

## MINUTES

The Parish Council Meeting of The Stukeleys was held on Monday 1 Apr 2019 at 7.15pm at Great Stukeley Village Hall

Present Terry Pinner (Chairman), Tim Close (Vice-chairman), Sally Smith, Shaun Burton, Andie Hallihan, Glyn Evans, Parish Councillors.  
Ms Ramune Mimiene, Clerk.  
3 members from RAF Alconbury  
3 members of the public  
HDC Cllr T Sanderson  
CC Cllr T Rogers  
2 representatives from Savills re: proposed planning application  
Tim Slater, Planning Consultant

### OPEN MEETING

*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.*

Air cadets presented a plan for litter picking in both villages. Proposed date is Sun 2 Jun 19 at 1pm. Litter will be collected and left in the designated area. Chairman TP agreed to arrange and sort out the litter collected.

*3 members of the public left the meeting*

A resident brought to PC attention the issues regarding the crossing of the road from LS to Alconbury Weald. It was noted that cycle lanes and pedestrian crossings will be installed during Phase 2 Ermine Street Improvement works.

Several accidents been reported on the blind junctions in both villages. Contractor and Developer been informed. Signs are being looked at. Safety audit team will meet.

Presentation by Savills re: Ermine Street Plan HU1.

*T Rodgers joined the meeting*

*2 members of Savills left the meeting*

**2019/20**

**04/616**

04/616.1

**To Receive and Approve Apologies and Reasons for Non Attendance**

The Clerk reported that Cllr P Tuck sent apologies for absence.

**04/617**

04/617.1

**Declarations of Interests for Members (Disclosable Pecuniary Interests)**

None.

**04/618**

**Proposal:**

**To Receive and Approve the Minutes of the Parish Council Meeting 4 March 2019**

**Proposed by Councillor SS, seconded by Councillor TC, all in favour, and it was RESOLVED that the minutes of 4 March 2019 be accepted and signed as a true record of the meeting.**

**Carried**

*Chairman signed the Minutes.*

**04/619**

14/619.1

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

Action Plan noted.

**04/620**

04/620.1

**Proposal:**

**To Consider 3 Vacancies on Parish Council**

Mr Evans attended the meeting tonight and expressed the wish to join the Parish Council.

**Proposed by Councillor SS, seconded by Councillor TC, all in favour, and it was RESOLVED that Mr Evans is co-opted to the Stukeleys Parish Council.**

**Carried**

1 written application received.

04/620.2

**Proposal:**

Chairman read out the statement made by Ashton Cull.

**Proposed by Councillor SS, seconded by Councillor TC, all in favour, and it was RESOLVED that Mr Ashton Cull is co-opted to the Stukeleys Parish Council.**

**Carried**

04/620.3

1 vacancy left to fill.

**04/621**

**HDC and CCC Cllrs reports**

HDC Cllr TS presented a verbal report.

HDC Cllr SS presented a verbal report.

HDC Cllr SB presented a verbal report.

CCC Cllr TR presented a verbal report.

**04/622**

**Councillor email addresses and Committees & Working Parties**

*T.P.*

04/622.1 As previously discussed, the 'Committees and Working parties' will be removed from the Agenda only when all Vacancies are filled. GE  
Cllr G Evans joined Finance Working Group. Cllr AH joined Planning Committee. AH

**04/623 Alconbury Weald**, the Local Plan update and the Country Park  
To Consider the Management of the Country Park. Suggestion to name the Park under Prestley Park. It was agreed by PC for the Country Park to be named Prestley Park. U&C informed.

**04/624 Planning**

04/624.1 To reinvigorate the Planning Committee, Cllr AH – carry this item forward to the next meeting. TS is happy to assist.

04/624.2 Outstanding matters: Complaint PC wishes to make.  
17/02513/FUL The erection of 3 x 4 bedroom dwellings, Land Opposite 91 Ermine Street Little Stukeley received.

A letter to be drafted by Cllr AH.

AH

04/624.3 Applications determined by HDC: Clerk circulated Planning spreadsheet which was noted and approved by the members.

04/624.4 Applications awaiting determination by HDC, list circulated to members.

04/624.5 New Application:

1) Conditional Information for 1201158OUT: Condition 9: Amended Key Phase 1. Condition 10: Amended Key Phase Framework a) Design Code b) Indicative Sequencing Plan c) Archaeological Investigation d) School Site Plan e) Key Phase Transport Assessment f) Key Phase Travel Plan & Mitigation Strategy g) Delivery Plan h) Site Wide Strategy Supplements (Water, Ecology & Code of Construction Practice) and i) Sustainability Statement. Site Address: Alconbury Airfield Ermine Street Little Stukeley Reference: 19/80094/COND

Extension provided by HDC till after May's PC Meeting. Planning group to meet to discuss this item before 13 May 19 so that response could be approved at May's PC. Committee to inform Planning Advisor TS. Cllrs SS, TC, SB and AH formed the Planning Committee. They are going to meet on Fri 19 Apr 19, venue to be confirmed. Planning Committee

2) Re: Submission of reserved matters (appearance, access, landscaping, layout and scale) in respect of construction of surface water drainage and attenuation infrastructure, a new highway section, re-use of existing runway/taxiway, and all associated works. Site Address: Alconbury Weald Ermine Street Little Stukeley Reference: 19/00569/REM

TS will put comments and forward the info to the Clerk. Suggestion PC supports it. PC supported previously.

