

ALCONBURY PARISH COUNCIL

Minutes of the Annual General Meeting held on Tuesday 31st May 2005 in the Methodist Chapel

Present:

Mrs. Watkin (Chair), Mrs Adams, Mr Brown, Mr Dawson, Mrs Dix, Mrs Elphick, Mrs Turner. Mr Vanbergen and Mrs Williams.

County Councillors Sir Peter Brown and Ms. Elaine Kadic. District Councillor Mrs. Sarah Vanbergen. Mrs Lancey (Clerk). 12 members of the public.

1. Apologies for Absence

Apologies were received from Mrs Dyer and Mr Senior.

2. Appointment of Chair, Officers, Committee and Parish Council Representatives

The Clerk had received a nomination from Mr Senior to appoint Mr Brown as the new Chair. This nomination was seconded by Mrs Adams. As there were no other nominations, Mr. Brown was duly elected and took the Chair.

Mr Brown nominated Mr Senior as Vice Chair. This was seconded by Mr Vanbergen. There being no other nominations, Mr Senior was duly elected.

The Clerk agreed to continue as Responsible Finance Officer.

The following were appointed as Committee Representatives:

Churchyard – All Councillors

Infrastructure – All Councillors

Village Green – All Councillors

Planning – Mr Brown, Mr Senior, Mr Vanbergen

Bramble End Playground – Mr Senior, Mrs Williams

Flood Alleviation – Mrs. Dix, Mrs Elphick

The following were appointed as Parish Council Representatives:

Buses – Mr Vanbergen

Old Memorial Hall – Mrs Watkin, Mr Vanbergen

New Memorial Hall – Mr. Vanbergen

Sports & Social Club – Mrs Adams, Mr Dawson

Neighbourhood Watch – Mr Dawson

RAF Molesworth – Mrs Dyer

CALC – Mrs Dyer

The Youth Group – Mrs Adams, Mr Brown

The Parish Plan – Mr Dawson

Safer Routes to School – Mrs Dyer, Mrs Williams

Mr Brown would speak to Mr Senior to enquire whether he was available to represent the Parish Council on either the New Memorial Hall Committee or the Youth Group.

The Clerk considered this an appropriate time for all Councillors to check whether their individual Registration of Financial and Other Interests forms needed to be updated. New forms to be issued accordingly.

3. Minutes of the Previous Meeting held on 26th April 2005
The Minutes of the previous meeting were approved and signed.

4. Committee Reports

a) Clerk's infrastructure Report

Churchyard: Mrs Watkin reported that the Churchyard was very overgrown on the boundary with the Sports & Social Club. Clerk to discuss with the Churchwarden.

Village Green: The Clerk reported that she had met with Fergusons (the company responsible for grass cutting) and inspected the green, discussing all areas of concern. After the next cut the situation had greatly improved and she had received complimentary calls from residents. She had thanked Fergusons, and it was agreed she should also confirm this in writing. She was also trying to agree a Specification with Fergusons and they had been requested to provide a quotation for trimming around the base of one of the lime trees. It was agreed that in the light of the delayed Flood Alleviation Scheme, quotations should be sought to trim all lime trees on the green as necessary.

The Clerk had contacted Peter Rowlings to try and discover whether the virus that was affecting the chestnut tree at 29 High Street would cause a similar problem with the other chestnuts on the Green. A damaged seat had been reported along Brookside. Clerk to action.

Neighbourhood Watch had contacted the Clerk to ascertain whether, in the light of the delayed Flood Alleviation Scheme, it would now be acceptable to the Parish Council to erect a free standing noticeboard close to the footbridge at the heritage bridge end of the Green. This was agreed. They were also placing a new noticeboard outside the New Memorial Hall. Clerk to arrange a grass cut the week before the Village Affair.

