



## BURY PARISH COUNCIL

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

Parish Clerk - Charlotte Copley

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**Meeting:** MEETING OF THE PARISH COUNCIL  
**Date/Time:** Wednesday 4<sup>th</sup> October 2023 from 7.30pm  
**Venue:** The Committee Room, Bury Village Hall

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### Minutes

#### 0923-067 PRESENT AND APOLOGIES FOR ABSENCE

Present: Councillors J. Prestage (Chair), D. Wakefield, K. Prestage and R. Scantlebury.  
Also present: County Councillor Costello, District Councillor Brereton, C. Copley – Clerk and 1 members of public.

Apologies: D. Masterson (illness) received and approved.

#### 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.

For future Council attention Cllr Wakefield declared a non-pecuniary interest, and will raise an interest in any future meeting, in the Rays Close/Crabtree Way development off Buryfield.

#### 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.

The member of public present updated members of the latest incidents regarding the Rays Close/Crabtree Way development off Buryfields.

#### 0923-070 MINUTES OF MEETINGS FOR APPROVAL

Minutes for Approval of meeting 6<sup>th</sup> September 2023.

**Resolved** To accept the minutes of meeting 6<sup>th</sup> September 2023 as an accurate record of resolutions made and therefore duly signed by the Chairman.

#### 0923-071 CLERK'S REPORT

**Resolved** Received, noted and appended to these minutes.

#### 0923-072 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

Huntingdonshire District Council, Cllr Brereton:

The latest industrial action, 6<sup>th</sup> October, has been called off, and all services will operate as normal.

The Development Management Team has put together a Town & Parish Council Training Event on 30 October and 6 November 2023:

1. An introduction to planning - going back to basics, including a quiz to get everyone thinking about planning.
2. The Development Management Service - Personnel, structure, responsibilities.
3. What is a 'Material Consideration' - Case studies to review.

The Draft Master Plan has been re-branded and now called "New Vision", it can be found on the District Council website <https://www.huntingdonshire.gov.uk/people-communities/market-towns-programme/vision-documents/>

The Development Management Committee recently held a design tour of the Ramsey Community Centre, Ramsey Railway Yard development, Cades Yard and Dehavilland Gardens which looked at and explained

the design elements such as cladding, street layouts etc and why housing developments are designed the way they are.

Cambridgeshire County Council, Cllr Costello:-

In April 2023, the Council changed its operational policy in relation to the removal of weeds. The purpose of the change was to achieve two goals;

1. To improve the natural environment and biodiversity by reducing the use of chemicals that can have a detrimental environmental impact.
2. To reduce the running costs of the operations as part of the overall need to reduce costs across the Council as part of its budget planning process.

Cllr Costello urged members to complete the survey assessing the impacts of the policy change and welcome members feedback.

A meeting is being arranged with Cllr Costello and a Warboys Road resident regarding speeding issues. A Bury resident also contacted Cllr Costello regarding illegal parking on Owls End and Brookfield Way, particularly during school drop off and pick up. The Clerk confirmed illegal parking is a police issue until the devolution of power to the District Council in 2024 when warranted officers will be employed to carry out parking monitoring.

Cambridge congestion charge – ongoing.

20 mph zoning – Ramsey have received arguments against the proposal.

Cllr Costello attended the recent engagement session on the green bin taxation scheme. The taxation scheme frequently asked questions can be found via the following link:

<https://www.huntingdonshire.gov.uk/bins-waste/garden-waste-subscription-service>

#### 0923-073 PLANNING COMMITTEE MATTERS

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

**Resolved** Mr Jewell of Hyde Group was not present and did not provide an update on the development. The Guardroom Working Group continue to work on the business case and business plan. Cllr J Prestage reminded members to forward their vision statements to the Clerk.

**Action** ALL

#### 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 – **CONTINUE TO SUPPORT**
- 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.

**Resolved** a. The monitor is currently on the High Street gathering statistics to support the need for a scheme at the narrow section.  
b. To receive and note the Road Safety Audit Team suggestions (appended to these minutes) and request that County Council refresh and renew the paint and signage in the area.  
c. Received and noted.

**Action** Clerk

#### 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.

**Resolved** a. To proceed with the booking of the next tree survey, due 2024.  
b. Received and noted, the works are scheduled to go ahead on Thursday 12<sup>th</sup> October. The Clerk has informed the primary school and placed a notice on the Councils social media page.

