



CHAIRMAN: Terry Pinner

Clerk to the Council: -
Ms Ramune Mimiene
14 Low Road
Little Stukeley
Huntingdon
PE28 4BA
07596 891618
clerk@thestukeleys-pc.gov.uk
<https://www.thestukeleys-pc.gov.uk/>

27 October 2020

Dear Member,

You are hereby summoned to attend **The Stukeleys Parish Council Meeting** which will be held on **Monday 2 November** 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
27 October 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 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.

201102/70 To Receive and Approve Apologies and Reasons for Non Attendance

201102/71 Declarations of Interests for Members (Disclosable Pecuniary Interests)

201102/72 Coronavirus, update - Meetings will continue remotely until further notice.

201102/73 To Receive and Approve the Minutes of the Parish Council Meeting 5 October 2020

201102/74 Matters arising from those Minutes and previous meetings

201102/75 HDC and CCC Cllrs reports

201102/76 Alconbury Weald, update

201102/77 Planning

201102/77.1 Applications determined by HDC – list attached

201102/77.2 Applications awaiting determination by HDC – list attached

201102/77.3 New Applications:

- 1) Erection of 3 storey side extension including internal and external alterations Site Address: 30 Church Way Little Stukeley Huntingdon Reference: 20/01355/LBC

Erection of 3 storey side extension including internal and external alterations Site Address: 30 Church Way Little Stukeley Huntingdon Reference: 20/01354/HHFUL

- 2) Proposed removal of domestic outbuilding and new build 1 bedroom dwelling Site Address: Land At 4 Ermine Street Great Stukeley Reference: 20/01415/FUL
- 3) Outline planning application for the phased development of up to 648 dwellings with associated public open space, services and other ancillary infrastructure with all matters reserved except for the means of access Site Address: Land North West Of Ermine Business Park Ermine Street Great Stukeley Reference: 20/00847/OUT

201102/77.4 Info circulated by Planning officer to SPC HDC Cllrs: Alconbury Weald - Key Phase 1 Expansion - 19/80094/COND

201102/77.5 To note that the Appeal supported by PC re 74 Owl End application, Cllr T Close report

201102/77.6 Neighbourhood Plan update: Project Manager for the SPC Neighbourhood Plan

201102/78 Finance

201102/78.1 Budget and Precept Proposals 2021.22. Finance WG are meeting on 9 Nov 2020 to discuss and put the proposal forward. Please let the Clerk and Finance Committee know your plans and projects for 2021.22. Please respond by 6 Nov 2020.

201102/78.2 The 2nd Quarter (Jul, Aug and Sep 20), Cllr B Parkyn to report

201102/78.3 To Note Bank Balances, Cashbook, Bank Reconciliation and Budget Reports to 30 Sep 2020

201102/78.4 Drop Box storage: Update, PC actually have a Professional account, fee for which for an individual is £16.58 a month (£7.99 a month as initially agreed is for a personal Plus Plan). To agree the way forward.

201102/78.5 To further consider Homeworking Allowance, Cllr S Smith is arranging the Personnel meeting.

201102/78.6 To Approve 2 November 2020 Payments for Sanction:

ExpTno	Cheque	Net	Ledger date	Gross	Vat	Cheque Total	Transaction Details
101	BACS2011 02CAPALC	£60.00	25/10/2020	£60.00	£0.00	60	CAPALC - Budget Training: Cllr TC and the Clerk
	1		£30.00		£0.00		Cllr T Close training
	2		£30.00		£0.00		The Clerk training
102	BACS2011 02BT	£34.06	25/10/2020	£40.87	£6.81	40.87	BT - BT bill for reporting faults
103	BACS2011 02Easiprint	£272.80	27/10/2020	£272.80	£0.00	272.8	Easiprint Ltd - Magazines
	Confidential:	£752.58		£752.58	£0.00		
		£1,119.44		£1,126.25	£6.81		

201102/78.7 CIL (Community Infrastructure Levy) spending

A new Application received (quotes supporting the application circulated to PC) for CIL funding for Great Stukeley Village Hall – resurfacing the car park

CIL Income and Expenditure to 30 Sep 2020:

