

BURY PARISH COUNCIL

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The Local Authorities and Police and Crime Panel Meetings Regulations 2020 came into force on 05 April enabling local councils to hold remote meetings until May 2021.

A meeting of Bury Parish Council was held on Wednesday 6th May 2020 at 7.30pm via Zoom.

Minutes

05.20-059 PRESENT AND APOLOGIES

Present; Councillors M. Tew (Chairman), D. Wakefield, R. Scantlebury, J. Hayes, A. Barber,
Also, present; Clerk – C Copley and 1 member of public
Apologies; Cllrs Johnston and Hazell

05.20-060 COUNCILLORS INTERESTS

05.20-061 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**

The member of public present wished to express their concern regarding dog walkers within the village to allowing their dogs off the lead and not clearing up after the dog has fouled. The member of public also asked for any updates relating to the development off Buryfield, 19/01881/OUT.

05.20-062 MINUTES OF MEETINGS FOR APPROVAL – Cllr. Hayes proposed the minutes of 4th March 2020 be approved as correct and therefore signed by the Chairman, Cllr Wakefield seconded the proposal with all in favour and therefore resolved to so do. Due to the current lockdown situation the Chairman will sign the minutes at the first available opportunity.

05.20-063 REPORTS FROM COUNTY AND DISTRICT COUNCILLORS – County Councillor Costello and District Councillor Corney both presented their reports on matters involving both County and District Councils. Both Councils are able to continue to operate with many staff working from home. Street Cleaning and the call centre of the District Council is continuing to operate as normal. To keep up to date with the latest information during these times details can be found at;

Huntingdonshire District Council www.huntingdonshire.gov.uk

Cambridgeshire District Council www.cambridgeshire.gov.uk

All Councillors expressed their gratitude to the District Council for their hard work and efforts in distributing care packs to the vulnerable within our communities.

Peterborough Cathedral will be live streaming a VE Day service from Peterborough Cathedral, from 3pm on Friday 8th May, details can be found here; https://www.peterborough-cathedral.org.uk/509/section.aspx/502/ve_day

05.20-064 COUNCILLORS UPDATES - To receive verbal reports from the Parish Councillors on their portfolio of responsibilities and actions carried out since previous meeting:

- Road Safety & CAPALC Cllr M Tew reported a new CEO of CAPALC has been appointed and CAPALC hope to become incorporated by July 2020. Cllr Tew continues to report road safety issues, an increase in speeding along Upwood Road has been reported this week.
- Footpaths/Trees Cllr R Scantlebury reported on the condition of the Dehavilland Gardens and RAF Upwood airfield site with thefts of garden equipment, fly tipping and high levels of trespassing.
- Cemetery Cllr J Hayes – nothing to report.
- Playing Fields Cllr A Johnston – no report received.
- Neighbourhood Plan Cllr J Prestage & Tew – see agenda item 05.20-066
- Public Engagement Cllr A Barber – Nothing to report
- 2020 Village Fete Cllrs A Barber and K Prestage – Cllrs Barber and Prestage expressed their disappointment in having to cancel the Village Fete this year, so much hard work has gone in to organising the event to celebrate VE Day. The Councillors thanked Cllrs Barber and Prestage for all their hard work.

05.20-065 CRIME REPORTS – Police UK website stats unavailable at this time but multiple reports have been received from ECops regarding trespassing on RAF Upwood.

05.20-066 NEIGHBOURHOOD PLAN – Due to the postponement of the referendum on the 26th March with all elections being put on hold until May 2021 the Plan has been prevented from progressing. This is understandably frustrating for the community and Parish Council. Correspondence has been sent to Shailesh Vara asking for clarification from the Ministry for Housing, Communities and Local Government that the restriction to May 2021 will be revoked to allow the referendum to proceed as soon as possible and that applications outside of the adopted sites be

postponed until normal process has been restarted. The Neighbourhood planning team, including the Parish Council, does not believe that the Council should be permitted to give permission for these developments in these circumstances. The MHCLG response is appended to these minutes.

