

# **THE STUKELEYS PARISH COUNCIL**

CHAIRMAN: Terry Pinner

Clerk to the Council: -  
Ms Ramune Mimiene  
24 Manchester Road  
Brampton  
Huntingdon  
PE28 4QF  
01480 535265

30 August 2017

Dear Member,

You are hereby summoned to attend the **Parish Council Meeting** which will be held on **Monday 4 September 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  
30 Aug 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.**

**09/273 To Receive and Approve Apologies and Reasons for Non Attendance**

**09/274 Declarations of Interests for Members (Disclosable Pecuniary Interests)**

**09/275 To Receive and Approve the Minutes of the Parish Council Meeting 3 July 2017**

**09/276 Matters arising from those Minutes and previous meetings (*action plan circulated to members*)**

**09/277 HDC and CCC Cllrs reports**

**09/278 To further consider Councillor Responsibilities**

**09/279 Alconbury Weald, update by R Britton**

**09/280 Planning**

09/280.1 Outstanding matters

09/280.2 Applications determined by HDC

09/280.3 Applications awaiting determination by HDC

09/280.4 New Applications:

- 1) Proposal: Extension of Seafood Bar to form Owners and Trainers Restaurant, Site  
Address: Huntingdon Racecourse Thrapston Road Brampton, Reference: 17/01640/FUL

- 2) Proposal: Construction of new dwellinghouse with parking and amenity, Site Address: Land To The South East Of 6 Ermine Street Great Stukeley, Reference: 17/01672/FUL
- 3) Proposal: Erection of 4no. two-storey detached dwellings with ancillary garaging, parking, landscaping and access provisions. Site Address: Land North Of 13 Moorfield Way Great Stukeley, Reference: 17/01497/FUL

09/280.5 Consultations

09/280.6 Agreserves Land – options to consider by PC after the report issued and circulated to full PC by Cllr D Robinson who met with Jennifer Thomas Consultancy Ltd

09/280.7 Neighbourhood Plan, update

**09/281 To note the outcome of HDC and other Consultations** (1<sup>st</sup> four consultations' consultation period 3 Jul to 25 Aug 17)

- 1) Housing and Economic Land Availability Assessment 2017 - <http://consult.huntingdonshire.gov.uk/portal/pp/hlp2036/cd2017/helaa2017>
- 2) Call for Sites 2017 - <http://consult.huntingdonshire.gov.uk/portal/pp/hlp2036/cd2017/cfs2017>
- 3) Huntingdonshire Local Plan to 2036: Draft Final Sustainability Appraisal 2017 - <http://consult.huntingdonshire.gov.uk/portal/pp/hlp2036/cd2017/dfsaa2017>
- 4) Huntingdonshire Local Plan to 2036: Consultation Draft 2017 - <http://consult.huntingdonshire.gov.uk/portal/pp/hlp2036/cd2017/cd2017> - SPC submitted comments
- 5) HDC: Consultation on Dog Control PSPO, Replacement of dog control orders with a public space protection notice, comments by 28 Aug 17
- 6) Cambridgeshire and Peterborough Police and Crime Commissioner, Jason Ablewhite launched a Consultation on Fire Service governance. Information regarding the consultation, including a short survey, can be found using the link below: <http://www.cambridgeshire-pcc.gov.uk/get-involved/fire-governance-consultation/>

**09/282 Finance – Budget Reports**

09/282.1 Completion of the Annual Return for the year ended 31 March 2017, the external auditor report and certificate provided. Notice of conclusion of audit to be published before 30 Sep 17

09/282.2 Bank mandates, further update re: Cllr D Robinson bank mandate and to approve and sign a new mandate form for Cllr T Pinner to become a signatory

09/282.3 Bank Balances, Cashbook and Bank reconciliation statement as at 30 Jun 17

09/282.4 Income and Expenditure against the Budget Report up to 30 Jun 17

09/282.5 To note VAT Return of £ 1,206.50, remittance advice received, needs checking against bank statement for Aug 17

