



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 March 2023 from 7.30pm
Venue: The Committee Room, Bury Village Hall

Minutes

0323-164 PRESENT AND APOLOGIES FOR ABSENCE

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

District Councillor Brereton and County Councillor Costello.

Also present: C. Copley – Clerk, Mr. K. Jewell of Hyde Housing and one member of public.

Apologies: R. Scantlebury (illness)

Resolved To accept apologies.

0323-165 DECLARATIONS OF INTEREST

None received.

0323-166 PUBLIC PARTICIPATION

The member of public present wished to address Stonewater Housing on matters relating to the Buryfield and Tunkers Lane developments. With Stonewater Housing not present the Clerk will forward relevant contact details for Stonewater Housing to the member of public. The member of public informed the Council that they had received confirmation from NFC Homes that there is nothing that can be done with regards to an installation of a valve on the main drain connection from the Buryfield development to the existing drain on Buryfields, as the drain is the responsibility of Anglian Water they believe this is something Anglian Water could undertake.

0323-167 MINUTES OF MEETINGS FOR APPROVAL

Combined full Council and Planning Committee meeting 1st February 2023.

Resolved To accept the minutes of meeting 1st February 2023 as an accurate record of resolutions and therefore duly signed by the Chair.

0323-168 ATTENDANCE BY STONEWATER HOUSING

1). To receive concerns regarding the Construction Management Plan for the Tunkers Lane development 22/01946/REM.

2). To receive Stonewaters response to matters arising from the Planning Committee meeting November 2022, reference PC-1122-075.

Unfortunately due to illness and annual leave Stonewater Housing representatives failed to attend.

0323-169 PLANNING COMMITTEE MATTERS

RAF Upwood

1). To receive an update on the next phase of the Guardroom Project.

The Clerk confirmed the next phase of Cambridgeshire ACREs public consultation has commenced, A flyer will be dropped through villagers doors, for a 4-week consultation period, this will then be followed by a public consultation at the Village Hall scheduled for Saturday 20th May 2023. At the event the model of the Guardroom will be available for residents to see and discuss, along with attendance by Hyde Housing representatives (developer of the site) and hopefully a RAF Upwood historian. ACRE will hold a focus group meeting with community members and the architect. The project shall then move on to the pre-planning application and pricing stages.

2). RAF Upwood Phase 1 green space provision.

With the changes to the affordable housing mix Mr. Jewell confirmed there is no plan to change the amount of green space being offered via the S106 agreement to the Parish Council.

3). To receive an update on progress of the Phase 1 works from Mr. Jewell, Hyde Housing.

Mr. Jewell reported the technical approvals (from Upwood Primary to the White Lion in Bury) have been agreed with Highways (CCC), the S38 (inner roads) and drainage approval is in the hands of solicitors and the electricity supply is currently being brought in from Meadow Lane. Breheny are expected to start on the first electricity sub-station in the next 6 weeks with the remaining sub-stations following after. Breheny will be submitting a Road Traffic Order for the Upwood Road closure (3 months notice to CCC is required).

4). To confirm the installation of pedestrian crossings, in particular the status of the crossing proposed for Dehavilland Gardens.

Mr Jewell confirmed a pedestrian crossing will be installed near to Dehavilland Gardens as part of the S278 works being carried out over the next year.

BMX Track

1). To receive an update on the purchase of the BMX track.

The Clerk confirmed the purchase is yet to complete, the signed Deed of Release from Allison Homes has not yet been received by the Councils solicitor.

2). To discuss next steps such as site clearance and levelling.

The Clerk confirmed S106 monies allocated to the provision and maintenance of a MUGA on the sports field can only be spent on such, therefore, it would be prudent to wait until the monies are received before commencing ground works, to avoid losing the allocated S106 monies.

Resolved RAF Upwood

2). That Mr. Jewell will supply the Clerk with an open space plan and landscape management plan to assist with the costing exercise of the open space maintenance.

4). Mr. Jewell to provide an idea of timescale regarding the installation of the Dehavilland Gardens pedestrian crossing.

BMX Track

2). To wait until the second tranche of S106 funds are received (Tunkers Lane development), before commencing ground works. As these monies are specifically for the provision and maintenance of a MUGA on the BMX track site they cannot be spent elsewhere. The Clerk will continue to work on the report detailing the site works and costs relating to the removal of the BMX mounds.

Action Mr Jewell, Clerk.

0323-170 CLERK'S REPORT

Report of matters arising from minutes of 1st February 2023, correspondence, communication and crime reports along with updates relating to Planning Committee matters such as developer communications and project updates.