- 05.20-067 CEMETERY – The Clerk presented a quotation received from D Watt for the installation of pathways to complete the return side of the new garden of rest path and a new surface to the existing pathway from the car park to the front of the Church. The Chairman proposed quotations be obtained for linking pathways from the Church to the cemetery at both the front entrance and the rear entrance to the Church. Cllr Wakefield seconded the proposal with all in favour and therefore resolved to do so.
- 05.20-068 PEDESTRIAN CROSSINGS – Following a meeting on the 16th March with Highways Projects and Road Safety representative from the County Council, the next steps in the application requires a traffic survey to be carried out by the Highways department at the County Council. The survey has been postponed due to the Covid-19 outbreak, staff have been redeployed elsewhere and with reduced traffic on the roads during the lockdown the survey would not provide an accurate reflection. The agreed location for the crossing on Upwood Road is where the footpath comes from Rowell Walk. Highways will be providing a design and formal quote for either a Zebra crossing or a Toucan crossing. The Longhurst Group, owners of the Dehavilland Gardens development (previously RAF Upwood Clinic) and the land between Dehavilland and Fairmead Park are also working with the County Council Highways team to provide either one or 2 pedestrian crossings at locations towards the Valiant Square end of Upwood Road. The Parish Council have been approached by Millward Consulting Engineers, representatives of Larkfleet Developments, (development land west of Garden Court and rear of Upwood Road) regarding placement of two bus stops on Upwood Road. The Parish Council do not believe bus stops are required and would struggle to find a suitable location for them on Upwood Road due to that side of the road being very narrow and without pavements, the funds be made more useful in the installation of pedestrian crossings. The Clerk has made a request to the County Council and Millwards for a change in the condition to replace the bus stops with funds towards pedestrian crossings.
- 05.20-069 PLANNING – To receive recent planning applications;
- 20/00638/TREE** T5 fell due to tree causing subsidence damage to dwelling. Greenlawns, High Street, Bury. Cllr. Tew proposed the Council vote to support the application on the same grounds for the reason of the application, seconded by Cllr J Prestage.
- 20/00566/HHFUL** Single storey rear extension and change of roof and fenestration on existing conservatory, 20 Brookfield Way, Bury. Cllr K Prestage proposed the Council vote to support the application on the grounds of the works not being intrusive to its neighbours, seconded by Cllr Hayes, with all in favour and resolved to do so.
- 20/00669/FUL** – Erection of a bat barn, RAF Upwood. Both applications for bat barns approved on the grounds of them being required to allow the demolition of existing dilapidated buildings.
- 20/00683/FUL** – Erection of bat barn, RAF Upwood. As above.
- 05.20-069.1 An update from the Clerk on previous planning applications was received and acknowledged
- 05.20-069.2 To decide on taking on possible green space areas within the phase 1 and 2 of development RAF Upwood site. Cllr Wakefield proposed the Council agree to enter discussions with The Longhurst Group in relation to taking on the green spaces within the Phase 1 and Phase 2 development of RAF Upwood. The proposal was seconded by Cllr. J Prestage with all in favour and therefore resolved to do so.
- 05.20-069.3 To receive request to engage with Savills regarding community engagement relating to the RAF Upwood Phase 2 planning application. Cllr Wakefield proposed the Council take up the offer to engage with Savills regarding their invite to engage with the community relating to the plans for the Phase 2 development RAF Upwood. Savills are proposing their preferred approach would be to hold an event in September 2020 which is subject to social distancing measures. However, we are of course mindful of the changing climate and guidance and suggest that this be reviewed, perhaps in June, to see if is going to be realistic. If it looks like this may not be possible, they aim to circulate the scheme and then arrange feedback via a range of measures, including an online chatroom and online response form, along with a leaflet drop/questionnaire to those villagers who do not use the internet. The proposal was seconded by Cllr Scantlebury with all in favour and therefore resolved to do so.
- 05.20-070 FINANCE – To confirm agreement of payment of outstanding debts.
March payments made via cheque signed by Cllr. Hazell and K Prestage following authorisation by Chairman and Vice Chairman

