

**Great Staughton Parish Council**  
**Annual Parish Assembly**  
**Thursday, 25<sup>th</sup> April 2024**  
**7.30pm in the Village Hall**

**Draft Minutes**

**Parish Councillors present:** Bob Jewell (BJ), Nicole Yates (NY), Helen Hopperton (HH), David Moore (DM), Helen Glanville (HG), James Duberly (JD)

**1. Apologies for absence**

Councillors Will Mumford, Lorraine Goody, Giles Brittain. Rev N. Bland.

**2. Chairman's welcome and review of 2023/24**

Bob Jewell welcomed everyone to the meeting. The Parish Assembly was a communication exercise so the parishioners can let the parish council know what they would like us to do and for the parish council to let the parish know what they have done and are planning to do. See attached the chair's review of 2023/24. There have been no changes in the parish council membership. BJ wanted to pass on his thanks to Phil Yates who has kept the village neat and tidy. There have been lots of successes this year. The Neighbourhood Plan has been progressed and the PC have been heavily involved in road safety issues. A planning application on The Moor has been refused. BJ thanked Nicole Yates and Will Mumford and all who took part in the annual litter pick. The village pavilion has been refurbished, as has the village hall. The play equipment has also been updated.

There is lots to do in 2024/25. A CCC LHI bid has been submitted for road safety road markings and lighting around The Green. There will be more speed signs with solar panels and work will continue on the Neighbourhood Plan. The new 20mph scheme will also be introduced this year. BJ also wanted to record his thanks to Nicole Yates for all her help as vice chair.

**3. Parish Accounts**

- Parish Council - Bob Jewell – see attached. Precept has been kept at the same rate of £22k. There have been the usual annual ongoing expenses of village maintenance etc as well as one off expenditure for the LHI Bid. At the end of 2023, the PC paid for the streetlights upgrade of £8k and new playing field equipment of £7.5k. Reserves have therefore reduced from £45k to £34k. If there is major one-off expenditure in the future then the precept may need to be increased. The PC is just about meeting its ongoing expenditure.
- Playing Field - Nicole Yates presented the accounts as Giles Brittain was unable to attend this evening - see attached accounts. The highlights were:  
£6000.00 donation from the Friendship Club enabled us to carry out much needed replacement of the kitchen and Kitchenette.  
£8823.22 spent to replace all windows and doors. Work conducted by ACH Windows  
£8094.54 spent in total to upgrade the kitchen, lighting, and other aspects of the Pavilion.  
Other expenditure was for the general running of the Pavilion.  
£830.00 Income from Clubs, Parties and use of the Pavilion and Field (some invoices still to be paid)  
Money in Bank as of 1st April 2024    £8,401.59  
Income for 23/24                                £6,880.00  
Expenditure for 23/24                        £20,744.98
- Parish Charities – Eileen Gilbert – see attached accounts. Local people can apply for a grant for education and knowledge purposes. Eileen announced she is resigning as clerk and that Claire Moore is replacing her. BJ thanked Eileen for all of her hard work over the last 17 years.

- Village Hall – Helen Glanville – see attached accounts.
- 'Life' Magazine – Helen Glanville – see attached accounts. Income has increased a lot since going quarterly. Printing costs have halved. Thanks to Shaun Prince and Rob Young for all their hard work over the years.
- Community Land Trust - Bob Jewell – see attached accounts. The CLT has no income and so needs to find a funding stream.

4. **Neighbourhood Plan Update**

See attached report prepared by Bob Jewell. The two sites under consideration are Brook Farm and 29 The Green.

5. **Road safety and the 20mph scheme**

See attached report prepared by Bob Jewell. There has been a delay to the new MVAS signs and road markings. The PC have been chasing Highways for this work to be completed. A resident raised the issue of parking on The Highway. Vehicles are parking illegally and it is dangerous. The PC are sympathetic to this issue but the police need to enforce. It is hoped that by moving the doctors surgery this will alleviate the problem but it is appreciated that this is a long term solution. The issue raised will be discussed at the next parish council meeting though.

6. **East Park Energy Scheme**

See attached report. The Statutory Consultation will start in July 2024.

7. **Reports from County & District Councillors**

See attached reports.

