



CHAIRMAN: Terry Pinner

Clerk to the Council: -  
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2 September 2020

Dear Member,

You are hereby summoned to attend **The Stukeleys Parish Council Meeting** which will be held on **Monday 7 September** at **7.15pm** – **PLEASE NOTE IT IS AN ON-LINE MEETING ONLY** to deal with the following business:

**Public and Press are invited to attend.**

Ms R Mimiene – Clerk & RFO  
to The Stukeleys Parish Council  
2 September 2020

## **NOTICE and AGENDA**

If public wishes to attend this meeting, please contact the Clerk providing your name, email address and contact number by emailing to [clerk@thestukeleys-pc.gov.uk](mailto:clerk@thestukeleys-pc.gov.uk) 24 hours before the meeting.

*Due to the Coronavirus the Government has issued the regulations that gives local authorities greater flexibility in the conduct of meetings, including allowing members to attend remotely, and for public and press access to those meetings.*

### **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.**

**200907/34 To Receive and Approve Apologies and Reasons for Non Attendance**

**200907/35 Declarations of Interests for Members (Disclosable Pecuniary Interests)**

**200907/36 Coronavirus, update** - Meetings will continue remotely until further notice.

Annual Parish Meeting/ Assembly date 5 October 2020 at 7.15pm – *venue to be confirmed*

**200907/37 To Receive and Approve the Minutes of the Parish Council Meeting 6 July 2020**

**200907/38 Matters arising from those Minutes and previous meetings** (*action plan circulated to members*)

**200907/39 HDC and CCC Cllrs reports**

**200907/40 Alconbury Weald, update**

**200907/41 Planning**

200907/41.1 Applications determined by HDC – list attached

200907/41.2 Applications awaiting determination by HDC – list attached

200907/41.3 New Applications:

- 1) Part two-storey and part-single storey rear extension Site Address: 33 Carnaile Road Alconbury Weald Huntingdon Reference: 20/01485/HHFUL – PC comments by 15 Sep 20
- 2) Reserved Matters Application for approval of access, appearance, landscaping, layout and scale for new highways, landscaping, suds infrastructure and ancillary works Site Address: Alconbury Weald Ermine Street Little Stukeley Reference: 20/01573/REM – comments by 12 Sep 20
- 3) The erection of a building to accommodate the Headquarters and Air Ambulance Station for Magpas, including hangar and garaging space for a helicopter and emergency vehicles, with associated landscaping, car parking, and boundary treatment, with access from Ermine Street Site Address: Building 252 RAF Alconbury Ermine Street Reference: 18/01217/FUL Revised drainage strategy and Health Impact Assessment received 14th August 2020. – comment within 14 days from 17 Aug 20
- 4) New garage Site Address: 4 Ermine Street Great Stukeley PE28 4AF Reference: 20/01272/HHFUL – PC comments by 4 Sep 20
- 5) L2 - remove branches as indicated in supporting document to allow clearance from house. Site Address: 7 Beech Avenue Great Stukeley Huntingdon Reference: 20/01167/TREE – received 17 Jul 2020

200907/41.4 Neighbourhood Plan update: Project Manager Neighbourhood Plan

#### **200907/42 Finance**

200907/42.1 To note that the nominated Cllr B Parkyn verified Quarter 1 PC accounts as per PC Financial Regulations 2.2.

200907/42.2 To Note Bank Balances, Cashbook, Bank Reconciliation and Budget Reports to 30 Jun 2020 and to 31 Jul 2020

200907/42.3 Drop Box storage purchase is postponed till PC signs the documentations for the card set up, Cllr B Parkyn

200907/42.4 To further consider Homeworking Allowance which was increased from 1 Apr 2020

If an employer has chosen to pay a homeworking allowance, they can pay up to:

- £4 a week/£18 per month prior to 5 April 2020, or
- £6 a week/£26 per month from 6 April 2020

Multiple employers Where two or more employers pay the same person a homeworking allowance, they can each pay up to £18/£26 a month tax free, provided that each employer is satisfied that the total amount paid (£36/£52 if there are 2 employers) does not exceed the additional household expenses involved.

