

# BURY PARISH COUNCIL

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The meeting of Bury Parish Council was held on Wednesday 4<sup>th</sup> November 2020 at 7.30pm by video link

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. This meeting took place via “Zoom”

## Minutes

### 1020-146 PRESENT AND APOLOGIES FOR ABSENCE

Present; M Tew (Chairman), J Prestage (Vice Chairman), D Wakefield, R Scantlebury, P Hazell  
K Prestage, J Hayes  
County Councillor A Costello  
4 x Members of public  
C Copley (Clerk)  
Apologies Cllr A Barber (personal), A Johnston (personal) and District Cllrs Clarke and Corney

### 1020-147 DECLARATIONS OF INTEREST

None received

### 1020-148 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 Chair invited members of the public wishing to speak on matters on the agenda tonight. The Chair confirmed he will re-open the session after item 1020-150 for those wishing to ask questions relating to the matter.

### 1020-149 MINUTES OF MEETINGS FOR APPROVAL

Minutes for approval of Parish Council Meeting of 7<sup>th</sup> October 2020.

**Resolved** The minutes of 7<sup>th</sup> October 2020 be approved for signature by the Chairman with no changes.

### 1020-150 ATTENDANCE FROM THE ABBEY GROUP REGARDING DEVELOPMENT 20/00863/OUT TUNKERS LANE – Proposed development of up to 90 houses.

Mr. Brand of the Abbey Group presented the changes to the proposed site layout. Mr. Brand confirmed the District Councils intentions regarding the link road which would link the site to the Buryfield development site (application reference 19/01881/OUT), of which the Abbey Group was subsequently told that without that linkage the development would not get planning permission. The Abbey Groups views are they don't want it, but they have had to show the link across. When comparing the 2 sites side by side the Buryfield linkage road runs in to the drainage pond of the Tunkers Lane site. This has been pointed out to the planners on several occasions. The Abbey Group are not providing any legal right of way across the land. The scheme is for 87 units. The area on the site plan marked “field access” is a right of way that runs on to the Buryfield land for agricultural access purposes, the Buryfield scheme cannot utilise that area any further as it runs in to the garages of those proposed. It is the Abbey Groups view the land can be utilised as landscaping/public open space as part of the reserved matters scheme. The Parish Council may want to take up further talks with the planning officer over this piece of land.

Cllr J Prestage asked; In your experience how is it possible for a planning officer to set pre conditions on a site that is in the local plan, not having a link road is not sufficient grounds for refusing planning permission, would it not stand up under appeal? Mr Brand confirmed it falls into the category it isn't essential, the planners are saying it is, it is a matter for suggestion. There is a requirement to only remove vegetation where access is required, along that boundary is existing hedging, which is to be retained, we are losing some of that to make the access road. Should the application go through without the linkage and get refused taking the matter to appeal would cause further delays and expense to the Abbey Group.

The Chairman opened the public participation session for members to ask their questions.

The first member of public asked should the hedgerow along the boundary between the 2 development sites be allocated public open space for the Parish Council to take responsibility for and therefore could prevent the access road from being created? The Abbey Group confirmed that it would not be the case, the road would need to be adopted public highway to allow access to that area.

The second member of public asked why can HDC put in the local plan that no hedgerow or trees be removed to allow access, and yet they are wanting it to happen in this case?

The third member of public raised 3 points regarding the access roads;

1. The access doesn't seem to go anywhere
2. The access on to Valiant Square, is a private site.

3. The access road on the northern boundary is to the extent residents on Tunkers Lane are losing parts of their properties.

The District Council want the linkages in the plans, despite the Abbey Group informing them they are not deliverable. In terms of the northern road, the Abbey Group have been speaking with their transport consultants with regards to the property boundaries and confirmed it will require further action and amend the scheme to reflect the change in the boundary. The County Council have commented on the scheme, the road safety audit is yet to be carried out but they have confirmed their support for the 20mph speed reduction scheme. Concern raised with regards to Valiant Square is an unadopted site, will Buryfields or Tunkers Lane schemes be adopted? It is too early to tell. The point has been raised many times with the planners regarding the access routes off the site.

The roads and layout roads are all part of the current planning. The latest revision plan shows removal of part of the pavement on the bottom of the site. The Abbey Group confirmed it is not removal, but shared surfacing. The surface is blended together, and is something the Government advocates through their Manual for Streets. The Chair encouraged residents to put their comments to the planners at Hunts District Council and closed the public participations session.

The Chair asked if the request for the linkage roads came from the Planning Officer or the LPA? Mr Brand confirmed it came from both. The Urban Design Officer has said from the start that the linkage must be shown and the Abbey Group have also said they don't think it is. The Planning Officer has also taken that view.

