



## 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 10<sup>th</sup> January 2024 from 7.30pm  
**Venue:** The Committee Room, Bury Village Hall

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### Minutes

#### 0124-116 PRESENT AND APOLOGIES FOR ABSENCE

Present: Councillors D. Masterson (Vice Chair) D. Wakefield, and R. Scantlebury.

Also present: C. Copley – Clerk and 2 members of public.

Apologies from Cllrs J and K Prestage (personal), Cllr J Hayes (required at meeting elsewhere), County Councillor Costello (personal) and District Councillor Brereton (illness)

In the absence of Cllr J Prestage as Chairman of the Parish Council, Cllr Masterson, Vice Chairman, took up the seat of Chairman for this meeting.

#### 0124-117 DECLARATIONS OF INTEREST

None received.

#### 0124-118 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.*

One member of the public did not wish to speak, the other member of the public informed members that 6-7 members of Anglian Water had been seen on Cheverill Lane carrying out a flows survey to the open ditch from the Tunkers Lane site (working as it should). But during their visit they discovered that the Highways Authority (Cambs County Council) have linked surface water flows to the sewer drains. Anglian Water confirmed they will be taking up the issue with Highways. The resident was pleased to have confirmation from Anglian Water that a non-return valve can be fitted to the end of a domestic supply (as it joins at the entrance of a property) to prevent foul drainage coming up in to their property.

#### 0124-119 MINUTES OF MEETINGS FOR APPROVAL

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

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

#### 0124-120 CLERK'S REPORT

Received and noted.

#### 0124-121 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

Cllr Brereton provided a written report on Hunts District Council (HDC) matters as follows:  
Former District councillor and long standing County Councillor, Mac Maguire, passed away on 31st December. His funeral will be on the 17th January 2024 at Huntingdon Crematorium.

HDC have appointed a new Corporate Director for Place. Mike Gildersleeves , who was previously employed at South and East Lincolnshire Councils Partnership.

The green bin Early Bird Discount is available until 31st Jan. This will entitle customers to a charge of £50 for the next 3 years, as opposed to £57.50. Second and third bins remain at £30 per bin, per year. RTC has put in an LHI bid for traffic calming in Hollow Lane and also around its junction with the High Street, to help with road safety for the students.

County Councillor Costellos report as follows: The budget meeting for CCC will take place at the beginning of February when the precept will be set.

#### 0124-122 PLANNING COMMITTEE MATTERS

##### a. RAF Upwood Phase 1 development update from Hyde Housing.

Mr Jewell provided a written update as follows:

Phase 1 will now be developed as a wholly affordable scheme with 84 of the homes as shared ownership, and the remaining 76 as rented. The Council housing team is aware of this and work has started with them on a lettings plan to prioritise occupiers based on being economically active / key workers. Hyde will retain a longer-term interest in the site through this strategy. Significant CIL monies are already paid and Mr Jewell confirms Hyde will honour the remaining instalment of levy that is due for payment later this year. (Affordable housing is zero rated for Community Infrastructure Levy). Mr Jewell will not be seeking further relief for developing more affordable homes for phase 1.

Hyde's change was only made late in December and the use of grant supporting the additional affordable homes does make the site's development viable, Hyde Housing intend to sign the build contract by the end of March 2024.

Their phase 2 application remains the subject of consultation and a number of consultee comments are awaited. Hyde are still waiting on consultee responses on early years/education but would expect the request for £2m+ from the initial application to stay. There will also be significant CIL requirements, and although this is not a requirement of planning, the housing team has requested that phase 2 is not developed with more than 50% affordable homes – which Hyde are happy to agree to – ensuring the creation of a mixed community.

Hyde remain committed to giving the community the guardhouse, and they are contracted to sell land to the care home developer.