8. **Reports from the School, Church, and other local societies**

The Church reported that they have lots of activities for the community. There is a men's breakfast club, Family Fun, Coffee Mornings and the Good Friday Walk.

The Horticultural Society have a plant sale on May Bank Holiday and the show on the August Bank holiday. They are always looking for new members to join. They meet 5 times per year.

9. **Parish matters:**

Any issues parishioners wish to raise.

To be discussed at the next Parish Council meeting in May:

Dog bins – can any dog bins be added to the village. There used to be one on Lovers Lane. Problem is that HDC will not empty a parish bin.

Blocked drains – top end of Beachampstead and at Red House Corner.

Soldier silhouette- a parishioner has requested this. There needs to be a discussion where this is placed.

## Chair's Report Parish assembly April 2024

There have been no changes to elected Parish Councillors in the year.

I hope you agree the village has continued to look neat and tidy and we thank Phil Yates for his work in this regard.

The Parish Council has continued to progress specific matters over the last year. Some items are specifically on the agenda tonight and so I shall not dwell on these but I will include them as areas of progress. Certainly the NP and road safety have a significant amount of time.

Neighbourhood plan Consultation under Reg 14 completed.

Some planning issues discussed reached a conclusion most notably on the Moor.

Another Litter pick completed

Pavilion significantly refurbished

Village Hall improved.

Playing field play area improved.

Holiday activities for children on the Playing Field

Response to Solar farm proposals.

Gigaclear connections

### **Plans for New Year**

LHI bid 2024/25 for new road safety and lighting marking around the crossing.

Grant application made to National Power for more MVAS signs and solar panels.

Holiday activities for children on the Playing Field.

NP

Traffic issues 20mph limit.

Finally I would like to say thank you firstly to Nicole my Vice Chair who has been a great support. and also to Jo the clerk who has provided the incredibly important admin for the Council in a most competent way.

## Parish Council Budget.

The budget level of expenditure of £22,000 for the Parish was held the same as last year. On you Council tax bills this results in an increase of 1.5% on your Parish Council tax but last year same expenditure showed a reduction of 3.2%. Depends on numbers of properties and single occupancy and HDC policies.

### Band D rate per annum in 2024/25

Great Staughton £64.92, Kimbolton £108.86, Perry £76.86, Hail Weston £127.62.

#### Great Staughton Parish Council

Precept figures	Proposed budget 2024-25	One Off Expenditure Budget	
<b>Recurring expenditure</b>			
Parks / playing fields	-£2,500.00		
Village Maintenance	-£2,700.00	LHI Bid Contribution	-£1,500
Parish Paths	-£725.00		
Clerk Salary	-£6,500.00	Neighbourhood plan	
		<b>Total One Off Expenditure</b>	<b>-£1,500</b>
Training	-£350.00		
Administrative Expenses (inc. website)	-£1,000.00	<b>One Off Income</b>	
Electricity for Parish lamp standards	-£1,400.00	Vat Refund	£6,438
Street lighting maintenance	-£500.00	CIL	
Parish Council Insurance	-£1,300.00	Great Staughton Playing Field	
Subscription Cambridge Acre	-£60.00	Village Hall funding	
Subscription SLCC	-£110.00	Neighbourhood plan Grant	
		<b>Total One off Income</b>	<b>£6,438</b>
Subscription CAPALC	-£450.00		
Grants to "Life" / Cemetery / St. Neots Museum	-£1,150.00	Projected	
Grant to Pavilion	-£2,000.00	Current Account	£11,946
Playground Safety Survey (RoSPA)	-£200.00	Total Parish Council Bank Assets	£33,741
Audit Fee - Littlejohn	-£450.00		
<b>Total Recurring Expenditure</b>	<b>-£21,395.00</b>		
<b>Income</b>			
Precept	<b>£22,000.00</b>		
<b>Planned income</b>	<b>£22,000.00</b>		
<b>Deficit/Surplus on Recurring</b>	<b>£605.00</b>		

This budget assumes

1. an LHI bid for 2024/25 with a Parish Contribution of £1,500
2. It allows a certain amount for inflation on some figures
3. The village Hall does not require a supportive grant in 2024/25.