1020-151 COUNCILLORS UPDATES - To receive verbal reports from the Parish Councillors on their portfolio of responsibilities and actions carried out since previous meeting:

Road Safety	Cllr M Tew reported the data collector has been received and is in the process of being set up and will be installed as soon as all is in order.
Footpaths/Trees	Cllr R Scantlebury – CCC confirmed fallen tree removal x 2 Holt Drove Cllr Scantlebury will visit and confirm if the works have been done. The clean up of graffiti on the speed signs exiting the village towards Upwood was carried out by Cllr Scantlebury.
Garden Show Cemetery	Cllr P Hazell confirmed he has presented the shield to this years winners. Cllr J Hayes reported the hedge works have been carried out but arisings had been left on site. The Clerk will discuss the matter with the contractor.
CAPALC	Cllr M Tew reported he has been elected Vice Chair to CAPALC, the AGM went well and a recent conference (online) was very well attended
Playing Fields	Cllr A Johnston - absent
Neighbourhood Plan	Cllr J Prestage reported he is in conversation with Hunts DC with regards to the increased percentage of CIL money to Bury.
Finance Committee	Cllr Tew/Wakefield/Hayes – nothing to report
Public Engagement	Cllr A Barber - absent
Remembrance Day	The Clerk reported she will attend the Church wreath laying service on Sunday 8 <sup>th</sup> November, 2.45 for 3pm to lay the wreath on behalf of the Parish.
<b>Resolved</b>	Councillors reports be received and noted Cllr Scantlebury to carry out and inspection of the tree works undertaken and Holt Drove The Clerk will contact the cemetery grounds keeper regarding the report of arisings left on site following hedge trimming

1020-152 REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

County Councillor Costello reported as the County is now entering a second lockdown phase from the 5<sup>th</sup> November until 4<sup>th</sup> December libraries have been able to stay open for the click and collect service, recycling centers are also open, but residents will need to book their slot. There is information regarding Covid-19 on Cambs County Council website which also includes a link to PH England where you can enter your postcode and receive the most up to date statistics on the virus.

The County Wide Support Hub continues to be there for residents and families who are struggling due to the lockdown, financial and emotional support.

Telephone tel: **03450455219**

<https://www.cambridgeshire.gov.uk/residents/coronavirus/covid-19-coordination-hub-your-community-needs-you>

Huntingdonshire District Council "We are Huntingdonshire" support hub

<https://www.wearehuntingdonshire.org>

**Resolved** The County Council report be received and noted

1020-153 CRIME REPORTS

A total of 9 reports of crime within the village during the month of October 2020.

1020-154 CEMETERY

The Clerk confirmed a date for the cemetery working group has not been successful and will offer further dates, but in the meantime has sourced a company who could manufacture and install a sundial at the cemetery. In order to expediate the completion of the garden of rest refurbishment the Clerk agreed to obtain designs and prices in readiness for the working group meeting. The Chairman encouraged members to please check their emails regularly and secure a meeting soon.

**Resolved** The Clerk to obtain designs and prices for sundials and benches ahead of the working group meeting.

#### 1020-155 PLAY AREAS

The resignation of the play areas caretaker was received and noted and Councillors expressed their thanks to Steph for the many years of service she has provided in keeping the play areas clear of litter. The last day of working will be Friday 27<sup>th</sup> November. The Chairman proposed a replacement is not sought immediately with the hope the colder weather would see a reduction of littering in the village. The Chairman hoped to be able to start litter picking again as soon as government guidelines allows. The matter will be revisited in the new year or sooner if deemed necessary.

**Resolved** To send a letter of thanks to Stephanie on behalf of the Council.

The Clerk to facilitate the final invoice payment for the 2<sup>nd</sup> December meeting.

Cllrs Scantlebury and Tew to monitor the levels of litter and report back if necessary.

#### 1020-156 PEDESTRIAN CROSSINGS

Cllr Prestage reported progress has been made with the County Council regarding the installation of the crossing, the County Council have suggested 2 potential sites on the Upwood Road for the crossing. Cllr Prestage will post a letter to those residents who are directly affected by the position of the crossing. Once the letters have been sent Cllr Tew will place the information on social media channels and the website to make villagers aware and see what we are doing. A road safety audit is yet to be completed by the County Council, it is not known at this stage how long it will take.

**Resolved** Cllr Prestage to write to the residents directly affected by the position of the crossing.

Cllr Tew to place notice of the crossing on the website and social media channels

#### 1020-157 CHRISTMAS LIGHTS

Branch thinning works are being undertaken to the trees will be on the 16<sup>th</sup> November, the installation of the lights will be carried out on the 27<sup>th</sup> November, the switch on will be the evening of the 27<sup>th</sup> November. Cllr K Prestage has contacted the school to see if there is any possibility of the school choir or ASCA putting together a video that could be utilized for the virtual switch on, unfortunately the school could not help as the school choir is not active during these times. Cllrs Tew and Scantlebury agreed to put a video together.

**Resolved** Cllrs Tew and Scantlebury will attend on the evening of the 27<sup>th</sup> November to film the switch on.

#### 1020-158 GRANTSCAPE APPLICATIONS

Cllr K Prestage suggested the Councils Christmas lights regularly need checking and parts replacing and would be a good candidate for funding as fund raising is not possible this year.

Cllr Costello suggested looking in to installing disabled play equipment in the play parks.

Cllr J Prestage will email village hall user groups to inform them of the facility.

**Resolved** Grantscapes deadline for receiving applications is August 2021, an application form is available from their website at <https://www.grantscape.org.uk/>

Cllr J Prestage to inform the village hall user groups of the funding opportunity.