1. C Copley	Clerk Wages and expenses	£ 629.04
2. HMRC	PAYE	£ 12.20
3. S R Howell	Payroll provision 2019-2020	£ 120.00
4. CAPALC	Membership fee 2020	£ 542.91
5. Garden Reclaim	Village grass cutting	£ 330.00
6. M Badcock	Cemetery grass cutting	£ 450.00

April payments; Cllr. Hayes proposed the retrospective approval of payment 1 – 7 for signature, seconded by Cllr. K Prestage with all in favour and therefore resolved to do so. The cheques will then signed outside of the meeting by 2 signatories who in turn initialed the corresponding invoice;

1. C Copley	Clerk wages and expenses for April	£ 679.58
2. HMRC	PAYE	£ 18.20
3. askIT	Antivirus license and 356 subscription	£ 648.79

4. askIT	Website hosting, annual subscription 2020-21	£ 395.00
5. askIT	Antivirus license	£ 20.95
6. Garden Reclaim	Village grass cutting	£ 680.00
7. M Badcock	Cemetery grass cutting	£ 450.00

05.20-070.1 Monies received

BACS Remittance advice – HDC CIL Payment	£54,847.07
BACS Remittance advice – HDC Precept payment 1 st installment	£16,500.00

05.20-070.2 The bank reconciliation was checked by Cllr. Tew and confirmed as correct.

05.20-070.3 To discuss changing the Parish Council bank over to Unity Trust. Councillors are encouraged to carry out their own research of Unity Trust Bank ahead of the meeting via the link provided. Cllr. Tew proposed the Parish Council agree to move the bank account from Barclays Bank to Unity Trust Bank to allow the smoother and more robust process for administrating payments and monitoring the bank account. The proposal was seconded by Cllr J Prestage with all in favour and therefore resolved to do so.

05.20-070.4 To discuss moving the grass cutting contractors payments to standing order. This item was deferred to a later date following discussion between the finance working group.

05-20.070.5 To receive a request for possible Section 106 funds towards the build of a new pavilion, artificial wicket and storage facility at Upwood Cricket Club. Cllr Tew reminded Councillors of the regulations around Section 106 funds and the requirement for the funds received by the Parish to be spent within that Parish. Therefore, the proposal to turn down the application on the grounds stated was seconded by Cllr Wakefield with all in favour and resolved to do so. The County Council Community Fund is available and the Clerk will forward details on to the Cricket Club representative and wish them every success in securing the funding.

05-20.070.6 To consider a request from the Clerk to make 50% payment towards the Clerks annual SLCC membership at a cost of £21.50. Cllr J Prestage proposed the payment be agreed, seconded by Cllr Hayes with all in favour and resolved to do so.

05-20.070.7 To receive an update on the financial year end and audit process for 2020. The Clerk presented the year end figures for 2020 which are ready for the internal audit process. The Clerk reminded the Council of its duty to secure its earmarked reserves and CIL funds against respective projects. Cllr Tew proposed a finance working group meeting be arranged for the group to discuss the way forward regarding allocating funds and bring a proposal back to full council meeting. The changes in legislation have been made in order to help smaller authorities in the performance of their duties as a result of the restrictions of movement and limitations on social contact necessary to limit the spread of the Covid-19 virus. There are no changes in the requirement for wet signatures on the AGAR, wet signatures need to be added to the AGAR in the same order as previous years, and that the AGAR will need to be passed between the relevant individuals for signature. Where individuals are self-isolating it is hoped that local assistance will be available to facilitate this. There is no provision at this time to conduct the annual meetings of the Parish and Parish Council, the appointment continues until the next annual meeting of the Parish Council (May 2021) or until such time as the Parish Council may determine. The Clerk is currently waiting to hear back from the internal auditor as to how they wish to proceed with the audit.

05.20-071 CORRESPONDENCE RECEIVED

To receive correspondence from Millward Consulting Engineers on behalf of the Upwood Road development regarding installation of 2 bus shelters on Upwood Road. See minute reference 05.20-068 above.

05.20-072 MATTERS FOR FUTURE CONSIDERATION (decisions cannot be made under this item)

No matters raised under this item.

05.20-073 DATE AND TIME OF NEXT MEETING – Wednesday 3rd June 2020, 7.30pm via video link if required.

Meeting closed at 21:09