##### b. To receive the Guardroom Working Group report and recommendations.

The Working Group did not meet due to the Christmas break and the Clerk provided a summary of work being undertaken by the architect:

- Return visit to site for detailed inspection of landscaping around the Guardroom and pre-app meeting with Planning Officer. Includes half a day meeting preparation and travel. Carried out 23.11.23
- Miscellaneous project support/advice re: 'next steps'; traditional vs Design & Build procurement; and 'bats'. Includes follow up pre-app meeting is arranged for 12.01.24
- Development of concept-stage plans and visuals in response to Planners' pre-app report, packaged and re-issued to Planners for review. Draft Design and Access Statement updated and re-issued.

The Clerk has almost completed the application for funding to the District Councils Community Infrastructure Levy award, the deadline for which is the 22<sup>nd</sup> January 2024.

#### 0124-123 PLANNING MATTERS AND PLANNING CORRESPONDENCE

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

**21/00527/FUL** Application for Full planning permission for demolition of redundant buildings and infrastructure, residential development of 321 dwellings, with associated highways, infrastructure and open space. – RAF Upwood, Bury.

**Resolved** Bury Parish Councils previous response to the application from April 2021 remains in that the site does not deliver primary health care services or schooling, though does make provision for contributions if required. Therefore, Hunts District Council and the various statutory bodies, in particular the health trusts and County Council, should be held responsible for ensuring provision is made based not only on this site but on the total of all developments in the Ramsey Spatial area.

At full council meeting on Wednesday 10th January 2024 Councillors voted in favour of the application. The Bury Neighbourhood Plan is also supportive of the development of RAF Upwood (Bury) site (RA8).

The Parish Council note the S106 Heads of Terms are yet to be drawn up and ask that village amenities are taken in to account when considering the growth of the village from this development and as seen in the 2036 Plan review Call for Sites.

Bury Parish Council ask that the following village projects be taken into account for Section 106 contributions sought from developers towards the costs of providing community and social infrastructure, the need for which has arisen as a result of new developments taking place in Bury:

- Green space improvements to the Sports Field and Jubilee Play areas.
- Replacement footpath surface including the area around the sports field entry at the High Street junction.
- Jubilee Play area improvements – inclusive play equipment, surfacing and wheelchair accessibility.
- Jubilee playground resurfacing.
- Additional funds for off-site sports provision as the contribution already received is not sufficient to cover the costs of the works involved in building the MUGA on Bury Sports Field.
- The Guardroom Community Hub interior furniture fit out and garden fit out.
- Allotment land.
- Obtain/create/support Suitable Alternative Natural Greenspaces (SANG) in our village.

(This is not an exhaustive list)

**23/02443/AGDET** - Erection of a Grain store - Hall Farm Warboys Road Bury. – **SUPPORT**

2). **Applications determined** by Huntingdonshire District Council.

**23/02067/HHFUL** - Erection of a single storey side extension and internal alterations - 1 Woodfield Avenue Bury | Status: **PERMISSION GRANTED**

3). **Planning correspondence.**

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

#### 0124.124 INFRASTRUCTURE

The Community Speedwatch Group (CSW) commenced with gusto this week, two sessions have been held already;

The first session saw a total of 165 vehicles of only 2 were recorded for speeding.

The second session saw 164 vehicle movements recorded of which 7 will be reported for speeding and 42 being the highest speed recorded.

Overall effort was extremely effective, the CSW presence seemed to of slowed the traffic in both directions.

#### 0124-125 CHURCH

The Clerk confirmed that the architect had been instructed to carry out their investigation and drawings.

The findings will be received in due course.

#### 0124-126 CHRISTMAS LIGHTS 2023

A roundup of the event and future actions ahead of the 2024 event.

This item was deferred.

#### 0124-127 INFORMER REPORT – JANUARY 2024

To agree member to write the February 2024 article (deadline 18<sup>th</sup> January 2024)

**Resolved** The Clerk will draft the report.

#### 0124-128 FINANCE AND GOVERNANCE

*(s150, s111 LGA 1972)*

a. Approve accounts for payment December 2023.

**Resolved** Cllrs Wakefield and Masterson will authorise the payments.

b. Monies received.

