

THE STUKELEYS PARISH COUNCIL

CHAIRMAN: Terry Pinner

Clerk to the Council: -
Ms Ramune Mimiene
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28 November 2018

Dear Member,

You are hereby summoned to attend the **Parish Council Meeting** which will be held on **Monday 3 December 2018** at **7.15pm** at **Little 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
28 November 2018

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.

- 12/550 To Receive and Approve Apologies and Reasons for Non Attendance**
- 12/551 Declarations of Interests for Members (Disclosable Pecuniary Interests)**
- 12/552 To Receive and Approve the Minutes of the Parish Council Meeting 5 November 2018**
- 12/553 To Receive and Approve the Minutes of Finance Committee Meeting 12 November 2018**
- 12/554 Matters arising from those Minutes and previous meetings (*action plan circulated to members*)**
- 12/555 To Consider Co-option to fill 2 Vacancies on Parish Council**
- 12/556 HDC and CCC Cllrs reports**
- 12/557 Councillor email Addresses and Committees & Working parties**
- 12/558 Alconbury Weald, the Local Plan update and the Country Park information, T Slater**

As discussed at Nov PC: Reserved matters (appearance, access, landscaping, layout and scale) in respect of the construction of a new highway to form part of a link from the A141 to key phase 1 and all associated works'. Site Address: Land West Of The East Coast Mainline Railway And North Of Spittals Way Huntingdon Reference: 18/02275/REM

1. New consultation received 26 Nov 18: Reserved matters (appearance, access,

landscaping, layout and scale) in respect of the construction of a new highway and re-use of existing runway/taxiway to form part of a link from the A141 to key phase 1 and all associated works Site Address: Alconbury Weald Ermine Street Little Stukeley Reference: 18/02499/REM – *PC comments by 17 Dec 18*

12/559 Planning

12/559.1 Outstanding matters – list attached. complaint re: Planning Application outcome 17/02513/FUL.

12/559.2 Applications determined by HDC – list attached

12/559.3 Applications awaiting determination by HDC – list attached

12/559.4 New Applications:

1.18/02380/FUL Proposed alterations to the existing secondary access to form a primary access, and the erection of a vehicle canopy LVIS Gate RAF Alconbury Ermine Street Little Stukeley – *PC comments by 3 Dec 18*

2.18/01918/OUT Mixed use development comprising: Up to 1,000 dwellings, Primary School including early years provision, Up to 205sqm community floorspace, Up to 1,000sqm retail floorspace (Class A1), Food and drink uses (Classes A3-A4), Open space and play areas, Landscaping, Pedestrian and cycle links, Associated drainage and engineering works and, highway connections including primary and secondary vehicle access from Ermine Street and the A141 (Outline Planning Application for phased development with all matters reserved except means of access onto the local highway network). Site Address: Land North West Of Spittals Way And Ermine Street Great Stukeley- *PC comments by 4 Dec 18*

3. 18/02365/FUL Erection of two replacement dwellings with detached garages following the demolition of the existing dwellings Site Address: Land At And Including 48 And 50 Green End Great Stukeley - *PC comments by 17 Dec 18*

12/559.5 Neighbourhood Plan: Stukeleys Neighbourhood Plan Steering Group

12/560 Finance – Budget Reports

12/560.1. Bank Balances, Cashbook and Bank reconciliation statement as at 31 Oct 18

12/560.2 Income and Expenditure against the Budget Report Oct 18

12/560.3 Change of banks: Unity Trust, update

12/560.4 To Approve Finance Committee recommendation: To Approve Budget & Precept 2019/20

12/560.5 Lap top for PC use – now purchased, software to be obtained

12/560.6 To approve further chq to be raised from NatWest to Unty Trust bank as the bank transfer did not happen yet. Letter received that PC need to re-sign the mandate for NatWets (signed twice already)

