

BURY PARISH COUNCIL

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A meeting of Bury Parish Council was held on Wednesday 3rd July 2019 at 7.30pm at Bury Village Hall

All members of the council are hereby summoned to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below.

Public Open Forum – Members of the public and press are invited to address the Council regarding items that are on the agenda. If you wish to discuss any other matter, please contact the Clerk outside of this meeting.

Charlotte Copley -Clerk and Responsible Financial Officer to Bury Parish Council



Minutes

- 0719.01 PRESENT AND APOLOGIES
Present; Councillors M. Tew, A. Barber, P. Hazell, D Wakefield, R Scantlebury, K. Prestage
Also, present; Clerk – C Copley and 9 members of public
Apologies received from C.Cllr. A. Costello due to Mayoral duties, D. Cllr. S Corney due to a prior engagement, A Johnston, J Hayes, and J. Prestage due to a prior engagement.
- 0719.02 COUNCILLORS INTERESTS
Cllr. Scantlebury declared an interest in planning discussions regarding the Clinic site development.
- 0719.03 PRESENTATION FROM ABBEY GROUP – Regarding their involvement in the Tunkers Lane site which is to be allocated within the Local Plan for around 90 houses. Cllr. Tew proposed the Public Participation section be carried out following the presentation from the Abbey Group to allow members of the public to speak during this item. The proposal was seconded by Cllr. Wakefield with all in favour and therefore **resolved** to do so. Mr. Andy Brand, David Mead, and Carl Sutton of The Abbey Group presented the initial masterplan for the proposed development of 90 houses on the land off Tunkers Lane. This meeting is the first approach from the Abbey Group who expressed it is their intention to engage with residents of Bury to bring together an application that is acceptable to most. The site is allocated for development within the District Councils (planning authority) 2036 Plan and the Bury Parish Council Neighbourhood Plan. Both plans can be viewed here;
<https://www.huntingdonshire.gov.uk/planning/new-local-plan-to-2036/>
<https://buryparishcouncil.co.uk/index.php/neighbourhood-plan/>
The Abbey Group intend to submit a planning application to the District Council for the site towards the end of 2019. Predominantly the houses would be 1-3 bedroomed properties, with occasional 4-5 bedrooms, bungalows and 2-storey houses. The Group are currently awaiting the affordable mix from the District Council, but it is estimated 40% would be affordable throughout the site with 70% of the 40% being social rented and 30% intermediate housing. The Abbey Group are interested in hearing what the Parish Council are looking for in accommodations and what the village needs, evidenced via the Housing Needs survey which was conducted earlier in the year and is available via the Parish Council Neighbourhood Plan link above. The ecological enhancements for the site are as in the NPPF (National Planning Policy Framework) <https://www.gov.uk/government/publications/national-planning-policy-framework--2>. The Abbey Group have also been in consultation with the County Council regarding the green lane part of Tunkers Lane and are looking at agreeable designs for bringing the road up to standard along with the installation of a footpath for pedestrians through the lane. It was suggested by members of the public, after much discussion, that parties seek to establish from the County Council if the green part of Tunkers Lane is a fully adopted road, some confusion was aired around whether the road was adopted or not. The Abbey Group agreed to investigate this and report back to the Parish Clerk. It is the intention to improve the surface of the road, to the County Councils standards, resurfaced, widened and a footpath installed. Cllr Hazell asked for Abbey Groups clarification as to what trees along Tunkers Lane are registered TPOs also. Members of the public voiced several concerns over the access in and out of the site being either along Tunkers Lane or Owls End, both roads are small built up roads, the road exiting on to the B1040 from Valiant Square would be immediately

opposite the current development of homes at the Clinic site, already a very busy road with it being a main in road, vehicles trying to exit opposite each other would potentially be an accident hot spot. The alternative route would be via Owls End, again potential for accidents due to the village school being on the road, school drop off and collection times are already a concern for residents along with residents parking along the road. The Abbey Group confirmed the County Council have been consulted on this matter, and although the County Council have confirmed Tunkers Lane and Owls End as suitable the Abbey Group would welcome suggestions of alternative solutions to where the access road could be placed. A member of the public asked if the Abbey Group have any interest in working with the developers of the land behind the site, the Buryfield application, NFC Homes, as it was noted the Abbey Group had been in communication with them over their application? The reply came that the Abbey Group opposed NFC Homes development of the land off Buryfield, correspondence has been received from NFC Homes to Abbey Group, but Abbey Group have not engaged in conversation with them, the context of that letter was not divulged. The next steps for the Abbey Group are to organise a public consultation, looking at the first week of September 2019, Mr. Brand agreed to keep the Clerk informed of further developments. The Abbey Group left the meeting at 8.10pm.

