



BURY PARISH COUNCIL

www.buryparishcouncil.co.uk

Parish Clerk - Charlotte Copley
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Meeting: MEETING OF THE PARISH COUNCIL
Date/Time: Wednesday 7th February 2024 from 7.30pm
Venue: The Committee Room, Bury Village Hall

Minutes

0224-132 PRESENT AND APOLOGIES FOR ABSENCE

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

Also present: County Councillor Costello, C. Copley – Clerk and 4 members of public.

Apologies from D. Wakefield and District Councillor Brereton.

0224-133 DECLARATIONS OF INTEREST

None received.

0224-134 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 public reported concern over cars coming from the green lane of Tunkers Lane to Buryfields cutting in front of traffic turning in to Buryfields, possibly due to lack of knowledge of the priority and lack of any road markings at the Buryfield junction. They also enquired as to the site layout and what appears to be a road through the site shown on the site plan as a footpath. The concern is that vehicles have been and will continue to use this as access to and from the site and whether it is possible for gates to be installed preventing such.

The second member of public enquired after the finance section of the meeting.

Two representatives of Community Speedwatch also attended the meeting and provided an update on their efforts so far, as detailed below under item 0224.140.a.

0224-135 MINUTES OF MEETINGS FOR APPROVAL

Minutes for Approval of meeting 7th January 2024.

Resolved To accept the minutes of meeting 7th January 2024 as an accurate record of resolutions made and therefore duly signed by the Chairman.

0224-136 CLERK'S REPORT

Resolved Received, noted and appended to these minutes.

0224-137 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

County Councillor Costello provided a verbal report for both County and District Councils.

Huntingdonshire District Council (HDC) is pleased to announce that the Shop Front Grant Scheme is being extended to St Neots and Ramsey town centres. The scheme is funded by the Cambridgeshire & Peterborough Combined Authority (CPCA) and is being delivered jointly by BID Huntingdon First and HDC. The grants can be used to support local businesses to repair and improve their shop fronts.

The scheme aims to improve the aesthetics and accessibility of our high streets, encouraging residents to shop locally and attract more local businesses to the area.

Local people can also help record Huntingdonshire's flora and fauna by downloading the "iNaturalist" app. Every plant and animal added to this online map will help the council build a plan to support nature across the district. Huntingdonshire District Council remains committed to fostering an ongoing dialogue around climate action. The insights gained and connections made during this weekend will serve as a foundation for future collaborative efforts, ensuring that Huntingdonshire continues to lead in sustainable practices and community engagement. Help keep the Climate Conversation going by [completing this survey](#).

Cambridgeshire County Councils budget meeting is going ahead on the 14th February. An increase in budget by 4.00% is proposed of which 2% will be for adult social care and 2.99% will be allocated to County Council services (highways repairs). The Joint Administration propose to supply an additional £20m of funding for highways, increase in winter gritting and reconvene the weed spraying for 2024. The 20mph zoning project detailed designs are currently being produced along with costings. It is expected the programme will commence quickly and be completed by the end of March 24. The latest round of LHI funding towards 20mph zoning is open.

20:00 County Councillor Costello left the meeting.

0224-138 PLANNING COMMITTEE MATTERS

- a. To resolve to include/exclude the bat barn at the rear of the Guardroom from the Councils ownership so an appropriate boundary plan can be issued.

Resolved To exclude the bat barn at the rear of the Guardroom from the Councils ownership.

- b. To receive an update on the site progress so far.

Resolved Received and noted.

- c. To receive the Guardroom Working Group report and recommendations.

Resolved Received and noted.

0224-139 PLANNING MATTERS AND PLANNING CORRESPONDENCE

- 1). **New applications** received from Huntingdonshire District Council Planning Authority.
24/00148/TREE - T028 Silver Birch – Remove and replace – Valiant Square. - **SUPPORT**
23/02240/NMA - Non-material amendment to 20/00161/REM to amend the layout of plots 84-101, the relocation of a footpath at the site frontage and the addition of air source heat pumps and electric vehicle charging points across the site – RAF Upwood. – **NOTED**.
- 2). **Applications determined** by Huntingdonshire District Council.
23/00830/HHFUL - Removal of existing close boarded fence and erection of new close boarded fence - 6 Brookfield Way Bury Huntingdon PE26 2LH – **REFUSED**
- 3). **Planning correspondence.** <https://publicaccess.huntingdonshire.gov.uk/online-applications/>
23/02443/AGDET – Grain Store – Hall Farm, Bury – More information required.- **NOTED**.

