

BURY PARISH COUNCIL

Parish Clerk - Charlotte Copley. 37 Station Road, Ramsey PE26 1JB

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The Full Council Meeting of Bury Parish Council
will be held on Wednesday 1st June 2022 at Bury Village Hall Meeting Room, from 7.30pm

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.**



26th May 2022

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

Agenda

- 0622-023 PRESENT AND APOLOGIES FOR ABSENCE
- 0622-024 DECLARATIONS OF INTEREST
To receive declarations of interest relating in items on the agenda as confirmed within Bury Parish Councils Code of Conduct. Dispensation requests must be made to the Clerk prior to the meeting.
- 0622-025 PUBLIC PARTICIPATION
To resolve 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
Councillors with pecuniary interests must leave the room immediately prior to any discussion on a disclosed interest this could be during the public forum or elsewhere on the agenda. Councillors cannot remain in the room to hear the representations of others nor make any representation to the meeting. Please note: When the Council starts to discuss any item on the agenda, where a member has an interest, the member with that interest must have regard to the Code of Conduct and make the necessary disclosure (if not done in Item 024) and leave the meeting. At the close of this agenda item members of the public will no longer be permitted to address the Council.
- 0622-026 MINUTES OF MEETINGS FOR APPROVAL
Minutes for Approval of meetings 11th May 2022.
- 0622-027 HUNTINGDONSHIRE DISTRICT COUNCIL, COMMUNITY PROTECTION AND ENFORCEMENT OFFICER
To introduce Ash Dolling, Community Protection and Enforcement Officer, Huntingdonshire District Council.
- 0622-028 CLERK'S REPORT
Report of matters arising from minutes of 11th May 2022, correspondence, communication and crime reports.
- 0622-029 REPORTS FROM COUNTY AND DISTRICT COUNCILLORS
To receive verbal reports from the County and District Councillors.
- 0622-030 PLANNING MATTERS AND PLANNING CORRESPONDENCE
a. New applications.
b. Applications approved.
c. Planning correspondence.
<https://publicaccess.huntingdonshire.gov.uk/online-applications/>

0622-031 FINANCE
To confirm agreement of payment of outstanding debts.

1). Payroll	Salaries, HMRC and superannuation	£3146.08	Chair initial
2). Canalbs Ltd	Internal Audit Year Ending 31.03.2022	£205.66	
3). Carter Jonas	BMX Track rent 2020-21 & 2021-2022	£100.00	
4). askIT	Website hosting subscription 2022-23	£395.00	
5). Officeworld	Stationery	£62.92	
6). Bury Residents Charity	Hall Hire for Active Lives Summer Scheme	£49.50	
7). M Badcock	Cemetery Maintenance	£675.00	
8). M Badcock	Play Areas Grass Cutting	£580.65	
9). Hunts District Council	Election charges for May 2022 elections	£162.58	

b. Monies received.

1). VAT repay HMRC £2,511.61

c. Bank reconciliation for April 2022

0622-032 CEMETERY

a. To receive application for additional inscription to memorial.

b. To consider the renewed Cemetery Regulations Policy 2022, risk management and programme of works for cemetery maintenance.

0622-033 TRAFFIC MONITORING

0622-034 PLAY EQUIPMENT

To progress the painting of the play equipment, requirements and confirm if risk assessment is in place.

0622-035 INDEPENDENT INTERNAL AUDIT FOR YEAR END 2021/22

To receive the internal audit report and resolve to accept recommendations.

0622-036 PARISH COUNCIL NEWSLETTER

To review and approve the format, content and production of a Parish Council Newsletter.

0622-037 TO RECEIVE VERBAL REPORTS FROM MEMBERS RELATING TO ANY MATTERS ARISING FROM THEIR PORTFOLIO RESPONSIBILITIES

0622-038 MATTERS FOR NEXT AGENDA (decisions cannot be made under this item)

Please note that no decisions can lawfully be made under this item. LGA 1972 s12 10(2) (b) states that business must be specified; therefore, the Council cannot lawfully raise matters for discussion.