*Recommendation- Support*

*SPC welcomes the application as a link in the main transportation route through the site to join phase 1 and the residential areas to the north of Alconbury Weald to Huntingdon and the A141 and as such it is anticipated that it will reduce traffic along Ermine St. through the Stukeleys which is a long term aim of Stukeley Parish Council.*

*It is noted that the link will only become effective when the southern access and other parts of the internal link are approved and constructed, and it is hoped that these can be brought forward in a timely manner.*

**Proposal: Proposed by Councillor SS, seconded by Councillor TC, all in favour, and it was RESOLVED that PC recommends Approval to the above planning application.**

Carried

*HDC Cllr TS and CC Cllr TR left the meeting.*

3) Ermine Street Plan HU1 By Savills 13 Mar 19 – Invited to PC meeting.

Following discussions with officers at Huntingdonshire District Council, they have suggested that we discuss the localised need/demand for particular outdoor sports facilities with the Parish Council so that the planning application secures beneficial assets to the community as opposed to duplicating such facilities that may already be well served in the area.

Savills act on behalf of St John's College in relation to draft allocation HU1 at Ermine Street, Huntingdon. St John's College own the extent of the allocation located to the north of Ermine Street and which falls within the Stukeleys Parish.

Application will be submitted to Huntingdonshire District Council in Summer 2019.

04/624.6 Neighbourhood Plan (NP) - Update on the Neighbourhood Plan, with recommendations for next steps

Cllr AH presented an article in the magazine and informed re: Public Meetings being planned.

*2 members left the meeting*

**04/625 Finance – Budget Reports**

04/625.1 Bank Balances, Cashbook and Bank reconciliation statement for both NatWest and Unity Trust PC accounts as at 28 Feb 2019 circulated after the last PC meeting and update on the accounts to 31 Mar 19 – Year End Accounts

Unity Trust bank balance as at 28 Feb 19 £293,098.79.

Cashbook balance as at 28 Feb 19 £293,028.79 due to 1 unrepresented chq of £70.00 raised to Royal British Legion back in Nov 18.

PC agreed to separate reserves from PC funds. PC to agree how best to do it:

- Reserves of £40,556.73

04/625.2 Income and Expenditure against the Budget Report up to Mar 19 – noted.

04/625.3 Lap top for PC use. The lap top purchased, software to be obtained.

PC need to obtain the Office for PC. An Office 365 Home account for the Parish Council's activities should be sufficient.

04/625.4 Internal Auditor visit set for 15 May 19

04/625.5 To review PC Assets list

Reviewed. PC Insurance cover, quotes received. PC agreed to add to PC Assets list the Strimmer at a value of £200.00. Strimmer is being maintained and recently repaired. It is kept at the Allotments in the locked communal shed.

04/625.6 To consider using an Accounts Package for PC use

PC agreed to seek quotes.

Clerk

04/625.7 As Approved at Mar PC meeting payment was made to Fenland Tree Care:

Date	Chq No.	Payee and Description	Net	VAT	Total amount
26 Mar 19	190304.10	Fenland Tree care	£870.00	£175.00	£1,044.00

**Proposal:** **Proposed by Councillor SS, seconded by Councillor TC, all in favour and it was RESOLVED** Carried that the Invoices listed in 04/625.7 are to be paid.

04/625.8 As approved in principle at Mar PC meeting, payment to be made on the receipt of the Invoice:

Date	Chq No.	Payee and Description	Net	VAT	Total amount
27 Mar 19	190304.11	Little Stukeley VH Hire for PC meetings 2018	-	-	£180.00

**Proposal:** **Proposed by Councillor TC, seconded by Councillor SS, all in favour and it was RESOLVED** Carried that the Invoices listed in 04/625.8 are to be paid.

