

# **THE STUKELEYS PARISH COUNCIL**

CHAIRMAN: Terry Pinner

Clerk to the Council: -  
Ms Ramune Mimiene  
24 Manchester Road  
Brampton  
Huntingdon  
PE28 4QF  
01480 535265  
[clerk@thestukeleys-pc.gov.uk](mailto:clerk@thestukeleys-pc.gov.uk)

29 November 2017

Dear Member,

You are hereby summoned to attend the **Parish Council Meeting** which will be held on **Monday 4 December 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  
29 Nov 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.**

**12/331 To Receive and Approve Apologies and Reasons for Non Attendance**

**12/332 Declarations of Interests for Members (Disclosable Pecuniary Interests)**

**12/333 To Receive and Approve the Minutes of the Parish Council Meeting 6 November 2017**

**12/334 Matters arising from those Minutes and previous meetings (*action plan circulated to members*)**

**12/335 HDC and CCC Cllrs reports**

**12/336 Alconbury Weald, update by R Britton U&C**

**12/337 Planning**

12/337.1 Outstanding matters – list attached

12/337.2 Applications determined by HDC – list attached

12/337.3 Applications awaiting determination by HDC – list attached

12/337.4 New Applications:

- 1) 17/02227/HHFUL Extension to dwelling. 18 Montagu Road, Great Stukeley, PE28 4AS, *PC planning recommendations by 5 Dec 17*
- 2) Proposal: Erection of an oak framed garden room. Site Address: 21 Church Road Great Stukeley Huntingdon, Reference: 17/02355/HHFUL *received 16 Nov 17, PC planning*

recommendations by 7 Dec 17

- 3) Proposal: Proposed development for 3 dwellings, Site Address: Land South West Of November Cottage Green End Great Stukeley, Reference: 17/02261/FUL, received 20 Nov 17, due back to HDC by 11 Dec 17

12/337.5 Consultations – none received

12/337.6 Agreserves Land – outcome

12/337.7 Neighbourhood Plan, update

### 12/338 Finance – Budget Reports

12/338.1 To consider and Approve Budget and Precept 2018/19

12/338.2 Bank mandates, further update re: Cllr D Robinson bank mandates; outcome

12/338.3 To consider Moving banks to Unity Trust, consider telephone and internet banking

12/338.4 To Note info received from External auditors

12/338.5 Bank Balances, Cashbook and Bank reconciliation statement as at 31 Oct 17

12/338.6 Income and Expenditure against the Budget Report up to 31 Oct 17

12/338.7 Expenditure for approval 4 Dec 17:

Date	Chq No.	Payee and Description	Amount
4 Dec 17	2092	Ermine Street Church Academy: a non-refundable Deposit for the bookings 2018	£10.00
4 Dec 17	2093	E-ON: Electricity Invoice Oct 17	£103.22
4 Dec 17	2094	Easiprint Invoice Dec 17 magazines – awaiting Invoice as on 29 Nov 17	£to be confirmed
4 Dec 17	2095	Clerk wages Nov 17	£489.39
4 Dec 17	2096	Clerk Expenses on running cost of PC Nov 17	£39.43
4 Dec 17	2097	Reimburse the Clerk re: purchase of the mobile phone for PC use	£34.50
4 Dec 17	2098	HMRC – tax deductions Nov 17, payable to Post Office Ltd	£46.60
4 Dec 17	DD	NEST – Clerk pensions contributions Nov 17	£56.42
		<i>Total Dec 17 Expenditure:</i>	£to be confirmed

12/338.8 To Approve in principle Dec 17 payments (Due to PC not meeting in Jan 18, Payroll to be carried at the end of Dec 17): Clerk's wages & expenses Dec 17, HMRC tax deductions from Clerk's wages and NEST pensions contribution Dec 17, chqs to be raised on 3 Jan 18:

Date	Chq No.	Payee and Description	Amount
3 Jan 18	2099	Clerk wages Dec 17 (total for payroll purposes £503.27 – deduction will apply, the exact amount will be known after Dec 17 payroll is carried)	To be confirmed £465.27
3 Jan 18	2100	Expenses on running cost of PC Dec 17	£18.88
3 Jan 18	2101	HMRC – tax deductions Dec 17 (around £38.00)	To be confirmed £38.00
3 Jan 18	DD	NEST – Clerk pensions contributions Dec 17	£52.98

12/338.9 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 – to further consider the detailed costings and quotes to be submitted by VH Committee

12/338.10 Defibrillators: To consider purchasing 4 new pads for 2 defibrillators, quote received, the cost to be approved for around £120.00 + VAT. Awaiting the Invoice.

**12/339 To Review and Approve Policy documents**

12/339.1 Standing Orders, Cllr D Robinson

12/339.2 Financial Regulations, Cllr D Robinson.

12/339.3 Assets Register, Clerk

12/339.4 Risk Assessment and Management document, Cllr S Day

**12/340 Village Maintenance and Repairs**

12/340.1 Future maintenance of the bench which is going to be installed by WI

**12/341 Highways Issues, Faults and Repairs, to review outstanding issues;**

12/341.1 LHI application re: change to speed limits in the parishes, submitted, outcome, Cllr S Burton

12/341.2 To consider maintenance of the Boundary Hedge at St Bartholomew's Church, Great Stukeley

12/341.3 Weight limit issues and outcome

12/341.4 To consider the request to install the bin outside of the Allotments in GS and other problematic areas in LS

**12/342 To consider updates and reports on current issues on the following:**

12/342.1 Playing Fields:

- Play Areas Visual Inspection, a copy of the last visual inspection circulated to full PC.
- Football club, outcome

12/342.2 Rights of Way – diversion of a public right of way No 11 and other issues, Cllr P Hobson

12/342.3 Allotments

12/342.4 Website

12/342.5 Village Street Lighting

12/342.6 Parish Magazine – to further discuss and approve Magazine working group recommendations, documents issued by Cllr Hobson

12/342.7 Training

**12/343 Electronic storage of PC documents: IT Issues and Repository of Correspondence, Cllr D Robinson**

**12/344 To consider the future additional venue for Parish Council Meetings, as suggested to include the Alconbury Weald, outcome – Bookings 2018**

**12/345 Correspondence**

**12/346 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.*

**12/347 Date of the next meeting:** Mon 5 Feb 2017 at 7.15pm at Ermine Street Church Academy

Signed (Clerk) Ramune Mimiene



Date: 29 Nov 2017