09/282.6 To note payments approved in principle at July PC and signed for Aug 17 (amounts finalized after Jul Payroll was carried):

Date	Chq No.	Payee and Description	Amount
24 Jul 17	2059	Clerk salary July 17	£450.11
24 Jul 17	2060	Clerk expenses on running cost of PC Jul 17 (monthly allowance)	£18.00
24 Jul 17	2064	Post Office Ltd – Tax deductions from Clerk's wages July 17	£36.80
24 Jul 17	DD	Pensions contribution 5%: Clerk's contribution of £25.63 and PC contribution of £25.63, total of £51.26 for Jul 17	£51.26

		<i>Total Aug 17 Expenditure</i>	£556.17
--	--	---------------------------------	---------

09/282.7 Expenditure for approval 4 Sep 17:

Date	Chq No.	Payee and Description	Amount
4 Sep 17	2066	PKF Littlejohn LLP, external audit for the year ended 31 Mar 17	£360.00
4 Sep 17	2067	Ridyards: villages maintenance/grass cutting Jul 17	£1,140.00
4 Sep 17	2068	E-ON: Electricity Invoices x 2 – Jun £99.89 and Jul £103.22	£203.11
4 Sep 17	2069	Easiprint Invoice August & September magazines	£456.00
4 Sep 17	2070	Anglian Water charge period 15/04/17 to 14/07/17	£11.97
4 Sep 17	2071	Clerk wages Aug 17	£450.11
4 Sep 17	2072	Clerk Expenses on running cost of PC Aug 17	£31.58
4 Sep 17	2073	HMRC – tax deductions Aug 17, payable to Post Office Ltd	£36.80
4 Sep 17	2074	Adrian Window Cleaning Services, for cleaning 2 bus shelters, information board and Tumuli signs in the Playing Field	£70.00
4 Sep 17	DD	NEST – Clerk pensions contributions Aug 17	£51.26
		<i>Total Sep 17 Expenditure:</i>	£2,512.83

09/282.8 To further discuss and implement the recommendations made by the Internal Auditor for the Year Ended 31 Mar 17: Assets Register and other issues listed in the Internal Auditor's report dated 5 May 17

09/282.9 Phone for PC use in place. To agree on the SIM card options (to be used for streetlights faults reporting and possible contact number for the Parish Council)

09/282.10 To Note new charges for the Great Stukeley Village Hall rent commencing 1 Aug 17 – increase by £7.00 making total of £35.00 instead of £28 paid previously. Sep 17 PC meeting will be charged at £35.00.

**09/283 To Review and Approve Policy documents**

09/283.1 Standing Orders – deferred to Finance Committee

09/283.2 Financial Regulations – new model issued by NALC – deferred to Finance Committee

09/283.3 Assets Register – deferred to Finance Committee

09/283.4 Financial Risk Assessment – deferred to Finance Committee

**09/284 Village Maintenance and Repairs**

09/284.1 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*

**09/285 Highways Issues, Faults and Repairs, to review outstanding issues;**

09/285.1 To agree on the outcome re: Choking of grass verge, Little Stukeley

09/285.2 Cleaning of 2 Bus shelters, troughings in Great Stukeley, outcome.

09/285.3 Other issues

**09/286 Freedom of Information request**

**09/287 To consider updates and reports on current issues on the following:**

09/287.1 Playing Fields

09/287.2 Rights of Way – diversion of a public right of way No 11

09/287.3 Allotments – to discuss the proposal of the compost bin, 1 quote received

09/287.4 Website

09/287.5 Village Street Lighting – further update

09/287.6 Parish Magazine – to further discuss and approve Magazine working group recommendations, documents issued by Cllr Hobson

09/287.7 Training

**09/288 Electronic storage of PC documents: IT Issues and Repository of Correspondence, Cllr D Robinson**

**09/289 Outcome re: Textile banks**

**09/290 Correspondence**

**09/291 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.*

**09/292 Date of the next meeting: Mon 2 Oct 2017 at 7.15pm at LSVH**

Signed (Clerk) Ramune Mimiene



Date: 30 Aug 2017