

# BURY PARISH COUNCIL

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The meeting of Bury Parish Council was held on Wednesday 3<sup>rd</sup> November 2021  
at Bury Village Hall from 7.30pm

## Minutes

### 1121-373 PRESENT AND APOLOGIES FOR ABSENCE

Present: Councillors J. Prestage (Chair) D. Wakefield (Vice Chair), K Prestage, M. Tew, D. Masterson, P. Hazell, R. Scantlebury and J. Hayes  
Clerk – C Copley and 2 members of public

Apologies received from Cllr. Johnston due to work commitments, County Councillor Costello and District Councillor Clarke due to social distancing concerns.

### 1121-374 DECLARATIONS OF INTEREST

None received.

### 1121-375 PUBLIC PARTICIPATION

One member of public, a Buryfield resident, spoke of their concern regarding planning breaches in relation to the NFC Homes development off Buryfield, such as lorry parking, resulting in roads and pavements being blocked and if the site will be appropriately drained to prevent flooding to Buryfield homes. It was also noted there appears to be a lack of toilet provision on the site.

### 1121-376 MINUTES OF MEETINGS FOR APPROVAL

The minutes of Parish Council Meeting, 6<sup>th</sup> October 2021 were approved subject to the following amendments.

1021.358 Footpaths report is a bi-monthly report and therefore not required at this meeting.

1021.359 Finance Working Group members are Cllrs J Prestage, Wakefield and Hayes since Cllr M Tew stepped down.

**Resolved** To approve the minutes of meeting of 6<sup>th</sup> October 2021 subject to the above amendments which were duly initialed and signed by the Chairman.

### 1121-377 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 confirmed all reports of potholes and damaged have been logged via the Highways reporting tool.

#### **Footpaths/Trees**

Cllr R Scantlebury presented the report to members ahead of the meeting. The Clerk confirmed the grounds keeper had been instructed to purchase the first kissing gate to be installed adjacent to the Old School house footpath, see minutes of meeting 6<sup>th</sup> October 2021, item 1021.369.6.

#### **Garden Show**

Cllr P Hazell had nothing further to report.

#### **Cemetery**

Cllr J Hayes reported the cemetery is looking neat and tidy.

#### **CAPALC**

Cllr M Tew reported CAPALC are experiencing high numbers of Clerk resignations and are implementing an exit interview process to establish reasoning behind these resignations.

#### **Playing Fields**

Cllr Scantlebury confirmed the annual safety inspection is being carried by Wicksteed Leisure out tomorrow, 4<sup>th</sup> November.

#### **Public Engagement**

Cllr Tew reported he has kept social media and the council website up to date with latest articles.

#### **Flood Working Group**

Cllr Wakefield reported completing the District Councils Flooding Review questionnaire. Drain clearance appears to have been carried out to some streets in the village and recommended the request be made to County Council Highways to order drain clearance works to Old Stable Walk and Owls End and any information made available to the Council as to whether any plans are in place to keep village drains clear during the winter months.

### **Finance Working Group**

Cllrs J Prestage, Wakefield, and Clerk met on the 7<sup>th</sup> October to prepare the budget for precept application for the 2022-2023 financial year. The Group plan to meet again to commence work on a five-year spending plan based on either taking on the additional green space, guardroom refurbishment etc. or not, whilst considering the importance of the village growth from 720 homes to circa 1250 homes over the next five years.

Conversations raised the question from Cllr. K Prestage as to whether Councillors should be wearing identification whilst out and about in the village, such as a lanyard.

- Resolved**      **Flood Working Group** – That the Clerk liaise with the local Highways Officer to request drain clearance on Old Stable Walk, Owls End and establish if a plan is in place should the village experience flooding this winter.
- Finance Working Group** – To meet and commence work on a five-year spending plan. That the Clerk seek to establish costs in relation to the purchase of lanyards for each councillor and the Clerk.

### 1121-378 REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

- Resolved**      To receive and note the contents of County Councillor Costello's report, appended to these minutes.
- To seek clarification from the County Council with regards to the delay in the Cambridgeshire schools Covid-19 vaccination programme and further details of the distribution of funding in relation to the Enhanced Response Area to encourage the roll out of vaccinations.

### 1121-379 CRIME REPORTS

The Clerk reported receiving 5 incidents of crime during the month of September 2021.

### 1121-380 PLANNING COMMITTEE

Cllr Wakefield updated members with matters arising from the Planning Committee meeting held on the 20<sup>th</sup> October 2021.