General:

A faulty lamp post had been reported in Rusts Lane. Clerk to action. Clerk reported that the paper waste bin in Chapel Street was also being used for dog waste. It was agreed that the Clerk should place a notice on the bin to try and resolve this problem. Anglian Water had written to confirm that hydrogen sulphide is not present at the discharge point of the pumped sewage from Alconbury Weston. Clerk had requested that HDC inspect the proposed siting of a bin in The Maltings along with herself and Mrs. Adams. The surface to Bell Lane and the footpath leading onto the estate were in bad repair. Clerk to investigate. The grassed areas where new paths had been laid at the bottom of Sharpes Lane and along School Lane had not been re-seeded. Clerk to monitor. The new path along Manor Lane was breaking up. Clerk to investigate.

b) Planning

New Applications:

05015257FUL – Erection of Garage – 4 Oak End - No observations

0501534S73 - Renewal of permission for continuation of use of former classroom as domestic storage – Alconbury House - No observations

0501086FUL – Erection of dwelling – Land at 29 High Street

0501573CAC – Demolition of outbuildings – 29 High Street

Mrs Watkin declared her personal and prejudicial interest in applications 0501086FUL and 0501573CAC.

Clerk explained that the last application 0501573CAC had arrived too late to be put on the Agenda but she felt it should be discussed at this meeting in conjunction with the planning application for a new dwelling on the same site. Part of the application for a new dwelling necessitated felling a chestnut tree on the premises, which was diseased. A report on the state of the tree was enclosed with the planning application. After considerable discussion, it was agreed that a second opinion on the state of the tree should be sought prior to making a decision on the actual planning application. This meant the Clerk needed to ask for an extension of the time limit for response from HDC. She would also enquire whether the Parish Council might have sight of the report that HDC would inevitably carry out on the chestnut tree.

Applications Determined:

The following applications were all in respect of variation of condition 1 of permission to extend time limits until 31/12/08 of temporary use of land and buildings at Alconbury Airfield (ADL) and had all been approved:

0500976S73 – vehicle storage, admin.,workshop,valeting & smart repairs

0500977S73 – vehicle storage,admin.,workshop,paintshops,valeting

0500978S73 – polytunnels for finishing vehicles

0500979S73 – police and military training (including driving)

0500980S73 – military bomb storage to fireworks storage

0500981S73 – aircraft shelter to storage of fireworks

0500982S73 – workshops, printshops, valeting,repairs& vehicle storage

0500983S73 – youth driver training programmes

0500984S73 – light industrial and storage

0500985S73 – light industrial and storage

0500963FUL – extension to dwelling – 46 Manor Land – approved

0500817FUL – extension to dwelling – 19 Maple End - refused

c) Bramble End Playground

Clerk reported that two quotations had been received in respect of replacement surfacing at the playground but that unfortunately Mr Senior had not had time to examine them in detail. It was agreed that any decisions should be left until the next meeting when the situation with available 106 money might also be clearer.

Clerk reported that she had received a reply from ROSPA concerning the damage to the old cradle swings at Bramble End. ROSPA had not accepted that the swings were damaged when their inspection had been carried out.

5. Matters Arising

Through Village Traffic

The Clerk had spoken to HDC concerning the continuing problem of through traffic in the village and had been advised that the best course of action would be to make a submission to the Area Joint Committee (HDC and CC) pointing out all relevant issues. The Committee would carry out a survey and recommend any measures that might be taken to alleviate the problem. Clerk together with Mrs Vanbergen would look at the submission to be made together with the help of Mrs Watkin and Mrs Williams. It was considered that this might have implications on the Safer Routes to School scheme. The next meeting of the Area Joint Committee was September 2005.

Trees on the Green

HDC had replied to the Parish Council's letter concerning unauthorised pruning of trees on the village green. They confirmed that they had taken all reasonable steps to ensure that in such circumstances residents must inform the owner of the land on which the trees were situated.