In 2023/24 the Parish Council decided to spend £8.7K on replacing and refurbishing streetlights and £7.5K on the playing field play area from its reserves. The VAT refund provides some funds but as a result of everything reserves are expected to reduce from £45K to £34K which is still deemed adequate.

**Great Staughton Playing Field  
Statement of Accounts for period ending 31st March 2024**

	2024	2023	2024	2023
<b>Income</b>				
Parties/Meetings	£ 90.00	£ 75.00	£ 133.12	£ 266.24
Football Clubs	£ 390.00	£ 630.00	£ 2,004.27	£ 1,314.00
Parish Council Grant	£ -	£ -	£ 47.10	£ 38.40
Girl Guides	£ 320.00	£ 340.00	£ -	£ 117.00
Misc	£ 50.00	£ -	£ 520.00	£ 520.00
Donation Friendship Club	£ 6,000.00	£ -	£ 77.88	£ 88.60
Lunch Club	£ 30.00	£ -	£ 115.50	£ 91.20
			£ -	£ 103.03
			£ 504.40	£ -
			£ 84.95	£ -
			£ 340.00	£ -
			£ 4,500.84	£ 2,232.00
			£ 195.00	£ -
			£ 8,823.22	£ -
			£ 2,122.56	£ -
			£ 1,276.14	£ -

Excess of expenditure over income £ 13,864.98 £ 3,725.47

**Total** £ 20,744.98 £ 4,770.47

Money in Bank as at 1st April 2024 £ 8,401.59

Income £ 6,880.00

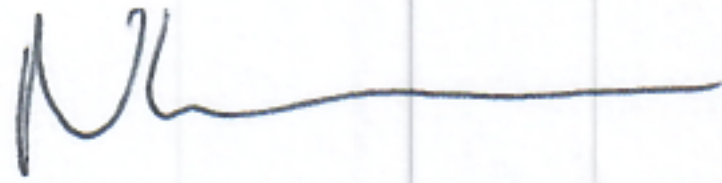
Expenditure £ 20,744.98

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Great Staughton Village Hall  
Year Ended 31 December 2023

	2023	2022
cash at bank	£ 35,187	£ 36,014
debtors & prepayments	-	-
	<u>35,187</u>	<u>36,014</u>
creditors	-	-
<b>net assets</b>	<u><b>35,187</b></u>	<u><b>36,014</b></u>
<b>represented by:</b>		
surplus b/fwd	36,014	29,682
surplus for year	- 827	6,332
<b>surplus c/fwd</b>	<u><b>35,187</b></u>	<u><b>36,014</b></u>

We have examined the books and records of Great Staughton Village Hall for the year ended 31 December 2023 without carrying out an audit and confirm that the above statement of income & expenditure and balance sheet are in accordance therewith.



The Numbers Quarter Ltd  
Dombey Court  
The Pilgrims Center  
Brickhill Drive  
Bedford  
MK41 7PZ



Great Staughton & Perry Life Magazine  
Balance Sheet at 31 December 2022

	2022	2021
cash at bank	£ 3,077	£ 994
debtors & prepayments	<u>-</u> 3,077	<u>-</u> 994
creditors		
<b>net assets</b>	<u><b>3,077</b></u>	<u><b>994</b></u>
<b>represented by:</b>		
surplus b/fwd	994	1,434
surplus for year	2,083	- 440
<b>surplus c/fwd</b>	<u><b>3,077</b></u>	<u><b>994</b></u>

We have examined the books and records of Great Staughton & Perry Life Magazine for the year ended 31 December 2022 without carrying out an audit and confirm that the above statement of income & expenditure and balance sheet are in accordance therewith.



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# NOTES

GT. STAUGHTON PARISH CHARITIES  
2023

Audited by GRH Accountancy  
with our grateful thanks for  
all the years they have done  
this with no charge.

Income - rents	£ 7176
inc. interest	3154.90
Total.	£ 10,330.90

Expenditure - donations  
e.g. school, summer camps,  
guides, playing field.  
Total £ 7829 - 00

Ale's book here if anyone  
would like to have a look.

