

Minutes and Proceedings of Bury Parish Council held at  
Bury Village Hall, Wednesday 5<sup>th</sup> December 2018 at 7.30 pm.

Members: 9 Quorum: 3

**1218.01 PRESENT and APOLOGIES**

1218.01.1 Councillors Mr M Tew, Mr D Wakefield, Mr A Johnston, Mr R Scantlebury, Mr J Prestage, Mrs. K Prestage  
District Councillor Mr S Corney  
Clerk C. Copley  
Members of the public x 5

1218.01.2 **Apologies**

Cllr Hazel (personal), Cllr Hayes (Diocese meeting),

**1218.02 ELECTION OF NEW CHAIRMAN**

The Clerk has received Cllr. P Brindley's resignation with immediate effect from Sunday 2<sup>nd</sup> December, and therefore the position of Chairman became available. Cllr Wakefield proposed Cllr Tew become Chairman, this was seconded by Cllr Scantlebury and unanimously agreed in favour. The position of Vice Chairman will be decided in the January 2019 meeting. The Clerk has informed Electoral Services and the Notice of Vacancy will be placed on the notice boards, once the statutory 14 days has passed the Council can actively seek to recruit a new Councillor.

The Clerk confirmed the current bank signatories and will take steps to remove Cllr P Brindley as a cheque signatory and add Cllr K Prestage. The division of responsibilities will be as follows;

Media – Cllr Tew

Informer write up – Cllr J Prestage

The Clerk will forward everyone's best wishes to Mr Brindley, thank him for all his efforts during his time on Bury Parish Council as Councillor and Chairman, and wish him well for the future.

**1218.03 COUNCILLORS INTERESTS**

1218.03.1 To receive from Councillors declarations as to personal or prejudicial interests and declarable pecuniary interests that might require the granting of dispensation the nature of those interests in relation to Agenda items. Cllr J Prestage declared an interest in item number 06, and 11 being a trustee of the Village Hall Committee. Cllr K Prestage also declared an interest in item 11.

**Would Councillors please note that any changes to their personal interests should be notified to the Clerk.**

**1218.04 MINUTES OF MEETING 07.11.18**

1218.04.1 Cllr Tew proposed to approve the minutes of the previous meeting held on the 7<sup>th</sup> November seconded by Cllr Scantlebury and resolved to do so.

**1218.05 PUBLIC DISCUSSION PERIOD**

1218.05.1 A parishioner present asked if their response had been received regarding the Open Public meeting on Saturday 24<sup>th</sup> November, the Clerk confirmed the letter had been received and thanked the member of the public for this. The minutes of the public event held on the 24<sup>th</sup> November will shortly be released via social media, Bury Village website and to those who agreed to the Parish Council contacting them via email, comments cards are still being received by the Clerk.

**1218.06 ABBEY GROUP DEVELOPERS AND PRESENTATION**

1218.06.1 Andy Brand, David Mead of Abbey Group attended to present their plans for development of land off Meadow Lane, Bury.

Planning Application Ref: 18/02420/FUL

Proposal: Proposed residential development involving the erection of 38 dwellings, public open space provision, landscaping, means of access and associated works. Site Address: Land North East Of 15 Meadow Lane Bury

Mr Brand (Abbey Group) opened discussions by firstly apologising for stating within the planning application the site as being in Ramsey and that the site is indeed in Bury. He then went on to introduce the plan and highlighting a proportion of the dwellings will consist of bungalows, semi-detached houses along with one detached house. 15 of the proposed properties would be affordable housing properties, shared equity, discounted to buy and properties aimed at first time buyers. These affordable properties would be managed by a housing association. The existing overhead power cables would be removed and placed under ground. Cllr Tew raised the question as to why

Abbey Group had not consulted the Bury residents before now and why an outline application had not been submitted first. Abbey Group responded by apologising for not consulting the village, that this was down to the timescale to submit the plan being tight, due to the Local Plan 2036 (HDC) not being ratified yet. Abbey Group would be happy to consider suggestions from the villagers and welcome suggestions. There is an electricity substation adjacent to the site, Abbey Group do not consider the need to produce an electromagnetic survey at this stage as it is not a material planning consideration. Concern was raised regarding the junction on to the main B1040, a higher number of vehicles would have to exit Meadow Lane on to this junction which is on a blind corner, there is a transport assessment on the application but a response from the Highways Department has not been received yet. The Chairman allowed questions from members of the public who asked why Abbey Group did not feel it necessary to consult Bury villagers on this application? David Mead responded that a development of this scale does not require consultation of the community but the Abbey Group are more than happy to work with the villagers from now on. 2 members of the Ramsey Golf Club, attended to represent the Club as the Golf Club own the site. The Chairman of the Golf Club read a statement to the Council detailing the reasoning behind the application and the need for the Golf Club to raise funds to enable the continued success of the club. Should anyone wish to make comments on the application can do so via the Huntingdonshire District Council website <http://www.huntingdonshire.gov.uk/planning/view-existing-planning-applications/>