0622-039 CLOSED MEETING SESSION

To resolve 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).

Clerk appraisal 2022.

0622-040 DATE AND TIME OF NEXT MEETING

Wednesday 6th July 2022, Bury Village Hall, from 7.30pm.

Agenda items to the Clerk no later than Friday 24th June.

CLERKS REPORT MAY 2022

Matters arising from meeting 11th May 2022.

No matters arising from actions. All resolutions have either been completed or in progress.

Correspondence and Communication

Request received to use the sports field for an activity on the 9th June.

Introduction from Marie, Ramsey Area Manager for the Huntingdonshire Volunteer Centre, regarding the car scheme which is becoming increasingly popular, offering a service to people who would otherwise be unable to get out and about. However, it is clear that many local residents are not familiar with the service. A poster has been put up on the noticeboards to promote this service for the benefit of the local community and also in the hope of recruiting additional volunteer drivers, which are currently at a shortage.

Marie Webb

Ramsey Area Manager

Huntingdonshire Volunteer Centre

[Huntingdonshire Volunteer Centre \(HVC\) \(huntsvc.org.uk\)](http://Huntingdonshire Volunteer Centre (HVC) (huntsvc.org.uk))

Email: ramsey@huntsvc.org.uk

Mobile: 07389 839960

Ramsey Car Scheme: 07869 701045/01487 814117

Facebook

Message received from an Upwood resident expressing concern over the overgrown hedge and greenery to the footpath from Valiant Square to Fairmead Park. The Clerk reported the condition via the County Councils online reporting tool. CCC have replied confirming the works will be carried out via their programme of works.

Website

An enquiry was received from another concerned resident reporting the dead trees along footpath no.4 (Grenfell Road/Cromwell Fields) and dog fouling. The enquiry was again reported to CCC as it does not sit under the Parish Councils jurisdiction, via the online reporting tool and response received as follows:

"The issue you raised with us is the responsibility of the landowner. Unfortunately we do not have records of who is responsible for this location and we are therefore unable to take any action."

CAPALC and NALC bulletins and updates have been forwarded to members accordingly.

The one.network app has been very useful in informing on roadworks/closures/events etc. Any reports received by the Clerk have been circulated to members.

Crime Reports

The local crime map has not been updated since March 2022.

Information taken from <https://www.police.uk>

Update on the Planning Committee Meeting actions 18th May 2022 – Project Facilitator

0522-008 RAF Upwood

Resolution 0522-008-4). At the Bury Parish Council Planning Committee meeting of the 20th April 2022, the Committee put an informal proposal to Evera Homes regarding the Guard Room (item 0422-122). Evera Homes agreed to assist with the prior work on the basis they are re-imbursed - and to this end they will keep the Council updated on costs. Some of the works will ultimately need to be completed by the Parish Councils contractors, and will form part of the wider construction works. A list of the works has been agreed except for the structural survey, the Parish Council are to satisfy themselves to the buildings suitability to support the restoration scheme as detailed at a later date. Evera are willing to commission this, if required, but they will need a detailed brief/plans from the Parish Councils architect to ensure the survey encompasses the necessary requirement.

The public consultation regarding the Guardroom is expected within the next 2 weeks. A News article on the Councils website and Facebook page is live and generating interest. It is expected the Guardroom survey will be posted out to all villagers, circulated on social media and the website by the 24th June. This will allow for a 4 week consultation period.

0522-011 Parish Council funded Pedestrian Crossing – Upwood Road

Resolution 0522-011. Cambridgeshire County Council Highways proposed to install a flat crossing and install speed cushions on the lead up to the crossing rather than a raised ramp. This is due to the presence of an access chamber in the carriageway which would be located within one of the ramps of the raised crossing.

Resolved To request costings for a flat zebra crossing and flat zebra crossing with traffic lights, without cushions.

0522-014 Planning Applications

22/01022/HHFUL - 6 Brookfield Way Bury Huntingdon - Removal of existing close boarded fence and erection of new close boarded fence.

Resolved To support the application.