0224.140 INFRASTRUCTURE

- a. To receive an update from Community Speedwatch (CSW).

Resolved The report was received and noted and appended to these minutes. The CSW members present asked that an article detailing the CSW and their efforts so far be placed in the next edition of the Parish Council newsletter. The Clerk will liaise with CSW over its content. CSW thanked the Parish Council for their continued support towards the scheme and in return the Chairman offered thanks on behalf of the Council for CSWs efforts to fight speeding in our village.

Action Clerk

- b. To receive an update from Cambridgeshire County Council on the status of the Upwood Road pedestrian crossing along with the sign and refresh works to the High Street.

The Clerk confirmed the crossing design to Upwood Road is progressing and is currently under review internally, at which point County Council Highways will be able to provide a more conclusive update with draft drawings and timescales for comment. The Local Highways Officer is currently awaiting information regarding Target Cost for the Councils LHI award to refresh the painting and renew the signage at the narrow section of the High Street between Bury Stores and the Old Schoolhouse.

0224-141 BMX TRACK/MUGA

To sign the Fields in Trust Deed of Variation combining the BMX Track land with existing QEII Fields Deed.

Resolved That the Deed of Variation be agreed and therefore duly signed and witnessed accordingly. The Clerk will return the signed Deed to Fields in Trust.

0224-142 CHRISTMAS LIGHTS 2023

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

Cllr K Prestage informed members that 2 volunteers and 2 Councillors took the lights down after the event.

Although the event is a success each year and a great opportunity for the village to celebrate Cllrs Prestage are not sure how much longer the event can be sustained without refreshing the dedicated group of volunteers. Cllrs Prestage have been organising the event for the last 12 years.

The event requires just 3-4 days a year to check the lights, install and take down along with the event itself (its authorisation and organisation together with marshals, including a qualified traffic marshal).

Resolved That the next edition of the newsletter and future editions highlight the need for volunteers and community support for this event.

0224-143 LOCAL COUNCIL AWARD SCHEME

Consider an application to the Local Council Award Scheme, costs and application process. The Introduction to the Council Award Scheme was forwarded to members prior to this meeting.

Resolved To submit an application to the Local Council Award Scheme at a cost of £50.00.

0224-144 FINANCE AND GOVERNANCE

(s150, s111 LGA 1972)

a. To receive the Finance Working Group report/recommendations.

Resolved To take up the recommendations as set out in the report. The Clerk will arrange the signing of the documents and forward to the relevant bank.

Action Clerk

b. Approve accounts for payment January 2024.

Resolved Cllrs K Prestage and Masterson will authorise the payments.

c. Monies received.

Noted.

d. Bank reconciliation for January 2024.

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

e. Quarter 3 report.

Noted.

f. To receive and note the Public Procurement Threshold changes as of 1st January 2024.

Resolved Received and noted, the Clerk will amend the relevant governance documents accordingly.

Action Clerk

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

January payments		
1). Staffing	Payroll/Contributions/Superannuation	£3719.76
2). Global Tree Solutions	Tree and hedge works – Sports Field	£4830.00
3). Human Capital	HR Support	£226.80
4). M Badcock	Parish maintenance	£450.00
5). R Payne	Architect Fees – Church wall	£1737.90
6). Warren Access	Height for hire – Christmas lights	£570.00
7). Office World	Stationery – printer ink	£97.62
Monies received		
1) CCLA	PSDF Dividends	£156.44
2) HMRC	VAT 126 Claim	£2274.60

0224-145 TO RECEIVE VERBAL REPORTS FROM MEMBERS RELATING TO ANY MATTERS ARISING FROM THEIR PORTFOLIO RESPONSIBILITIES

Play Areas Cllr Scantlebury completed this month's safety assessment of the play equipment with no action requiring attention. It was noted the drop bolt to the play area gate has been removed. The assessments will be retained in the Councils records as required.

Resolved The Clerk to liaise with the grounds man over the drop bolt repair.

Action Clerk

Telephone Box Cllr Scantlebury removed a further 4 bags of books and donated them to the local charity shop.

0224-146 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.
Update on the Church Wall rebuild.

0224-147 DATE AND TIME OF NEXT MEETING
Wednesday 6th March 2024, Bury Village Hall, from 7.30pm.
Agenda items to the Clerk no later than Friday 23rd February 2024. Note: Clerks annual leave.

