



BURY PARISH COUNCIL

www.buryparishcouncil.co.uk

Parish Clerk - Charlotte Copley
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Meeting: Full Council and Planning Committee
Date/Time: Wednesday 1st February 2023 from 7.30pm
Venue: The Committee Room, Bury Village Hall

Minutes

- 0223-146 PRESENT AND APOLOGIES FOR ABSENCE
Present: Councillors J. Prestage (Chair), D. Wakefield (Vice Chair), J. Hayes, D. Masterson and R. Scantlebury
District Councillor Brereton
Also present: C. Copley – Clerk, and one member of public.
Apologies: K. Prestage (required elsewhere), County Councillor Costello (illness)
Resolved To accept apologies.
- 0223-147 DECLARATIONS OF INTEREST
None received.
- 0223-148 PUBLIC PARTICIPATION
The member of public present did not wish to speak.
- 0223-149 MINUTES OF MEETINGS FOR APPROVAL
Combined full Council and Planning Committee meeting 18th January 2023.
Resolved That the minutes of meeting 18th January 2023 be approved and therefore duly signed by the Chairman.
- 0223-150 CLERK'S REPORT
Report of matters arising from minutes of 18th January 2023, correspondence, communication and crime reports along with updates relating to Planning Committee matters such as developer communications and project updates.
Resolved That the report be received, and contents noted.
- 0223-151 REPORTS FROM COUNTY AND DISTRICT COUNCILLORS
To receive verbal reports from the County and District Councillors
County Councillor Costello forwarded the following report which the Clerk read out in their absence:
1. The Parish Clerk and I met up with the County Councils Public Rights of Way Officer on Saturday morning to look at the footpath behind the school. There is no Public Rights of Way Officer at present and Bob is an Local Highways Officer (LHO) who is working an additional 10 hours a week overtime to help councils with their public rights of way issues. He has no budget. He suggested putting some planings at the gate to the school but as he pointed out, they will migrate to other areas. If this footpath is to be tarmacked, it will probably have to be in the hands of the Parish Council, using CIL money or putting in a LHI bid.
 2. Next Tuesday, the full County Council meets to discuss the Business Plan. The Administration is proposing an increase in the cost of Council Tax of 4.99 % for both this year and 2024/25. They are also proposing a 30 % cut in winter gritting, which will probably mainly effect our rural roads. They are also proposing to stop weed killing on sides of roads and footpath unless it is proved to be unsafe for residents. They are also reducing services for some of our most vulnerable people. This is all available on the Agenda which can be found on the CCC website. The Opposition is putting forward a different business plan with no cuts to services and a precept of 3.99 %. Unfortunately this is likely to be voted down.
 3. The Combined Authority have voted for a £12 precept, mainly to be used to subsidise public transport.

District Councillor Brereton reported visiting the Buryfield development site and confirmed the wheel wash was in place, that site workers had been seen parking on the road to avoid going on to the site. The District Councils Local Plan 2036 is being updated in full. The Places Strategy consultation is nearing completion with one month more to run. A UK Share Prosperity Fund between towns and parishes saw Ramsey being awarded £10,000. The funding will be used to increase footpath through the town. Ramsey was also allocated £1.25m towards town improvements, negotiations are ongoing. £300,000 of monies received from the Combined Authority has been ring fenced for market square improvements (Little Whyte to New Road). HDC have also finally agreed to utilise land behind the Ramsey Health Centre for new parking. HDCs Climate Strategy will focus on the aim of being carbon net zero by 2040. The 2023-2024 budget comes to the Council this month. May will see voter ID for specific elections coming in.

0223-152 NOTIFICATION OF DISRUPTIVE WORKS

Briefing note received from Cambridgeshire County Council regarding works involved with the installation of high voltage cables from Meadow Lane, High Street, Owls End, Old Stable Walk, Grove Way, Upwood Road. Between 11/2/23-31/5/23 TWO WAY/MULTI WAY SIGNALS/Footpath closures. Manual control at peak times. Works in the vicinity of Schools will be carried out in half term.

Resolved The Clerk will seek to establish which development site the notice applies to as the works map provided by Hyde Housing for the supply of electricity to RAF Upwood shows a different route.

Action Clerk

0223-153 PLANNING MATTERS AND PLANNING CORRESPONDENCE

1). New applications.

2). Applications determined.

22/02378/HHFUL - Single storey rear extension and single storey side extension – 24 Brookfield Way APPROVED

22/01969/TREE - T1 beech, T2 beech, T3 horse chestnut - 6 Tunkers Lane - REFUSED

3). Planning correspondence.

<https://publicaccess.huntingdonshire.gov.uk/online-applications/>

Resolved That the above determined applications be received and noted.

0223-154 PARISH COUNCIL ASSETS

1). Refurbishment of the parish noticeboards including the red telephone box.

2). To receive and consider actions arising from the Clerks inspection of the Councils assets.