As 1 Apr 2020 CIL funds retained							
£226,502.89							
In Apr 2020 further funds received from HDC							
£75,433.57							
Total as at 30 Apr 2020							
£301,936.46							
FUNDS PAID OF:		NET	VAT	GROSS			
Aug-20	GSVH Community Rm refurbishment	13,918.80	2,783.75	16,702.55	Fresh FM Group Ltd		
Apr-20	GSVH Floor marking	1,404.00	280.80	1,684.80	M&D Flooring		
Jul-20	Table tennis x 2 LS and GS PFs	£3,273.33	£654.67	3,928.00	Games Room		
Sep-20	Church Roof St Martin's, LS	£15,000.00	£3,000.00	18,000.00	RHD Building Solutions		
Jul-20	Play Ground repairs	£600.00	£120.00	720.00	Wicksteed		
Apr to Oct 20	BEAM 1 Apr to 30 Oct 20	£10,050.00	£0.00	10,050.00	BEAM - maintenance		
		£44,246.13	£6,839.22	£51,085.35			
Balance as at 31 Sep 2020:							
£257,690.33							
	£110,502.77 Received 01/10/2020						
As at Oct 2020							
£368,193.10							
Committed Expenditure to 30 Oct 2020:							
	£50,000.00 LSVH additional meeting room and redesign of Toilets (agreed May 2020)						
	£15,000.00 LHI scheme - initially Ermine street and Pringle Way, now only Pringle Way?						
	£3,200.00 Pocket Park Plans GSPF						
	£15,000.00 St Bartholomews Church GS						
	£83,200.00						
	£284,993.10 TOTAL FUNDS LEFT as at 30 Oct 20						

Update:

Outdoor table tennis tables x 2 ordered, now been delivered and added to the Assets list, PC Insurance company informed

The Stukeleys Pocket Park Project: Redeveloping of GS PF into Recreation park/ Pocket park, the first draft of the proposed Public Open Space scheme drawings now received
 2065/20-01 'Great Stukeley Public Open Space Masterplan'
 2065/20-02 'Specimen Trees Image Board'
 2065/20-03 'Hard Landscape Image Board'

PC to review the drawings, and let the company know PC thoughts and how PC would like to take the scheme forward in terms of talking through the layout etc.

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.

201102/79 Village Assets: Maintenance and Repairs

201102/79.1 Maintenance of Open Spaces, update

201102/79.2 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 by Cllr S Smith who chased HDC

201102/79.3 Bus Stop Adoption; further steps

201102/80 Highways Issues, Faults and Repairs, to review outstanding issues;

201102/80.1 HGV parking on the slip road outside Top Farm on the old A1 - Highways working group, update by Cllr A Cull. PC to consider:

- The sign advertising a lorry park on the road close to this deceleration lane is removed
- Double yellow lines are installed
- The option of Clearway signage is considered and costed

201102/80.2 Local Highway Improvement Scheme (LHI): The application for Traffic Calming at Ermine Street, update by Cllrs S Burton, S Smith and T Close.

201102/80.3 Privately Funded Highway Improvement Scheme (PFHI): for Pringle Way Little Stukeley and Ermine Street Great Stukeley, Objective to reinstate road surface

201102/80.4 Gateway features for both villages, update

201102/80.5 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, 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, Cllr T Pinner to report

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

201102/81 To consider updates and reports on current issues on the following:

201102/81.1 Playing Fields:

201102/81.1.1 Play Areas: Deep clean will be done once every month till further instructions.

201102/81.1.2 Monthly Play Areas Risk Assessment done by Cllr TC, when the Drop Box storage is updated, the website will be linked to the monthly survey as before

201102/81.2 Rights of Way

201102/81.3 Allotments: Invoices to tenants will go out shortly

201102/81.4 Website: The new Website <https://www.thestukeleys-pc.gov.uk/>

201102/81.5 Village Street Lighting

201102/81.6 Parish Magazine

201102/81.7 Training: Cllr T Close to report on training attended on Finance/ Budget arranged by CAPALC

201102/81.8 Trees in the villages

201102/81.9 Defibrillators

201102/82 Update re: Convener The Stukeleys Heritage Group, Regional Chairman CPRE, The Countryside Charity, East of England re the Romano-British Burial Mounds maintenance (GS Playing Fields). Cllr T Pinner to report

201102/83 Correspondence received

201102/84 Meeting dates for 2020 – PC are holding on-line meetings till further notice

Mon 7 Dec 2020 – online
No meetings in January 2021
Mon 1 Feb 2021
Mon 1 Mar 2021
2nd Mon 12 Apr 2021 due to Easter Bank Holiday
Mon 3 May 2021

201102/85 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.

201102/86 The Appraisal: To be carried by personnel Working Group, Cllr S Smith to arrange, outstanding. To approve the National rates of pay applicable from 1 Apr 2020. To consider Clerk's Training and Personal Development options.

201102/87 Date of the next meeting: The next PC meeting is scheduled on Mon 7 December 2020 at 7.15pm – online

Signed (Clerk) Ramune Mimiene

Date: 27 October 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).