



## BURY PARISH COUNCIL

Parish Clerk - Charlotte Copley. 37 Station Road, Ramsey PE26 1JB  
Telephone – 01487 813606

Email – [parish.clerk@buryparishcouncil.co.uk](mailto:parish.clerk@buryparishcouncil.co.uk)

Website - [www.buryparishcouncil.co.uk](http://www.buryparishcouncil.co.uk)

The Full Council Meeting of Bury Parish Council too place on Wednesday 7<sup>th</sup> December 2022 at Bury Village Hall Meeting Room, from 7.30pm

### Minutes

#### 1222-113 PRESENT AND APOLOGIES FOR ABSENCE

Present: Councillors J. Prestage (Chair), R. Scantlebury (Vice Chair), K. Prestage, D Masterson, J Hayes and D. Wakefield.

Also present: C. Copley – Clerk. County Councillor Costello and District Councillor Brereton and one member of public.

#### 1222-114 DECLARATIONS OF INTEREST

Cllrs J and K Prestage declared an interest in item 1222-125.g.

#### 1222-115 PUBLIC PARTICIPATION

No items raised,

#### 1222-116 MINUTES OF MEETINGS FOR APPROVAL

Minutes for Approval of meeting 2<sup>nd</sup> November 2022.

**Resolved** That after one correction under Present and Apologies noting Cllr Wakefield as Vice Chair not Cllr Scantlebury the minutes of meeting 2<sup>nd</sup> November 2022 were approved as a correct record of proceedings and duly signed by the Chair.

#### 1222-117 CLERK'S REPORT

Report of matters arising from minutes of 2<sup>nd</sup> November 2022, correspondence, communication and crime reports, along with a roundup of resolutions of the Planning Committee meeting 16<sup>th</sup> November 2022.

**Resolved** That the Clerks report be received and noted.

#### 1222-118 REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

County Councillor Costello reported the clearance works to the footpath section from Valiant Square to the entrance of RAF Upwood are scheduled to go ahead January 2023. The County Council are yet to recruit a Rights of Way officer.

The Peterborough and Cambridge Partnership are proposing bringing in a congestion charge for Cambridge, along with more bus routes. Additional government funding and the congestion charge will subsidize the buses. The County Council will be the deciding authority.

District Councillor Brereton reported the Local Highways Improvement scheme process has recently been reviewed. The scheme now has two different categories for applications for either non-complex or complex schemes, changes to the funding amounts depending on the category the application will fall into, an agreed prioritisation matrix to score and rank non-complex applications and a switch to using an online application form. 20mph zone applications will now be via a different scheme. Ramsey Town Council are looking at applying for a 20 mph zone for the High Street, School Lane, Station Road, Whytefield Road, Field Road and Hollow Lane. The schools and churches are in support. 2023 will see devolution of powers and enforcement powers given to HDC, traffic wardens will be employed.

1222-119 PLANNING MATTERS AND PLANNING CORRESPONDENCE

- a. New applications.  
**22/02378/HHFUL** - Single storey rear extension and single storey side extension, 24 Brookfield Way Bury Huntingdon PE26 2LH – SUPPORT  
**22/02441/S73** - Variation of conditions 34 (Bus stop upgrade 1) and 35 (Bus stop upgrade 2) of 19/01881/OUT Land South Of Buryfield Bury – FOR INFORMATION
- b. Applications determined – None received.
- c. Planning correspondence.  
<https://publicaccess.huntingdonshire.gov.uk/online-applications/>

1222-120 RAYS CLOSE ART INSTALLATION

This item is in abeyance.

1222-121 CROMWELL FIELDS DEFIBRILLATOR

This item is in abeyance.

1222-122 PARISH COUNCIL ASSETS

- 1). To discuss Diamond Jubilee Playground and Sports Field rules sign audit carried out by the Clerk and Cllr Scantlebury.
- 2). To receive and consider actions arising from Cllr Scantleburys inspection of the play areas and Council assets.

**Resolved** 1). That Cllr Scantlebury and the Clerk continue working on the signage overhaul  
 The Clerk hopes to have a priced scheme early in the new year.  
 2). Cllr Scantlebury reported the green plastic on the legs of some of the gym equipment is peeling, and will wrap them in the meantime to prevent further peeling and address the issue when the weather allows.  
 Cllr Wakefield offered to store bagged topsoil for the playground works until needed. The soil will be used for levelling the sunken areas and gateway. The double gate at the entrance to the Jubilee playground will be closed, if possible, on the side that is sunken and muddy (left side), entry will be via right hand gate. Due to the weather conditions the works will be carried out in warmer weather.

**Action** Clerk, Cllr Scantlebury.

1222-123 TRAFFIC MONITORING AND SPEEDWATCH

Following battery issues the monitor will be sited on the High Street.

