



BURY PARISH COUNCIL

www.buryparishcouncil.co.uk

Parish Clerk - Charlotte Copley
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Meeting: MEETING OF THE PARISH COUNCIL
Date/Time: Wednesday 4th October 2023 from 7.30pm
Venue: The Committee Room, Bury Village Hall

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.**

Charlotte Copley

28th September 2023
Charlotte Copley -Clerk and Responsible Financial Officer to Bury Parish Council

Agenda

0923-067 PRESENT AND APOLOGIES FOR ABSENCE

0923-068 DECLARATIONS OF INTEREST

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

0923-069 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.

0923-070 MINUTES OF MEETINGS FOR APPROVAL

Minutes for Approval of meeting 6th September 2023.

0923-071 CLERK'S REPORT

0923-072 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

0923-073 PLANNING COMMITTEE MATTERS

- a. RAF Upwood Phase 1 development update from Hyde Housing.
- b. To receive recommendations from the Guardroom Working Group.

0923-074 PLANNING MATTERS AND PLANNING CORRESPONDENCE

- 1). **New applications** received from Huntingdonshire District Council Planning Authority.
23/00938/FUL-AMMENDED PLANS - Development of a specialist dementia care home (Use Class C2) together with associated access, car and cycle parking, structural landscaping and amenity space provision. - Upwood Hill House And Part Of RAF Upwood Ramsey Road Upwood
- 2). **Applications determined** by Huntingdonshire District Council.

23/00999/FUL - Erection of a second electricity substation – RAF Upwood Phase 1 - CONSENT

3). **Planning correspondence.**

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

0923-075 INFRASTRUCTURE

- a. Traffic monitoring.
- b. To receive the response from the County Councils Road Safety Audit Team regarding the request to installing a give-way feature to alleviate the issues found on the Old School House to Bury Stores narrow section of the High Street.
- c. To receive and note the County Councils Weed Spraying Policy.

0923-076 OPEN SPACES

- a. Parish tree maintenance scheme.
- b. Notice of planned tree works by a resident, the works will be carried out from the Jubilee play park. The park will be closed whilst the works are undertaken, the tree surgeon has confirmed their public liability cover.

0923-077 CHRISTMAS LIGHTS 2023

0923-078 BECOMING A DEMENTIA FRIENDLY PARISH

0923-079 FINANCE AND AUDIT

(s150, s111 LGA 1972)

- a. Approve accounts for payment September 2023.
- b. Monies received.
- c. Bank reconciliation for September 2023 along with the 2nd quarter position.
- d. Parish Council insurance renewal.
- e. To receive and acknowledge the external audit report completing the financial year ending 31st March 2023.

September payments		
1). Staffing	Payroll	£3542.62
2). Clerk expenses	Mileage & software renewal	£15.65
3). M Badcock	Parish maintenance	£1469.04
4). Human Capital	HR Support	£178.80
5). Gallagher *	Insurance renewal for 2023-24	£1194.56
6). HDC	Active Lives Sports Sessions 2023	£498.74
7). PKF Littlejohn	External Auditor Fee	£504.00
8). C Copley *	Park safety equipment	£92.95
9). K Prestage *	Engraving costs	£25.00
10). Unity	Bank charges – cheque deposit	£0.30
11). Cambridgeshire ACRE	Membership renewal 2023-24	£60.00
	Total	£7581.66
Monies received		
1). CCLA	PSDF Dividends August 2023	£151.39
2). HDC	Precept 2 nd payment	£42,500.00
3). Swearers	Internment B42	£125.00
4). Swearers	Plot purchase J21(a)	£430.00
	Total	£43206.39

* Payments 5, 8 and 9 made outside of meeting.

0923-080 TO RECEIVE VERBAL REPORTS FROM MEMBERS RELATING TO ANY MATTERS ARISING FROM THEIR PORTFOLIO RESPONSIBILITIES

0923-081 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.

0923-082 DATE AND TIME OF NEXT MEETING

Wednesday 1st November 2023, Bury Village Hall, from 7.30pm.
Agenda items to the Clerk no later than Wednesday 18th October.

The agenda will be published early due to the Clerks annual leave.

CLERK REPORT September 2023

Matters arising from Full Council meeting 6th September 2023.

- All resolutions actioned with no matters arising.

Correspondence and Communication

Email from a resident concerned about parking on a blind bend and double yellow lines on Grenfell Road. The Clerk confirmed that parking violations are a police matter. HDC will be taking on parking violations in 2024 when it is decriminalised, and it will sit in the Parking Team but for now it is a Police offence.

Email from an Upwood resident asking for a waste bin to be installed on the footpath between Valiant Square Bury and Fairmead Park, Upwood. The parish boundary map confirms the stretch of footpath sits in the parish of Wistow and the Clerk referred the matter on to the relevant parish council clerks.

A resident queried the Councils liability with regards to bouncy castles on Council maintained land, in particular the closed churchyard. The Councils insurers will not make any payment for any claim or loss directly or indirectly due to any activity involving the use of or provision of any inflatable play equipment including but not limited to bouncy castles, slides and rides. With regards to the closed churchyard, this belongs to a PCC, even where maintenance responsibility has been passed to a parish council under section 215 (2) of the Local Government Act 1972. In such cases a parish council does not have responsibility for events held in the closed churchyard. However, the Parish Council does have a duty of care of people around memorials and that the church should notify us ahead of events around memorials so the area can be checked beforehand.

The Council was copied into a formal complaint made from Buryfield residents regarding the NFC Homes development off Buryfield. The complaint is addressed to the Planning Authority, Highways Authority, Lead Local Flood Agency (County Council) site inspector, Stonewater Housing and NFC Homes.

Email from a concerned resident regarding the dumping of soil and building materials on a farmland behind the Buryfield development and its proximity to Bury Brook. The Clerk took up conversation with the developer who confirmed an agreement is in place between the farmer and landowner.

The clerk was made aware that the waste bin in front of the Church has been removed. This has been reported to the County Council, as it sits on their land, if it has been removed on purpose or stolen.

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

HDC is continually looking to explore all avenues of communication with its partners; to better understand each other's needs through relationship building and process improvement. The District Council's Democratic Services Team is looking at sending out a new Town & Parish Council Newsletter, which will hopefully be seen as further cementing the Council's commitment to developing better lines of communication with the community it serves. HDC ask for Parish and Town Councils to send on any ideas of information to be included.

HDC is pleased to announce a new business support programme utilising UK Shared Prosperity Funding (UKSPF). The Jumpstart competition is now open to all Huntingdonshire-based businesses and entrepreneurs with £25,000 of grant funding available.

The winners, set to be announced in early 2024, will be determined following a live "Dragon's Den" style pitch event, where each business will present to a panel of judges. The grants will be available for capital expenditure, with several prizes available across four different tiers

HDC – The Clerk attended the District Councils Garden Waste Subscription Service event on the 20th September.

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

The Facebook page has been regularly updated with notices and meeting papers.

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

Crime Reports

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

July 2023 – 8 reports of crime	On or near to
Burglary	Hill Estate
Violence and sexual offence	Grenfell Road/Upwood Road
Violence and sexual offence	Ward Close
Anti social behaviour x 2	RAF Upwood
Violence and sexual offence x 2	RAF Upwood
Theft	Dehavilland Gardens