- 0719.04 MINUTES OF MEETINGS FOR APPROVAL - Cllr. Hazell proposed the meeting minutes of 5th June 2019 as correct and be approved for signature by the Chairman, seconded by Cllr. K. Prestage and with all in favour therefore **resolved** to do so.
- 0719.05 PUBLIC PARTICIPATION - To allow up to 15 minutes (3 minutes per person) for any members of the public and Councillors declaring the existence and nature of a prejudicial interest to address the meeting in relation to the business on this agenda. No further discussions from the public received other than those raised during the discussions with the Abbey Group, agenda item 0719.03 above.
- 0719.06 REPORTS FROM COUNTY AND DISTRICT COUNCILLORS - To receive verbal reports from the County and District Councillors. Neither County nor District Councillors present but the Clerk has circulated an email to Councillors from the Combined Authority regarding the Transportation Consultation. You can access the full suite of Local Transport Plan documents on the following website, alongside details of the consultation events and ways in which you can respond to the consultation. Consultation events are taking place at a range of locations across Cambridgeshire and Peterborough in June, July and September.
<https://cambridgeshirepeterborough-ca.gov.uk/about-us/programmes/transport/tp>
- 0719.07 COUNCILLORS UPDATES - To receive verbal reports from the Parish Councillors on their portfolio of responsibilities;
- Highways - Cllr. Tew has requested a temporary speed restriction of 30mph be put in place on the Upwood Road to Bury, whilst the site works, and traffic lights are being carried out at the DE Havilland Gardens (Clinic site) development.
- Community Engagement - Cllrs Barber and K. Prestage proposed organising a village fete, the date proposed for the fete will be the new bank holiday, Friday 8th May 2020, the 75th anniversary of V E Day. Lots of fun will be had on the field, local groups will be invited to celebrate what they are doing, and Bury Band will be playing, Cllr. Scantlebury seconded the proposal and with all in favour it was therefore **resolved** to do so.
- Footpaths - Cllr. Scantlebury submitted his footpaths report ahead of the meeting and the Clerk circulated to all Councillors. The Clerk confirmed that overgrown public footpaths and hedges from the Old School House running in to Ramsey at Mugglestone Lane reported to the County Council via their online reporting tool, and the Public Rights of Way Officer has been invited for a walk through with the Clerk to look at possible improvements to the footpath. It is the time of year when hedgerows and grass areas are rapidly growing and residents who allow their greenery to overhang pathways should be reminded of their responsibilities to keep them cut back and remove any arisings from public footpaths. The online reporting tool is available for any member of the public to use <https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/roads-and-pathways/roadworks-and-faults/>
- The Clerk confirmed the kissing gates have been ordered. The GEDA site office signs reported to have been bolted to the new white village entrance gates have been removed and re-attached by alternative methods. The Clerk confirmed she has instructed the commencement of the cemetery pathways works, as agreed in the 5th June meeting, minute reference 0619.12.1. When the groundworks commence the sunken grave will be infilled in. Several reports have been received of the grass being long on the play areas, due to the recent wet weather the cutting scheduled was delayed but the contractor is now carrying out extra cuts to bring the grass back down to the expected level.