Resolved 1). Cllr Scantlebury will seek costs relating to the refurbishment of the noticeboards along with establishing companies specializing in the restorations of telephone boxes.

2). The Clerk carried out the quarterly inspection report of assets, with no actions to taken other than the repair works to item 1). Above. The report will be retained in the Councils files.

Action Cllr Scantlebury and Clerk

0223-155 CEMETERY

The Clerk presented a report confirming the responsibility lies with the parish council to repair and maintain the low cemetery wall. The wall is included in the listing for the Church no.1309536 and therefore requires specific procedures when it comes to its replacement/repair.

Resolved 1). Cllr Hayes will seek to obtain a copy of the quinquennium report carried out on the church in which the wall is mentioned in the officers' findings.

2). The Clerk will seek to obtain quotations for a structural engineer report.

Action Cllr Hayes and Clerk

0223-156 PLAY AREAS

1) Rules signs update.

2). Follow up on action (item 0123-140) Wicksteed Leisure site survey regarding the Skiddaw climbing dome installation and possible replacement of the slide. The latest equipment safety assessment report has been circulated to members.

3). To receive and consider actions arising from Cllr Scantleburys inspection of the play areas.

Resolved 1). Further to receiving three quotations and clerks report for new signage, members resolved to re-visit the signs with a view to reducing costs.

2). Cllr J Prestage and the Clerk attended the site with a Wicksteed Leisure representative to carry out for survey the Skiddaw dome installation. Wicksteeds recommendation is not to replace the slide at this time, but to replace the matting below the swings and possibly the roundabout. Cllr Prestage proposed Wicksteed supply quotations for replacement surfacing below the swings and an inclusive roundabout. Wicksteed to forward details in due course.

3). Cllr Scantleburys report was received with no actions required and will therefore, be retained in the Councils records accordingly.

Action Cllr Scantlebury and Clerk

0223-157 TRAFFIC MONITORING

Cllr Prestage provided an update on the RUB Alliance work of late. Cllr Corney will find out if the policy CCC use when giving their responses to planning applications is their own or government policy. Either way it would give an opportunity to raise a motion at full council which would be that either, CCC look at their policy and take into consideration the accumulative effect of traffic from new developments has on our road networks, or that CCC write to central government asking them to do the same. The Alliance are still awaiting a meeting with Shailesh Vara.
Cllr Prestage reported the data logger batteries have failed and he is seeking repair/replacement.

0223-158 KINGS CORONATION 8 MAY 2023

Buckingham Palace is pleased to announce further details on the ceremonial, celebratory and community events that will take place over the Coronation Weekend between Saturday 6th and Monday 8th May 2023.
[Coronation Weekend plans announced | The Royal Family](#)

0223-159 COMMUNITY AWARD

Resolved Cllr Prestage will source an appropriate shield along with a small shield for the individual winner to retain. The Parish Council will nominate and award the shield in the first year with the Council seeking nominations from parishioners annually thereafter. The award will be advertised in the Parish Council newsletter each year with presentation at the Annual Meeting of the Parish (May each year).

Action Cllr J Prestage

0223-160 FINANCE

1). To confirm agreement of payments.

Invoices received after issue of the agenda will be presented at the meeting.

1). Administration	Salaries/HMRC/Superannuation	£3542.62
2). M Badcock	Cemetery maintenance	£225.00
3). M Badcock	Village areas maintenance	£193.55
4). Serjeant and Son	BMX Track legal fees	£463.20
5). Parrot Print	Newsletters	£296.00
6). Human Capital	HR Support	£274.80

2). Monies received.

1). Swearers	Internment and transfer of rights K21	£175.00
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3). Bank reconciliation.

4). To complete CCLA application form.

5). To consider the Clerks attendance at the Parkinson Partnership Procurement training course.

6). To sign revised Terms of Reference for HR services Human Capital reflecting the reduction of retained service from 4 hours per month to 2 as of February 2023.

Resolved 1). The payments 1 – 6 above were recommended for approval, the online payments will be authorised by Cllrs Wakefield and D Masterson at the earliest opportunity.

2). The receipts be noted.

3). The bank reconciliation for January was confirmed correct and duly signed by the Chair.

4). The Parish Council voted unanimously in favour of applying for the CCLA Public Sector Deposit Fund account. The four authorised signatories duly completed the relevant sections of the application form and are therefore authorised to invest on behalf of the Parish Council. The deposits will consist mainly of ring-fenced monies received from developer contributions towards specific projects and maintenance of parish assets.

5). The Clerks attendance at the Procurement training course at a cost of £38 was approved. The Council further resolved that 80% of the Councils training budget be approved in advance of for the Clerk to attend relevant training.

6). The revised Terms of Reference for Human Capital were signed.