#### **1218.07 CATON TRUST**

1218.07.1 Councillors Wakefield, J Prestage, M Tew and Brindley met with Richard Combes of Carter Jonas and David Morris of Larkfleet on 26<sup>th</sup> November 2018 to discuss the Caton Trust sites within the village. The Caton Trust currently holds 5 sites within the Village; 2 on Upwood Road, land behind Burtons Garage, Chevril Lane and Bury Corner (opposite Bury Stores). Larkfleet Developments have the benefit of the option agreement over the Caton Trust land. The Parish Council met to discuss what the developers would provide the village. As local infrastructure is at capacity and should the Local Plan 2036 (HDC) take time to come in to place we need to look at developers for help in getting the schools, playing fields and affordable housing. Larkfleet expressed their desire to work with the village.

#### **1218.08 POLICE REPORTS**

The following crime reports received via e-cops, Cambs Police were received for the month of November

**Valiant Square, Bury** – Burglars targeted a house on Valiant Square, Bury, twice this week: Overnight on Wednesday 28<sup>th</sup> / Thursday 29<sup>th</sup> November, thieves broke into a shed at the address and stole six items of equipment worth several hundred pounds that were being stored there. (Ref 35/48547/18) On Thursday morning, 29<sup>th</sup> November, thieves broke the padlock off the garage door at the house and stole boxes containing several hundred pounds worth of equipment. Noises coming from the garage were heard at around 8:00 am but were not considered suspicious at the time. (Ref 35/48541/18)

#### **1218.09 REPORTS FROM PARISH, DISTRICT AND COUNTY COUNCILLORS**

This item is for Councillors to report on community meetings, events attended and update of councillors' responsibilities

##### **Road Safety** – M Tew

The next application for a Local Highways Initiative (LHI) bid is July 2019, should the Council be looking at possible traffic calming schemes in readiness for the future development in the village. The LHI funds are limited to a maximum of £10,000. Cllrs Tew and Scantlebury agreed to work on possible schemes and the item will be included in the January 2019 agenda.

##### **CAPALC meetings** – M Tew

Cllr Tew will be attending the next CAPALC meeting is 13<sup>th</sup> December and report back

##### **Finance Committee** – Tew/Wakefield/Hayes

This matter will be covered in agenda item 16

##### **Grass Cutting** – nothing to report

**Media** – Cllr Tew will check the village website to see if the e-cops reports are available

##### **Footpaths/Trees** – R Scantlebury

The Clerk will provide an update at the next meeting, on the manufacture of the kissing gates, scheduled for January 2019.

##### **Neighbourhood Plan** – Cllr J Prestage

The Neighbourhood Plan is progressing well. Cllr J Prestage proposed Bury carry out their own Housing Needs Survey which was seconded by Cllr Scantlebury with all in favour to do so. Cllr J Prestage will be meeting with the Planning Policy Officer at HDC on Tuesday 11<sup>th</sup> December to go through where we are with the Plan and discuss what HDC have in relation to housing needs.

**Cemetery – J Hayes (Apologies)**

Cllr Hayes forwarded an update via the Clerk, in his absence, to say that he has received the petition for consecration of the extension, which needs signing by the Chairman and himself. Cllr Tew proposed in order to not delay the matter, the signatures will be done outside of the Parish Council meeting, this was then seconded by Cllr Wakefield and agreed all in favour to do so. Once the petition is received by the Diocese the Registrar and Bishop will then arrange a suitable date for the consecration. Cllr Hayes will keep the Clerk informed.

**Playing Fields – A Johnston**

Cllr Johnston will be repairing a hole that has appeared below the seating area within the next week.

**Other Reports from Councillors**

No other reports

**1218.09.1 Reports from District and County Councillors**

District Councillor Corney confirmed that a consortium is looking to purchase the RAF site from Strawsons.

**1218.10 RAF UPWOOD/CLINIC SITE DEVELOPMENT UPDATES**

Although no further updates have been received from Strawsons since their press release received 23<sup>rd</sup> November, appended to meeting minutes of the Extraordinary Meeting of 13<sup>th</sup> November 2018, Cllr J Prestage will continue to liaise with Strawsons.