04/625.9 Expenditure for Approval 1 Apr 19:

Date	Chq No.	Payee and Description	Net	VAT	Total amount
1 Apr 19	190401.1	Wages Mar 19	-	-	£602.57
1 Apr 19	190401.2	HMRC Tax deductions from Clerk's wages Mar 19	-	-	£24.20
1 Apr 19	190401.3	Expenses on running cost of PC Mar 19	-	-	£35.96
1 Apr 19	DD	NEST pensions contribution Mar 19	-	-	£65.98
<i>No E-ON invoice received in time for the meeting</i>					
1 Apr 19	190401.4	E-ON Electricity Mar 19 (monthly bill for PC streetlights)	-	-	£Invoice not received in time
1 Apr 19	190401.5	Easiprint Apr 19	-	-	£248.20
1 Apr 19	190401.6	SLCC membership renewal – split between all PCs according to the % of the hrs contracted, as per attached spreadsheet	-	-	£52.61
<i>Invoice for the repairs of PC strimmer received and PC agreed to pay it</i>					
1 Apr 19	300002	Team Plant Ltd: Repair Strimmer	£48.00	£9.60	£57.60
Total Apr 19 Expenditure:			£48.00	£9.60	£1,087.12

**Proposal:** **Proposed by Councillor SS, seconded by Councillor TC, all in favour and it was RESOLVED** Carried that the Invoices listed in 04/625.9 including the additional payment to Team Plant Ltd are to be paid.

04/625.10 CIL (Community Infrastructure Levy) funding spending, updated report circulated

T.P.P.

- 1) GSVH and LSVH applications for CIL spending, outcome. Clerk created a spreadsheet listing all payments, VAT and balance. Email re: LSVH to full PC.  
PC are waiting for the quotes from GSVH.
- 2) Quotes for bark replacement/ rubber matting – thick wet pour at LS Play Area  
Quotes to be circulate by Cllr SS and the overview will be provided at the same time. SS
- 04/626 Village Maintenance and Repairs**  
04/626.1 General maintenance, issues and outcome  
Cllr TP is working on the list of jobs to be carried in both parishes and will present it to PC. TP
- 04/627 Highways Issues, Faults and Repairs**, to review outstanding issues  
04/627.1 HGV parking on the slip road outside Top Farm on the old A1  
Slip road / Entrance to Top Farm. PC considered to use CIL money to fund it. Specification what work needs doing and at what cost. Clerk to approach Highways. Clarify with Top Farm owners. Clerk
- 04/628 To consider updates and reports on current issues on the following:**  
04/628.1 Playing Fields:  
04/628.1.1 Play Areas: Visual Inspection reports for GS and LC Play Areas - monthly reports carried by Cllrs SB and TC.  
Hedge at LSVH – a further resident email re: complaint received again today. It was noted that despite his complaints no work has been done on the hedge between resident's property and the Village Hall grounds. LSVH committee minutes state the work is carried. PC also paid the contractor for the hedge works. Chairman will approach the resident directly to identify the area. TP  
It was reported that LS PA bin is not emptied, Clerk to report HDC as it looks like the bin was missed. Clarify the bins with HDC. Clerk
- 04/628.1.2 To Consider reinstating the damaged fence at GS PF  
Reported by resident that PC workmen damaged the fence. PC discussed and Cllr SB will be issuing the letter as he inspected the hedge prior to works and afterwards. SB
- 04/628.2 Rights of Way:  
Nothing to report.
- 04/628.3 Allotments:  
Allotment Association requested to have a portable toilet on site at the allotments. Clerk approached the Association asking for the costings and maintenance plan – No feedback yet.
- 04/628.4 Website: No update.
- 04/628.5 Village Street Lighting:  
Nothing to report.
- 04/628.6 Parish Magazine  
Keep it on the Agenda.
- 04/628.7 Training  
Consider training for new Members.
- 04/628.8 Trees in the villages  
04/628.8.1 Tree belts maintenance, contractor informed, outcome  
Cllr TP to feedback to PC the outcome with the farmer. TP  
450 trees (at no cost) offered by Rotary Club. Article to go into the magazine. SB
- 04/629 To consider the legislation re: Support and help to Churches**  
04/629.1 SS spoke to Clare Burton at HDC and queried CAPALC's recommendation not to make any donations/payments towards churches.  
Cllr SS reported that PC could support for example cultural educational centre. It was agreed that Cllrs will approach Churches from the villages to make applications. SS  
As stated at the last meeting, the Local Government Act 1894 expressly forbids contributions towards the church costs. Contributions cannot be made towards the fabric of the building.
- 04/630 Electronic storage of PC documents: IT issues, Cllrs email addresses and Repository of Correspondence**  
Ex Cllr K Gasson notified PC that he is seeking 2 more quotes. KG
- 04/631 Relocation of the Village Sign**  
This issue is with U&C. T.R.P.
- 04/632 Correspondence – dealt with.**  
Yet another letter PC been cc in by SPC were cc in the copy of the letter wrote by the resident and addressed to Breheny. Letter dated 22 Mar 19 was noted by PC.

**04/633 Councillors' questions**

No questions raised.

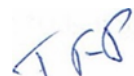
**04/634 Date of the next meeting:** The next meetings are on Mon 13 May 19 at Ermine Street Church Academy at 7.15pm: Annual Parish Meeting and Annual Parish Council Meeting

Meeting finished at 9.40pm.

*These minutes are considered draft until ratified at the next The Stukeleys Parish Council meeting*

13 May 19

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Date



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Chairman: Terry Pinner