**RAF Upwood, Guardroom** – The Committee are progressing talks with the site owners and moving forward with budgeting and hope to be in a position to move to a public consultation stage soon. An architect is being instructed taking the project to the costing phase of the restoration. The Clerk and Cllr Masterson are meeting later this week to work on the CIL application proforma, this is the pre-application stage of seeking to apply to the District Council for Community Infrastructure Levy funds towards the cost of restoration of the building. Alongside the guardroom discussions in depth discussions will be had concerning the formalizing of green space areas proposed to come under the Parish Council. It is expected details of these areas will be considered at the next Committee meeting. Cllr Wakefield spoke of the major change the project is bringing to the Clerks workload.

**BMX Track** - It was confirmed the final Heads of Terms have been received in relation to the purchase of the BMX Track. The grant applied for towards the costs of purchasing the track has been approved, amongst the conditions of the grant a valuation of the land is required. Therefore, Cllr Wakefield proposed the budget be further increased to £17,000 to allow for the additional costs in relation to a land valuation, along with a contingency to allow the purchase to proceed hopefully without any further delays.

- Resolved**      **BMX Track** - With seven votes in favour of the budget increase, and one vote against, it was therefore resolved to increase the budget to purchase the BMX track to £17,000. That Cllr Masterson be elected on to the Planning Committee at the next meeting and Terms of Reference amended accordingly by the Clerk.

### 1121-381 CEMETERY

The Clerk informed members of a request to install a headstone at the cemetery in relation to plot J14 but that the design was still in discussion due to an existing headstone on the grave. The Clerk hopes to provide a conclusion to the matter at the next meeting.

### 1121.382 CHRISTMAS LIGHTS

Cllr K Prestage updated members on the activities carried out this month in relation to the installation of the Christmas lights on the 12<sup>th</sup> November and the switch on event on the 19<sup>th</sup> November 2021. Posters advertising the event have been circulated on social media and will shortly be going up around the village. Confirmation from the school regarding the choir being present at the event has been received and the village shop will very kindly be providing refreshments at the switch on event. All subject to no change in the current government guidelines.

1121-383 TRAFFIC DATA  
Cllr J Prestage confirmed the traffic data is not available for this month due to the traffic lights currently along Upwood Road would not be a worthwhile exercise.

1121-384 FLOODING AND EMERGENCY PLANNING  
**Resolved** Following a discussion on the layout of the leaflet it was resolved Cllr. Tew make some amendments to the plan document and return to the Council later.  
That the Clerk seek to establish printing costs for an A4 12-page leaflet which could then be distributed amongst the community.

1121-385 SCHEME OF DELEGATION  
**Resolved** To adopt the Bury Parish Council Scheme of Delegation subject to the amendment of Standing Orders and Financial Regulations, in line with the Scheme and present back to the Council for re-adoption when revised.

1121-386 PLANNING – To receive planning applications.  
None received.

1121.386.1 To receive an update from the Clerk on previous applications.  
**Appeal Ref APP/H0520/d/21/3274094** The Gables, Bury Road. The application reference 21/00041/HHFUL was refused by notice dated 4<sup>th</sup> March 2021. The appeal is allowed and permission is therefore granted subject to conditions.

1121-387 THE QUEENS GREEN CANOPY  
Cllr J Prestage proposed a Huntingdon Elm be purchased by kind offer from the Bury Residents Charity and planted in the Jubilee Playing Field. The following events have been proposed to celebrate the Queens Platinum Jubilee;  
5<sup>th</sup> June 2022 – Shared lunch in the Village Hall  
23<sup>rd</sup> June 2022 – the Lord Lieutenant of Cambridgeshire, Mrs. Julie Spence OBE will be hosting the first Cambridgeshire County Day on the July course of Newmarket Racecourse showcasing Cambridgeshire, along with a garden party.

**Resolved** To agree to the siting of a celebration tree in the Jubilee Play Park after seeking advice from Cambridgeshire County Council's trees officer on the suitability of a Huntingdon Elm in that location.

1121-388 FINANCE – To confirm agreement of payment of outstanding debts.

October 2021 payments;

1. Payroll and expenses		£1060.09
2. M Badcock	Play areas caretaking	£ 375.00
3. M Badcock	Cemetery Grounds maintenance	£ 450.00
4. M Badcock	Play areas/sports field grass (cuts 29 of 31)	£ 580.65
5. Global Tree Solutions	Christmas lights trees	£1320.00
6. CAPALC	Code of Conduct training	£ 40.00

**Resolved** To approve the orders numbered 1 to 6 for payment, with the online payment be facilitated by Cllrs Hayes and K Prestage.

1121-388.1 Monies received.

1). Memorial installation		£ 40.00
2). HDC	CIL - 18/01692/FUL	£28,998.77

1121-388.2 Bank reconciliation.

