



CHAIRMAN: Terry Pinner

Clerk to the Council: -  
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26 January 2021

Dear Member,

You are hereby summoned to attend **The Stukeleys Parish Council Meeting** which will be held on **Monday 1 February 2021** 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  
26 January 2021

## **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.**

*Rebecca Britton, U&C and the Development Manager Joe Dawson planning to join in presenting the approach U&C want to take and answer any questions and provide some briefing in advance of applications being submitted.*

### **210201/108 To Receive and Approve Apologies and Reasons for Non Attendance**

### **210201/109 Declarations of Interests for Members (Disclosable Pecuniary Interests)**

Members are asked by HDC to review their DPI forms and report back to the Clerk so that HDC website can be updated re any changes /amendments

### **210201/110 Coronavirus, update** - Meetings will continue remotely until further notice.

*Local councils have the powers to hold public meetings remotely by using video or telephone conferencing technology currently until May 2021 and are advised to make use of those powers*

### **210201/111 To Receive and Approve the Minutes of the Parish Council Meeting 7 December 2020**

### **210201/112 Matters arising from those Minutes and previous meetings**

### **210201/113 To note and approve the proposal of Moving the July meeting from 5 July to 12 July 2021**

**210201/114 LLA and NATS Airspace Change Proposal:** This proposal will provide a separate holding stack and flight paths for aircraft arriving at London Luton Airport. There are two options being consulted on, both of which provide for a holding stack over Grafham Water and flight paths over many villages including The Stukeleys.

Please email your views to [jonathan.djanogly.mp@parliament.uk](mailto:jonathan.djanogly.mp@parliament.uk)

LLAs Consultation Document describes rerouting flights. Here is a link to the overview:

[https://consultations.airspacechange.co.uk/london-luton-airport/ad6\\_luton\\_arrivals/](https://consultations.airspacechange.co.uk/london-luton-airport/ad6_luton_arrivals/)

#### **210201/115 HDC and CCC CILrs reports**

#### **210201/116 Alconbury Weald, update**

- *Update on a few developments, relating to progress on the Southern Gateway, and*
- *Connected to that discussions on bringing forward part of the development on Grange Farm.*
- *Updated plans for a new Café which will go in later this month and it would be good to go through them in advance of application so U&C can answer any questions and provide some briefing in advance of applications being submitted.*

#### **210201/117 Planning**

210201/117.1 Applications determined by HDC – list attached

210201/117.2 Applications awaiting determination by HDC – list attached

210201/117.3 New Applications:

210201/117.3/1 Erection of a dwelling following permission in principle approval - 19/00112/PIP Site Address: Land Between 36 And 52A Green End Great Stukeley Reference: 20/02475/FULTDC

210201/117.3/2 Continued use of buildings and land for uses within Use Classes E(g) B2, B8, D1 and Sui Generis Uses (in accordance with drawing no. UAC003/003 rev L) for a temporary period of 5 years Site Address: Alconbury Airfield Ermine Street Little Stukeley Reference: 20/02590/FUL

210201/117.3/3 Submission of reserved matters (appearance, access, landscaping, layout and scale) in respect of the construction of a new access junction from the A141 including drainage and associated works Site Address: Land West Of The East Coast Mainline Railway And North Of Spittals Way Huntingdon Reference: 18/01577/REM - Revised Plans received 18th December 2020; revising the proposed access arrangement.

*Copy of summarised comments for SPC planning issued by Planning Advisor Tm Slater on 15 Jan 21.*

Suggested SPC Planning Recommendations are (no submitted HDC yet):

In respect to the initial consultation with the roundabout solution The Stukeleys Parish Council recommend **approval**.

Members will wish to consider if the current 'T' junction solution is still acceptable and appropriate for the level of traffic anticipated through Alconbury Weald and around the A141.

210201/117.3/4 To note the acknowledgement of pre application submission for community park: Remodelling to create community recreation area. Site Address: Great Stukeley Playing Field Ermine Street Great Stukeley Reference: 21/70010/PENQ

210201/117.4 To Note:

RAF Alconbury have now completed the works to the new main entrance north of Little Stukeley, the roundabout entrance is now closed to traffic and used for pedestrians only.

