

BURY PARISH COUNCIL

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The meeting of Bury Parish Council was held on Wednesday 5th January 2022 from 7.30pm at Bury Village Hall.

Covid 19/Omicron variant – Update - From Friday 10 December, face coverings became compulsory in most public indoor venues. From Monday 13 December Clerks and staff can attend council meetings remotely but **not** Councillors. The Plan B guidance does not permit Councils to hold their meetings remotely and therefore must meet face to face. Where possible, to save time, non-urgent items are deferred until a later date.

Minutes

0122-410 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
District Councillor – J Clarke
Clerk – C Copley and 1 member of public

Apologies received from Cllr. Johnston due to illness, and County Councillor Costello due to social distancing concerns.

0122-411 DECLARATIONS OF INTEREST

None received.

0122-412 PUBLIC PARTICIPATION

The member of public present attended to voice their concerns over construction traffic waiting to enter the development site off Buryfield. Item 0122.421.2 below refers.

0122-413 MINUTES OF MEETINGS FOR APPROVAL

Resolved That the minutes of meeting 1st December 2021 be agreed as an accurate record of events and therefore duly signed by the Chairman.

0122-414 COUNCILLORS UPDATES - To receive verbal reports from the Parish Councillors on their portfolio of responsibilities and matters arising:

Road Safety

Cllr M Tew reported that he continues to report highways issues to the County Council.

Footpaths/Trees

The bi-monthly report was presented by Cllr Scantlebury.

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 now offering member councils a suite of e-learning courses in partnership with neighbouring CALC's in East Anglia through Nimble. A broad range of general topics available at a cost of just £14 per person. 598 Councillors across the area attended training last year. Retention of Clerks is an issue.

Playing Fields

The Clerk reported the contractor has been instructed to cut back the playing field hedge next to the footpath from Owls End leading to the park.

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 had no further updates to report.

Finance Working Group

The Finance Working Group met on the 2nd December 2021.

To receive further reports from councillors other than those above.

Resolved **Footpaths/Trees** – The Clerk will report the condition of Holt Drove to the County Council.

Playing Fields - A letter to the homeowner adjacent to the playing field footpath will be sent confirming the hedge cutting works are essential to take back the hedge to a manageable level, ongoing trimming will be required. The contractor has been instructed to inform the Clerk ahead of time the date they will be carrying out the works.

To receive and note Councillors verbal reports.

0122-415 REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

District Councillor Clarke reported a full council meeting was successfully held in December. Cllr Clarke continues to assist with the issues being reported concerning the development site off Buryfield. Cllr Clarke and the Clerk were pleased to confirm the quick time it took to install a waste bin after receiving complaints following the placement of a non-licensed bin just off Valiant Square which was no longer being emptied. Members expressed their thanks for the speedy installation and hopes this now resolves the issue. The Parish Council will be responsible for the emptying costs of this bin.

County Councillor Costello provided a written update as follows;

The full County Council Meeting which should have been held on Tuesday 14th December at the Burgess Hall, St. Ives was cancelled at the last minute on the Monday evening. This was following advice from the Director of Public Health that the hall was not large enough to house Councillors, Officers and members of the public under Covid restrictions. However, the County Council meeting was held there in November and now an Extraordinary meeting will be held there this month to deal with outstanding business from the cancelled agenda, although I suspect this will be a hybrid meeting therefore reducing the need for Officers to be present.

Cambridgeshire Annual Local Council Conference takes place on Friday 14th January from 9.30 – 16.00, it will be a remote meeting. If you would like further information on this, please do not hesitate to contact me.

0122-416 CRIME REPORTS

The clerk was happy to inform zero incidents of crime reported during the month of November 2021. This information is provided via the www.Police.uk crime map for your local area.

0122-417 PLANNING COMMITTEE

RAF Upwood/Guardroom - Cllr Wakefield reported the Planning Committee met on the 15th December 2021 and continue to hold discussions with Evera regarding the RAF Upwood Phase 1 development, the Guardroom project and green space provision for the site. The architect has been instructed to commence which will kick off the first schedule of works relating to the Guardroom project, this stage will bring the project to the pricing stage.

BMX Track - The signed Heads of Terms have been forwarded to Carter Jonas in relation to the acquisition of the BMX track area of the playing fields.

Pedestrian Crossing - Cllr. J. Prestage is awaiting costings from County Council regarding the pedestrian crossing on Upwood Road.

0122-418 TRAFFIC DATA

The data logger was situated on Upwood Road between the 20th – 28th December 2021;

Vehicles travelling above the speed limit	63%
Top speed recorded	86 mph (car departing to Upwood 00:50 on 25 th December)
Average movements	4250 (weekdays)
	1800 (during the Christmas period)

Resolved That Cllrs Scantlebury and Prestage approach Upwood Parish Council with a view to joint working on speeding issues.

