

## MINUTES

The Parish Council Meeting of The Stukeleys was held on Monday 1 February 2021 at 7.15pm

### ON-LINE MEETING ONLY

Present Tim Close (Vice-chairman), Shaun Burton (PC and HDC Cllr), Sally Smith (PC and HDC Cllr), Ashton Cull, B Parkyn, P Tuck, Parish Council Councillors.  
Ms Ramune Mimiene, Clerk.  
HDC Cllr T Sanderson.  
R Britton and Joe Dawson, U&C.  
T Slater, Planning Advisor.  
No members of the public.

*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) at least 24 hours before to 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 joined in presenting the approach U&C want to take and answered any questions and provided some briefing in advance of applications being submitted, a few developments, relating to progress on the Southern Gateway, and developments within Alconbury Weald.*

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

Cllr G Evans sent apologies for absence. Cllr T Pinner sent apologies for absence due to the technical issues. No apologies received from Cllr A Hallihan.  
Council reviewed Cllr AH attendance and voted that due to no attendance at the meetings Cllr AH is ceased to be a Cllr.

**Proposal: Proposed by Councillor SS, seconded by Councillor SB, 1 abstention, all other Councillors in favour, and it was RESOLVED that Cllr A Hallihan is ceased to be a Councillor. Carried**

**Clerk** to contact HDC seeking advice on the process. PC wish to fill the vacancy as soon as possible.

*Note since meeting: Clerk emailed HDC elections on 2 Feb 2021.*

#### **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.

*NALC has reviewed and updated its coronavirus information. This includes an update on extending the remote meeting regulations. See the update below:*

*Extending the remote meeting regulations*

*The government is not currently planning to extend the remote meeting regulations beyond 7 May 2021. Along with other local government bodies, NALC is continuing to press for this extension. We are also preparing guidance for local councils on preparing for and managing the return to physical meetings in May and beyond.*

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

**Proposal: Proposed by Councillor SS, seconded by Councillor SB, all in favour, and it was RESOLVED that the minutes be accepted and signed as a true record of the meeting. Carried**

*Chairman will sign the Minutes at the next face to face meeting available.*

**210201/112 Matters arising from those Minutes and previous meetings – All matters on the Agenda**

**210201/113 To note and approve the proposal of Moving the date of July meeting from the 1<sup>st</sup> Mon 5 July to the 2<sup>nd</sup> Mon 12 July 2021**

**Proposal: Proposed by Councillor SS, seconded by Councillor TC, all in favour, and it was RESOLVED that the proposed change is meeting dates for July is accepted. Carried**

**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/)

Note: The consultation finishes on Fri 5 Feb 2021.

**210201/115 HDC and CCC Cllrs reports**

Cllrs SS and SB, verbal update

*HDC Cllr TS left the meeting*

**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.*

*The original design concept of a roundabout at the junction with the Southern Gateway and the A141 was rejected by the Highways Department in favour of a controlled T junction, a new design has been submitted by U&C for approval.*

*Updated plans for a Café within the Watch Tower, to be run by a local company, will go in later this month as well as plans for a further 480 houses on two, yet to be developed, sites.*

**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  
PC agreed to recommend approval.

**Proposal: Proposed by Councillor SS, seconded by Councillor BP, all in favour, and it was RESOLVED to recommend approval to the above planning consultation. Carried**

*Note since meeting: PC comments submitted HDC on 2 Feb 21.*

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 (not 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.

PC comments were submitted prior to the PC meeting to meet the HDC deadline.

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 these 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.

Received from CCC after the Feb Agenda was circulated:

Proposal: Erection of four solar car ports and ancillary equipment in the rear car park of the Cambridgeshire County Council Civic Hub, soft landscaping proposals, external lighting, and all associated works. Application No: CCC/20/092/FUL Location: Cambridgeshire County Council Civic Hub, Ermine Street, Alconbury Weald, PE28 4WX I would be grateful to receive your comments on this planning application by 18 February 2021. Send comments to: [planningdc@cambridgeshire.gov.uk](mailto:planningdc@cambridgeshire.gov.uk) by 18<sup>th</sup> Feb.  
PC agreed not to comment.

210201/117.6 Neighbourhood Plan update: Project Manager for the SPC Neighbourhood Plan – It was agreed that **Clerk** will contact HDC to make initial contact as PC will start the NP from scratch.

The Neighbourhood Plan was discussed, on the advice of HDC Councillor Tom Sanderson a proposal was passed to invite assistance from the Planning Policy Team Leader at HDC. An initial meeting has been arranged via ZOOM SPC councillors Smith, Burton and Close to attend.

*Note since meeting: meeting with HDC set for 23 Feb at 10am. Cllrs TC, SB, SS agreed to attend.*

## 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, and Bank Reconciliations carried to 30 November 2020 and to 31 Dec 2020 – Unity Trust main and instant accounts

Noted. Cllr **BP** will review the Q3 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

**Proposal: Proposed by Councillor AC, seconded by Councillor SS, all in favour, and it was RESOLVED to approve Jan 2021 payments. Carried**

*Cllr PT left the meeting.*

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 01Annualns 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 - Magzine 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			

Cllr SS asked the Clerk to check with Allotment Association Chairman D Silsby re the keys cut, what is the reason for the extra keys. Clerk explained that some half plots were divided into quarter ones so that more keys were needed for the new tenants. Cllr SS asked to check if this was the case.