210201/117.5 To note: Creation of Community Park on land north of Ermine St Great Stukeley a pre -application submission in relation to the proposed remodelling of the rec ground on Ermine St Great Stukeley to a community park made on behalf of the Stukeleys Parish Council by planning Advisor Tim Slater on 14 Jan 2021.

Planning advisor noted that he would be happy to provide additional information and/ or clarification as necessary.

The field was purchased by the Parish Council as a sports field in 1980 as at the time there were a number of village teams in need of pitches; and the field and was actively used for football by one village senior and one youth team until approx. 1990.

Thereafter the pitches were not used for formal / structured matches between 1990 and 2014.

2014-19 thereafter with the lack of use by local teams the field was used by a team from Huntingdon in the seasons 2014-19.

There has been no structured / formal use of the ground for organised sport since that team vacated in 2019.

Small pitches have been installed for rec use within the centre of the site and theses will remain as shown on the layout plan. nor is there any demand for the pitches from village teams.

The community park proposal was the result of consultation and dialogue between SPC and inhabitants of the two villages as to whether villagers getting full recreational value from the field- and it was decided that as the field was no longer required for active sport it would be better repurposed for a community recreation ground with a combination of recreational facilities contained within it. The current masterplan is the evolution of this process.

210201/117.6 Neighbourhood Plan update: Project Manager for the SPC Neighbourhood Plan

**210201/118 Finance**

210201/118.1 To note that Precept request of £56,030.00 for The Stukeleys PC for 2021-22 was submitted HDC.

210201/118.2 To note Bank Balances, Income against Expenditure Report, Bank Reconcilliations carried to 30 November 2020 and to 31 Dec 2020 – Unity Trust main and instant accounts

210201/118.3 To Note and Approve payments made in January 2021 which were approved in principle at Dec full PC meeting):

Cheque	Ledger date	Gross	Heading	Transaction Details	Cheque Total
		£752.58		Confidential	£752.58

210201/118.4 To Approve 1 February 2021 Payments for Sanction

ExpTno	Cheque	Net	Ledger date	Gross	Vat	Cheque Total	Transaction Details
120	BACS2102 01K&M	£140.00	21/12/2020	£168.00	£28.00	168	K&M Lighting Services - Streetlights PC2 and PC7 LS
128	01ExternalA u	£400.00	24/01/2021	£480.00	£80.00	480	PKF Littlejohn LLP - External Audit to 31Mar2020
132	BACS2102 01T&Sgard eni	£1,250.00	24/01/2021	£1,250.00	£0.00	1250	T&S Gardening&Grounds Maintenance - Visits x 5 to tidy up tumulus GSPF
133	BACS2102 01AnnualIns p	£135.00	24/01/2021	£162.00	£27.00	162	PI The Play Inspection Company - Annual PA x 2 Inspection
134	BACS2102 01AskIt	£15.00	24/01/2021	£18.00	£3.00	18	Ask IT - Remote support Outlook 23.12.20
135	BACS2102 01EdgeIT2n d	£482.00	24/01/2021	£578.40	£96.40	578.4	Edge IT System Ltd - 2nd Year 5 Year contract
136	BACS2102 01EdgeITUp gr	£129.00	24/01/2021	£154.80	£25.80	154.8	Edge IT System Ltd - Band Upgrade from B4 to B5
137	BACS2102 01Viking1	£53.69	24/01/2021	£64.43	£10.74	64.43	Viking - Stationery
138	BACS2102 01Viking2	£21.36	24/01/2021	£25.63	£4.27	25.63	Viking - Stationery
139	BACs21020 1Final	£1,600.00	24/01/2021	£1,920.00	£320.00	1920	Barry Chinn Associates Landscape Architects - Pocket park landscaping final payment
140	BACS2102 01GeckoWe bs	£60.00	24/01/2021	£60.00	£0.00	60	Gecko Webs - IONOS email upgrade
141	BACS2102 01Easiprint1	£279.00	24/01/2021	£279.00	£0.00	279	Easiprint Ltd - Magazine Jan 21
142	BACS2102 01Easiprint2	£278.40	24/01/2021	£278.40	£0.00	278.4	Easiprint Ltd - Magazine Dec 20
143	BACs21020 1E- ONNov20	£133.49	24/01/2021	£140.16	£6.67	140.16	E-On - Streetlighting 01/11/20- 30/11/20
144	BACS2102 01KeysAllot m	£38.00	24/01/2021	£38.00	£0.00	38	David Silsby - Keys cut for allotment tenants, reimbursement
		£5,014.94		£5,616.82	£601.88		
	Confidential	£734.58		£734.58			
	Total:	£5,749.52		£6,351.40			

