

# THE STUKELEYS PARISH COUNCIL

## Minutes of the Meeting held on 7<sup>th</sup> September 2015 at 7:30pm at the Great Stukeley Village Hall

**Present:**

**Councillors:**

Karl Gasson  
Philip Hobson  
Barrie James  
Michael Monk  
Sue Parkin  
Paul Vincent

**Clerk:**

Carole Pollock

**County and District Councillors:**

County Councillor Sir Peter Brown  
District Councillor Keith Baker

**Members of the Public:**

2 members of the public

Barrie James took the chair

**75 To receive and approve Apologies for Absence**

Apologies were received and approved from Councillors Stef van den Haak, Stuart Bell and Sally Smith. Apologies were received from County Councillor Peter Ashcroft.

**76 Councillors' Declaration of Disclosable Pecuniary and Other Interests**

Cllrs Sue Parkin, Philip Hobson and Paul Vincent declared an interest in item 88di & ii Allotments as allotment holders. Cllr Philip Hobson also declared an interest in item 88hii as member of the Parochial Church Council.

**77 Public Participation Session**

A member of the public was concerned about the traffic in Church Road, Ermine Street and that it would increase once the Alconbury Weald development was open. This issue was of great concern to the Parish Council Traffic Group and would be discussed with Urban & Civic and other stakeholders at their next meeting. The resident was invited and agreed to join the Traffic Group. A resident noted that the Parish Council had previously discussed a couple of empty houses in the Parish and enquired whether there had been any further information regarding the property in Church Road, the resident was advised that the Parish Council had been informed by Luminus that the property was being prepared for sale.

**78 County/District Councillors' Update**

County Councillor Sir Peter Brown informed the meeting that the consultation on CCC boundaries was now closed and a report on its findings was due to be published on the 29<sup>th</sup> September. He also advised that devolution was being considered by CCC. Also a report on broadband in Cambridgeshire was due out, Cllr Barrie James to forward details of all correspondence sent and received on the issue to County Councillor Sir Peter Brown.

District Councillor Keith Baker gave an update on district council issues.

**79 Minutes of the Previous Meeting**

The Minutes of the meeting held on the 6<sup>th</sup> July, 23<sup>rd</sup> July and 13<sup>th</sup> August were approved as a correct record.

**80 Matters Arising from the previous meeting**

The Minutes Action Plan from the previous meeting was reviewed.

**81 For Information Only**

**82 Alconbury Weald**

Rebecca Britton of Urban & Civic gave an update on the Alconbury Weald development. A number of units had now been let and work on the club house was progressing well and should be finished by Christmas. The development offices will move to the club house when it has been completed and then the offices in Incubator building will be available to lease. The break through for the development into Ermine Street is scheduled to happen in mid-October and a traffic control system will be in place whilst the work is going on.

The Parish Council is concerned that they be included in the discussions with regard to the naming of the development.

County Councillor Sir Peter Brown left the meeting

**83 Local Highways Improvement Initiative Scheme 2016-17**

The Parish Council discussed submitting an application to the scheme and **RESOLVED** not to submit an application.

**84 Bury Parish Council application for designation of a Neighbourhood Area Consultation**

The Parish Council considered the consultation and **RESOLVED** no response was necessary.

**85 Draft Rights of Way Improvement Plan Consultation**

Cllrs Philip Hobson and Karl Gasson to compile a draft response for consideration at the next Parish Council meeting.

**86 Village Projects**

- a It was **RESOLVED** that a grant of £400 be awarded to Little Stukeley Village Hall Committee for electronic equipment to improve the facilities they can offer their parishioners. The Little Stukeley Village Hall had applied for a grant (from another source) for the provision of broadband to the hall and therefore did not need to apply to the Parish Council for further financial assistance. The Great Stukeley Village Hall Committee did not wish to apply for funding for additional equipment or the provision of broadband for their village hall.
- b Bus Shelter in Little Stukeley  
To be considered at the next Parish Council meeting.

**87 Village Maintenance, Highway Issues, Faults and Repairs**

- a Village Notice Boards  
All quotations received were reviewed. It was considered that the cost of refurbishment would be more cost effective than replacement. It was **RESOLVED** to instruct RP Welding Services to refurbish all three village notice boards as per his quotation for a total cost of £600 plus VAT.
- b Tree inspections and Tree Warden training  
Tree warden training and specialised professional assistance to survey all Parish Council owned trees was discussed. Cllr Sue Parkin to contact Bridget Halford (HDC) for further advice. It was **RESOLVED** that Cllr Karl Gasson to be Deputy Tree Warden.
- c Warden Risk Assessments  
Warden risk assessments are in the process of being completed.