Due to the transferring of financial data to the new Scribe software a bank reconciliation was not possible at this time, but expected to be presented at the next meeting.

1121-388.3 To confirm precept level to be applied for the financial year commencing 2022-23, the budget has been circulated to members on 26<sup>th</sup> October 2021. A detailed discussion of the proposed budget was had, views were heard from councillors for and against the proposed precept level of £61,200.

**Resolved** *Local Government Act 1972, paragraph 13 (2) confirms the recording of a vote;*  
Cllr M. Tew requested that the vote be recorded, and therefore:  
The following councillors voted in **favour** to set the precept figure for the financial year 2022/23 at £61,200;  
Cllr J. Prestage, Cllr D. Wakefield, Cllr D. Masterson, Cllr P. Hazell, Cllr R.Scantlebury, Cllr J. Hayes and Cllr K. Prestage.  
The following councillor voted **against** the proposal;  
Cllr M. Tew.  
With seven votes in favour and one against it was therefore resolved the precept figure for the financial year 2022/23 be agreed at £61,200.

The Chairman's Statement will be available on the Councils website and appended these minutes.

That the Clerk will complete the application form and return to Huntingdonshire District Council in time for the deadline of Friday 17<sup>th</sup> December 2021.

1121-389 CORRESPONDENCE RECEIVED

1). HDC Landscape and Townscape Consultation - The District Council is seeking views on a draft Landscape and Townscape Supplementary Planning Document (SPD) which is intended as a replacement for the current Huntingdonshire Landscape and Townscape Assessment SPD adopted in 2007.

1121-390 MATTERS FOR FUTURE CONSIDERATION (decisions cannot be made under this item)  
Parish Council newsletter

1121-391 DATE AND TIME OF NEXT MEETING – Wednesday 1<sup>st</sup> December 2021 7.30pm Bury Village Hall.

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## 1121.378 – COUNTY COUNCILLOR REPORT

Would you please present my apologies for this evening as I am uncomfortable meeting in such a small room. The guidance from Cambridgeshire County Council for all Members and Officers is to maintain 2 metre social distancing, wear a mask unless seated and to work from home as much as possible. I am therefore sending this report.

There is very little to say as committees and the full County Council are only meeting once every three months. The main focus for all, over the next few months, will be the setting of the budget for 2022/23, which is very dependent on decisions the government will make regarding adult social care.

The biggest concern, at present, is the rise of Covid infections within the county, in particular, in Huntingdonshire and Fenland. The Director of Public Health issued a statement on Friday, that the government had agreed that Cambridgeshire should be considered an 'Enhanced Response Area' and will receive additional funding to encourage the roll out of vaccinations, especially for students/pupils at schools/colleges but equally for other groups who may not appreciate the value of being vaccinated. There is also a recommendation that people continue to wear masks in public areas and within groups where they do not have close contact or are related. These measures will be in place until infection rates fall.

As always please contact me with any issues you have with the County and feel free to copy me in with anything you send, it may help.

## 1121.388.3 CHAIRMANS STATEMENT

**Bury Parish Council – Chairman’s Statement**

**November 2021.**

**Bury Parish Council – Precept and Budget 2022.**

The Parish Councils Finance Group met on the 7<sup>th</sup> October 2021 to consider the budget for the 2022 precept application. The precept is applied for from Huntingdonshire District Council (HDC) each year in December. It is raised to meet the Parish Council’s spending requirements for maintaining and managing the parish, e.g. grass cutting, cemetery, its contractors, bus shelters and staff costs etc.

Historically Bury Parish Council has kept their precept consistent and relied on its reserves to cover any deficit. The village will see considerable development over the next few years, bringing the parish to almost double its size. This will include an increase in green space, new play areas for our community and new projects. The Parish Council is mindful that the next financial year will be particularly challenging, considering the additional responsibility this new growth will bring, balanced against being considerate to the current community.

The Council is now faced with dwindling reserves and increasing costs. With this in mind, the Council agreed at its November meeting to accept the Finance group’s recommendation to raise our precept to £61,200. The amount is raised through the Council Tax from all the houses in the parish and include in your Council tax bill. The Tax Base advised by Huntingdonshire District Council for 2021-22 was 648 (equated number of Band D properties) this brings a charge of £94.44 per year, or £7.87 a month. For reference the Bury Parish Council precept is less than 5% of the total council tax bill collected by HDC.

The Council will continue to monitor its spending, be audited both internally and externally, and provide monthly and quarterly finance reports through the financial year. These reports will be published on the parish council website and members of the public are always welcome to attend parish council meetings.