210201/118.5 CIL (Community Infrastructure Levy) spending: CIL report to 31 Mar 2020 submitted HDC, queries raised by HDC were responded to

No note the CIL Income and Expenditure:

As 1 Apr 2020 CIL funds retained					
<b>£226,502.89</b>					
In Apr 2020 further funds received from HDC					
<b>£75,433.57</b>					
Total as at 30 Apr 2020					
<b>£301,936.46</b>					
<b>FUNDS PAID OF:</b>		<b>NET</b>	<b>VAT</b>	<b>GROSS</b>	
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
		<b>£44,246.13</b>	<b>£6,839.22</b>	<b>£51,085.35</b>	
<b>Balance as at 31 Sep 2020:</b>					
<b>£257,690.33</b>					
	<b>£110,502.77</b> Received 01/10/2020				
As at Oct 2020					
<b>£368,193.10</b>					
	<b>Committed Expenditure to 30 Oct 2020:</b>				
	£50,000.00				LSVH additional meeting room and redesign of Toilets (agreed May 2020)
	£15,000.00				PFHI scheme - Pringle Way
	£3,200.00				Pocket Park Plans GSPF
	£15,000.00				St Bartholomews Church GS
	£150,000.00				Pocket park redevelopment estimated
	£70,000.00				Estimated calculation by AW: Ermine Street Traffic Calming
	£0.00				Contribution towards GSVH car par refurbishment: yet to be agreed, brought forward to Finance Committee meeting 9 Nov 2020
	<b>£303,200.00</b>				
	<b>£64,993.10</b> TOTAL FUNDS LEFT as at 2 Nov 20				

Update on CIL:

**Outdoor table tennis tables** x 2 ordered, need installing

**The Stukeleys Pocket Park Project:** Redeveloping of GS PF into Recreation park/ Pocket park

The pocket park project has also progressed, proposed layout plans and sketch details for the improvements to

the open space have now been put together and a preliminary budget for the scheme to provide an initial idea of the costs involved. A pre app planning statement in draft form has now been submitted to Huntingdon District Council.

**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.

#### **210201/119 Village Assets: Maintenance and Repairs**

210201/119.1 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

210201/119.2 Bus Stop Adoption; further steps

#### **210201/120 Flooding: Two useful links issued by HDC:**

<https://www.fws.environment-agency.gov.uk/app/olr/register> this will allow you/ them to register for EA notifications if they are in an area which may be at risk.

<https://flood-warning-information.service.gov.uk/warnings> which has details of information on current flood alerts in place.

#### **210201/121 Highways Issues, Faults and Repairs, to review outstanding issues;**

210201/121.1 HGV parking on the slip road outside Top Farm on the old A1 – PC have placed traffic cones [supplied by U&C] on the slip road at the Top Farm slip road.

210201/121.2 Local Highway Improvement Scheme (LHI): Gateway features for both villages and Ermine Street update by Cllrs S Burton, S Smith and T Close.

The road improvement scheme has moved forward a stage, the scheme is now fully approved by all relevant parties and contractors have been appointed, work is expected to commence in the spring.

#### **Ermine Street Traffic Calming and speed limit reduction**

Following the installation of the full scheme of environmental enhancements and traffic calming along Ermine Street in 2018, there have been a number of issues and concerns raised to the Parish Council, County Council and Urban&Civic. These have co-incided with the formal post-implementation safety review, which the County Council carry out, which recommended additional signage to be added along the scheme.