**Great Staughton Community Land Trust**  
**Draft Statement of Accounts for period ending 31st March 2024**

	2023/24		2023/24
<b>Income</b>		<b>Expenditure</b>	
		National CLT affiliation and insurance	£ 375.00
		Administration	£ 271.92
		Bank Charges	£ 0.60
		Audit and ICO fee	
		Meeting costs	£ 30.00
		Excess of expdt over income	-£ 677.52
<b>Total</b>	<b>£ -</b>		
			<b><u>£0.00</u></b>
<b>Balance Sheet as at 31/3/2023</b>			
Opening Balance at Bank	£ 12,692.22	Share Capital held in bank	<u>£ 82.00</u>
Excess of expenditure over income.	-£677.52	Closing Bank	£ 12,014.70
			<b><u>£ 12,014.70</u></b>

**Note 1**

The CLT was incorporated on 9th August 2018. Eligible people were asked to join at a cost of £1 for a share. 82 people paid for a share.

Auditor's Report

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### Neighbourhood Plan

At last years Assembly you reviewed and selected areas which you felt most appropriate for development. The Parish Council at its meeting in May endorsed your selection and made arrangements to include in its draft NP.

This plan was then submitted for Reg 14 consultation in Sept/Oct 2023. There was a significant response most very supportive. A number of statutory bodies responded.

Many comments were included into the next draft. *Details of the responses and subsequent actions are in the papers at the back. Also the revisions to the plan in documents marked in yellow.*

There were 2 areas of response which required further examination prior to moving to the next stage of consultation (reg 15 completed by HDC).

- Historic England were concerned about the conservation areas around any proposed development at Brook Farm and required a Strategic Environmental Assessment (SEA).
- The Environment Agency was concerned about the surface water flood risk on the site on the Green and similarly required an SEA.

Funding was obtained for the SEA and it is anticipated it will be completed by the end of April.

There will then be a 5 week consultation period on the findings in the SEA.

At the same time discussions have proceeded with the possibility of a new doctors surgery on the Brook Farm site. These are still at an early stage but potential site layouts, financing and facilities have been discussed with the landowner, the Doctors and the NHS. Other similar schemes have been reviewed.

Assuming there is nothing too controversial in the SEA it is hoped the Parish Council can review the SEA and the consultation responses and submit a draft NP under Reg 15 for HDC to consider. This will include what is called a sequential flood water test of all potential sites for HDC to consider.

Once HDC have conducted the Reg 15 consultation and reviewed results, including how it relates to the District local plan, the NP can be amended and submitted to an examiner for consideration.

This would then be followed by a referendum. (hopefully in 2024)

Importance limiting ad hoc growth.

Views vistas re solar scheme.

Providing likelihood of services most notably Doctors.

Additional CIL money.

## **20MPH**

Our proposals were accepted with some modifications for a 20Mph scheme throughout most of the village and CCC have completed the statutory consultation with no objections recently. It is hoped that the scheme will commence in the near future.

## **Road Safety**

Following representations made about the crossing the following actions were taken.

Visibility of the crossing has been improved by a resident's trees being removed.

The flashing lights are being switched on at school times.

The LHI bid for 2024/25 has been submitted for much improved road markings and signage. *Take details*

A grant application has been made for more MVAS signs and solar panels.

The 2023/24 LHI bid should provide a new sign at the Kimbolton entrance.

## **East Park Energy**

Most of you will have heard about the major proposals for a large solar farm. The area of the proposed solar stretches from Hail Weston through Gt Staughton to Lt Staughton and beyond. The proposal is to link this solar farm to the electricity sub-station at Eaton Socon. This is such a large infrastructural project it will be determined by the Secretary of State not the local Planning authority.

The Parish Council following guidance from a public meeting objected to the the proposals on a number of grounds.

- Poor use of land the proposed solar farm is North Facing requires approx. 20% more land than if South facing.
- Poor use of agricultural land
- Loss of amenities views vistas.
- Increased flood risk particularly around the St, Neots bridge on the B645.
- Conservation/heritage aspects.

Since this initial consultation affected Parish Councils have met together James and Lorraine as being our representatives.

The MP for Nrth Bedfordshire has been prominent in raising issues. His concerns are that the requests for such proposals made by the Government are very attractive financially a low cost investment, guaranteed payments for power from blue chip companies. The total Government scheme request was oversubscribed but it is

unclear what criteria will be used to assess proposals. This means that some schemes even if not optimal may in the MPs words slip through. It is unfortunate that the criteria of assessment was not established before seeking applications for solar development.