1222-124 CHRISTMAS LIGHTS WORKING GROUP

Cllrs K and J Prestage reported the light switch on was another successful event, it was very well attended, the lights look fantastic, the school choir sang beautifully and Thusy provided a banquet of food for everyone. The request for volunteers to help on the evening was well received and people came forward to help, thank you.

The Parish Council expressed a huge thank you to everyone who brought the event together for the parish. Cllr J Prestage proposed the Council consider the possibility of a Bury Parish Council Community award.

**Resolved** That discussion regarding a community award be tabled for a future agenda.

1222-125 FINANCE

- a. To confirm agreement of payment of outstanding debts.

*To allow for invoices received after issue of the agenda the full payments list will be issued at the meeting.*

1). Administration	Salaries	£3146.08
2). HMRC	Underpayment of NI	£2456.72
3). Lexis Nexis	Local Councils Explained C A Baker	£131.99
4).Warren Access	Platform and operator – Christmas Lights	£408.00
5). SR Howell	Pension auto enrolment re-declaration	£60.00
6). A J Mills Stonemason	Funds incorrectly paid to Bury PC	£80.00
7). M Badcock	Grounds maintenance	£1030.65
8). HDC**	Active Lives Summer Scheme 2022	£479.52
9). Serjeant and Son**	BMX Track acquisition – Trustees legals	£2160.00
10). Human Capital	HR Support	£274.80
11). Serjeant and Son**	BMX Track acquisition – completion fees	£8000.00
12).Serjeant and Son	BMX Track Inv3695 – PC legals	£1006.80
13). Unity Trust Bank	Debit interest 04.09.22-04.12.22	£23.25

\*\*Payments with prior approval made outside of meeting

- b. Monies received.

1), HMRC	VAT Return	£2224.22
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- c. Bank reconciliation for November 2022.

- d. To receive and consider recommendations of the Finance Working Group, confirming the precept level to be applied for the financial year commencing 2023-24, the budget has been circulated to members in advance.
- e. To receive and consider the proposal to open a CCLA account for the purpose of holding ring fenced monies.
- f. Item 1222-125. 2. Payment to HMRC relating to underpayment of National Insurance contributions.
- g. To acknowledge Village Hall room hire will now be £16.50 per session from December onwards.

**Resolved**

- a). The payments 1 – 13 above were recommended for approval and therefore the online payments will be authorised by Cllrs K Prestage and D Masterson at the earliest opportunity. Internal transfers of monies to cover the BMX Track spends (Items 9, 11 and 12 above) will be made from earmarked reserves.
- b). The VAT receipt was noted.
- c). The bank reconciliation for November was confirmed correct and therefore duly signed by the Chair.
- d). The Council unanimously resolved to confirm the budget for the 2023-2024 financial year be set at £85,000. This figure represents a £23.11 increase over the year, or £1.93 per month increase on a Band D property, The Clerk will complete the precept request form and return to the Revenue and Benefits Manager at Hunts District Council before the deadline of 16th December 2020.
- e) Following discussion, the Council voted unanimously in favour to open Public Sector Deposit Fund accounts with CCLA (Churches, Charities and Local Authorities) segregated to hold the ring-fenced monies such as S106 grant awards and maintenance contributions towards upkeep of new bus shelters. The Unity Trust accounts will remain and will hold the precept in the current account and CIL monies for earmarked projects in the instant access account.
- f). Due to the payroll provider claiming for an employers allowance incorrectly the Parish Council National Insurance has been underpaid by £2,456.72. The payment to HMRC will be made as soon as possible.
- g). Agreed.

**Action Clerk**

1222-126 TO RECEIVE VERBAL REPORTS FROM MEMBERS RELATING TO ANY MATTERS ARISING FROM THEIR PORTFOLIO RESPONSIBILITIES  
Cllr K Prestage recently attended a Grantscape meeting, applications are currently open, closing August 2023. To find out more please visit the Ramsey Wind Farm site via Grantscape:  
<https://grantscape.org.uk/fund/ramseywindfarmcbf/>

1222-127 MATTERS FOR NEXT AGENDA (decisions cannot be made under this item)

- 1) HR Committee report
- 2) Community Award

1222-128 DATE AND TIME OF NEXT MEETING

- 1). To consider combining Januarys full Council meeting with the Planning Committee meeting on the 18<sup>th</sup> January to allow for the Christmas break.
- 2). To consider continuing with the combined meetings, holding both the first Wednesday of the month.

**Resolved**

- 1). The next full council and planning committee meeting will take place on Wednesday 18<sup>th</sup> January 2023, from 7.30pm in the Village Hall meeting room. Apologies received in advance from Cllr K Prestage.
- 2). The decision to continue with the combined meetings will be made at the January 2023 meeting.

**Action Clerk**