Received and noted.

c. Bank reconciliation for December 2023.

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

- d. To receive confirmation from Hunts District Council that the parish Tax Base of 782.4 has been set for the financial year 2024-2025. Based on a precept of £100,000 for this parish the Band D equivalent totals £127.81 for the 2024-25 financial year.  
Received and noted.
- e. To resolve to adopt the Safeguarding Policy.  
**Resolved** To adopt the Safeguarding Policy.

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

<b>December payments</b>		
1). Staffing	Payroll/Contributions/Superannuation	£3719.76
2). M Badcock	Parish maintenance	£270.00
3). Human Capital	HR Support	£178.80
4). Hedley and Ellis	Light String – Christmas lights	£62.40
5). Unity Trust Bank	Cheque deposit charge	£0.60
6). Civic London	Architect Fees – The Guardroom	£2757.60*
7). Information Commissioner	Annual subscription – Direct Debit	£30.00
8). GAP Hire Solutions	Barrier hire – Christmas lights	£154.97
9). Bury Residents Charity	Room hire and storage for 2024	£233.00
10). Unity Bank	Cash and cheque services	£0.60
11). Unity Bank	Service charge	£23.40
<b>Monies received</b>		
1). Cambs County Council	19/01881/OUT – Bus shelter contribution NFC Homes – Redebourn Lane stop	£7982.09
2). Unity Trust Bank	Interest received	£1843.74

Payment 6)\* has been made outside of this meeting.

0124-129 TO RECEIVE VERBAL REPORTS FROM MEMBERS RELATING TO ANY MATTERS ARISING FROM THEIR PORTFOLIO RESPONSIBILITIES

**Telephone box** - Cllr Scantlebury reported lots of books are being left in the telephone box which are also blocking the view of the noticeboard. Cllr Scantlebury offered to monitor the book levels and will remove the surplus to donate to charity. A sign to this effect will be placed in the telephone box.

**Play Areas** – Cllr Scantlebury completed this month's safety assessment of the play equipment with no action requiring attention other than the sleeves on the basket swing are looking worn. The assessments will be retained in the Councils records as required.

0124-130 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.*

0124-131 DATE AND TIME OF NEXT MEETING

Wednesday 7<sup>th</sup> February 2024, Bury Village Hall, from 7.30pm.

Agenda items to the Clerk no later than Friday 26<sup>th</sup> January 2024.

With no further business to conduct the Chair declared the meeting closed at 20:39.

## CLERK REPORT January 2024

### **Matters arising from Full Council meeting 6<sup>th</sup> December 2023.**

**Further to item 107.2.** The S106 department confirm It would seem the most practical solution now is to divide the money equally between Bury and Ramsey for the maintenance of the shelter within our town/parish. The legal agreements will be completed and sent to the Council asap so that the funds can be sent over.

### **Correspondence and Communication**

**HDC Local Plan Update – Call for Sites** – A resident emailed the Clerk asking if the Council are aware that there has been a number of sites where the landowners have put in request for sites for possible development that all fall within the Bury parish and some within the parishes boundary for conservation area. The Clerk responded by saying that the Council are aware and that the HDC website has a dedicated Local Plan Update page where it details the progress of the review and the determination stages:

<https://www.huntingdonshire.gov.uk/planning/local-plan-update>

The Bury Neighbourhood Plan is the action plan as it specifically includes a settlement boundary. HDC will continue to use it to determine planning applications until the updated Local Plan is completed. Developments outside of this can be refused by the parish council. However, this does not stop developers putting forward sites.

**Buryfield Development** - The Council have been copied into an email from a resident voicing their concerns and frustrations over the NFC Homes development off Buryfields.

**Defibrillator** – The defibrillator at Bury Stores was deployed and a set of defibrillator pads were used. The replacement defibrillator pads have been ordered and the Council will be invoiced accordingly. The defibrillator is now being maintained by one community champion and the Clerk.

