

THE STUKELEYS PARISH COUNCIL

CHAIRMAN: Terry Pinner

Clerk to the Council: -
Ms Ramune Mimiene
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31 October 2018

Dear Member,

You are hereby summoned to attend the **Parish Council Meeting** which will be held on **Monday 5 November 2018** at **7.15pm** at **Ermine Street Church Academy** to deal with the following business: **Public and Press are invited to attend.**



Ms R Mimiene – Clerk & RFO
to The Stukeleys Parish Council
31 October 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.

- 11/530 To Receive and Approve Apologies and Reasons for Non Attendance**
- 11/531 Declarations of Interests for Members (Disclosable Pecuniary Interests)**
- 11/532 To Receive and Approve the Minutes of the Parish Council Meeting 1 October 2018**
- 11/533 Matters arising from those Minutes and previous meetings (*action plan circulated to members*)**
- 11/534 To Consider Co-option to fill 1 Vacancy on Parish Council**
- 11/535 HDC and CCC Cllrs reports**
- 11/536 Councillor email Addresses and Committees & Working parties**
- 11/537 Alconbury Weald, the Local Plan update and the Country Park, T Slater**
- 11/538 Planning**
 - 11/538.1 Outstanding matters – list attached. PC agreed to raise a complaint re: Planning Application outcome 17/02513/FUL.
 - 11/538.2 Applications determined by HDC – list attached
 - 11/538.3 Applications awaiting determination by HDC – list attached
 - 11/538.4 New Applications:

- 1) Proposal: Erection of new function room Site Address: Holiday Inn Thrapston Road
Brampton Reference: 18/01609/FUL – PC comments by 25 Oct 18 – Approved by email SB, TC & KG – Pc comments submitted: Recommend Approval
- 2) Proposal: Rear extension consisting of a single storey flat roof 'orangery' and two storey flat roof area Site Address: 42 Low Road Little Stukeley Huntingdon Reference: 18/02000/HHFUL – PC comments by 26 Oct 18
- 3) Proposal: Reserved matters application for 192 dwellings for appearance, layout, scale, landscape and access in respect of Key Phase 1 pursuant to outline planning permission 1201158OUT. Site Address: Alconbury Airfield Ermine Street Little Stukeley Reference: 18/01536/REM Received 10 Oct 18 – comments within 14 days
- 4) 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: 18/02056/FUL. Received 18 Oct 18 – comments by 8 Nov

11/538.5 Appeal: PC were notified re: Appeal against the decision of the Local Planning Authority to refuse planning permission: Land North east of 114 and 116 Owl End Great Stukeley. 17/02140/OUT Erection of two detached dwellings with garaging

11/538.6 Neighbourhood Plan: Stukeleys Neighbourhood Plan Steering Group

11/539 Finance – Budget Reports

11/539.1. Bank Balances, Cashbook and Bank reconciliation statement as at 30 Sep 18

11/539.2 Income and Expenditure against the Budget Report Sep 18

11/539.3 Change of banks: Unity Trust

11/539.4 To Note External Auditors Report and Notice for the accounts Year Ended 31 Mar 18

11/539.5 To Consider Budget & Precept 2019/20: Finance Committee are meeting on Mon 12 Nov 18 and will prepare draft Budget for approval at Dec PC

11/539.6 Lap top for PC use – now purchased

11/539.7 Expenditure for approval 5 Nov 18 (Chq no or bank transfer to be agreed on the day):

Date	Chq No.	Payee and Description	Amount
5 Nov 18	181105.11	Wave: Water charges 07/07/18 to 06/07/18	£12.10
5 Nov 18	181105.12	K&M Lighting Services replacement of P42 photocell	£78.00 (Incl £13 VAT)
5 Nov 18	181105.13	CIL Funds: JM Interiors Blinds for GSVH	£260.00
5 Nov 18	181105.14	Clerk wages Oct 18	£510.70
5 Nov 18	181105.15	HMRC Tax deductions from Clerk's wages Oct 18	£1.20
5 Nov 18	181105.16	R Mimiene, Expenses on running cost of PC Oct 18	£30.67
5 Nov 18	300001	Royal British legion: Poppy Appeal x 2 Churches GS & LS 100 years commemoration. <i>Note: Chq payment requested</i>	£70.00
5 Nov 18	DD	NEST pensions contribution Sep 18	£53.88
5 Nov 18	181105.17	Ridyards Ltd grass cutting Sep 18	£1,140.00 (incl £190 VAT)
5 Nov 18	181105.18	E-ON Streetlighting energy Aug for £117.31 & Sep for £113.53	£230.84 (incl £11 VAT)
5 Nov 18	181105.19	Easiprint Ltd Nov 18 magazines	£to be added
5 Nov 18	181105.20	Reimburse Cllr K Gasson re: freephone number.	£36.42

5 Nov 18	181105.21	Reimburse Cllr K Gasson re: Purchase of the lap top of PC use	£759.05 (incl £126.51 VAT)
5 Nov 18	181105.22	Heaton catering equipment GSVH water boiler	£348.48 (incl VAT of £58.08)
5 Nov 18	181105.23	The nNational Allotment Society: Membership renewal	£66.00
		<i>Total Nov 18 Expenditure:</i>	£5,596.64 + Easiprint Inv

11/539.8 CIL (Community Infrastructure Levy) funding spending. PC received HMRC advice on VAT reclaim

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

11/540 To further discuss the GDP legislation:

- 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

11/541 Village Maintenance and Repairs

11/541.1 Green Belt maintenance

11/542 Highways Issues, Faults and Repairs, to review outstanding issues;

11/543 To consider updates and reports on current issues on the following:

11/543.1 Playing Fields:

11/543.1.1 Play Areas: Annual and Visual Inspection reports for GS and LC Play Areas - reports from Cllrs SB and TC.

11/543.1.2 GSPF: consider re-hedging and re-fencing. Football Club access.

11/543.1.3 LSPF: hedge issues, resident complaint received

11/543.2 Rights of Way

11/543.2.2 Route 12: Ermine Street footpath /cycle path issues raised by parishioner, further questions raised by the resident re: works carried previously

11/543.3 Allotments

11/543.3.1 To Approve the Draft Risk Management/H&S, Allotment association consulted, outcome by Cllr T Close

11/543.4 Website

11/543.5 Village Street Lighting

11/543.6 Parish Magazine

11/543.7 Training

11/543.8 Trees in the villages:

11/543.8.1 A tree in the grounds of LSVH, resident email received re: issues with that particular tree encroaching into the garden, email received on 20 Jun 18

11/543.8.2 A tree in the GSPF – issues, quotes for the works to be carried and further suggestions, Cllr SB

11/544 Electronic storage of PC documents: IT Issues and Repository of Correspondence

11/545 Relocation of the Village Sign, with U&C

11/546 PC meetings dates and venues for 2019

11/547 Correspondence

11/548 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.

11/549 Date of the next meeting: Mon 3 Dec 18 at LSVH

Signed (Clerk) Ramune Mimiene



Date: 31 October 2018