

MINUTES

The Parish Council Meeting of The Stukeleys was held on Monday 3 June 2019 at 7.15pm at Little Stukeley Village Hall

Present Terry Pinner (Chairman), Tim Close (Vice-chairman), Sally Smith, Shaun Burton, Paula Tuck, Andie Hallihan and Ashton Cull, Parish Councillors.
Ms Ramune Mimiene, Clerk.
5 members of the public.
HDC Cllr T Sanderson.
CC Cllr T Rogers
2 representatives from Savills.
R Britton, U&C.

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.

Planning matter brought to PC attention.

Cllr AH joined the meeting

Traffic issues down the Ermine street raised. PC advised that the Safety Audit report now received. CCC are making further recommendations.

Residents of Top Farm attended the meeting re: HGV parking on the slip road outside Top Farm on the old A1. The issue been discussed. PC sought advice. CCC suggested double yellow lining on the slip road. PC agreed to pay for the scheme and therefore not to apply for LHI scheme. Certain procedures need to go through. Traffic order needed. This item is under the Agenda tonight.

It was also raised that helicopter site is not sufficiently big for all amenities planned for the area. The farm is 90 meters away from the actual take-off and landing site. Noise is the biggest issue. PC opposed the planning consultation based on noise issue and this will go to HDC Management Committee when everyone will have a chance to express their views. PC noted that they support the Charity but not in the residential location.

Savills representing St John's College (Washingley Farm development) attended the meeting tonight and were seeking PC opinion on sports facilities on the site. HDC suggested 2 tennis courts to be installed towards the top end. PC concerns are with the development itself. Reference to the relief road and the positioning of it is the biggest PC concern as access to sites is an issue.

CC Cllr T Rogers joined the meeting

This development is S106 development. PC will discussion and send the ideas to Savills. Plan presented. It was noted that the scheme is a housing led development. The area for the open space is about 600 square meters.

2 members of Savills left the meeting

06/657 To Receive and Approve Apologies and Reasons for Non Attendance

06/657.1 The Clerk reported that Cllr G Evans sent apologies for absence.

06/658 Declarations of Interests for Members (Disclosable Pecuniary Interests)

06/658.1 Cllr TP declared Interest in Agenda item 06/665.5. 2) Planning Application No 19/00823/FUL.

06/659 To Receive and Approve the Minutes of the Finance Working Group Meeting 12 May 2019
Proposal: Proposed by Councillor TC, seconded by Councillor AH, all in favour, and it was RESOLVED that the minutes of 12 May 2019 be accepted and signed as a true record of the meeting. Carried
Chairman signed the Minutes.

06/660 To Receive and Approve the Minutes of the Annual Parish Council Meeting 13 May 2019
Proposal: Proposed by Councillor SS, seconded by Councillor PT, all in favour, and it was RESOLVED that the minutes of 13 May 2019 be accepted and signed as a true record of the meeting. Carried
Chairman signed the Minutes.

06/661 Matters arising from those Minutes and previous meetings (action plan circulated to members)
06/661.1 Action Plan noted.

06/662 To Consider Co-option to fill 1 Vacancy on Parish Council
2 applications received. Waiting for a full application from the second applicant.

06/663 HDC and CCC Cllrs reports
HDC Cllrs TS, SB and SS presented verbal reports.
Safety audit carried by CCC. Verges down Ermine Street need attention.

PC received a copy of the Safety Audit Report today. Meeting to be arranged. It was noted that S106 is a fixed pot and U&C need to work out what remedial action need to be taken and by whom. CC TR presented a verbal report.

06/664 **Alconbury Weald**, the Local Plan update and the Country Park RB, U&C presented a verbal report.

Road Safety:

The Audit has now been carried out and report issued. This has not been worked through by officers for the County response to it. U&C have a technical design meeting on site with the County team to review the core points against their views and were then looking to get a meeting in the diary to sit down with parish and district councillors who want to be involved to go through. Key aspects of this discussion relate to looking at the works in the context of the next phase of works; additional speed limit measures already discussed; and additional works that might be needed to respond to the safety audit or parish council views.

Phase 2:

The second phase of works includes the cycle way, pedestrian crossings and gateway features. PC feedback on gateway features is required, discussed under Highways Agenda item later on tonight.