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

Highways and Streetlighting Contracts - Stakeholder surveys - As part of our regular reviews of their contract performance CCC are currently seeking feedback on their Highway Services contract delivered by Milestone under the "Cambridgeshire Highways" name, and on their Street Lighting PFI, delivered by Balfour Beatty Living Places.

### **HDC**

Consultation of a Review of the Huntingdonshire Local List  
To ensure our local requirements are up to date, Huntingdonshire is embarking on a review of the contents of the Local Lists.

### **District Council approves new Council Tax Support Scheme**

Huntingdonshire District Council (HDC) agreed a new Council Tax Support Scheme for the district at a Full Council meeting on Wednesday 13 December.

HDC committed to reviewing the Council Tax Support Scheme as part of its Corporate Plan and sought the views of residents and stakeholders to help inform its development.

The new support scheme will bring a simplified approach that will be easier to understand, access and manage. It will provide increased levels of support of up to 100% of the council tax bill for households on the lowest incomes. The scheme is also designed to work better with the Universal Credit system, and will support families, carers, and applicants who receive a disability benefit, along with taking away the need for constant changes in council tax bills by providing a fixed amount of support based on income bands.

HDC is encouraging residents to take advantage of an Early Bird discount if they subscribe to the new Garden Waste Subscription Service by 31 January 2024.

The annual charge for the first green bin will be £57.50, but if residents sign up by Wednesday 31 January 2024, then they can take advantage of an Early Bird offer which makes the cost of the first bin £50. If residents choose to pay for the service by Direct Debit, the reduced price will continue for a minimum of three years which means the cost will be £50 a year for three years. Additional bins will continue to cost £30 each.

Huntingdonshire District Council (HDC) is pleased to announce the selection of Huntingdon Town Council as the first-ever recipient of a Community Biodiversity Grant.

Funded by the Cambridge & Peterborough Combined Authority (CPCA) and delivered by HDC, the Community Biodiversity Grant Scheme is an important step towards boosting wildlife and nature across Huntingdonshire.

The Town Council's award will support a broader environmental initiative at Coneygear Park. Funds will be dedicated to the cultivation of trees, hedges, bulbs and wildflowers, fostering a biodiversity increase of 115%. This aligns with HDC's objective to double nature throughout the district.

The Community Biodiversity Grant initiative was established to enable parishes, local groups and schools to increase biodiversity in their communities. By awarding this grant to Huntingdon Town Council, HDC aims to empower local leadership in initiating projects that directly benefit and inspire local people.

HDC is consulting on proposed revisions to the Local Validation Requirements.

The local validation list sets out the information which is to be required in support of planning applications, and it is recommended to review local requirements every two years.

The consultation period is currently open, running until 21st January 2024 and is an opportunity to get involved and shape the information that we put out.

(HDC) is delighted to extend an invitation to the public to visit The Priory Centre in St Neots and explore the proposed development plans for the centre.

The purpose of these sessions is to present the proposed plans for the Priory Centre's development and to gather valuable input from the public on how they believe the space should be used.

Residents can attend these sessions on the following dates:

- Thursday 14th December 10am – 6:30pm
- Friday 15th December 10am – 7:30pm
- Saturday 16th December 9am – 6pm

The development of the Priory Centre is part of a larger investment in St Neots which sees £15 million from a range of sources, including £3.7 million from the Department of Levelling Up, Housing & Communities' (DLUHC) Future High Streets Fund, to improve the look and feel of the town centre.

HDC have a range of courses starting in the New Year to help the residents of Huntingdonshire get more active. Please visit the relevant link for each course for more information and to complete the application form:

Active for Health - [www.huntingdonshire.gov.uk/activeforhealth](http://www.huntingdonshire.gov.uk/activeforhealth)

Active for Health Xtra - [www.huntingdonshire.gov.uk/activeforhealth](http://www.huntingdonshire.gov.uk/activeforhealth)

Staying Active - [www.huntingdonshire.gov.uk/stayingactive](http://www.huntingdonshire.gov.uk/stayingactive)

Healthy You Beginners Courses - [www.huntingdonshire.gov.uk/healthyyou](http://www.huntingdonshire.gov.uk/healthyyou)

ESCAPE Pain - [www.huntingdonshire.gov.uk/escapepain](http://www.huntingdonshire.gov.uk/escapepain)

### **Facebook Page “Bury Parish Council, Cambs” and website.**

The Councils Facebook page has been updated regularly.