Resolved Received and noted.

0323-171 REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

County Councillor Costello presented the authority's proposal for 20mph zones across Ramsey and Bury. At this stage expressions of interests are being asked for with a full consultation to follow after the 31st March 2023.

District Councillor Brereton reported HDCs review of the Local Plan 2036 is ongoing and HDC News Release on budget is appended to these minutes. Oliver Morley took up the post of interim Managing Director of HDC.

Policing Huntingdonshire will be holding a community engagement event in March.

Huntingdonshire District Council's (HDC) 2023/2024 budget was presented at a meeting of the Full Council on Wednesday 22 February and approved for the forthcoming financial year.

The new financial plan sets out how the council will balance its budget and continue to protect vital frontline services despite ongoing pressures caused by inflation and rises in utility and fuel costs.

To enable the council to carry on providing vital statutory services, Huntingdonshire Band D Council Tax is set to go up by £5 a year to £155.86 from the new financial year starting on April 1 2023. The rise, which amounts to less than 10p a week, or 3.31%, means that the average household will only pay a total of £3 a week for all the services provided by Huntingdonshire District Council.

Ramsey Town Councillor Brereton reported a planning application has been submitted to convert the Lion public house in Ramsey St.Marys in to flats. Cambridge Science Centre have rented the towns Barclays Bank building for 2 months to promote STEM (Science, Technology, Engineering and Mathematics), starting from April. If the scheme goes well they will be looking for a permanent location.

Resolved That Bury Parish Council confirm their support of the 20mph scheme and wish to be consulted independently of Ramsey Town with Upwood Road included in the 20mph zone. The Clerk will circulate a social media poll engaging with local residents and stakeholder groups to gain their opinions on the proposed zone extents before 31st March 2023.

Action Clerk

0323-172 PLANNING MATTERS AND PLANNING CORRESPONDENCE

1). New applications.

23/00185/HHFUL Demolish single garage and erect replacement garage on same footprint, works to double garage to include replacement roof, doors, structural works and addition of solar panels. Greenridge Bury Road Ramsey Huntingdon PE26 1NE - **SUPPORT**

2). Applications determined.

22/01529/TREE - Valiant Square - Felling of 19 trees – **APPROVED**

22/01157/OUT – Birchtree Lodge – Erection of 2 detached dwellings – **REFUSED**

22/02538/HHFUL – 10 Greenwood Close – Erection of a first floor side extension - **APPROVED**

3). Planning correspondence.

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

0323-173 PARISH COUNCIL ASSETS

Refurbishment of the parish noticeboards including the red telephone box. Due to Cllr Scantleburys absence this item was deferred.

0323-174 CEMETERY

The Clerk presented a quotation received from an architectural surveyor.

Resolved To not take up the quotation at this time. Cllr Masterson to contact a specialist restoration company for advice and the Clerk to approach Cambridgeshire County Council on how they carried out the works to the remaining church walls.

Action **Cllr Masterson and Clerk.**

0323-175 PLAY AREAS

1) To consider the installation of 2 x new rules signs for the Jubilee Playground and Gym equipment.

2). Follow up on action (item 0123-140) Wicksteed Leisure site survey regarding the Skiddaw climbing dome installation and possible replacement of the slide.

3). To resolve to order one of the revised choices of climbing dome, either the Skiddaw or Hive dome and item colours.

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

Resolved

1). This item was deferred until Cllr Scantleburys return.

2). The Clerk and Cllr J Prestage met with Wicksteed Leisure to carry out the site survey for the dome climber installation, which will be installed to the right of the round seated area in the Jubilee play park. Wicksteed recommended replacement of the surface below the swing areas and a new roundabout as these areas have been flagged by the inspector as needing attention (maintenance). Wicksteed have provided a quotation and Cllr Masterson will approach grant bodies for possible funding.

3). To install the Skiddaw climbing dome as the original choice, in the colours red, white and blue. The Clerk will notify Wicksteed.

4). Due to illness Cllr Scantlebury has been unable to carry out the inspection of the play areas this month, the Clerk will endeavour to inspect the equipment within the next week or so.

0323-176 TRAFFIC MONITORING

This item was covered under 0323.171 County Councillor report regarding the 20mph scheme.

0323-177 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	£3545.47
2). M Badcock	Cemetery grass and hedges	£225.00
3). M Badcock	Village areas maintenance	£193.55
4). M Badcock	Caretaking quarterly fee	£375.00
4). Human Capital	HR Support	£178.80
5). Parish Online	Membership	£120.00

2). Monies received.