Meeting closed at 20:55

CLERK REPORT February 2024

Matters arising from Full Council meeting 10th January 2024.

Further to item 0124-122.b. The application for funding from the District Council Community Infrastructure Levy award has been submitted ahead of the deadline. The application will go to Cabinet in April 24.
Further to item 0124-127 the Informer report was submitted ahead of the 18th January deadline.

Correspondence and Communication

Upon attending the sports field to carry out some video and photographic evidence for Fields in Trust (relating to the BMX track registration) 19.01.24 the Clerk noted that an Anglian Water sewer drain had overflowed (possibly during the recent flooding incidents) and evidence of effluent was present. This was swiftly reported to Anglian Water (ref 25113071) and a clean-up team attended the site on Monday 22nd January.

A local resident emailed asking who is responsible for the maintenance and upkeep of Cheveril Lane. As the Council are neither the owner or know who the responsible persons are the Clerk forwarded details of Cambs County Council Highways and Land Registry to assist their enquiry.

Towards the end of January through to March (weather permitting) Precision Point Surveys Ltd will be undertaking channel survey of the Bury Brook on behalf of the Environment Agency. The survey will be used to update their flood models to assess the flood risk from the Brook. For the duration of the survey, staff from Precision Point Surveys will carry their company photo ID card which they will be willing to show upon request.

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

CCC
The Shared Lives Domestic Abuse and Sexual Violence (DASV) Project is a collaborative project between Cambridgeshire Shared Lives at Cambridgeshire County Council and the Cambridge and Peterborough DASV Partnership. Since the Domestic Abuse Act 2021, research has shown that there is a gap in support in Cambridgeshire for survivors of domestic abuse who have a learning disability. This project is aiming to address that gap by using the Shared Lives model of support, where members of the community are trained and open up their home to provide support.

They are now onboarding new Shared Lives Domestic Abuse Carers and are looking for more people to get involved! No experience in care is needed for this role, and all training is provided. It is very flexible, and people can commit from as little as a couple of hours a month, to whole weeks at a time.

To find out more about the role please contact Cambridgeshire County Council –
Cambridgeshiresharedlives@cambridgeshire.gov.uk

HDC

Huntingdonshire District Council have awarded five Community Chest grants to aid the continuation of community spaces (previously named warm spaces) across Huntingdonshire, taking the total available to 37.

Huntingdonshire District Council (HDC) is pleased to host a fourth Green Recovery project, this time focusing on Paxton Pits Nature Reserve.

This project is aimed at fostering environmental stewardship and increasing the biodiversity of the beloved park. This exciting initiative is set to run for eight weeks, with a primary focus on landscaping skill development for the volunteers taking part, including earning a Level 1 City & Guilds qualification in horticulture and landscaping.

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.

December 2023 – 2 Reports

1 x Violence and Sexual offence

1 x Anti-social behaviour

On or near to

Dehavilland Gardens

High Street

Community Speedwatch – January/February 2024

Location	Total vehicles	Number reported for speeding	Highest Speed - mph
Warboys Road	274	30	47
High Street	210	10	42
High Street (northbound)	238	9	40
Warboys Road (north)	245	34	45
Upwood Road	148	12	41
Warboys Road	285	22	39
Upwood Road	127	17	43
Warboys Road	210	26	47

A total of 11 sessions have been carried out so far:

Total Vehicles	Total Reported	Highest Speed
2379	178	47 mph

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 31/01/2024		
	Cash in Hand 01/04/2023		242,648.34
	ADD Receipts 01/04/2023 - 31/01/2024		237,867.31
			480,515.65
	SUBTRACT Payments 01/04/2023 - 31/01/2024		105,734.96
A	Cash in Hand 31/01/2024 (per Cash Book)		374,780.69
	Cash in hand per Bank Statements		
	Petty Cash 31/01/2024	0.00	
	Barclays Business 31/01/2024	0.00	
	Unity Trust Current T2 31/01/2024	79,949.34	
	Unity Instant Access - EARMARKE 31/01/2024	265,814.20	
	CCLA - Public Sector Deposit Func 31/01/2024	34,946.23	
			380,709.77
	Less unrepresented payments		5,969.08
			374,740.69
	Plus unrepresented receipts		40.00
B	Adjusted Bank Balance		374,780.69
	A = B Checks out OK		