

# THE STUKELEY'S PARISH COUNCIL

## Meeting to be held on Monday 9<sup>th</sup> May at 8:00pm at the Little Stukeley Village Hall

**Proper Officer/Parish Clerk –** Mrs Carole Pollock, 5 Gore Tree Road,  
Hemingford Grey, Cambridgeshire PE28 9BP

All members of the Council are hereby summoned to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below.

Members of the public and press are welcome to attend the meeting.

*C Pollock*

Mrs C Pollock - Proper Officer/ Parish Clerk  
to The Stukeley's Parish Council  
3rd May 2015

MEMBERS: 9

QUORUM: 3

Michael Wormsley-Carter to make his Declaration of Acceptance of Office as a Parish Councillor before the commencement of the meeting.

### **AGENDA**

- 1 Election of Chairman
- 2 Election of Vice-Chairman
- 3 Declaration of acceptance of office of the Chairman
- 4 Review and confirmation of the ToR for the
  - a Rights of Way Committee
  - b Lighting Committee
  - c Playing Fields Committee
  - d Finance Committee
  - e Personnel Committee
  - f Planning Advisory Group
- 5 Nominations to the following Committees and offices:
  - a Rights of Way Committee
  - b Lighting Committee
  - c Playing Fields Committee
  - d Finance Committee
  - e Personnel Committee
  - f Planning Advisory Group
  - g Tree Officer
  - h Dog Warden
  - i Highways Warden
  - j Webmaster
  - k Maintenance of Public Open Spaces and Verges Warden
- 6 Review and confirmation of the Council's
  - a Standing Orders
  - b Financial Regulations
  - c Representation on external bodies and arrangements for reporting back
  - d Inventory of assets
  - e Risk Assessment and arrangements for insurance cover in respect of all insured risks
  - f Complaints Procedure

- g Procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998
  - h Disability Access Policy
  - i Staff Grievance Procedure and Staff Disciplinary Policy
  - j Code of Conduct
  - k Dispensations Procedure
  - l Voluntary and Community Sector Grants Policy
  - m Training Statement of Intent
  - n Membership of other Bodies
- 7 Setting of the dates, times and places of Ordinary Meetings of the Council for the year 2016/17**
- 8 To receive and approve Apologies for Absence**
- 9 Councillors' Declaration of Disclosable Pecuniary and Other Interests**  
*To receive Declarations of Disclosable Pecuniary and Other Interests from members, as set out in Chapter 7 or the Localism Act 2011 and the nature of those interesting relating at any Agenda item.*
- 10 Public Participation Session**  
*Parishioners are permitted to make representations, answer questions and give evidence in respect of any item of business included in this Agenda.*
- 11 County/ District Councillors' Update**
- 12 Minutes of the previous meeting**  
 To approve as a correct record the Minutes of the meeting held on the 4<sup>th</sup> April 2016
- 13 Matters Arising from the previous meeting**
- 14 For Information Only**
- 15 Alconbury Weald**  
 To receive an update report
- 16 Village Maintenance, Highway Issues, Faults and Repairs**
- a To consider and review what areas of maintenance and repairs are needed to be carried out in the village and to review highway issues and faults.
  - b To consider recharge of costs to contractor for damage to Ermine Street trees.
- 17 To consider updates and reports received on current issues on the following:**
- a Playing Fields
  - b Rights of Way
  - c Traffic Group
  - d Allotments
  - e Website
  - f Village Street Lighting
  - g Parish Magazine
  - h Training
  - i Queen Elizabeth II Commemorative Medals
  - i Distribution arrangements
- 18 Financial Matters**
- a To approve accounts for payment:
 

i	Clerk's salary	C. Pollock (April)	£ 436.82
ii	Clerk's Expenses	Office & Other Exps	£ 38.25
iii	T & S Gardening	Grass Cutting	£ 1,118.40
iv	E-on	Electricity	£ 77.39 plus VAT

v	Easiprint	Printing Costs (May)	£	225.00
vi	SLCC	Training Costs(50%)	£	29.50 plus VAT
vii	K Gasson	Reimbursement of BT	£	36.26
		Freephone charges		
viii	K Gasson	Reimbursement for	£	112.88
		Strimmer & Safety Helmet		
ix	The Tower Mint	QEII 90 <sup>th</sup> B/D Medals	£	246.30 plus VAT
x	K&M Lighting Services	Street light repair	£	60.00 plus VAT
xi	Mark Ritchie	Refund of deposit (allotments)	£	10.00
xi	Philip Hobson	Refund of deposit (allotments)	£	10.00
b	To consider and review quotations received for Parish Council Insurance cover for 2016/17.			
c	To agree and sign the Annual Return 2015/16 Section One			
d	To agree and sign the Annual Return 2015/16 Section Two and approve 2014/15 Financial Statements			

## 19 Planning

### a Outstanding Matters

To receive a report on the status and progress

### b Application determined by HDC

To note the outcome

### c Applications awaiting determination by HDC

To note the outcome

### d New Applications

To consider new applications

i **Montgomery House, 25 Stukeley Park, Chestnut Grove, Great Stukeley - 16/00514/HHFUL** – Internal modifications to ground floor, landscaping alterations to front & side gardens and single-storey extension.

ii **Montgomery House, 25 Stukeley Park, Chestnut Grove, Great Stukeley - 16/00515/LBC** – Internal modifications to ground floor, landscaping alterations to front & side gardens and single-storey extension

iii **Alconbury Weald, Ermine Street - 16/00752/REM** – Submission of reserved matters (appearance, layout, landscaping, scale and mass) in respect of the construction of a mixed use Innovation, Manufacturing, Engineering Building (iMET) including office, research and development and a training facility.

iv **Alconbury Weald, Ermine Street - 16/05004/CCM** – Section 73 application to develop land without complying with condition 4 (details of the flue and fuel tank) of planning permission H/5001/15/CW for temporary change of use of building 4002 to an advanced biofuel demonstration centre.

### e Implications of the closure of the American Base at RAF Alconbury

To receive an update

### f Neighbourhood Plan

To receive an update

## 20 Correspondence

To note correspondence received

a Email: Came & Co – Council Matters Spring 2016

b Emails: Rural Services Network- Weekly News Digests

c Email: HDC – Street Naming & Numbering Notification

d Email: CC Peter Ashcroft – Temporary Road Closure

e Email: A14 March 16 Forum Presentation slides

f Email: HDC – 2016-17 Community Chest Press Issue

g Email: HDC – Training Seminar Slides

h Email: Hunts Forum - Newsletter

i Email: Rebecca Britton - Recent U&C / Hopkins Press Releases

j Email: HDC - CIL Meaningful Proportion payment - The Stukeleys

k Email: HDC - Neighbourhood and Community Planning

**21 Publications Received**

**22 Matters for Future Consideration**

*Please note that no decisions can lawfully be made under this item. LGA 1972 s12 10(2) (b) states that business must be specified; therefore the Council cannot lawfully raise matters for discussion.*