



## BURY PARISH COUNCIL

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

Parish Clerk - Charlotte Copley  
07849 107046  
[parish.clerk@buryparishcouncil.co.uk](mailto:parish.clerk@buryparishcouncil.co.uk)

**Meeting:** MEETING OF THE PARISH COUNCIL  
**Date/Time:** Wednesday 7<sup>th</sup> June 2023 from 7.30pm  
**Venue:** The Committee Room, Bury Village Hall

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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.**

1<sup>st</sup> June 2023  
Charlotte Copley -Clerk and Responsible Financial Officer to Bury Parish Council

### Agenda

0623-020 PRESENT AND APOLOGIES FOR ABSENCE

0623-021 DECLARATIONS OF INTEREST

To receive declarations of interest relating in items on the agenda as confirmed within Bury Parish Councils Code of Conduct.

0623-022 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 and leave the meeting. At the close of this agenda item members of the public will no longer be permitted to address the Council.*

0623-023 MINUTES OF MEETINGS FOR APPROVAL

Minutes for Approval of meeting 3<sup>rd</sup> May 2023.

0623-024 RAF UPWOOD GUARDROOM PUBLIC EVENT 20 MAY 2023

- a. To receive the report of the 20<sup>th</sup> May public event at Bury Village Hall, from Cambridgeshire ACRE.
- b. Consider next steps.

0623-025 STONEWATER HOUSING – DEVELOPMENTS OFF BURYFIELD & TUNKERS LANE

- a. To receive a representative from Stonewater Housing to bring us up to date on matters relating to the developments.
- b. To receive an update from Cllr Wakefield in relation to the site meeting as per minutes of meeting 0523-009.
- c. To receive an artists image of the suggested artwork piece for placement in the new development.
- d. To consider the request to place an article in the Parish Council newsletter regarding the Rural Exception properties available on the development off Buryfield.

0623-026 CLERK'S REPORT

Report of matters arising from minutes of 3<sup>rd</sup> May 2023, correspondence and communication and crime reports. The Clerk report is circulated to members ahead of this meeting.

0623-027 PLANNING COMMITTEE MATTERS

**RAF Upwood**

- a. RAF Upwood Phase 1 development update from Hyde Housing.
- b. RAF Upwood Phase 1 open space provision.
- c. To receive an update from the Clerk in relation to the Guardroom project.
- d. To receive proposal from VAT specialist to provide a report on the VAT implications of the renovation of a former RAF Guardroom and other CIL projects, including any options to maximise VAT recovery.
- e. Visit to the renovated RAF Binbrook's guardroom.

**BMX Track**

- a. To receive completion details regarding the purchase.

**Pedestrian Crossing**

- a. The report to Committee including prioritised lists for approval will be carried out in June.

0623-028 REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

To receive verbal reports from the County and District Councillors.

0623-029 PLANNING MATTERS AND PLANNING CORRESPONDENCE

- 1). New applications received from Huntingdonshire District Council Planning Authority.

**23/00592/HHFUL** - Erection of a single storey front extension-22 Brookfield Way.

**23/00710/HHFUL** - 8 replacement windows - Home Close High Street Bury.

**23/00898/TREE** - T1 - Copper Beech - Raise Crown to 3.5m - The low level spread of growth form the main trunk obstruct the safe passage of pedestrians and vehicles - 6 Tunkers Lane Bury.

**23/00899/TREE** - T2 - Copper Beech - Raise Crown to 3.5 - he low level spread of growth form the main trunk obstruct the safe passage of pedestrians and vehicles - 6 Tunkers Lane Bury.

**23/01030/TREE** – Removal of overhanging branches – 55 Dehavilland Gardens.

- 2). Applications determined by Huntingdonshire District Council.

**22/01146/FUL**- Use of land for private and public amenity in association with the residential development of land to the north and east – RAF Upwood. – **GRANTED**

**22/80231/COND** - Conditional Information for 19/01881/OUT: C23 (Archaeology) - Land South Of Buryfield Bury – **REFUSED**

**19/01881/OUT** - Discharge of condition 34 (Bus stop upgrade 1) for 19/01881/OUT - Land South Of Buryfield Bury – **REFUSED**.

**20/00085/S73** - Discharge of Condition 13 (Drainage) for Land West Of Garden Court And 1 To 16 Upwood Road Bury – Condition 13 – **REFUSED**

**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 - **WITHDRAWN**

- 3). Planning correspondence.

**23/00077/ENPLAN** - Enforcement case - Land West of Garden Court - footpath

Enforcement have informed that the planning agent will be submitting a S73 application to retain the footpath as it has been built.

**23/00427/FUL** - Hall Farm, Bury, PE26 2NU – Response to Parish comment.

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

0623-030 FINANCE

To confirm agreement of payment of outstanding debts.

1). Staffing	Payroll	£3542.62
2). Big Printing	Play areas rules signs	£540.00
3). Huntingdonshire District Council	Planning enquiry application – Guardroom	£840.00*
4). Civic London	Architect fees – Guardroom	£1844.87*
5). Parrot Print	Leaflets – Guardroom event	£123.00*
6). Bury Residents Charity	Hall hire – Guardroom	£67.25*
7). Huntingdonshire District Council	Litter bin emptying	£303.17*
8). Ramshed	Telephone box refurb	£300.00
9). Canalbs	Internal Audit – Financial Year End 2022-23	£107.15
10). Officeworld	Stationery/ink/paper	£116.64
11). AskIT	Website hosting annual subscription	£432.00
12). Human Capital	HR Support	£178.80
13). Stockdale	Quantity Survey – Guardroom	£2340.00

\* Paid outside of meeting on 16.05.23

b. Monies received.

1). HMRC	VAT Claim 126.	£1159.91
2). Grantscape	Grant monies – BMX Track/MUGA project	£8000.00
3). Grantscape	Grant monies – Jubilee climbing dome	£3973.00
4). PSDF	Dividends	£112.11
5). AJ Mills	Headstone inscription – Haynes	£40.00

c.. Bank reconciliation for May 2023.

d. To receive and consider an application for a donation from MAGPAS Air Ambulance.

0623-031 AUDIT AND ACCOUNTS 2023

a. To complete the Annual Return sections 1 and 2. A copy of the completed Annual Return, sections 1 and 2 have been sent to all councillors ahead of this meeting.

b. To agree and sign accounts for the financial year ending 31<sup>st</sup> March 2023. A copy of the accounts and bank reconciliation has been sent to all councillors ahead of this meeting.

c. To receive and note the Financial Risk Assessment 2023 completed by the Clerk. A copy of the risk assessment has been sent to all councillors ahead of this meeting.

d. To confirm the notice of public rights and publication of unaudited annual return accounts for the year ended 31<sup>st</sup> March 2023 has been placed on the Council website and notice boards.

e. To receive and note content of the Internal Audit report for the financial year ending 31<sup>st</sup> March 2023.

0623-032 TO RECEIVE VERBAL REPORTS FROM MEMBERS RELATING TO ANY MATTERS ARISING FROM THEIR PORTFOLIO RESPONSIBILITIES

0623-033 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.*

0623-034 CLOSED MEETING SESSION

The following items to be held as a closed meeting due to sensitive, personal, and commercial data.  
*Public Bodies (Admission to Meetings) Act 1960 S1(2).*

a. The Guardroom, project costing.

b. Church wall survey.

0623-035 DATE AND TIME OF NEXT MEETING

Wednesday 5<sup>th</sup> July 2023, Bury Village Hall, from 7.30pm.

Agenda items to the Clerk no later than Friday 23<sup>rd</sup> June.