12/560.7 Expenditure for approval 3 Dec 18

Date	Chq No.	Payee and Description	Net	VAT	Total amount
3 Dec 18	181203.1	Clerk wages and Tax Deductions from Clerk's wages Nov 18	-	-	£ 510.70
3 Dec 18	181203.2	HMRC Tax deductions from Clerk's wages Nov 18	-	-	£1.20
3 Dec 18	181203.3	Clerk's Expenses on running cost of PC Nov18	-	-	£35.80
3 Dec 18	181203.4	NEST pensions contribution Nov 18	-	-	£53.88
3 Dec 18	181203.5	Ridyards Ltd grass cutting Oct 18	£575.00	£115.00	£690.00
3 Dec 18	181203.6	E-ON Streetlighting energy Oct 18 £117.31	£111.72	£5.59	£117.31
3 Dec 18	181203.7	PI Play arra inspection company – annual inspection of Play Areas x 2	£130.00	£26.00	£156.00
3 Dec 18	181203.8	Easiprint Ltd Nov 18 magazines	-	-	£238.00
3 Dec 18	181203.9	CIL funding: GSVH First - Michael Dumont, Class Facias	£16,000	£3,200	£19,200.00
3 Dec 18	181203.10	Annual Fee for Web Hosting and Domain Name renewal 27 Jan 19 to 26 Jan 18, ONE.COM, Parish magazine	£28.95	5.79	£34.74
		<i>Total Dec 18 Expenditure:</i>			£21,037.63

12/560.8 Due to no meetings in January, to approve in principle Dec 18 Clerk's wages, Tax Deductions, NEST pensions contribution and Expenses on running cost of PC (to be paid 1st week in January 2019)

12/560.9 CIL (Community Infrastructure Levy) funding spending. CIL statement for 2017/18 to be submitted to HDC by 31 Dec 18.

- 1) GSVH and LSVH applications, update and outcome.
- 2) Quotes for bark replacement/ rubber matting – thick wet pour at LS Play Area, Cllr S Smith

12/561 Tour of Cambridgeshire 2019 - cycle route

12/562 To formally Approve the GDP legislation and Consider a FOI request and GDPR request dated 21 Nov 18, PC sought ICO advice, awaiting for the response

- 1) Electronic Communication Policy
- 2) Information and Data Protection Policy
- 3) List of Documents for Retention or Disposal
- 4) Subject Access Request Form (SAR) – PC received a SAR complaint from ICO, consider outcome
- 5) Consent form
- 6) Privacy Notice staff, Councillors and Role Holders
- 7) General Privacy Notice
- 8) Data Audit Schedule/ Mapping
- 9) Cyber Security Checklit
- 10) Security Incident Response Policy
- 11) Information Sharing Agreement
- 12) Data protection Sharing Agreement

12/563 Village Maintenance and Repairs

12/563.1 General maintenance, issues and outcome

12/564 Highways Issues, Faults and Repairs, to review outstanding issues;

12/565 To consider updates and reports on current issues on the following:

12/565.1 Playing Fields:

12/565.1.1 Play Areas: Visual Inspection reports for GS and LC Play Areas - monthly reports from Cllrs SB and TC.

12/565.1.2 GSPF: Quote received from PC contractor to cut back trees and hedges round Playing Fields in GS

12/565.1.3 LSPF: Maintenance of the hedge, contractor instructed, outcome

12/565.3.2 Rights of Way

12/565.2.2 Route 12: Ermine Street footpath /cycle path issues raised by parishioner, further questions raised by the resident re: works carried previously

12/565.3 Allotments

12/565.3.1 To Approve the Risk Management/H&S, Allotment association consulted, outcome by Cllr T Close

12/565.3.2 Invoices issued

12/565.4 Website

12/565.5 Village Street Lighting

12/565.6 Parish Magazine – to consider the request made by The Stukeleys Heritage Group re: advertising in the Parish Magazine

12/565.7 Training

12/565.8 Trees in the villages:

12/565.8.1 Tree belts maintenance, contractor informed, outcome

12/565.8.2 A tree in the grounds of LSVH, resident email received re: issues with that particular tree encroaching into the garden, it is with LSVH committee

12/565.8.3 An ash tree felling in the GSPF – quote for the works received from PC contractor, PC to consider works

12/566 To consider the legislation re: support and help to Churches

12/567 To consider a fenced off area in which to exercise dogs, GS – request by the resident

12/568 Electronic storage of PC documents: IT Issues and Repository of Correspondence

12/569 To consider Tour of Cambridgeshire 2019, update

12/570 Relocation of the Village Sign, with U&C

12/571 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.

12/572 To Receive and Approve the Minutes of the Personnel Committee Meeting 19 Nov 2018

12/573 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.

12/574 Date of the next meeting: Please note there is no meetings set in Jan 19. The next meeting is on Mon 4 Feb 19 at Ermine Street Church Academy

Signed (Clerk) Ramune Mimiene



Date: 28 November 2018