**88 To consider updates and reports on current issues on the following:**

- a Playing Fields
  - i Little Stukeley Playing Fields  
Cllr Sally Smith to forward quarterly inspection reports for Little Stukeley Playing Fields to the Parish Clerk for the Parish records.
  - ii Great Stukeley Playing Fields  
The Parish Clerk inspected the Great Stukeley Playing Fields and reported that the fence on the side of the public house had come unattached from the top wire. Cllr Paul Vincent to repair the fence. Cllr Sue Parkin to visit the possible owner of the tree that had fallen into the playing fields to discuss responsibility for removal.
- b Rights of Way  
No update.
- c Traffic Group
  - i Update  
No update
  - ii Review of street furniture and signs in the villages  
Cllr Karl Gasson to prepare a report for consideration at the next Parish Council meeting.
- d Allotments
  - i Central Storage Unit  
The condition and suitability of the base for the central storage unit was discussed. Another site meeting is to be arranged and further advice obtained.

ii Other issues

Anglian Water had issued an improvement notice on the allotment concerning the mains fed tap in the centre of the site which requires appropriate backflow protection and whether the rainwater harvest system is compliant with regulations. Information to be sent to Rebecca Britton (Urban & Civic) for investigation plus a request for insulation around the pipe to the tap.

An allotment holder had requested to be allowed to erect a small greenhouse and walk in polytunnel. It was **RESOLVED** not to give permission. Quotations for cutting weeds and grass around the allotment site to be requested.

Cllr Paul Vincent to contact the Allotment Society for assistance to draft an additional clause to cover the use of the central storage unit to be incorporated into the current allotment rental agreement. Cllrs Philip Hobson or Stef van den Haak to review the draft for any potential legal issues.

e Training

No update

f Website

No update

g Village Broadband

Cllr Barrie James gave an update, no response had been received from Jonathan Djanogly MP.

h Village Street Lighting

i a CCC owned street lighting

Recently Mick Reynolds (Highways Warden) and a representative from Balfour Beatty meet in the village to discuss all current issues. No further response from Balfour Beatty had been received.

b SPC owned street lighting

To be discussed at the next Parish Council meeting.

ii To consider adoption and funding of repairs/maintenance of the church column lamp at St Bartholomew's Church.

To be discussed at the next Parish Council meeting.

i Defibrillators

i 2<sup>nd</sup> Seminar

The next seminar will be held on the 28<sup>th</sup> September at Little Stukeley Village Hall.

ii Other issues

No other issues.

89 Parish Magazine

a To request the right of response to articles in the issue of publication was regarded as unworkable. Cllr Karl Gasson to draft response to a recent article.

b The Parish Council reviewed current Income and Expenditure received and spent on production of the Parish Magazine. The Income and Expenditure report to be sent to the Editor and the Editor to be asked to submit a quarterly report to the Parish Council.

90 Financial Matters

a **RESOLVED** that the following accounts be approved and paid:

i	Clerk's salary	Chq 1857	C. Pollock(Aug)	£	428.02
ii	Clerk's Expenses	Chq 1858	Office & General Exps (Aug)	£	61.07
iii	HMRC	Chq 1859	PAYE	£	117.20
iv	J & P Plant Ltd	Chq 1860	Grass Cutting (CCC)	£	300.00 plus VAT
v	Easiprint	Chq 1861	Printing Chgs Sept 15	£	180.00
vi	E-on	Chq 1862	Street lighting energy costs	£	77.39 plus VAT
vii	Day Today Mtn Ltd	Chq 1863	Repairs to GS Playing Fields	£	430.00
viii	Dunster House Ltd	Chq 1864	Collection fees	£	759.00
ix	PKF Littlejohn LLP	Chq 1865	External Audit Fee 14/15	£	300.00 plus VAT
x	T & S Gardening	Chq 1866	Grass Cutting	£	804.26

- b** To note receipts
  - i** Wiser Recycling Recycling Income £ 77.16
  - ii** Consolidated Stock Dividend £ 2.51
  - iii** Consolidated Stock Redemption £ 402.90
  - iv** CCC Grass Cutting Grant £ 969.87
  - v** HDC Recycling Credit £ 45.00
  - vi** Various Mag Advertising Income £ 280.00
- c** All committees to take responsibility for agreeing and ensuring any order specification for work/goods/services is complete and confirming that the work/goods/services has been completed or provided to the specification included with the order. All committees to submit a written report to be distributed with the meeting agenda, to help ensure all Council meetings can deal with items of business in a timely manner.