**Proposal: Proposed by Councillor SS, seconded by Councillor SB, all in favour, and it was RESOLVED to approve the February 2021 payments. Carried**

210201/118.5 It was agreed to purchase snow drops of minimum 100 per tumuli costing £200.00 plus carriage. The supplier is experiencing high demand at the moment with stocks running low. It was agreed to purchase snow drop and bluebell bulbs for planting on the freshly tidied tumuli and to extend clearing the playing field hedge.

**Proposal: Proposed by Councillor SS, seconded by Councillor SB, all in favour, and it was RESOLVED , that SPC plant snowdrops on both tumuli now they have been cleared. Carried**

210201/118.6 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	<b>13,918.80</b>	2,783.75	<b>16,702.55</b>	Fresh FM Group Ltd		
Apr-20	GSVH Floor marking	<b>1,404.00</b>	280.80	<b>1,684.80</b>	M&D Flooring		
Jul-20	Table tennis x 2 LS and GS PFs	<b>£3,273.33</b>	£654.67	<b>3,928.00</b>	Games Room		
Sep-20	Church Roof St Martin's, LS	<b>£15,000.00</b>	£3,000.00	<b>18,000.00</b>	RHD Building Solutions		
Jul-20	Play Ground repairs	<b>£600.00</b>	£120.00	<b>720.00</b>	Wicksteed		
Apr to Oct 20	BEAM 1 Apr to 30 Oct 20	<b>£10,050.00</b>	£0.00	<b>10,050.00</b>	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						

It was agreed to instruct the current contractor who cleared the Tumuli to carry on clearing the hedge of the GSPF. This will be paid using CIL funds. To instruct the contractor.

**Proposal: Proposed by Councillor SS, seconded by Councillor BP, all in favour, and it was RESOLVED to carry on tidying up the hedge area by the tumuli. Carried**

The quote was received for £400 to supply a grate to be installed at the culvert at Owl End to stop large items going into the culvert.

**Proposal: Proposed by Councillor SB, seconded by Councillor AC, all in favour, and it was RESOLVED to accept the quote for £400 to install a grate at the culvert at the Owl End. Carried**

Update on CIL:

**Outdoor table tennis tables** 2 received and in storage for installation when weather improves.

**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 reported that they are waiting for the update from HDC.

#### **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; no 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.

Cllrs suggested to discuss the maintenance of the ditches, drains and culvers at March PC meeting. Agenda item.

#### **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. It was reported that cones are still there. Update by Cll AC will be provided to the next meeting.

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.

PC were contacted by U&C project manager who is looking after Ermine Street Traffic calming works. Including both the additional signage U&C are installing and the road humps which U&C are installing for the Parish Council. Terms of the development agreement have been agreed with the PC working group (Cllrs TC, SS and SB) and U&C are now looking to finalise that agreement and place the order with the infrastructure contractor to start works.

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> - no update.

210201/121.5 Grit bins: Bins are refilled. The empty salt bin can be reported via <https://highwaysreporting.cambridgeshire.gov.uk/>

#### **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 – the link to the website will be created. Then the Clerk will receive a notification once the PA inspection is carried, as previously.

210201/122.2 Rights of Way Bridleway 133/21 (Great Stukeley to Huntingdon N), very overgrown and access is difficult – reported to County Highways, no feedback.

210201/122.3 Allotments: Extra keys were cut.

210201/122.4 Website: The new Website <https://www.thestukeleys-pc.gov.uk/> the website is accessible and attractive.

210201/122.5 Village Street Lighting - PC05 at Green End, GS not working.

*Note since meeting: reported to the contractor.*

Also the light at the entrance to the Church, GS, need sorting out as it shines into the neighbouring property (part of it was previously painted black).

210201/122.6 Parish Magazine

210201/122.7 Training: please check CAPALC website for training courses: [www.bookwhen.com/capalc](http://www.bookwhen.com/capalc)

210201/122.8 Trees in the villages – nothing to report.

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).** Maintenance carried and the Invoice paid tonight.

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**

Cllr **SS** agreed to cut a key so that the Clerk could check post.

#### **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

2<sup>nd</sup> Mon 12 Jul 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.

**Proposal: Proposed by Councillor SS, seconded by Councillor TC, all in favour, and it was RESOLVED to approve the new SCP27 and back pay to Apr 2020. Carried**

210201/127.2 To further consider the Home Working Allowance and other expenses on running cost of Parish Council – letter seeking further advice sent to HMRC by the Clerk as requested.

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.*

PC agreed not to contribute towards the course but as advised by the Chair of Personnel Committee **SS**, PC are offering the Clerk 3hrs a month paid study time. Cllr SS noted that those 3hrs are included in the contacted hrs a month. The Chairman asked Cllr SS to check the wording of this statement.

#### **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.

*Meeting finished at 9.13pm.*

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



Date

Chairman: Tim Close

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).