- 0719.08 POLICE REPORTS– To receive an update from the Clerk on Police reports within the month of June 2019 RAF Upwood, Bury – Police were called to the disused RAF Upwood base on Sunday lunchtime, 9th June, following a report of a group of young people trespassing on the site and climbing on the roofs of derelict buildings. Officers located a group of people and escorted them off the site. (Ref CC-09062019-0246)
- 0719.09 NEIGHBOURHOOD PLAN CONSULTATION – To receive an update from the Neighbourhood Plan Working Group regarding the latest stage of the Plan. Cllr. Tew reported the consultation period is going well with 40 residents engaged so far. The consultation has another 2 weeks to run so there is still time to make comments. The villagers can attend the consultation evenings on Wednesday 10th and 17th July from 7-9pm in the Village Hall meeting room.
- 0719.10 CHRISTMAS LIGHTS – To discuss the latest update regarding the installation of the lights, necessary insurances, risk assessments and registering as a volunteer with the Parish Council. Cllr. K Prestage proposed the Clerk approach UK Power Networks with a view to having the electricity cable running between the trees insulated to protect the lights installation team when working, the proposal was seconded by Cllr. Wakefield with all in favour and therefore **resolved** to do so. A lift has been hired for the electrician to fit the lights and the Clerk will prepare the relevant risk assessment forms. Cllr. J Prestage has offered to conduct the risk assessments. The Clerk has confirmed with the insurance company that volunteers working with the Parish Council are covered on the Councils Public Liability insurance.
- 0719.11 PLAY AREAS – To consider the park risk assessment forms forwarded by the Clerk to Councillors on 13th June 2019 and their implementation. Cllr Tew asked for volunteers to attend a play equipment safety course to assist them in conducting monthly inspections of the play equipment, Cllrs Barber and K Prestage put themselves forward, along with Cllr. J Prestage, the proposal was seconded by Cllr. Tew with all in favour it was therefore **resolved** to do so. The Clerk will speak to the insurance company to establish the extent of the Councils involvement in risk assessing the play equipment, speak to the current inspection company, Playmaintain to establish the costs of them carrying out monthly inspections as a comparison. The Clerk confirmed she is arranging the annual ROSPA inspection and report back when the information is received.
- 0719.11.2 To approve and sign the Service Level Agreement for the Active Lifestyles Summer Programme. The Clerk circulated the amended Service Level Agreement to Councillors ahead of the meeting and Cllr. Tew proposed the agreement be approved and signed, seconded by Cllr. Wakefield, with all in favour and therefore **resolved** to do so.
- 0719.12 PLANNING – To discuss recent planning applications – no applications received
- 0719.12.2 Receive an update from the Clerk on previous planning applications.
 19/00567/FUL – Demolition of garage and replace with bungalow, 4 Tunkers Lane, Bury – Approved
 19/00900/HHFUL - Demolition of a single storey part and erection of 2 storey extension, 6 Lincoln Road, Fairmead Park, Upwood - Approved
 19/01029/HHFUL, Erection of a single storey extension to 70 Upwood Road Bury Huntingdon 18/02420/FUL – In progress
 18/02420/FUL 38 dwellings, land North East of 15 Meadow Lane, Bury – In progress
 19/00271-OUT Detached dwelling land North East of The Highlands, Warboys Rd, Bury- In progress
- 0719.13 FINANCE
- 0719.13.1 Payment of outstanding debts and current position; Cllr. Hazell proposed the payment of invoices 1 – 8 be approved for signature, seconded by Cllr. Prestage with all in favour and therefore resolved to do so. The cheques were then signed by 2 signatories who in turn initialed the corresponding invoice.
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| (1). C Copley | Clerks wages and expenses | £ 566.47 |
| (2). Garden Reclaim | Grass cutting | £ 530.00 |
| (4). M Badcock | Cemetery maintenance | £ 450.00 |
| (5). Mr. Brown | Donation towards upkeep of green areas | £ 250.00 |
| (6). Parrot Print | Neighbourhood Plan printing | £ 212.50 |
| (7). A Northcote | Neighbourhood Planning | £ 203.00 |
| (8). J Prestage | Expenses relating to N. Plan bank acc | £ 5.00 |
- Funds received; The Councils Precept of £30,000 has been received in to the Parish Council bank account
- 0719.13.2 Current position, bank reconciliation and cash book. The Chairman was unable to sign the bank reconciliation on this occasion due to the Clerk not receiving the bank statements in time. The Clerk provided each Councillor with a copy of the cash book.

- 0719.13.3 Cllr. Wakefield proposed the Council agree to the quotation received from Ethical Arboriculture regarding the tree assessment and report of Bury Parish Councils tree stock, including a recommended management plan, tree tagging, and advisory letters to home/land owners of any trees that may have issues that could impact the Council highways and byways. Total cost for quotation £1600.00. The proposal was seconded by Cllr. Scantlebury with all in favour and therefore **resolved** to do so.
- 0719.13.4 To consider the renewal of the Parish Council insurance. The Clerk forwarded the Parish Councils insurance renewal documentation to councillors ahead of the meeting. The insurers this year have developed a new unique policy, Parish Protect, to meet the changing needs of the Parish Council. Amongst other things assets are covered up to £150,000 reducing administration in respect of insurance for clerks and the need for small payments if cover is slightly increased. Employees, councillors and now volunteers are covered under the Employers Liability section. This means volunteers working within the Council such as grass cutting, litter picking etc. are covered. The premium is £774.20 , a saving of £472.80 on last year's premium. Cllr. Wakefield proposed the insurance cover be renewed on these grounds, but if the Clerk could clarify whether the electrician who is installing the Christmas lights this year is covered on the insurance as a volunteer. The proposal was seconded by Cllr. K Prestage, with all in favour it was therefore **resolved** to do so.
- 0719.13.5 Due to the District Council no longer providing name badges, the Clerk has received one quotation at a cost of £90.00 to produce named badges on a lanyard. Cllr. K Prestage proposed the Council take up the Clerks offer of producing a laminated credit card style name badge that can be mounted on a lanyard, the proposal was seconded by Cllr. Hazell, 5 councillors voted in favour of the production of a name badge and one Councillor voted against, with the majority vote in favour of the proposal it was therefore **resolved** to do so.
- 0719.14 **CORRESPONDENCE RECEIVED**
Highways Events Diary – road closures
Request from Mr. Brown to cut down dead horse chestnut tree on Valiant Square grass. Following on from a conversation Cllr. Scantlebury had with Mr. Brown over the removal of the dead tree he proposed the kind offer to carry out these works be accepted, Cllr. Wakefield seconded the proposal, with all in favour it was therefore **resolved** to do so
Pidley Mountain Rescue – International Teddy Freefall 7th September 10am
- 0719.15 **MATTERS FOR FUTURE CONSIDERATION**
Annual review of grass cutting, caretaking and cemetery maintenance contracts
SIDS – Establish what can be placed where
- 0719.16 **DATE AND TIME OF NEXT MEETING** – The next meeting will be held Wednesday 4th September 2019.

Please note there will not be a Parish Council meeting in the month of August 2019

Meeting closed at 9.25pm