1).HDC	S106 Grant award 19/01881/OUT	£34,946.23
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3). Bank reconciliation.

4). To acknowledge receipt of the S106 grant award monies received (item 2 above) for the delivery of a MUGA on the Parish Sports field. This grant was awarded to the Council via developer contributions as stipulated in the S106 agreement 19/01881/OUT homes off Buryfield. The monies have been transferred to the new CCLA Public Sector Deposit Fund account.

5). To formally adopt the Bury Parish Council Investment Strategy.

Resolved

- 1). The payments 1 – 5 above were recommended for approval, the online payments will be authorised by Cllrs K Prestage and D Masterson at the earliest opportunity.
- 2). Monies received noted.
- 3). The bank reconciliation for February 2023 was checked, confirmed as correct and signed by the Chairman.
- 4). The transfer of S106 award monies to the new CCLA account was received and noted.
- 5). To formally adopt the Bury Parish Council Investment Strategy.

Action Cllrs K Prestage, Masterson and Clerk.

0323-178 TO RECEIVE VERBAL REPORTS FROM MEMBERS RELATING TO ANY MATTERS ARISING FROM THEIR PORTFOLIO RESPONSIBILITIES

Community Award - Cllr J Prestage confirmed the design for the community award shield has been approved and an order placed. The shields will be ready to present at the Annual Meeting of the Parish, 3rd May 2023 from 7pm.

Bury Garden Show 2023 – Cllr K Prestage confirmed a meeting is due to go ahead shortly and will report back with progress.

0323-179 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.

0323-180 DATE AND TIME OF NEXT MEETING

5th April 2023, Bury Village Hall Committee Room, from 7.30pm. Agenda items to be received by 24th March.

The Annual Meeting of the Parish and the Annual Meeting of the Parish Council will both be held on Wednesday 3rd May 2023 from 7pm.

With no further business to conduct the Chairman declared the meeting closed at 21:21.

CLERK REPORT February 2023

Matters arising from Full Council and Planning Committee combines meeting 1st February 2023.

All actions have been completed without matters arising.

RAF Upwood -Further to an item raised in the 18th January meeting (see 0123-135) Mr Jewell of Hyde Housing has confirmed they do not routinely sell rented stock, and where they have significant holdings they don't sell wholesale blocks of homes. As they own a combined total of c.1500 homes in Peterborough and Hunts they will not be selling existing stock or new stock added into their portfolio such as new homes at RAF Upwood.

There is an established process for the sale of shared ownership homes which requires the formal valuation of the interests. Their leases allow a challenge of the value (with set timescales) but there is an element of following established procedures set by regulatory process. He advised they do not naturally become involved in the sale of shared ownership properties but don't receive complaints on their processes.

Buryfields Development – Further to Planning Committee Meeting November 2022, (see PC-1122-075) Stonewater have confirmed that, in addition to the shared ownership tenure of 2 properties under the rural exception, there are also 27 affordable rented units which fall under the rural exception making 29 in total.

Due to some site delays they are looking at completion dates between May and August now for the whole site. Stonewater have also asked if they could organise some marketing in the parish council newsletter for these rural exception homes.

Bus Shelters

Allison Homes Development Coordinator contacted the Clerk to inform the Council they have been requested by Highways to change the shelter specification, due to the shelter they were proposing having side walls which would restrict the footpath.

The shelters being installed will be the specification previously provided to NFC Homes and David Wilson Homes for the Redebourn Lane and High Street shelters. This will mean the new shelters being installed in the village should all be of the same design.

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.

The Clerk is working on a costing exercise for the annual maintenance schedule of the 2 x existing village bus shelters and the 5 new bus shelters.

Correspondence and Communication

Disruptive Works to Owls End, Old Stable Walk, Grove Way and Upwood Road. Complaints from 2 residents has been received with regards to the works on Owls End and the operators use of the grassed "Pound" area for storage and soil deposits, the second complaint was with regards to communication around a residents driveway being dug up. The Clerk reported the matters to the County Councils Site Inspectors. The site failed the inspection. The operatives on site have been reminded of their responsibilities in regards allowing access to residents. The site supervisor assured that all properties received a letter to warn of disruption etc. Regarding the Pound area, The Inspector condemned the use of this area for storage. They have been instructed to begin clearing it ASAP and that it be returned to its original condition. The Inspector will be able to monitor this and ensure it is done. They have also damaged a edging kerb in this location, which was also highlighted to the site supervisor. They will be applying grass seed and repairing the patch of tarmac in the footway. The footway has been repaired with temporary tarmac at present just to make it safe but will be made permanent. The Inspector confirmed they will be monitoring these works and as soon as they are complete,

An email was received from a Dehavilland Gardens resident stating their concern over speeding traffic along Upwood Road and their concern for their children having to cross the road to get to and from school. The Clerk responded confirming what the Parish Council and County Council can do with regards to speeding and the installation of pedestrian crossings. The Clerk has asked Hyde Housing to confirm when the additional pedestrian crossings will be installed and that one is confirmed to be installed at Dehavilland Gardens.