Maintenance and condition:

U&C have been in discussion with Breheny about the nature of the verges and the timing is not great for many of the landscape management options along with the potential redoing of some of works for additional lighting, signage or junction works, which U&C cannot discount at the moment. U&C have asked their landscape contractors to provide options which would enable the key areas to be tidied up in the short term and have a longer-term low maintenance but attractive look. U&C will come back on this.

PC thanked RB for all advice and co-operation as well as attending the meetings.

06/665 **Planning**

06/665.1 Planning Committee, outcome – Planning Committee had a very useful meeting. Committee is now re-invigorated and consists of SS, TC, SB, AH and AC. Chairman is a member of every Committee and Working group. The last meeting was attended by T Slater, planning advisor.

06/665.2 Outstanding matters: Complaint PC wishes to make.

17/02513/FUL The erection of 3 x 4 bedroom dwellings, Land Opposite 91 Ermine Street Little AH
Stukeley received. – AH reported that there was no further progress on this matter.

3 members left the meeting

06/665.3 Applications determined by HDC: Clerk circulated Planning spreadsheet which was noted and approved by the members.

06/665.4 Applications awaiting determination by HDC, list circulated to members.

06/665.5 New Application:

1) AMENDED SCHEME Single storey rear extension to existing dwelling and erection of garage with access from Church Road. Erection of new 3 bedroom dwelling and garage with access from Church Road. Site Address: 63 Park View Great Stukeley Huntingdon. Reference: 18/01707/FUL

No PC comments.

2) Installation of low level air source heat pumps and associated timber protective louvred enclosures. Site Address: Pringle Farm Pringle Way Little Stukeley Reference: 19/00823/FUL –received 22 May 19

Installation of low level air source heat pumps and associated timber protective louvred enclosures (Barn C Only) Site Address: Pringle Farm Pringle Way Little Stukeley Reference: 19/00824/LBC

No PC comments.

CCC TR and HDC TS left the meeting

06/665.6 Neighbourhood Plan (NP) - Update on the Neighbourhood Plan, with recommendations for next steps. Cllr AH presented a verbal update. AH

06/666 **Finance – Budget Reports**

06/666.1 Bank Balances, Cashbook and bank Rec for Apr 19 carried. May accounts circulated and noted.

06/666.2 Income and Expenditure against the Budget Report 30 Apr 19 – Noted.

06/666.3 To note Internal Auditor Letter and Report, Check List and Invoice – Noted.

06/666.4 Lap-top for PC use – software still to be obtained

2 members left the meeting

06/666.4 Expenditure for Approval 3 June 19:

Payment to HMRC was wrong on the Agenda, amended in the minutes.

Date and Payment No	Payee and Description	Net	VAT	Total amount
19/06/03.1	Clerk's wages May 19	£410.34	-	£410.34
19/06/03.2	HMRC: tax deductions Apr 19	£229.20	-	£229.20
19/06/03.3	DD - NEST: Pensions contribution Employer and Employee Apr 19	£74.05	-	£74.05
19/06/03.4	Clerk, Expenses on running cost of PC May 19	£41.72	-	£41.72
19/06/03.5	Jacquie Wilson Internal Audit 2018/19	£136.67	-	£136.67
19/06/03.6	CCC: Streetlighting energy Great Stukeley	£162.91	-	£162.91
	Total Jun 19 Expenditure:			£1,054.89

Proposal: **Proposed by Councillor PT, seconded by Councillor TC, all in favour and it was RESOLVED that the Invoices listed in 06/666.4 are to be paid.** **Carried**

It was agreed that Finance Committee meets and presents a proposal to the next PC re: PC funds – where and how PC funds are held.

Note since meeting: Finance Committee agreed to meet on Tue 18th Jun 19.

06/666.5 CIL (Community Infrastructure Levy) funding spending, updated report circulated

1) GSVH and LSVH applications for CIL spending, outcome.

Area at the PF at LS – Estimates/Quotes for reinstated surface will be circulated by SS.