**1218.11 VILLAGE HALL**

1218.11.1 The Clerk has received confirmation from the Village Hall Committee that they are happy to proceed with the installation of their side of the Village Hall fencing separate to the Parish Council and the Committee has asked the Clerk to inform A1 to invoice accordingly. Cllr Wakefield proposed the Clerk is to instruct A1 Fencing as agreed and liaise with the Village Hall Committee on the arrangements, this was seconded by Cllr Johnston with all in favour and resolved to do so. A1 Fencing confirmed the costs for fitting the fencing to the Parish Councils side (play area) are £6370.00 plus VAT, and the costs for fitting the fencing to the Village Hall side (sports field) are £4260 plus VAT.

1218.11.2 The Village Hall Committee has confirmed their agreement to the Parish Council installing the ceiling projector as per AVXpert quotation dated 26<sup>th</sup> October 2018 reference no 15068 at a cost of £2295.42 plus VAT. The Committee asked for the Council to confirm their agreement to allow the Committee to insure and maintain the equipment. The Committee agreed to a period of 10 years of which the Parish Council will not be charged for their usage of the committee room or village hall. Cllr Scantlebury proposed the agreement to these terms as stated, seconded by Cllr Tew, with all in favour. The Clerk will arrange for the relevant works to be carried out, at a time agreeable with the Village Hall Committee.

1218.11.3 The Clerk has been in discussion with the Village Hall regarding the use of the sports field as an overflow car park when the hall has large bookings. The Village Hall rely on users to let them know if large amounts of vehicles will be present and there is an understanding that the field can be used, as the Hall have a key to the gates. Cllr Wakefield proposed a user agreement be put in place between the Parish Council and Village Hall Committee for the use of the sports field, which was seconded by Cllr Johnston and agreed unanimously to do so. The Clerk will work with the Committee to draft a suitable agreement.

**1218.12 CEMETERY**

1218.12.1 Cllrs Scantlebury and Johnston agreed to check on the positioning of the ashes pots, the Clerk will forward the plan to Cllr Scantlebury. Discussions will re-open regarding the refurbishment of the Garden of Remembrance in January 2019; the Clerk will add the item to the agenda.

1218.12.2 A burial on 29<sup>th</sup> November at 12noon

**1218.13 FOOTPATHS AND PLAY AREAS/AROUND THE VILLAGE**

1218.13.1 The ownership of the damaged bus shelter has now been established as the Parish Councils, the Clerk has confirmation from both Huntingdonshire District Council and Cambridgeshire District Council that Cambridgeshire Highways are not responsible for the upkeep and maintenance of bus shelters. Bus shelters used to be maintained by HDC; however this now is not the case. Only those bus shelters with adverts on are maintained by HDC otherwise it is the Parish Councils responsibly to maintain. The Clerk will look in to a local company repairing the damaged section of the shelter and obtain the necessary quotes.

#### 1218.14 **BURY CHRISTMAS LIGHTS**

Although some confusion around the timings of the event was raised, it continued to be a great success. The road closure went well and the event was very well attended, 2 Bury School children turned the lights on and the Clerk will send thanks to Tusi of Bury Stores and Bury Primary School for their great efforts in making this event a success. Cllr K Prestage will take up organising this event again next year and the Clerk will agenda the item for September 2019. The "Road Closure" signs will be stored by Cllr Tew. Thanks will also be passed on to Mr Brindley, in his absence, for his great effort in bringing the event together.

#### 1218.15 **PLANNING**

1215.15.1 Planning Application Ref: 18/02420/FUL

Proposal: Proposed residential development involving the erection of 38 dwellings, public open space provision, landscaping, means of access and associated works.

Site Address: Land North East Of 15 Meadow Lane Bury

Cllr Tew proposed the Council refuse to support the application on the grounds of the village not being consulted, no electromagnetic survey carried out, the site extends in to greenbelt land and issues relating to additional vehicles causing highway safety concerns, 4 Councillors agreed against the development with one councillor abstaining from voting, it was therefore agreed to refuse the application.

18/02465/FUL – 2 Hill Estate, Bury. Convert and extend the current double garage and put a dormer in the front to create a larger bedroom upstairs, the bungalow will have its own garden

Cllr Wakefield proposed the Council refuse to support the application on the grounds of the development being out of keeping for the local area, this refusal was seconded by Cllr Johnston, agreed unanimously and resolved to do so.