## 91 Planning

- a** **Outstanding Matters**  
The Nook Farm, Low Road appeal was dismissed.
- b** **Application determined by HDC**  
No outcome to note.
- c** **Applications awaiting determination by HDC**  
No outcome to note.
- d** **New Applications**  
To consider new applications
  - i** **Top Farm, Ermine Street, Alconbury – 15/00749/FUL** – Change of use from parking and maintenance of 2 HGV lorries and 2 Trailers and a pick-up truck to a mixed use of parking and maintenance of 2 HGV lorries and 2 Trailers and a pick-up truck and the storage and sale of aggregates. Including the construction of new aggregate storage bays.  
The planning application was discussed and it was **RESOLVED** to make no objections.
  - ii** **29 Chestnut Grove, Great Stukeley – 15/01480/TREE** – Crown thinning of a Horse Chestnut.  
The planning application was discussed and it was **RESOLVED** to make no objections.
  - iii** **21 Park View, Great Stukeley – 15/01021/HHFUL** – Proposed new single storey side extension.  
The planning application was discussed and it was **RESOLVED** to make no objections.
- e** **Implications of the closure of the American Base at RAF Alconbury**  
A further letter to be send to Jonathan Djanogly MP to request clarification as to whether he supports the parish council’s wish to be involved in the discussions concerning the closure of RAF Alconbury. Cllr Ablewhite was unable to attend this meeting or the next and will therefore be asked when he will be available to meet a representative of the Parish Council.
- f** **Planning Group**  
Amendments to the group’s terms of reference to give the group full delegated powers to respond to planning applications will be discussed at the next Parish Council Meeting.
- g** **Neighbourhood Plan**  
The Parish Council **RESOLVED** that in the light of the negative responses to the Parish Council’s request to be involved in the discussion concerning the closure of the American Base at RAF Alconbury that the only action open to the Parish Council was to proceed with the development of a Neighbourhood Plan and instruct the planning group to progress the project.

## 92 Correspondence

The following correspondence was noted as received:

### July 2015

- a** Emails: Rural Services Network- Weekly News Digests
- b** Email: P Ryan – A14 Briefing Notes
- c** Email: Planning Inspectorate Decision Ref APP/H0520/A/13/2203277:
- d** Email: HDC - Gambling Act 2005 - Draft Statement of Principles - Consultation
- f** Email: HDC - Draft Statement Of Licensing Policy - Consultation
- g** Email: RP Welding Svc Ltd – Revised Quotation
- h** Email: J Djanogyly – RAF Alconbury
- i** Email: CCC – Part Time Lighting

- j** Email: ICO – FOI response
- k** Email: CCC – Local Highways Improvement Initiative Scheme 2016-17
- l** Email: CCC – Highways Depot Open Days
- m** Email: U&C – JPCLG Minutes
- n** Email: R.Avery - Police and Crime Commissioner's Monthly 'Connect' Newsletter
- o** Email: Hunts Forum – Funding Alert
- p** Email: MOD – RAF Alconbury Closure

**August 2015**

- a** Emails: Rural Services Network- Weekly News Digests
- b** Email: A14 Cambridge to Huntingdon Update
- c** Email: Bridget Halford - Basic Tree Inspection Course Shuttleworth College
- d** Email: Hunts Forum of Voluntary Organisations – New Forum
- f** Email: Luminus News - information about conversion to charitable status
- g** Email: PCC Connect Newsletter August 2015
- h** Email: Highways Depot Open Days – Huntingdon - Reminder
- i** Email: RAF Alconbury DCLG Response
- j** Email: Luminus – 22 Church Road
- k** Email: CCC – Draft ROWIP Consultation
- l** Email: Anglian Water Improvement Notice – Allotments
- m** Email: A14 Compulsory Purchase Notice
- n** Email: Alconbury & Ellington Internal Drainage Board – Watercourse Maintenance
- o** Email: Breheny Civic Engineering – Road Works on Ermine Street
- p** Email: Hunts Forum of Voluntary Organisations – Funding Forum and news
- q** Email: CCC -Cambridgeshire Energy Switch scheme - Launching on 1 September 2015
- r** Email: HDC – Appeal Decision – Land adjacent 70 Low Road, Little Stukeley.

**93 Publications Received**

**94 Matters for Future Consideration**

- a** Wreaths for the Royal British Legion .

**Meeting closed at 23:14 pm**

**Next Meetings:**

Monday 5<sup>th</sup> October at 7:30pm – Little Stukeley Village Hall, Little Stukeley  
 Monday 2<sup>nd</sup> November 2015 at 7:30pm – Great Stukeley Village Hall, Great Stukeley