

**Great Staughton Parish Council
Annual Parish Assembly Minutes
Thursday, 11th May 2023
7.30pm - Village Hall**

1. **Apologies for absence** - James Duberly, Eileen Gilbert – Parish Charities
2. **Parish Councillors attending:** Bob Jewell, Nicole Yates, David Moore, Will Mumford, Giles Brittain, Helen Glanville, Helen Hopperton, Lorraine Goody
3. **County Councillor and District Councillor:** Ian Gardner and Stephen Cawley
4. **Chairman's Welcome** – BJ thanked everyone for coming and explained that he had asked Natalie Blaken to attend tonight as she was helping with the Neighbourhood Plan. There were documents at the back for people to comment on as part of the consultation. People were asked to consider and comment on the proposed sites – see attached document listing each of the sites.
5. **Neighbourhood Plan** – BJ explained why we were preparing a Neighbourhood Plan. The advantage in doing so was to consult with the community and shape development in the village. It could look at what type of future development there would be and also look at what views the village would wish to maintain.
 - a. Consideration of call for sites Assessment – 8 sites have been assessed in total. Attendees are asked to indicate on the sheets at the back of the room which 1 or 2 sites they have a preference for. It is possible to develop another site in the future. All the responses will be considered at the next Parish Council Meeting on 25 May and a final decision made based on the results.
 - b. Views and Vistas – people are asked to consider this section and then let BJ know if there are any other sites to list here.
 - c. Landscape and Townscape Assessment – this section lists the following so far: The Highway, The Town, Dillington, Beachampstead – modern built up area, The Moor, Kym Valley Meadows, Ridge and Furrow Fields. Can people let BJ know if there is anything else that needs to be added.
 - d. Non-Designated Heritage Sites – these sites are ones that are important to the village but are not listed.
 - e. Safe and Sustainable transport – the PC is looking into the possibility of a footpath from the village up to Dillington. The draft plan also mentions having a safe cycle route from

Kimbolton to St Neots and a pedestrian crossing in Great Staughton.

Can people please provide their comments on these proposed sites in the next 3-4 weeks so that the PC has all the information to make an informed decision on 25 May. This is a key date as the Neighbourhood Plan can be finalised once we know what sites have been nominated. The next stage is for HDC to see the plan to ensure that it does not conflict with their policies. Once this has happened the Plan can be finalised and the Consultation period can begin – which is a 6-week process where people can comment on it. The Plan will then go to HDC and they do a 6-week consultative period before an examiner is appointed. There will then be a local referendum and if more than 50% of the votes are in favour then the Plan will be adopted.

6. **Chairman's review of the 2022/23 and preview of 2023/24** – BJ thanked Phil Yates for keeping the village tidy and neat. The PC has been very busy and a number of projects have been completed. There are new streetlights, halos on the crossing, the crossing has also been painted, website improvements, a litter pick, the bus shelter has had some maintenance, pavilion has had new windows and doors and the village hall has had some improvements too. This year we have been applied for LHI funding for another speed sign, we have had holiday activities for children on the playing field and applied for there to be a 20mph speed limit in the village.

7. **Parish Accounts**

- **Parish Council** - Bob Jewell – the precept was kept at £22,000 as per the previous year. The PC has about £20,000 of ongoing expenditure per year and there will be a couple of one-off payments for the new streetlights and road improvements (see attached accounts).
- **Playing Field** - Giles Brittain – the pavilion's main income is from the Buckden Football Club and Girl Guides now that Piglets have closed. Total income was £1045 and expenditure £4570.47. The works on the pavilion have been paid for out of the covid grants received and the closing balance for the year was £22,266.57 (see attached accounts).
- **Parish Charities** – BJ reported that Eileen Gilbert sent her apologies for the meeting but she has sent in the accounts. She also said that they were looking for applicants to make grants to which should be used for educating young people. There was a discussion as to whether the Parish Charities should broaden their objectives in how they can spend their monies and it was suggested that it could perhaps be better advertised so that more applications for grants are received (see attached accounts).

