

# THE STUKELEYS PARISH COUNCIL

*CHAIRMAN: Terry Pinner*

Clerk to the Council: -  
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25 June 2019

Dear Member,

You are hereby summoned to attend the **Parish Council Meeting** which will be held on **Monday 1 July 2019 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  
25 Jun 2019

## 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.

**07/677 To Receive and Approve Apologies and Reasons for Non Attendance**

**07/678 Declarations of Interests for Members (Disclosable Pecuniary Interests)**

**07/679 To Approve Finance Working group Minutes and Recommendations 18 June 2019**

**07/680 To Receive and Approve the Minutes of the Parish Council Meeting 3 June 2019**

**07/681 Matters arising from those Minutes and previous meetings** (*action plan circulated to members*)

### EXCLUSION OF THE PUBLIC AND PRESS

*That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be excluded, and they are instructed to withdraw, Public Bodies (Admission to Meetings) Act 1960.*

**07/682 To Consider Co-option to fill 1 Vacancy on Parish Council.**

**07/683 To Consider Councillor Responsibilities, Committee and Working Group. Suggestion to form Highways Group, Cllr A Cull agreed to lead it**

**07/684 HDC and CCC Cllrs reports**

**07/685 Alconbury Weald, update: Ermine Street Safety Audit meeting**

**07/686 Planning**

07/686.1 Outstanding matters – list attached. Planning Application 17/02513/FUL. Further PC actions and outcome, Cllr A Hallihan

07/686.2 Applications determined by HDC – list attached

07/686.3 Applications awaiting determination by HDC – list attached

07/686.4 Due to no PC meeting in August, to give authority to Planning Committee to deal with any urgent planning matters which might come up between Council meetings (next one is in Sep only)

07/686.5 New Applications:

- 1) Listed building consent for internal and external works, demolition of boiler house outbuilding and ancillary works (amendments to listed building consent 17/00435/LBC). Site Address: Watch Office And Operations Room Alconbury Airfield Ermine Street Reference: 19/01036/LBC
- 2) Single storey rear extension Site Address: 3 Camoys Close Great Stukeley Huntingdon Reference: 19/00967/HHFUL
- 3) Construction of single storey side and rear extensions to provide an annexe for a wheelchair user Site Address: 32 Church Road Great Stukeley Huntingdon Reference: 18/01316/HHFUL

07/686.6 To note: Development Management Committee (DMC) on Monday 17th June 2019:

18/01391/FUL Erection of a two storey dwelling replacing a former dwelling (new design to replace 2 previously approved schemes see 16/02705/FUL) and associated works - 1 Lodge Farm Cottage, Low Road, Little Stukeley PE28 4HG

07/686.7 Local Plan – Councillors are invited to view the Local Plan

07/686.8 Neighbourhood Plan: Update by Cllr A Hallihan

**07/687 Finance – Budget Reports**

07/687.1 Bank Balances, Cashbook and Bank reconciliation for May 2019 carried

07/687.2 Income and Expenditure against the Budget Report 2019

07/687.3 Reserves now transferred to Instant a/c giving balance of £40,560.70 as at 17 Jun 19

07/687.4 To Approve bank mandate: Add a new signatory to the PC Unity Trust bank a/c, sign the mandate

07/687.5 Lap top for PC use – software to be obtained

07/687.6 Expenditure for approval 1 Jul 2019

Date	PC Date	Ref No	Payable to	Details	Rec/ Date credited a/c	For a/c purpose only	Income	Expenditure	Balance	VAT
Jul-19										
01-Jul-19		190701.1	Wages	Wages June 19				£511.74	£267,866.62	
01-Jul-19		190701.2	HMRC	Tax deductions Jun 19				£127.80	£267,738.82	
01-Jul-19		190701.3	Expenses	Expenses on running cost of PC				£33.62	£267,705.20	
01-Jul-19			DD NEST	Pensions Jun 19				£74.05	£267,631.15	
01-Jul-19		190701.4	E-ON	Streetlighting May 19				£144.84	£267,486.31	£6.90
01-Jul-19		190701.5	Easiprint	Copies of the parish magazine				£243.20	£267,243.11	
01-Jul-19		190701.6	CAPALC	Conference 28 Jun 18 - amount split between all PCs (total £50.00)				£9.87	£267,233.24	
01-Jul-19		190701.7	T&S Gardening&Grounds Maintenance	Tidy up of Little Stukeley Hall grass area where building rubbish was				£120.00	£267,113.24	

07/687.7 Approve in principle Clerk's July wages to be paid in August and all appropriate HMRC payments accordingly, due to no PC meeting in August.

07/687.8 CIL (Community Infrastructure Levy) funds, balance as at 31 May 19 was £218,403.23. Finance Working Group suggested keeping a balance of £50,000 in Unity Trust a/c and opening a new a/c for CIL funds to be transferred and kept in. Finance WG are investigating the best options for PC

- 1) GSVH and LSVH applications, update and outcome. To Consider GSVH Committee request to increase the amount for Great Stukeley village hall
- 2) Redeveloping of GS PF into recreation park, Cllr T Close
- 3) Quotes for bark replacement/ rubber matting – thick wet pour at LS Play Area, Cllr S Smith
- 4) Estimates/Quotes for reinstated surface at LS Playing Field, Cllr S Smith

**07/688 Village Maintenance and Repairs**

07/688.1 General maintenance, issues and outcome: To consider Hedges in the villages which do not belong to The Stukeleys parish Council, deal with complaints received

07/688.2 Grass cutting contract expires 29 Feb 2020: To consider and agree the way forward. Outcome of the letter sent to the contractor after the last PC meeting.

**07/689 Highways Issues, Faults and Repairs**, to review outstanding issues;

07/689.1 HGV parking on the slip road outside Top Farm on the old A1, outcome – Highways group

07/689.2 Ermine Street Improvement Scheme, outcome

07/689.3 To Consider the gateway features for both villages

**07/690 To consider updates and reports on current issues on the following:**

07/690.1 Playing Fields:

07/690.1.1 Play Areas: Visual Inspection reports for GS and LC Play Areas - monthly reports from Cllrs SB and TC. Action to the Clerk re: PA inspection at Alconbury weald, response circulated to PC

07/690.2 Rights of Way

07/690.3 Allotments

07/690.4 Website

07/690.5 Village Street Lighting

07/690.6 Parish Magazine

07/690.7 Training

1) CAPALC Annual Conference - Share the vision, shape the future, personnel working group recommended that they agree for Clerk to attend this training and pay PC share of the cost.

2) CAPALC Councillor Training – Approve Cllr Glyn Evans training

07/690.8 Trees in the villages, Cllr G Evans

**07/691 To consider the legislation re: Support and help to Churches – Loans provision to churches, advice received from CAPALC**

**07/692 Electronic storage of PC documents: IT Issues and Repository of Correspondence**

**07/693 Relocation of the Village Sign, with U&C**

**07/694 Correspondence**

**07/695 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.*

**07/696 Date of the next meeting: Mon 2 Sep 19 at GSVH**

Signed (Clerk) Ramune Mimiene



Date: 25 Jun 2019