A resident voiced their concern over the new road layout adjacent to footpath number 4 on the Longlands Crescent development. It would appear the final site layout design differs to the layout installed and there is a road where the right of way is indicated to be. As the Parish Council do not have any jurisdiction in this area the Clerk has taken up the issue with Cambs County Council as the public rights of way authority and Hunts District Council as the planning authority.

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

HDC

- HDC have installed new 'Welcome to Huntingdonshire' signage along the boundary of the district.

- HDC installed a set of recycled plastic benches, a new addition to the recently installed and popular play features at Hinchingsbrooke Country Park
- Oliver Morley will take over as Huntingdonshire District Council's interim Managing Director from Wednesday 1 March following the departure of Joanne Lancaster.
- DSM Dance with Lynne has been awarded £250 of Community Chest Grant funding to ensure the FitSteps FAB Strictly Dance Class can continue as a Warm Space throughout March.

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>

4 Reports of crime in the village received during the month of December 2022.

Planning Committee Matters.

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

BMX Track

Remains pending completion.

Pedestrian Crossing – Upwood Road

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

The Kings Coronation

A letter from the Secretary of State, Rt Hon Michael Gove MP:



Department for Levelling Up, Housing & Communities

To all local authorities in England

Rt Hon Michael Gove MP

*Secretary of State for Levelling Up, Housing and
Communities*

Minister for Intergovernmental Relations

**Department for Levelling Up, Housing and
Communities**

2 Marsham Street
London SW1P 4DF

26 January 2023

Dear colleague,

HIS MAJESTY KING CHARLES III'S CORONATION

The Coronation ceremony for His Majesty King Charles III will take place on Saturday 6 May 2023 at Westminster Abbey. His Majesty's Government, led by the Department for Digital, Culture, Media and Sport (DCMS), is delighted to be supporting Buckingham Palace in planning and delivering celebrations to mark this historic occasion.

The Coronation will see people across the UK and the Commonwealth come together to celebrate. The Coronation programme will include the procession and service at Westminster Abbey on 6 May, the 'Coronation Big Lunch' across the country on 7 May (with a concert taking place in Windsor in the evening), and 'The Big Help Out' community activity on the bank holiday, Monday 8 May.

I know that efforts by you and your local communities will be central to making this a momentous weekend of UK-wide celebration. I would ask you all to take every possible action to help your communities in their preparations - making processes cost-free for residents, cutting red tape, and being completely flexible when receiving applications for road closures. I know that your work in doing so for the Platinum Jubilee celebrations in 2022 contributed greatly to such memorable community events for so many.

I set out further opportunities for councils and communities to plan local events below:

Street Parties

Street parties should be encouraged, and you can support residents who want to organise parties for their neighbours, for example, by relaxing road closure rules to enable street parties to take place as easily as possible. Your residents should be made aware of all the support that is available and no one should be put off by needless red tape. [Guidance for residents on how to organise a street party can be found here.](#) You can also highlight [guidance on 'Street Meets'](#), which offer an even easier way to bring neighbours together.

The Coronation Big Lunch

The Coronation Big Lunch, on 7 May, will encourage communities to come together, celebrate their connections and get to know each other better. It will bring the Coronation festivities into the heart of every community. [More detail on getting involved is available on the Coronation Big Lunch website.](#)

The Big Help Out

The Big Help Out, on 8 May, will provide an opportunity to reflect on the legacy of His Majesty's service and showcase the impact of volunteering within communities. People across the UK will be able to get involved and [more detail is available on The Big Help Out website.](#)

Coronation events and projects organised by council-owned civic amenities

Civic amenities, including libraries, museums, leisure centres and heritage sites, are welcome to host their own events and projects to mark the Coronation. This could include exhibitions, concerts or special talks.

Council-led events

Councils are welcome to organise Coronation events and celebrations within their towns and cities, which could include their own civic occasion, for example, "The Mayor's Coronation Party".