- **Village Hall** – Helen Glanville – thanks to Phil Yates for arranging all the trades for the various work that has been done in the village hall. He has worked very hard to fix any problems. Accounts are very healthy due to the village hall being in full use and due to the covid grants. (see attached accounts).
 - **'Life' Magazine** – Helen Glanville – this is now a quarterly magazine. Advertising is picking up now and thanks to Great Staughton PC and Perry PC for donating funds. There is now a £2k surplus. Helen also took the opportunity to ask users to turn down/or up the heaters using the remote control and not by touching the heaters themselves. If you physically turn them off then the hall is not heated for the next users. If you turn them down by the remote control then the next users have the option of altering the temperature to suit their activity (see attached accounts).
 - **Community Land Trust** - Bob Jewell – the CLT has spent £900. There has been no income received. The balance in the bank is £12610 (see attached accounts).
8. **Affordable Housing Project** - Bob Jewell was pleased to report that 11 out of the 12 properties are now occupied and the last property will be occupied at the end of May. People may be interested to know that we satisfied the local connection – 6 people were from Great Staughton, 3 had family connections to Great Staughton, 1 was employed in Great Staughton, 1 was from Perry and 1 from St Neots. There was much less demand for the shared ownership properties. There has also been some water damage and mould problems in one of the properties. This information will be passed to the CLT who will take it up on behalf of the residents. Nicole Yates wished to thank Bob Jewell on behalf of everyone in the village for providing housing to people who otherwise would not be able to live here.
9. **20mph scheme** – Bob Jewell explained that CCC were offering funding for a few schemes across the county to apply for funding to put a 20pmh speed limit put in place. There has not been a huge amount of money allocated for this though. GSPC have now applied for this and we are waiting hear if we have been successful. The application was for whole of the village through to The Town but excluding B661 up to Dillington from the Snooty Tavern. The advice from IG was to apply for the whole village (like Hail Weston) rather than separate streets. Results of the application should hopefully be publicised in June. Residents of The Town, Dillington and The Highway have all previously requested that something be done about the speeding in the village and this would obviously deal with that problem, if we were successful in our application. The PC were now seeking views of the community at the Assembly. A map of the areas in

question were shown. Parishioners generally agreed that the 20mph limit was a good idea for the village.

- 10. Reports from County & District Councillors & Police - see attached reports. There was no report received from the police.**
- 11. Reports from the School, Church and other local societies – see email from school attached.** The Church reported that they were now raising funds for the improvements to the interior of the church. The tower was now complete. They also wanted to thank Piglets who passed on their equipment to the church after their closure. Horticultural Society plan to have the plant sale the last weekend in May. There is a garden talk in October.
- 12. Parish matters:** no issues raised apart from a resident raising the state of the footpaths around the village. GSPC have raised this with CCC on several occasions but unfortunately Great Staughton is not a priority and there is a general lack of funding. The PC will keep up the pressure on CCC though.

**Great Staughton Parish Council
Annual Parish Assembly
Thursday, 11th May 2023
7.30pm in the Village Hall**

This meeting will consider aspects of the Neighbourhood plan and how it affects the village. A number of documents and issues will be discussed.

The call for suitable sites for development is one of these issues and attached is the results of the work that AECOM have undertaken on our behalf. The meeting will consider the conclusions of the report and will be asked to comment on its preferences.

NP 1 Brook Farm

We would work around the Oak tree on the site that has a TPO. We would seek to respect the views of the village from the footpath by the river and the countryside in general through sensitive design and collaboration with the local community. We also think that a good mixed use development on this central site would be of general benefit to the village and would significantly improve the visual impact of this brownfield site currently in industrial/retail use.

NP4 South of 29 The Green

From discussions with UK Power Networks, I understand that the transformer unit could be moved to accommodate development on the site.

NP 5 Cage Lane between Averyhill and number 20.

We have reviewed the report and note the only possible constraint is the need to take account of the potential for protected species in the boundary hedging. Aside from this the site is considered suitable for low density residential development across the site.

To assess this constraint we would propose to undertake a preliminary ecological assessment to understand the baseline conditions at the site and mitigate as appropriate.

NP 7 Perry Rd to North of allotments.

Access is possible at present through a main front gate width approximately 5 metres. The site access can be easily be widened for desired vehicle access to perform such duties as:

1. Trimming back hedgerow
2. Clearing the site
3. Building and construction

To minimise the impact of a new housing development on the allotments on the western side of the plot, and on the surrounding countryside on the other aspects, we feel that the following measures could be taken:

1. The perimeter hedges could be trimmed back, leaving a couple feet in situ for screening.
2. Fences could be erected inside the perimeter at the required height.
3. If the houses were situated on the right side of the plot, they would be well away from the allotments.

This would be similar to the Jewell Close development site opposite to our plot where mature hedgerow and trees to the rear of the properties facing countryside, have been trimmed back accordingly and fences erected.

The mature trees mentioned in the site assessment are on the outer boundaries of the plot, so could remain in place without causing an obstruction.

