

THE STUKELEYS PARISH COUNCIL

CHAIRMAN: Terry Pinner

Clerk to the Council: -
Ms Ramune Mimiene
24 Manchester Road
Brampton
Huntingdon
PE28 4QF
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27 September 2017

Dear Member,

You are hereby summoned to attend the **Parish Council Meeting** which will be held on **Monday 2 October 2017 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
27 Sep 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.

10/292 To Receive and Approve Apologies and Reasons for Non Attendance

10/293 Declarations of Interests for Members (Disclosable Pecuniary Interests)

10/294 To Receive and Approve the Minutes of the Parish Council Meeting 4 Sep 2017

10/295 Matters arising from those Minutes and previous meetings (*action plan circulated to members*)

10/296 HDC and CCC Cllrs reports

10/297 To re-discuss the CC Cllr attendance, Cllr S Parkin is suggesting that CC Cllr should better come to every other meeting but stay it all through the meeting

10/298 Alconbury Weald, update by R Britton

10/299 Planning

10/299.1 Outstanding matters – list attached

10/299.2 Applications determined by HDC – list attached

10/299.3 Applications awaiting determination by HDC – list attached

10/299.4 New Applications:

Tree Preservation – *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. *PC recommendations by 2 Oct 17.*

10/299.5 Consultations

10/299.6 Agreserves Land – further options to consider re: probable funds towards the Village Halls (GS and LS) after the advice has been taken from HDC, HDC Planning team are happy to further advise PC

10/299.7 Neighbourhood Plan, update

10/300 Finance – Budget Reports

10/300.1 Budget and Precept 2018/19

10/300.2 Bank mandates, further update re: Cllr D Robinson bank mandate; outcome re: Cllr T Pinner bank mandate which was signed at Sep PC

10/300.3 Bank Balances, Cashbook and Bank reconciliation statement as at 31 Aug 17

10/300.4 Income and Expenditure against the Budget Report up to 31 Aug 17

10/300.5 To Approve 2 Poppy Wreath S137, Cllr S Parkin

10/300.6 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.

10/300.7 Expenditure for approval 2 Oct 17:

Date	Chq No.	Payee and Description	Amount
2 Oct 17	2076	The National Allotment Society, membership renewal	£66.00
2 Oct 17	2077	Ridyards: villages maintenance/grass cutting Aug 17 – awaiting Invoice (usually received on the last working day of the month)	To be added
2 Oct 17	2078	E-ON: Electricity Invoice Aug 17	£103.22
2 Oct 17	2079	Easiprint Invoice Oct magazines – awaiting Invoice	£198.90
2 Oct 17	2080	Clerk wages Sep 17	£450.31
2 Oct 17	2081	Clerk Expenses on running cost of PC Sep 17	£57.95
2 Oct 17	2082	HMRC – tax deductions Sep 17, payable to Post Office Ltd	£36.60
	DD	NEST – Clerk pensions contributions Sep 17	£51.26
		<i>Total Oct 17 Expenditure:</i>	£to be amended

10/300.8 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 (Assets Register is a separate Agenda item 10/301.3).

10/300.9 Outcome re: Phone for PC use.

10/300.10 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

10/301 To Review and Approve Policy documents

10/301.1 Standing Orders – deferred to Finance Committee

10/301.2 Financial Regulations – new model issued by NALC – deferred to Finance Committee

10/301.3 Assets Register – deferred to Finance Committee – As advised by the Internal Auditor – PC has to note all assets, their location and a photograph (where possible the date of the purchase and the value). A separate Risk Assessment policy can then be undertaken for all assets on the register.

10/301.4 Financial Risk Assessment – deferred to Finance Committee

10/302 Village Maintenance and Repairs

10/302.1 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*

10/303 Highways Issues, Faults and Repairs, to review outstanding issues;

10/303.1 To consider and approve LHI application re: change to speed limits in the parishes - Cllr S Burton

10/303.2 To further Monitor Choking of grass verge, Little Stukeley

10/303.3 Other issues

10/304 Freedom of Information request

10/305 To consider updates and reports on current issues on the following:

10/305.1 Playing Fields – 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

10/305.2 Rights of Way – diversion of a public right of way No 11

10/305.3 Allotments – Further Quotes to discuss the proposal of the compost bin,

10/305.4 Website

10/305.5 Village Street Lighting – further update

10/305.6 Parish Magazine – to further discuss and approve Magazine working group recommendations, documents issued by Cllr Hobson

10/305.7 Training

10/306 Electronic storage of PC documents: IT Issues and Repository of Correspondence, Cllr D Robinson

10/307 Further Outcome re: Textile bank at Great Stukeley Village Hall

10/308 Correspondence

10/309 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.

10/310 Date of the next meeting: Mon 6 Nov 2017 at 7.15pm at GSVH

Signed (Clerk) Ramune Mimiene



Date: 27 Sep 2017