0122-419 FLOODING/EMERGENCY PLANNING

Cllr Tew confirmed the latest amendments have been made, with no further adjustments members agreed

Resolved That the Clerk instruct Parrot Print to commence the production of 800 leaflets to be distributed to every household in the village.

0122-420 PLAY EQUIPMENT

Cllr Scantlebury confirmed the repair to the rope climber have been completed and the net is now anchored to the ground. Cllr Scantlebury asked that some paint be purchased to freshen up some of the equipment. The Clerk confirmed the monthly risk assessment report has been carried out by Cllr Scantlebury with no urgent works required. The report will be filed as necessary.

Resolved That the Clerk approach the play equipment companies for costs relating to the purchase of red, white and blue equipment paint.

0122-421 PLANNING – To receive planning applications.

None received.

0122.421.1 To receive an update from the Clerk on previous applications.

Tracked Applications

[Proposed Residential Development \(of up to 90 dwellings\) involving the provision of public open space, landscaping, means of access \(including widening Tunkers Lane\) and associated works - Land Off Tunkers Lane Bury](#)

Ref. No: 20/00863/OUT | Status: Permission.

[Proposed rear single storey extension - 7 Ringwood Close Bury Huntingdon PE26 2NW](#)

Ref. No: 21/01992/HHFUL | Status: Permission.

[Construction of New Conservatory - 3 Bury Close Bury Huntingdon PE26 2PF](#)

Ref. No: 21/01465/HHFUL | Status: Permission.

0122.421.2 To receive notification of Breach of Condition 19, relating to the development site off Buryfield. The Planning Enforcement Officer has confirmed they have presented logs sheets and records of deliveries provided by NFC homes of vehicle movements in and out of the development. As a result, the Enforcement Officer has been instructed to send a formal warning letter, in the first instance, to the managing director of NFC Homes. This letter requires the site to comply with the delivery hours on the Construction Method Statement. The planning enforcement team will be monitoring the site, when they are able, to ensure compliance. The director has been warned, that if planning enforcement observe a breach, then Enforcement will be looking to issue a breach of condition immediately.

Updates following visits to the site the week commencing the 10th January 2022 will be provided. Cllr. Clarke informed members that the Enforcement Team currently have a workload in the region of 900 cases across the District.

0122.422 INTERIM INTERNAL AUDIT

To receive recommendations from the recent independent internal audit for mid-year 2021/2022.

0122.422.1 Cyber Package Insurance. Following the recommendation from the internal auditor that the Council should have insurance for data breaches, Gallaghers have provided a quotation for this cover at a cost of £319.20.

Resolved To receive and note the contents of the auditors report, appended to these minutes.

422.1 To defer until the next meeting.

0122-423 FINANCE – To confirm agreement to the orders for December 2021.

1) Payroll	Salary costs for December 2021	£ 1575.98
2) Canalbs	Interim internal audit	£ 118.75
3) Information Commissioners Office	Data Protection fee renewal	£ 40.00

Resolved To approve the orders numbered 1 to 3 for payment, with the online payment be facilitated by Cllrs K. Prestage and Hayes.

0122-423.1 Monies received.

1. Swearers Ramsey	Cemetery costs in relation to plots F38 and J35	£1035.00
2. Swearers Ramsey	Cemetery costs in relation to internment I36	£ 175.00
3. W Peacock	Cemetery costs in relation to internment I34	£ 175.00

Resolved That the receipts listed 1 to 3 above be noted.

0122-423.2 Bank reconciliation.

Resolved That the bank reconciliation be noted as correct and therefore signed by the Chairman.

0122-424 CORRESPONDENCE RECEIVED

This item was deferred.

0122-425 MATTERS FOR FUTURE CONSIDERATION (decisions cannot be made under this item)

- 1) Additional defibrillator.
- 2) Refurbishment of the village sign.

0122-426 CLOSED MEETING SESSION

It was proposed and resolved to hold the following agenda item as a closed meeting due to private and sensitive information.

Public Bodies (Admission to Meetings) Act 1960 S1(2).

The meeting closed at 20:40

Resolved Following discussion it was unanimously agreed to appoint a Project Facilitator. That subject to one point being clarified by the Clerk regarding the division of monies to fund the role, three members of the Council be appointed as recruitment panel.

The meeting was opened at 20:51

0122-427 DATE AND TIME OF NEXT MEETING

Wednesday 2nd February 2022.

With no further business to conduct the Chairman declared the meeting closed at 20:56