1215.15.2 Cllr J Prestage proposed a Planning Working Party be set up whilst there are higher levels of planning applications for the village coming in, the Party will be open to all Councillors wishing to attend and those working on the Neighbourhood Plan, seconded by Cllr Scantlebury and all agreed in favour to do so. The Clerk will organise the Terms of Reference.

#### 1218.16 **FINANCE AND DOCUMENTS FOR SIGNATURE – The Clerk**

1218.16.1 Budget and precept for 2019/20 The Clerk has provided Councillors with a draft budget prior to the meeting

Cllr Wakefield proposed that Bury Parish Council set a budget and precept of £30,000 for 2019/20, seconded by Cllr J Prestage, agreed unanimously and therefore resolved to do so. The Clerk will complete and forward the request to Huntingdonshire District Council.

1218.16.2 Payment of outstanding debts. The Clerk presents 6 payments, a copy of the Clerks timesheet and expenses for payment along with the bank reconciliation as follows;

1) C Copley, Clerks salary	£748.52
C Copley, expenses	£ 51.80 (combined total for cheque = £800.32)
2) HMRC Clerk PAYE/NI & Employers NI	£ 34.85
3) S Bell, Caretaking	£250.00
4) Carter Jonas, BMX Track ground rent	£ 50.00
5) Anthony Northcote, Neighborhood Plan	£800.00
6) M Badcock, cemetery maintenance	£300.00

Cllr J Prestage proposed the payments and bank reconciliation as correct, seconded by Cllr Johnston and therefore **resolved** to agree the figures

Receipts;

Swearers Re Internment (29.11.18) £175

1218.16.3 Request from Cambridgeshire County Council for donations towards funding the Bikeability scheme, email circulated 22.11.18. The Council considered this request and after discussion decided the Clerk should establish some more facts, around where the donation would be spent should the scheme not continue for whatever reason, and report back.

1218.16.4 The Clerk has received an email from David Yardley resigning from his role as internal auditor for the Parish Council, this being due to the conflict of interest, as he is Treasurer for the Village Hall Committee. The Clerk will look in to finding a new internal auditor and report back in due course.

**1218.17 CORRESPONDENCE RECEIVED**

Passenger Transport, Changes to local bus services  
NALC Newsletter, 7.11.18  
IHMC Incident Report October 2018  
Enchanted Cinema, request to use village facilities for an outdoor cinema  
Public Sector on line w.c 11.11.18  
NALC CEOs Bulletin 09.11.18  
NALC Spring Conference invitation 11.02.19  
IHMC Newsletter 16-30.11.18  
CAPALC Pop up Café 20.11.18  
Hunts DC changes to the Local Plan 2036  
IHMC A14 Closure 17-19.11.18  
CAPALC Ltn 87 Procurement information  
Cambridgeshire Matters Newsletter  
Public Sector Online w.c.19.11.18  
Cambs County Council, proposed amendments to bus timetables in St.Ives  
CAPALC Training Survey  
NALC CEOs Bulletin 19.11.18  
Passenger Transport Services, Changes to X5 routes  
NALC Newsletter 21.11.18  
CAPALC EBulletin November 2018  
Cambridgeshire County Council request for donations towards the Bikeability Scheme  
Public Sector Executive Online – 22.11.18  
NALC CEO Bulletin 23.11.18  
ECops Neighbourhood Alert, Bogus callers  
CAPALC GDPR Scheme confirmation of registration  
Highways England, A14 2 years on  
IHMC - Roadworks & Events Bulletin 1st - 15th December 2018  
IHMC - A1, A1198, B1043 & B1514 closure 1-2<sup>nd</sup> December  
NALC Funding and Grants Bulletin  
NALC CEO Bulletin 30.11.18  
NALC Spring Conference 2019  
Public Sector Online - Government rescues 'dysfunctional' Northamptonshire council  
Public Sector Online – Homecare provider Allied saved from bankruptcy  
Why Sports – Active Lifestyles  
Letter received from a resident regarding the salt bin situated at Bury Stores. Cllr Prestage approached the shop owner who is happy for the bin to remain in the new location and therefore resolving the matter. The Clerk will respond to the resident accordingly.

**1218.18 DATE AND TIME OF NEXT MEETING**

Please note the next Bury Parish Council meeting will go ahead on the later date of  
**Wednesday, 9<sup>th</sup> January 2019, 7.30pm, Bury Village Hall**  
Apologies Cllr Scantlebury

**1218.19 MATTERS FOR FUTURE CONSIDERATION**

*No decisions can be made under this item*

CIL allocation of funds (needs spending in 5 years, £762.57 + £2295.21 this year)  
Appointment of Vice Chairman  
Garden of Remembrance refurbishment  
Internal auditor