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

### **Crime Reports**

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

About the crime map

The map uses data from local forces. The hotspots give only a loose idea of where crimes happened.

Actual locations and details of crimes are kept anonymous.

Please note that not all crimes that occurred can be shown on the map.

#### **November 2023 – 8 Reports**

1 x Criminal Damage and Arson

1 x Anti-social behaviour

1 x Criminal damage and arson

1 x Possession of a weapon

1 x Violence & sexual offence

1 x Violence & sexual offence

1 x Public order

1 x Anti-social behaviour

#### **On or near to**

Ward Close

Upwood Road

Upwood Road

Upwood Road

Upwood Road

Ringwood Close

Bury Close

RAF Upwood

#### **Stop and Search Data**

#### **November 2023 – 3 reports**

3 x Controlled drugs

Warboys Road/Hill Estate

## Bury Parish Council

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

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

	<b>Bank Reconciliation at 31/12/2023</b>		
	Cash in Hand 01/04/2023		242,648.34
	<b>ADD</b> Receipts 01/04/2023 - 31/12/2023		235,436.27
			478,084.61
	<b>SUBTRACT</b> Payments 01/04/2023 - 31/12/2023		96,309.32
<b>A</b>	Cash in Hand 31/12/2023 (per Cash Book)		<b>381,775.29</b>
	Cash in hand per Bank Statements		
	Petty Cash 31/12/2023	0.00	
	CCLA - Public Sector Deposit Func 31/12/2023	34,946.23	
	Unity Instant Access - EARMARKE 31/12/2023	265,814.20	
	Unity Trust Current T2 31/12/2023	82,093.06	
	Barclays Business 31/12/2023	0.00	
			<b>382,853.49</b>
	Less unrepresented payments		1,118.20
			381,735.29
	Plus unrepresented receipts		40.00
<b>B</b>	Adjusted Bank Balance		<b>381,775.29</b>
	<b>A = B Checks out OK</b>		

# What does Bury Parish Council provide for the community, and how is the precept spent?



## Maintenance of:

### Community street furniture

- Benches
- Notice boards
- Bus shelters
- Red telephone box
- Some of our Parish trees
- Purchase grit bins
- Insuring these assets



## Maintenance of:

- Bury sports field
- Jubilee play areas
- Jubilee play park equipment
- Sports field Gym Equipment
- The Pound grass area
- Provide a sports programme Free for children aged 5-11



## Provide:

- Christmas lights event
- Help with other events
- Provide grant funding
- Produce the Parish Council newsletter
- Raise awareness of local issues

Bury Parish Council set the precept at £100,000 for the financial year 2024-25.

Payment is collected by Hunts District Council.

This represents an increase of 17% from last year's figure, in real terms this is an increase of £19.11 over the year, or £1.59 per month for a Band D equivalent property.

That's less than a cup of coffee.



- Provide burial grounds
- Burial authority
- Maintain burial grounds, their hedges, trees and wall
- Maintain churchyard



## Working towards bringing you

- New Community Hub
- Pedestrian Crossing
- Improved Sports Field
- New Play Equipment
- Liaise with local developers



## Fund speed restriction schemes.

- Purchase speed monitoring devices
- Fund Speedwatch equipment



## Liaise with tier 1 & 2 authorities

- Cambs County Council
- Hunts District Council
- Regularly meet throughout the year



Visit our website  
[www.buryparishcouncil.co.uk](http://www.buryparishcouncil.co.uk)  
 to find out more