200907/42.5 Clerk was notified that the cost of delivering the magazines onto The Weald has now risen to £60.00, Cllr T Pinner to report

200907/42.6 To Note Payments for Sanction as at 3 August 2020:

ExpTno	Cheque	Ledger date	Gross	Heading	Transaction Details	Cheque Total
62	BACS200803BE AM1	15/07/20	£450.00	7050/1	BEAM - Grass cutting 15 Jul 20	450
67	BACS200803Fre sFMGrou	15/07/20	£16,702.55	7050/5	Fresh FM Group Ltd - GSVH refurbishment	16702.55
66	BACS200803D. Silsby	17/07/20	£54.84	9000	David Silsby - Reimbursement re 1st aid kit	54.84
63	BACS200803BE AM2	22/07/20	£750.00	7050/1	BEAM - Grass cutting 22 Jul 20	750
61	BACS200803E- ONJun	27/07/20	£140.16	8000/1	E-On - Streetlighting energy	140.16
64	BACS200803BT	27/07/20	£40.80	8000/3	BT - Streetlighting reporting line	40.8
65	BACS200803Ca nalbs	27/07/20	£148.75	1000	Canalbs Ltd - Internal Audit for 2019.20	148.75
	Confidential Payments		£774.00			
			£19,061.10			

200907/42.7 To Approve 7 September 2020 payments for Sanction:

ExpTno	Cheque	Net	Ledger date	Gross	Vat	Cheque Total	Transaction Details
71	BACS2009 07Newflame	£80.00	24/07/20	£96.00	£16.00	96	Newflame - Water extinguisher, bracket and Installation
70	BACS2009 07Easiprint	£237.80	29/07/20	£237.80	£0.00	237.8	Easiprint Ltd - August 2020
69	BACS2009 07BEAM2	£450.00	31/07/20	£450.00	£0.00	450	BEAM - Grass cutting 30.07.2020
68	BACS2009 07BEAM	£750.00	11/08/20	£750.00	£0.00	750	BEAM - Grass cutting 10.08.2020
72	BACS2009 07RHD	£15,000.00	25/08/20	£18,000.00	£3,000.00	18000	RHD Building Solutions - Roof Repairs
77	BACS2009 07BEAM3	£1,200.00	01/09/20	£1,200.00	£0.00	1200	BEAM - Grass cutting 01.09.2020
78	BACS2009 07S.Burton1	£112.56	01/09/20	£135.07	£22.51	135.07	Shaun Burton - Reimbursement re NP advert
79	BACS2009 07S.Burton2	£100.00	01/09/20	£120.00	£20.00	120	Shaun Burton - NP expenditure, online add Hunts Post
	Confidential	£764.10		£764.10			
		£18,694.46		£21,752.97	£3,058.51		

200907/42.8 CIL (Community Infrastructure Levy) spending. Update:

Outdoor table tennis tables x 2 ordered, waiting for the delivery.

The Stukeleys Pocket Park Project: Redeveloping of GS PF into Recreation park/ Pocket park, the quote confirmed with the contractor.

St Martin's Church roof repaired.

Little Stukeley Village Hall: Additional meeting room and redesign of toilets to incorporate accessible toilets (CIL funds required up to 50k) Cllr S Smith to report on the plan and quotes.

LHI Ermine street, GS – (PC contribution £15,000) - traffic calming, update.

**200907/43 Village Assets: Maintenance and Repairs**

200907/43.1 Maintenance of Open Spaces, update

200907/43.2 Little Stukeleys Notice Board: Update on Quotes by Cllr S Smith.

2009/07/43.3 Bins in the villages: Bin at Little Stukeley Play Area is now being emptied by HDC and a new bin installation at the Great Stukeleys Allotment gardens entrance was requested, update.

2009/07/43.4 Bus Stop Adoption; further steps

**2009/07/44 To view and comment on Huntingdonshire District Council Public Spaces Protection Order (PSPO) which imposes a number of Dog Controls. PC is asked to participate in the formal Renewal of the Huntingdonshire Dog Control PSPO.** More information on the dog control PSPO, including the current order and affected locations can be found at <https://www.huntingdonshire.gov.uk/environmental-issues/dog-related-issues/> An on-line survey has been set up to allow widespread consultation, which can be accessed via the web site [https://www.surveymonkey.co.uk/r/Dog\\_Control\\_PSPO\\_2020](https://www.surveymonkey.co.uk/r/Dog_Control_PSPO_2020).

**2009/07/45 Highways Issues, Faults and Repairs,** to review outstanding issues;

2009/07/45.1 HGV parking on the slip road outside Top Farm on the old A1 - Highways working group, update by Cllr A Cull

2009/07/45.2 Ermine street traffic calming update and formation of working group, Cllr S Burton

2009/07/45.3 Local Highway Improvement Scheme (LHI): The application for Traffic Calming at Ermine Street, approved at June meeting, update by Cllrs S Burton, S Smith and T Close.