**Action** Clerk

0923-077 CHRISTMAS LIGHTS 2023

The lights are being checked this weekend in the village hall, the school have confirmed the choir will be singing from 5.30-6pm and will be followed by the Upwood Ukeleles from 6pm. The road closure has been agreed and traffic management approved by the Highways Authority, traffic barriers and signage is on order. The Councils public liability cover has been confirmed.

0923-078 BECOMING A DEMENTIA FRIENDLY PARISH

This item was deferred to the next meeting.

0923-079 FINANCE AND AUDIT

*(s150, s111 LGA 1972)*

a. Approve accounts for payment September 2023.

**Resolved** Approved, payments to be completed by Cllrs K Prestage and Hayes.

b. Monies received.

**Resolved** Received and noted.

c. Bank reconciliation for September 2023 along with the 2<sup>nd</sup> quarter position.

**Resolved** The bank reconciliation was checked, confirmed as correct and signed by the Chairman.

d. Parish Council insurance renewal.

**Resolved** Agreed with the premium paid to meet the renewal deadline.

e. To receive and acknowledge the external audit report completing the financial year ending 31<sup>st</sup> March 2023.

**Resolved** Received and noted with the report confirming the AGAR has been completed in accordance with proper practices. The completion notice has been appended to the parish noticeboards and website ahead of the 30<sup>th</sup> September deadline.

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

<b>September payments</b>		
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
12). Officeworld	Stationery	£88.34
13). Gawn Associates	Church Wall Survey	£540.00
<b>Monies received</b>		
1). CCLA	PSDF Dividends August 2023	£151.39
2). HDC	Precept 2 <sup>nd</sup> payment	£42,500.00
3). Swearers	Internment B42	£125.00
4). Swearers	Plot purchase J21(a)	£430.00

\* 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

Cllr K Prestage informed members the 2023 Garden Show winners have been contacted and agreement reached to be included in the next edition of the Parish Council Newsletter.

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

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

With no further business to conduct the Chairman declared the meeting closed at 20:50.

**CLERK REPORT September 2023**

**Matters arising from Full Council meeting 6<sup>th</sup> 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 20<sup>th</sup> 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

075.b. Road Safety Audit Team response to the request for a suitable traffic management scheme at the narrowing of High Street, Bury.

With regards to installing a give-way feature the comments from the Road Safety Audit Team echo what I explained on site:

1. Usually, you would expect traffic entering a built up area to give-way, so in this instance it would be reasonable to expect traffic travelling towards Ramsey to give-way. The issue with this is the proximity of the sharp left-hand bend on the opposite approach which significantly reduces forward visibility or approaching traffic from that direction. Therefore, a vehicle pulling away from the give-way line could suddenly be met by a vehicle approaching them head on that has priority which could give rise to conflict.
2. Having the give-way line on the opposite approach so that traffic travelling away from Ramsey was required to give-way is also tricky because of the sharp left-hand bend which means that approaching traffic would potentially not have sufficient forward visibility of stationary traffic at the give-way line which could result in rear end shunt accidents.
3. It was also highlighted that give-way features work best when there is a regular flow of traffic in both directions and that during the day this may not be the case.

The footway width along this length of road is not overly wide and installing bollards would certainly reduce the width further. Bollards cannot be installed directly behind the kerb because of the concrete beam that holds them in place, so they would need to be offset from that. As a rule we try to offset street furniture from the kerb edge by 450mm to reduce the risk of it being struck by overhanging loads, although sometimes we make exceptions to this. Reducing the footway width could potentially impede the movement of wheelchair and mobility scooter users. Also, if two pedestrians travelling in opposite directions meet the one nearest the road may be tempted to step out into the road which presents a risk to that individual.

As I said when we met on site, there isn't an idea for this location that leaps out at me. The give-way feature seems like an obvious choice, but the road geometry does not lend itself to this.

I am not sure that there is sufficient road width to accommodate speed cushions and the spacing requirements between the cushions, and the spacing requirements between the cushions and the kerb/verge. We would need to take road width measurements but my initial thoughts from looking at Streetview is that there would not be sufficient road width.

The SLOW marking near the golf course would benefit from being refreshed, that is something that could be arranged by the Local Highways Officer for the area. There is no SLOW adjacent to the road narrows sign near the shop so you may want to ask if one could be provided there too. The road narrows signs could be made more conspicuous by having yellow backing boards but there isn't any specific hazard warning sign to deter pavement mounting.