With the plot being opposite to Jewell Close, the water mains and electricity are already in accessible points.

Access to the plot from the B661 is uninhibited.

Our family has been part of the village for over 60 years, spanning 3 generations and still living in the village. It is our duty not to spoil the aesthetics of the village. We have been very impressed by the appropriate design of Jewell Close.

The site would be available immediately and we will work with the authorities to move things forward in the manner that best suits.

NP8 The Green

In terms of the HDC request for measures that could be taken to overcome identified constraints for NP8 -

Page 69 - May need to relocate power lines to create access.

Power lines are the same height as found with the recent new development (12 properties) close to NP8. Power lines here have not had to be relocated for the development to take place. There are no poles restricting access to the site.

Great Staughton Parish Council
Precept budget 2016/17

Great Staughton Parish Council							
Precept figures	Proposed budget					Council Tax -Band D	
	2023-24						
Recurring expenditure						Cambs CC	£1,336.68
Parks / playing fields	-£2,300.00					Social care	£206.19
Village Maintenance	-£1,500.00					HDC	£155.86
Parish Paths	-£725.00					Mayor	£12.00
Clerk Salary	-£5,800.00					Cambs Fire	£79.92
Training	-£350.00					Cambs Police	£272.52
Administrative Expenses (inc. website)	-£1,000.00					GS	£63.95 (-3.2%)
Electricity for Parish lamp standards	-£750.00						£2,127.12
Street lighting maintenance	-£500.00						
Parish Council Insurance	-£1,500.00						Band D per annum
Subscription Cambridge Acre	-£60.00					GS	£63.95
Subscription SLCC	-£110.00					Hail Weston	£125.26
Subscription CAPALC	-£450.00					Perry	£28.52
Grants to "Life" / Cemetery / St. Neots Museum	-£1,150.00					Kimbolton	£104.77
Grant to Pavilion	-£2,000.00					Grafham	£72.65
Grant to Village Hall	-£1,000.00						
Playground Safety Survey (RoSPA)	-£200.00						
Audit Fee - Littlejohn	-£450.00						
Total Recurring Expenditure	-£19,845.00						
Income							
Income from Piglets							
Precept	£22,000.00						
Planned income	£22,000.00						
Deficit/Surplus on Recurring	£2,155.00						
One Off Expenditure							
Street Lights	-£8,500.00						
Playing Field equipment							
LHI Bid Contribution	-£5,000.00						
Jubilee celebrations							
Village Hall roof							
Neighbourhood plan							
Total One Off Expenditure	-£13,500.00						
One Off Income							
Vat Refund							
CIL	£0.00						
Jubilee celebrations							
Great Staughton Playing Field							
Village Hall funding							
Neighbourhood plan Grant							
Total One off Income	£0.00						
Current Account	£12,709.00						
Tracker Account	£21,653.00						
Total Parish Council Bank Assets	£34,362.00						
Notes							

2022

INCOME

BALANCES BROUGHT FORWARD

Barclays Bank c/a

18430.36

Barclays Bank p/a.

136417.17

£ 154847.53

RENTAL INCOME

30-3 TRAVIS - Agden Garden Field B 200.00

07-4 Rogers 3066.00

12-10 Rogers 3066.00

09-11 Little Staughton Farms 844.00

13-12 UK Power 101.13

7277.13

MISC. INCOME

28.2 COIF Interest 139.87

31.5 " " 551.86

31.8 " " 551.86

30.11 " " 559.61

1803.20

Deposit A/c Interest

7.3 2.82

6.6 5.76

5.9 23.56

5.12 42.62

74.76

£ 164,002.62

Value at 31.12.2022 = £ 74,985.76

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2022

EXPENDITURE

7-2	Transfer to C.C.L.A. - COIF		60,000 00
25.3	E. Mayer	318	600 00
25.3	GSPCC - Summer Camps	319	1500 00
6.5	M. Crook	320	350 00
11.10	PCC Bell Rope Charity.	321	511 00
11.10	E. Gilbert - Clerk	322	50 00
11.10	K. Lloyd	323	800 00
11.10	G.S. Primary Academy	324	550 00
			<u>£ 64361 00</u>

Bardays Bank c/a

23149 69

Bardays Bank d/a

76491 93£ 99641 62

I HAVE EXAMINED THE BOOKS AND ACCOUNTS
AND CONFIRM THAT THE ABOVE TRANSACTIONS
ARE IN ACCORDANCE

Collyer 7.3.23

£ 164002 62

Great Staughton Village Hall
 Income & expenditure accounts
 Year Ended 31 December 2022