James/Lorraine comments.

Annual Report from District Councillor - Great Staughton Ward (Hail Weston, Gt Staughton, Perry, Grafham, Ellington parishes)

This year has been another one full of event.

For a second year running, the Joint Administration raised our Council Tax by the maximum amount allowable without recourse to a referendum, a move opposed by the Conservative Group. They have also increased charges for chargeable services – another move opposed by the Conservative Group.

In addition, the Joint Administration made the biggest reduction in HDC services in a generation through the removal of the Garden Waste bin free collection and the introduction of the Garden Waste subscription scheme on April 1 this year. At this relatively early stage, just over 40% of households in the district have subscribed. Most other charges across the board are also increasing.

In terms of staffing, last year, HDC recruited a new Chief Executive and Director of Place, and we are about to embark on the recruitment of a new Finance Director. A pay agreement has been reached with staff for 2024, avoiding possible industrial action threatened last year. Staff turnover remains low, although the Planning department remains under pressure.

In terms of planning, several outstanding planning matters in the ward have been resolved, although some may yet be appealed, and some still require work from the HDC Planning team. The single biggest planning issue for the ward is the proposed East Park Solar Farm proposals. I was able to join the public meeting organised by Gt Staughton PC, and remain in touch with the Planning Officer leading the work, and keep the PC's informed, working closely with my County Council colleague.

HDC continues on the work to review and update the Local Plan, and through 2023 the Call for Sites process began. This has brought forward many proposals, but they are all a long way from being considered, and I will keep close to the process to ensure the PCs within the ward are aware of any potential issues.

The coming year promises to just as busy as the Council embarks on the introducing the new Places Strategy, continuing to deliver its Environment Strategy, and working on a new Staffing Strategy, as well as continuing to progress the Local Plan work.

I serve on the Overview & Scrutiny panel for Performance & Growth, holding the Joint Administration to account on finances, strategy and growth. I ensure that the voice of the Great Staughton ward is heard, especially at a time when rural wards can sometimes be overlooked by the Joint Administration. I also continue to serve on the Employment Committee, responsible for HR and staff matters, and on the Senior Officers' Panel, responsible for recruitment of senior officers.

I continue to enjoy the regular meetings of all 5 parish councils in the ward, as well as meeting residents and helping them where I can, understanding the local issues better.

I have also had the privilege of attending Remembrance ceremonies in Grafham and Perry, and being invited to join with Perry Baptist Church in marking the Coronation.

Finally, I want to mention a new initiative this year which kicked off on 25 April - Huntingdonshire Day. HDC will consider applications to support community events up to £1,000, or 20% of the total event cost, whichever is lower.

Community events are defined as lasting for less than four days. In order to be eligible, they must be free to attend, free to take part and open to everyone. All criteria for Community Chest funding also applies.

I am encouraging local groups, fete committees, and Parish Councils alike within the ward to consider applying.

<https://www.huntingdonshire.gov.uk/media/3uamuvru/community-chest-funding-criteria.pdf>

Stephen Cawley  
District Councillor, Great Staughton Ward  
Huntingdonshire District Council  
April 2024

## Great Staughton Annual Parish Council Meeting – April 2024

Good evening

It is with regret that I must inform you of the death of the Father of the County Council, Councillor Mac Mcquire who represented the Farcet & Yaxley division on the County Council for well over 25yrs. The high esteem in which he was held by his fellow councillors of all parties and officers at the County Council was reflected by the large number who turned up to his funeral. The By Election for his seat was held on Thursday 21<sup>st</sup> March 24 and was subsequently won by the Lib Dems

The Council remains in no overall control and is run by a Joint Administration of Lib Dems, Labour and Independent Councillors.

This year the Lib Dem lead Administration including Labour and Independents again voted to increase your General council Tax by 2.99% and The Adult Social Care Levy by 2% giving a total increase of 4.99%.

The Joint Administration also admitted that its policy to stop weed killing on roads and paths in last year's budget was a mistake and was reversed in this year's budget, following pressure from Conservative Councillors and Parish/Town Councils. The decision resulted in more damage to our roads and paths, making it difficult for residents to see the position of kerbs when trying to cross the road and increased blockages in gullies etc.

