.	
04/211	Correspondence	
04/211.1	HDC owns land in West View, Great Stukeley. Part of the land is a track used by 9 Church Road and 10 & 12 West View under an easement from HDC. A fourth property is now under construction south of 10, 12 West View and access is by the same track owned by HDC. The developer of that new property has widened the track owned by HDC and is illegally using HDC land for storage of building materials and trench work. PC asked HDC to confirm that they are aware of these changes and confirm whether planning permission is necessary and was granted for changes to the track. Chase up email sent. Cllr KG will keep PC updated.	KG

04/211.2 Highways England: latest A14C2H news release - <https://www.gov.uk/government/news/a14-upgrade-bridge-foundations-roman-cows-and-a-floating-pontoon>, 31 Mar 17

04/212 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.

04/212.1 No Councillor questions.

04/213 Date of the next meeting: Mon 8 May 2017 at 7.15pm Annual Parish Council Meeting, LSVH.

Meeting finished at 8.43pm.

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

Date

Chairman: Karl Gasson