The Council to revisit the subject in the new year with a view to making an application for funding a scheme.

#### 1020-159 RECORDING AND FILMING OF COUNCIL MEETINGS PROTOCOL

The Clerk forwarded the Recording and Filming of Council Meetings Protocol to Councillors ahead of the meeting.

**Resolved** To formally adopt the policy, the Clerk will make the protocol available on the Parish Council website and both members of the Council and public will be reminded of the protocol at each meeting until a time when Council meetings are able to be held in public again.

#### 1020-160 PLANNING – To receive recent planning applications;

None received

##### 1020-160.1 To receive an update from the Clerk on previous planning applications.

**Resolved** To receive and note the contents of the report.

That the Clerk remove approved applications from the list that are no longer active, ongoing applications such as RAF Upwood, Tunkers Lane, Buryfield and Garden Court applications to remain

##### 1020-160.2 To receive an invitation from Evera Homes for a virtual meeting to discuss their phase 2, RAF Upwood, proposals in greater detail and answer any questions at this early stage. The consultation continues to run until February 2021. Residents and Councillors are encouraged to complete the survey. Cllr Tew has requested via the consultation to look at traffic lights at the corner of the White Lion public house, Doctors, Dentists and social infrastructure to be put in place, along with a traffic management plan for Upwood, Ramsey and Bury, the addition of 320 houses will overwhelm our road system. The link to the consultation is [www.everahomesupwood.co.uk/phase-2-proposals](http://www.everahomesupwood.co.uk/phase-2-proposals)

The information has also been posted out to residents to capture people who do not have access to the internet.

**Resolved** After discussion the Council agreed to take up the offer of a virtual meeting with Evera Homes to discuss the consultation of Phase 2 RAF Upwood in more detail. The Clerk will contact the relevant parties to arrange.

- 1020-161 FINANCE – To confirm agreement of payment of outstanding debts.  
 October payments:
- |                   |                              |                            |
|-------------------|------------------------------|----------------------------|
| 1. S/O C Copley   | Clerk wages for October 2020 | £ 635.30                   |
| 2. C. Copley      | Expenses for October 2020    | £ 49.39                    |
| 3. HMRC           | PAYE                         | £ 13.80                    |
| 4. M Badcock      | Cemetery grass cutting       | £ 450.00                   |
| 5. Garden Reclaim | Village grass cutting        | £ Invoice not presented    |
| 6. Morelock Signs | Data logger                  | £ 2679.60 (paid pro forma) |
| 7. PKF Littlejohn | External audit               | £ 360.00                   |
- Resolved** To approve the invoices for payment and the online payment be facilitated by Cllrs Tew and Hayes
- 1020-161.1 Monies received – None received
- 1020-161.2 Bank reconciliation for October 2020  
**Resolved** The Chairman and Vice Chairman confirmed the bank reconciliation as received and correct
- 1020-161.3 Parish Council banking arrangements in relation to the Financial Services Compensation Scheme.  
 Under the FSCS only the first £85,000 of funds are protected under the scheme. The Clerk suggested a possible solution could be found by moving an amount of funds back over to Barclays Bank to reduce the reserves held at Unity Bank, but, issues would arise when wanting to move those funds back if required. Barclays Bank confirmed a second signatory authorisation is required for moving funds away from Barclays. The current Councils bank signatories would need to telephone Barclays in person to get this set up. Cllr J Prestage recommended the Council considered the risk of needing to claim compensation, every other council and business in this country does not limit themselves to less than £85,000 and that the Council keep the banking arrangements as they are. Cllr J Hayes suggested the risk is less if moving a portion of funds in to a savings account, and recommended moving funds over to the access account of Unity.  
**Resolved** The Chairman proposed the CIL monies be transferred to the Unity Trust 2<sup>nd</sup> bank account. The Clerk will vire the funds with the Chairman, seconded by Cllr J Prestage with all in favour.
- 1020-161.4 Conclusion of the Parish Council external audit for 2020 conducted by PKF Littlejohn  
 The Clerk confirmed the external auditors have approved the AGAR for the financial year end March 2020. The audit papers and completion notice will be available on the website and from the Clerk (under current Government Covid-19 guidelines)  
**Resolved** To receive and note the contents of the external audit thus completing the audit process for the financial year 31<sup>st</sup> March 2020.
- 1020-162 CORRESPONDENCE RECEIVED  
 Letter of concern from Buryfield resident addressed to authorities involved regarding flooding concern, along with email response from Anglian Water.  
 Email from Finding Fitness regarding school holiday sports clubs support.  
 Cambridge Water Company, help to pay water bills.
- 1020-163 MATTERS FOR FUTURE CONSIDERATION (decisions cannot be made under this item)  
 Discuss the need for a parish Emergency Flood Plan in the New Year.  
 Receive an update from the Clerk regarding the manufacture of the stolen kissing gates
- 1020-164 DATE AND TIME OF NEXT MEETING – Wednesday 2<sup>nd</sup> December 2020, 7.30pm via video link if required.

The Chairman declared the meeting closed at 20:56