*Note: Applications will be accepted up to **Sunday 27<sup>th</sup> September 2020** with feasibility studies to then be undertaken ready for area panels in February/March 2021.*

2009/07/45.4 Privately Funded Highway Improvement Scheme (PFHI): Cllr T Close prepared PFHI application for Pringle Way Little Stukeley and Ermine Street Great Stukeley, Objective to reinstate road surface

2009/07/45.5 Gateway features for both villages, update

2009/07/45.6 Road Verge Management Enquiry by Cambridgeshire County Council Biodiversity Team who are trying to develop a project a strategy for sustainably managing the road verge network in Cambridgeshire. As part of Cambridgeshire County Councils [Climate Change and Environmental Strategy Action Plan](https://www.mlei.co.uk/climateenvironment/climate-change-and-environment-strategy), they are working towards a highways management approach that delivers environment net gains, this includes ensuring biodiverse verges and all wildlife sites are in positive conservation management. To consider if PC wishes to join.

<https://www.mlei.co.uk/climateenvironment/climate-change-and-environment-strategy>

**2009/07/46 To consider updates and reports on current issues on the following:**

2009/07/46.1 Playing Fields:

2009/07/46.1.1 Play Areas now open, update

Risk Assessments of the Play Areas carried before opening (15 Jul 2020). Deep clean approved by PC by email and carried by the contractor. This will be done once every month till further instructions.

2009/07/46.2 Rights of Way

County Council: The proposal to delete Public Footpath No. 21 The Stukeleys & Public Footpath No. 46, Huntingdon from the Definitive Map for Cambridgeshire. Order plan concerning a proposal to delete two public footpaths from the Definitive Map and Statement for Cambridgeshire under Section 53(3)(a) of the Wildlife and Countryside Act 1981. Any comments by Friday 25 September 2020.

2009/07/46.3 Allotments: Allotments Risk Assessment, updated copy to be shared with the Clerk, Cllr G Evans

2009/07/46.4 Website: The new Website launched <https://www.thestukeleys-pc.gov.uk/>

**Proposal: To employ a professional IT consultant to maintain the website**

2009/07/46.5 Village Street Lighting

2009/07/46.6 Parish Magazine

200907/46.7 Training

200907/46.8 Trees in the villages

200907/46.9 Defibrillators: Clerk emailed Community Response Manager, informing that the Alconbury/Buckworth CFR Group Coordinator is listed as the Responsible Person in charge of the two AED's in both villages.

#### **200907/47 Correspondence received**

- 1) HDC: Planning for the Future White Paper – briefing note for Town and Parish Councils. A briefing note regarding the open consultation on a radical overhaul of the planning system in England which was launched on 6<sup>th</sup> August by the Ministry of Housing, Communities and Local Government (MHCLG) which runs until 29<sup>th</sup> October 2020.

Further details and copies of the consultation documents can be found at:

<https://www.gov.uk/government/consultations/planning-for-the-future>

<https://www.gov.uk/government/consultations/changes-to-the-current-planning-system>

<https://www.gov.uk/government/consultations/transparency-and-competition-a-call-for-evidence-on-data-on-land-control>

#### **200907/48 Meeting dates for 2020 – so far PC are holding on-line meetings only**

**The days listed below are the regular meeting dates and venues set:**

Mon 5 Oct – GSVH – PC are planning to have an Annual Parish Meeting/Assembly – to consider if this possible. The Community Room at GSVH confirmed as booked but GSVH Committee will have a meeting in the middle of September to discuss re-opening and will let PC know the outcome as to whether this can go ahead.

Mon 2 Nov – LSVH

Mon 7 Dec – Ermine Street Church Academy

#### **200907/48 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.*

#### **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.**

**200907/49 To note the National Pay Agreement for 2020-21. The Appraisal to be carried as agreed at the next face to face meeting available.**

**200907/50 Date of the next meeting:** The next PC and Annal Assembly meetings are planned on Mon 5 October 2020 at 7.15pm – the venue yet to be confirmed

Signed (Clerk) Ramune Mimiene



Date: 2 September 2020

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 came into force on **4 April**. They apply to local authority meetings that are required to be held, or held, before 7 May 2021.

The Regulations were made by the Secretary of State for Housing, Communities and Local Government, in exercise of the powers conferred by section 78 of the Coronavirus Act 2020(1) and paragraph 36(1)(b) of Schedule 6 to the Police Reform and Social Responsibility Act 2011(2).