This year extra monies have been put into the budget to cover the greater cost of removing the weeds and to repair damaged surfaces.

The Fire Authority are proposing the closure of Kimbolton Fire Station. I attended a meeting for Parish Councils at the Mandeville Hall in Kimbolton on the 19<sup>th</sup> March, at which Cllrs were able to express their views regarding the proposed closure.

The FA have identified an opportunity to redistribute Operational Resources to guarantee the services minimum resource requirement at times of high risk and demand. Initial analysis identifies the redistribution could improve operational resources in high-risk areas of the county and enable enhancements to be made to the prevention and protection activities of the FA.

As a result, the FA is considering the potential impacts of re-distributing operational resources from the identified three low risk areas of Kimbolton, Manea and Sutton, to the higher risk areas of St Neots and Ely, by increasing the number of wholetime firefighters to provide guaranteed fire cover during the daytime seven days a week ( St Neots and Ely are currently whole timed crewed Monday to Friday only.

I think it was fair to say that the meeting was concerned about –

1. The potential lack of Fire Cover in the Rural area as it could take 20 -25 minutes for an appliance to reach the area.

2. It was highlighted that the area covered by Kimbolton Fire Station did have some high-risk activities, such as 5 schools, Boarding Houses, Firework Factory, the A14, Little Hay Prison, Grafham Water Residential centre etc
3. There was concern that the FA would not meet its own target of getting to fires in rural areas on average within 12 minutes.
4. The FA was asked about recruiting additional On Call firefighters to ensure the station had its maximum complement of firefighters which is 12. The FA was also requested to look at extending the time allowed for firefighters to reach the station as this would expand the catchment area and hopefully increase the number of volunteers.

The FA will be bringing a paper to the June meeting of the Fire Authority on its proposals. I will keep the Parish Council and residents informed of the proposals and if necessary, ask for a public meeting. As your representative on the Fire authority, I will not support the closure of the station.

I am currently working with the PC to get Footpath 40 reopened. As I understand it the County Council has written to the Owner to clear the blockage.

I am also working with the PC to get the flooding issues in Cage Lane and the Town sorted. I met with Cllr Goody this week and the Councils Drainage officer regarding the flooding issues in the Town. I will report back on both issues as I get more information.

As a result of the near misses on the Pedestrian Crossing, I was happy to support the Parish Council in its LHI Bid for an additional MVAS sign and Solar Panel warning drivers of their speed and its bid for a 20mph Speed Limit.

I will work with the PC regarding the proposed Solar Park to the south of Gt Staughton. The County Council will be providing me with a briefing in the near future, which I will report back to the PC and the Action Group on.

The Combined Authority (Mayor) has set up a Demand Responsive Transport Scheme for West Huntingdonshire, serving St Neots & Huntingdon, as the mayor is now the Authority in charge of Buses. The Ting service is due to become a rural service, ie to enable rural residents to get to Towns such as St Neots & Huntingdon, Train Stations, Hinchingsbrooke Hospital, Doctor's Surgeries, Schools etc. The service will no longer be available to St Neots residents to use as a taxi service to get them about St Neots which already has bus services, thus preventing the service getting out to Rural Areas. The New Ting Service will provide a bus service to Rural residents to enable our residents to get to services they require.

The Construction of the A428 dualling between the Black Cat Roundabout and the Caxton Gibbet has now commenced and the road should open early 27.

I am continuing to work heavily with National Highways and the parishes adjacent to the A14, to get safety improvements along the section of road from Ellington to Thrapston., which is even more critical following the opening of the new A14

between Ellington & Cambridge. The aim is to try and secure funding for grade separated junctions along this section. The parishes concerned have reported back to National highways through their Route Strategies consultation.

I currently sit on the County Councils Environment & Green Investment, Highways and Transportation, Communities, Social Mobility and Inclusion and Planning Committees as well as Cambridgeshire Fire Authority.

If you have any questions or queries, please do not hesitate to contact preferably by email on [lan.Gardener@Cambridgeshire.gov.uk](mailto:lan.Gardener@Cambridgeshire.gov.uk)

Cllr Ian Gardener

County Councillor for Alconbury & Kimbolton