	2022	2021
		£
Income		
Hire	20,503	8,857
Interest		
Grants	2,667	17,732
Misc		6,000
	<u>23,170</u>	<u>32,589</u>
 Less Expenses		
oil	1,702	687
cleaning & wages	3,076	3,019
repairs	812	15,111
electricity		910
insurance	680	623
rates	218	107
telephone		
property improvements	9,950	
advertising		
miscellaneous	399	454
	<u>16,838</u>	<u>20,911</u>
 Depreciation of Tables		
 surplus/(deficit for year)	<u>6,332</u>	<u>11,678</u>

Great Staughton Village Hall
Year Ended 31 December 2022

	2022	2021
	£	£
cash at bank	29,682	29,682
debtors & prepayments	-	<u>-</u> 29,682
creditors	-	-
net assets	<u>-</u>	<u>29,682</u>
represented by:		
surplus b/fwd	29,683	18,005
surplus for year	6,332	11,678
surplus c/fwd	<u>36,014</u>	<u>29,683</u>

We have examined the books and records of Great Staughton Village Hall 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.



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



Great Staughton & Perry Life Magazine
 Income & expenditure accounts
 Year Ended 31 December 2022

	2021	2021
	£	£
Income		
Advertising	2,729	1,641
Interest	-	-
Donations	1,651	1,742
other	<u>15</u>	<u>22</u>
	4,396	3,405
 Less Expenses		
printing costs	1,951	3,505
stat/postage		
other	362	340
tax	<u>-</u>	<u>-</u>
	2,313	3,845
 surplus/(deficit for year)	 <u>2,083</u>	 <u>- 440</u>

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

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

The Numbers Quarter Ltd
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Great Staughton Community Land Trust
Draft Statement of Accounts for period ending 31st March 2023

	2022/23		2022/23
Income		Expenditure	
		National CLT affiliation and insurance	£ 350.00
		Administration	£ 322.82
		Bank Charges	£ 0.60
		Audit and ICO fee	£ 130.00
		leaflets Affordable housing	£ 60.00
		Meeting costs	£ 45.00
Excess of Expenditure over income		Excess of Income over expdt	-£ 908.42
Total	<u>£ -</u>		<u>£0.00</u>
Balance Sheet as at 31/3/2020			
Opening Balance at Bank	£ 13,518.54	Share Capital held in bank	£ 82.00
Excess of income over expenditure.	-£908.42	Closing Bank	£ 12,692.12
	<u>£ 12,610.12</u>		<u>£ 12,610.12</u>

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

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

I was elected by a majority of the residents of the ward a year ago with one of the higher turnouts in the district, and with around 60% of the vote. I thank you for the privilege of serving as your District Councillor.

The year has been full of event. For the first time in 40 years, the council is in no overall control and has been run by a coalition comprising the Liberal Democrats, the Independents, Labour and 1 Green.

They were fortunate to have inherited a well-run and financially sound council, and benefited greatly this last year through a generous central government settlement - better than many expected.

Sadly, however, despite this, the coalition increased all our council tax, increase One Leisure charges, and finally voted themselves a pay increase. This was after the full Council declared a Cost-of-Living Crisis at one of its early meetings. I, along with my fellow Conservatives opposed these moves.

The Council also declared a Climate Emergency, and unveiled an ambitious Environment Strategy and this was fully supported by all but a few councillors. I am currently the Shadow Executive Councillor for the Environment and have a good working relationship with the Executive Councillor.

The council has contributed to several joint authority consultations, specifically on transport and I have been vocal in ensuring the rural voice has been heard, as sadly too much focus has been placed on the towns and cities - particularly Cambridge.

In terms of the ward, it has been a busy year attending meetings of the 5 parish councils. It has been a pleasure getting to know the councillors and the villages they represent.

I have also been kept busy with various planning issues in the north and the south of the ward - Gt Staughton/Staughton Moor and Ellington. The middle remains relatively quiet on the planning front. I'll continue to support the PCs in their dealings with HDC planning, as well as helping individual residents in navigating the HDC bureaucracy.

The coming year promises to just as busy as the Council embarks on updating the Local Plan as well as introducing the new Places Strategy, starting to deliver the Environment Strategy, recruiting a new Chief Executive, and ensuring the coalition delivers best value for money for the residents of Great Staughton ward.

Stephen Cawley
District Councillor, Great Staughton Ward
Huntingdonshire District Council
May 2023