Public broadcasts

Large screens in public places can be used to show television coverage of the Coronation, which could include the Ceremony and Procession on 6 May and the Coronation Concert on 7 May. These screenings could be complemented or enhanced by being a part of a wider local event.

National Lottery funding

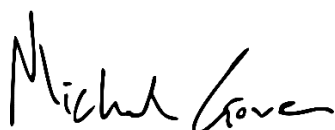
Funding is available of up to £10,000 for events and activities through the National Lottery Awards for All programme and you can encourage community groups to apply.

National Lottery Awards for All does not have a deadline, but it can take up to 12 weeks from the point of application submission to receiving funding, which means applications for the Coronation weekend should be made before the middle of February. [All funding criteria and terms and conditions are here.](#)

As with the Platinum Jubilee celebrations in 2022, DCMS will be launching a Coronation website with resources and an interactive map. This will be publicised in our local government bulletin once available. [You can subscribe to the bulletin here.](#)

I look forward to seeing the exciting and creative ways in which you and your communities choose to mark the Coronation of His Majesty King Charles III.

With every good wish,



Rt Hon Michael Gove MP

Secretary of State for Levelling Up, Housing and Communities Minister for Intergovernmental Relations

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 28/02/2023		
	Cash in Hand 01/04/2022		168,915.62
	ADD Receipts 01/04/2022 - 28/02/2023		161,464.83
			330,380.45
	SUBTRACT Payments 01/04/2022 - 28/02/2023		87,007.41
A	Cash in Hand 28/02/2023 (per Cash Book)		243,373.04
	Cash in hand per Bank Statements		
	Petty Cash 28/02/2023	0.00	
	CCLA - Public Sector Deposit Fund 28/02/2023	34,946.23	
	Unity Instant Access - EARMARKE 28/02/2023	157,091.82	
	Unity Trust Current T2 28/02/2023	56,392.78	
	Barclays Business 28/02/2023	0.00	
			248,430.83
	Less unrepresented payments		5,057.79
			243,373.04
	Plus unrepresented receipts		
B	Adjusted Bank Balance		243,373.04
	A = B Checks out OK		

NEWS RELEASE



23 FEBRUARY 2023

COUNCIL BUDGET 2023/24

Huntingdonshire District Council's (HDC) 2023/2024 budget was presented at a meeting of the Full Council on Wednesday 22 February and approved for the forthcoming financial year.

The new financial plan sets out how the council will balance its budget and continue to protect vital frontline services despite ongoing pressures caused by inflation and rises in utility and fuel costs.

To enable the council to carry on providing vital statutory services, Huntingdonshire Band D Council Tax is set to go up by £5 a year to £155.86 from the new financial year starting on April 1 2023. The rise, which amounts to less than 10p a week, or 3.31%, means that the average household will only pay a total of £3 a week for all the services provided by Huntingdonshire District Council.

Councillor Brett Mickelburgh, Executive Councillor for Finance and Resources, said: "Like the vast majority of councils across the country, Huntingdonshire District Council has come under financial pressures due to rising costs and inflation.

"While the council is able to present a balanced budget at this stage, we keep just 7p of every £1 of council tax collected so it is important we build a budget and Medium Term Financial Strategy that is more sustainable for future years to protect our vital frontline services.

"Having more sustainable finances means that we can become more efficient and innovative, and while we have had to take some difficult decisions now, in future years we will have a strong foundation to be more efficient and innovative in the way that we provide services to our residents."

Over the coming months, the council will look to set new priorities as part of a new Corporate Plan, which builds on this budget and will also link to the council's other strategies including the Climate Strategy and Huntingdonshire Futures Place Strategy.

Councillor Sarah Conboy, Executive Leader of Huntingdonshire District Council, added: "Since becoming Executive Leader of the Joint Administration for Huntingdonshire District Council in May last year, I am reminded on a daily basis that Huntingdonshire is already one of the best places to live in the country.

"Our work this year will be to make sure this continues for current and future generations. Fundamental to this is our agreed balanced budget for 23/24 which protects our vital frontline services from any cuts and, unlike some councils, does not call on the use of our reserves.

"During 2023 we will be setting new priorities for the council, and we are ambitious with what we want to achieve as look to implement a new Place Strategy, Huntingdonshire Futures, which sets out a vision for the future of the district to 2050 along with a new Climate Strategy and preparation works for a new Local Plan.

"At the same time, it is important that we maintain the high levels of day-to-day services that our residents expect from us and that we continue with our prevention and early intervention work to support those people who need help during difficult times.

"There is lots to come this year in Huntingdonshire and I look forward to continuing to work with all our residents across the district."