Proposal: **Proposed by Councillor SS, seconded by Councillor TC, all in favour and it was RESOLVED that surface at LSPF is reinstated.** **Carried**

Invite residents to pass ideas where CIL funds could be spent in the villages – Cllr AC will submit a paragraph for the magazine. AC

Cllr TC suggested to tidy up the GSPF – Consider orchard and dog walking area. Redeveloping GSPF into recreation park. TC

Proposal: **Proposed by Councillor TC, seconded by Councillor SB, all in favour and it was RESOLVED that the GSPF redevelopment using CIL funds is approved.** **Carried**

2) Quotes for bark replacement/ rubber matting – thick wet pour at LS Play Area

Quotes received vary from each other a lot. Therefore, it was agreed that Cllrs SS and TP will meet and discuss the quotes received and will have a proposal for the next meeting. SS, TP

06/667 Village Maintenance and Repairs

06/667.1 General maintenance, issues and outcome

PC are not content with the maintenance this year. Both villages look untidy, clumps of grass were left on the PF, churchyards look messy. PC were informed that there was a change in people in the company. Contractor needs to come back to collect the grass cuttings as per contract. Chairman and Clerk will draft a letter to be sent to the Contractor. Chair Clerk

06/667.2 Village Litter pick carried yesterday. Chair will thank the Scout leader. 10/11 litter bags collected.

06/668 Highways Issues, Faults and Repairs, to review outstanding issues

06/668.1 HGV parking on the slip road outside Top Farm on the old A1

Advice provided by CCC was to go through as a PFHI (Privately Funded Highways Improvement) to get the traffic regulation order (TRO).

Highways Committee, when formed, (chair Cllr AC) to look into this matter. AC

RB, U&C suggested this can be better incorporated into U&C package than doing an isolated application.

06/668.2 Gateway features (the wood effect gateway features and signs) are to be looked into.

PC agreed to install at both sides of both villages LS and GS – 2 for each village – oak gateways – Could PC share the expense with U&C?

06/668.3 Ermine Street Improvement Scheme, outcome – discussed under Open Forum.

06/669 To consider updates and reports on current issues on the following:

06/669.1 Playing Fields:

06/669.1.1 Play Areas: Visual Inspection reports for GS and LC Play Areas – Outstanding. TC, SB

06/669.1.2 To Consider reinstating the damaged fence at GS PF. PC consider rabbit fencing the PF. Done by Cllr SB. PC

Clerk to check if there are any Risk Assessments for the Play Areas at AW. Clerk

06/669.2 Rights of Way:

The overgrown footpath at GS which was reported to PC now sorted. Thank you to Cllr TP.

06/669.3 Allotments: No update.

06/669.4 Website: No update.

06/669.5 Village Street Lighting: New streetlight by the Church at GS – light is reported as shining into the bedroom again. Cllrs SS and SB will sort this out as last time. SS SB

06/669.6 Parish Magazine

- Cllrs are submitting articles for the magazine on the monthly basis. Cllr TC will do an article on GSPF redevelopment. Cllr AC will prepare an article re: CIL suggestions and introduce himself.
- 06/669.7 Training
Training options discussed.
- 06/669.8 Trees in the villages
06/669.8.1 Tree belts maintenance, contractor informed, outcome - ongoing
PC to agree where to plant the trees to be donated to PC. Cllr GE is the contact person for the tree GE
donations. Seek clarification on what species.
- 06/670 To consider the legislation re: Support and help to Churches**
Could PC contribute towards the accessible access at LSVH Church – a quote presented by Cllr Clerk
TP. Possible to use CIL funds.
Clerk to check with CAPALC re: Loan to the Church. Can PC do that and on what terms?
Clarification and briefing needed.
Note since meeting: Clerk approached CAPAL. Awaiting to hear back.
- 06/671 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
- 06/672 Relocation of the Village Sign**
This issue is with U&C.
- 06/673 Correspondence – dealt with.**
- 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.
- 06/674 A right of access under data protection legislation and a request under section 1(1) of the Freedom of Information Act 2000 (FOIA), received Thu 23 May 19**
Discussed. Agreement reached. Matter closed.
- 06/675 Councillors' questions**
Chairman thanked everyone.
- 06/676 Date of the next meeting:** The next meeting is on Mon 1 Jul 19 at 7.15pm at Ermine Street Church Academy

Meeting finished at 9.32pm.

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

Date

Chairman: Terry Pinner