A Parish Council working group, the County Council Highways Safety team, and Urban&Civic have been in discussion to find the right balance, to ensure new signage is positioned in the right place, with the right wording, and in keeping with the village environment. At the same time the Parish Council have progressed with Urban&Civic an amendment to the original design, where some of the existing road hump pads – which have caused some complaints – are replaced by “table top” designs. These have the effect of ensuring all vehicles have to slow down to go on to the table, via a 1.5m ramp which is about 75mm high, and then come off the table 6 metres later. Two of the 4 being installed will also have pedestrian crossing features on them, to help connect residents living either side of the road especially at Great Stukeley Village Hall and Little Stukeley Village Hall. As this is additional work to the original design, the Parish Council are paying for these additional enhancements.

With the initial works complete, and in time for the signs being installed, the group have also progressed a reduction of speed limits along the stretches from Huntingdon into the village. As part of these final works the Gateway Features will also be going in at the start and end of each village, along with additional signs which reflect the new speed limit changes. The Gateway Features will be both an important village asset in welcoming people and urging them to drive carefully, and a reminder of the speed limits as people pass through.

210201/121.3 Privately Funded Highway Improvement Scheme (PFHI): for Pringle Way Little Stukeley, Objective to reinstate road surface:

County Highways informed PC that there has been a slight adjustment to the quote for this job. The new fee is £20,924.21 (previously quoted by CCC and agreed by SPC £21,286.12 plus VAT).

210201/121.4 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>

**210201/122 To consider updates and reports on current issues on the following:**

210201/122.1 Playing Fields:

210201/122.1.1 Play Areas: Deep clean will be done once every month till further instructions.

210201/122.1.2 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

Yearly Play Areas check / Inspection carried

210201/122.2 Rights of Way Bridleway 133/21 (Great Stukeley to Huntingdon N), very overgrown and access is difficult – reported to County Highways

210201/122.3 Allotments:

210201/122.4 Website: The new Website <https://www.thestukeleys-pc.gov.uk/>

210201/122.5 Village Street Lighting

210201/122.6 Parish Magazine

210201/122.7 Training:

210201/122.8 Trees in the villages

210201/122.9 Defibrillators The Alconbury/Buckworth First Responder Team have completed the Automated External Defibrillator 2 monthly Maintenance checks and reported they are both in full working condition

**210201/123 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**

As agreed at previous SPC meeting, and at the request of the Stukeleys Heritage Group some work has been undertaken to tidy up the Romano-British burial grounds in Gt Stukeley by groundworks contractors instructed by the SPC.

**210201/124 Correspondence received**

**201207/125 Meeting dates for 2021 – PC are holding on-line meetings till further notice**

No meetings in January 2021

Mon 1 Feb 2021

Mon 1 Mar 2021

2<sup>nd</sup> Mon 12 Apr 2021 due to Easter Bank Holiday

2<sup>nd</sup> Mon 10 May 2021 due to Spring Bank Holiday on the 3<sup>rd</sup> of May

Mon 7 Jun 2021

**210201/126 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.**

**210201/127 The Clerk's Appraisal: Cllr S Smith to report.**

210201/127.1 Personnel Committee met on 23 Sep 2019 and agreed to combine the next Annual Appraisal and



Increment with the Financial Year Start 1 April 2020. This was approved at Oct 2019 full PC meeting. To note and Implement.

The National Wage Increase from 1 Apr 2020, information received from National Association of Local Councils (NALC). To note and implement.

Due to Covid and various lock downs the Personnel Committee did not manage to meet yet. To consider a way forward.

210201/127.2 To further consider the Home Working Allowance and other expenses on running cost of Parish Council

210201/127.3 To Consider and approve the shared financial support for the training Community Governance Level 4 course at the University of De Montfort. It is a distant learning course spread over two years. Training and Personal Development plan presented on Personnel Committee request.

*Community Governance looks at the way in which people and organisations work together and independently, making decisions for the benefit of a local community* – Update on a course and modules.

**210201/128 Date of the next meeting:**

*No meeting in January*

The next PC meeting is scheduled on Mon 1 March 2021 at 7.15pm – online

Signed (Clerk) Ramune Mimiene

Date: 26 January 2021

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).