Action Cllrs Wakefield and Masterson, Clerk

0223-161 TO RECEIVE VERBAL REPORTS FROM MEMBERS RELATING TO ANY MATTERS ARISING FROM THEIR PORTFOLIO RESPONSIBILITIES

None received.

0223-162 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.

1). To refresh the RAF Upwood open space provision discussions.

2). To discuss the Construction Plan for the Tunkers Lane site with Stonewater Housing if present.

0223-163

DATE AND TIME OF NEXT MEETING

1st March 2023, Bury Village Hall Committee Room, from 7.30pm.

*Agenda items to the Clerk no later than 21st February 2023.

Meeting closed at 21:32

DRAFT

CLERK REPORT January 2023

Matters arising from Full Council and Planning Committee combines meeting 18th January 2023.

All actions have been completed without matters arising.

Correspondence and Communication

The County Councils Development Management Engineer has been going to great lengths to bring NFC Homes to account over the condition they are leaving the site and Buryfield in. CCC have been more than clear on what is expected so that the site works carry on without any delays. They have been told to keep your site access road clean, that way the Highway stays clean without too much effort, reinstate the wheel wash and ramp by Thursday 19th January 2023. Site inspectors and enforcement officers have been attending the site and as much as possible has been done within the County Councils jurisdiction. This is also with the support of the local highways officer, Ramsey Town Mayor and the Parish Council.

Correspondence and information received from Cambridgeshire County Council (CCC), Huntingdonshire District Council (HDC) and the Combined Authority (CA)

HDC

- Three further Community Chest grants have been awarded to aid the set up and on-costs of Warm Spaces across Huntingdonshire, taking the total available to 46. St Peter's Church, Kings Ripton has been awarded £500 and will use the money to pay for heating costs and offer coffee mornings and hot food. The Warm Space will take place once week in the local village hall and will be ran by local volunteers, encouraging villagers to meet in the warm with other members of our community.
- Huntingdonshire District Council has committed to the preparation of a full update to the adopted Local Plan, at a Cabinet meeting on Tuesday 24th January 2023. This will set out how the district will grow over the coming decades.
- In partnership with Huntingdonshire District Council (HDC), CARESCO, a charity based in Sawtry, has launched their Health Inequalities Project, funded through Cambridgeshire and Peterborough Integrated Care System.
- Huntingdonshire District Council has secured £1.5 million for eight new projects to be delivered under the Government's UK Shared Prosperity Fund.
- The Government funding was confirmed to the region at the Cambridgeshire & Peterborough Combined Authority (CPCA) Board in December. Cambridgeshire as a whole will receive £9,872,624, with Huntingdonshire receiving just over £1.5 million directly, for use on local projects.

Facebook Page "Bury Parish Council, Cambs" and website.

The Facebook page and website have been updated regularly.

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

Crime Reports

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

No updated figures since November 2022.

Planning Committee Matters.

The meeting minutes archive can be found on the Councils website www.buryparishcouncil.co.uk under Minutes and Agenda, drop down menu, Planning Committee.

RAF Upwood – Update received 31.01.23

Kevin attached the GTC route Hyde have been provided which is Tunkers Lane. Kevin is meeting with their consultant on Thursday so will mention the different routes then and query if it is theirs or not.

There is not a lot of change although Hyde are progressing discussions with Breheny regarding the infrastructure works, and met the expected contractor 31.02.23 to agree next steps and target a start on site date for them to commence the homes.

Kevin is due at the Hyde offices on Thursday and will also follow up on the points raised in the January meeting regarding shared ownership sale process and the long term holding strategy for homes.

BMX Track

I am pleased to confirm that Larkfleet's solicitor and the Seller's solicitor have reached agreement concerning the terms of the deed of release and are now in the process of getting their respective clients to sign it.

We should be in a position to exchange and complete the purchase at last.

Pedestrian Crossing

Nothing further to report whilst the LHI bid is in progress.

Bus shelters

The S106 monies for the shelters off Upwood Road (from the Buryfield development) have been received by HDC and we are in the process of receiving the funds. HDC require the Parish Council to have a Project Plan in place for the shelters.

Bury Parish Council

Prepared by: _____ Date: _____
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 31/01/2023		
	Cash in Hand 01/04/2022		168,915.62
	ADD Receipts 01/04/2022 - 31/01/2023		126,478.60
			295,394.22
	SUBTRACT Payments 01/04/2022 - 31/01/2023		81,564.04
A	Cash in Hand 31/01/2023 (per Cash Book)		213,830.18
	Cash in hand per Bank Statements		
	Petty Cash 31/01/2023	0.00	
	Unity Instant Access - EARMARKE 31/01/2023	157,555.02	
	Unity Trust Current T2 31/01/2023	60,747.40	
	Barclays Business 31/01/2023	0.00	
			218,302.42
	Less unrepresented payments		4,647.24
			213,655.18
	Plus unrepresented receipts		175.00
B	Adjusted Bank Balance		213,830.18
	A = B Checks out OK		