106 Money Pledged to the Sports & Social Club

Clerk reported that she had received an update from the ASSC on the situation relating to the Football Foundation Grant and the possible expansion of the club facilities. There had been further delays in obtaining the Grant and the earliest that any decision might be received would be August 2005. The ASSC had requested that the Parish Council agree to keep their grant offer of £13,540 Section 106 money in place whilst they conducted their review and awaited the outcome of the Football Foundation Assessment. She had also received a letter from the ASSC confirming that Dr. Simon Watkin had been appointed to the post of Trustee for the Alconbury Recreation Field Charity. Mrs. Watkin declared a personal interest in this subject along with Mrs Dix who is another Trustee.

Concern was expressed that a large proportion of those participating in sporting activities at the Club did not live in the village and that this fact might have an effect on the decision to continue to pledge the £13,540. The Clerk was asked to obtain percentages of village/non village players before the June meeting when the situation would be discussed further.

The Flood Forum 2005

Mrs Watkin was unable to attend on 9th June. Mrs. Elphick agreed to take her place. Clerk to inform HDC accordingly.

CALC/HDC Liaison Meeting 26th May 2005

This had been attended by Mrs Dyer. As the meeting was mainly to discuss planning issues, the report produced by Mrs. Dyer was circulated to the Planning Committee.

6. Clerk's Terms and Conditions of Employment/Appraisal

Mrs. Watkin had drawn up Terms and Conditions of Employment for the Clerk which were accepted and duly signed. A letter confirming the new salary structure had also been written and was given to the Clerk. It was agreed that Mr Vanbergen and Mr Brown would carry out the Clerk's Annual Appraisal. Mrs Watkin was thanked for bringing this project to a satisfactory conclusion.

7. Correspondence (A list of all correspondence had been circulated to all)

The Fair

Clerk had been contacted by a Mrs Lilian Thurston offering to bring the Fair back to the village. It was unanimously agreed that this was a good idea. Clerk to confirm to Mrs. Thurston accordingly.

Donation Requests

Two requests for donations had been received from the Citizens Advice Bureau and Vitalise (formerly the Winged Fellowship Trust). Clerk reminded Councillors that a donation of £150 had been made to the CAB in 2003/04 and £50 to Vitalise in 2004/05. It was agreed to donate £200 to the Citizens Advice Bureau and £50 to Vitalise. Clerk to action.

The New Memorial Hall AGM

This would take place on Friday 17th June 2005.
DEFRA – Changes in Administration of Grants for Parish Plans
This had been passed to the Parish Plan Committee.
Information on Drug and Alcohol Services
Displayed on noticeboard and given to the Youth Group.
CCC's Corporate Plan 'Cambridgeshire – the next 4 years'
Made available to all Councillors.
CCC's Brochure – Tackling Climate Change in Cambridgeshire
Available to all Councillors.
PCSO surgery – Saturday 25th June in the Memorial Hall
Placed on noticeboard.
CALC AGM Agenda/Minutes
Passed to Mrs Dyer.

8. Responsible Finance Officer's Report

Cheques for signature (now notified along with Correspondence List)

Grafton Projects – stationery - £7.89

Fergusons – Grass Cutting - £847.17

Clerk's Salary – May 05 - £431.96 – 42.5 hrs. @ £8.15 per hr.+ 10.5 hrs back pay from April

Clerk's Internet Calls - £22.45

Stuart & Co. – Insurance - £488.27

Demon – Web Hosting - £11.75 (not previously notified)

Victim Support – Replacement for lost cheque - \$50

Payments were proposed by Mr Vanbergen and seconded by Mrs Elphick

CCC – Contribution to Detached Youth Workers in Alconbury (Youth Group Account) - £1000. Mr Brown, Mrs Adams and Mrs Vanbergen were not aware of this payment and so it was agreed not to sign the cheque and the Clerk would check with Nigel Murphy and get his approval before any payment was made.

Clerk reported that a VAT refund of £723.54 had been received.

Cleared balances – Current Account £14,589.57 and Deposit Account £21,836.45

Balance of Youth Group Account - £6957.81

Balance of Parish Plan Account - £810.55

9. Safer Routes to School

Mrs Watkin reported that the pathway between Buckworth Road and Polecat Lane would be upgraded - marginally widened and with raised kerbs. A Crossing Patrol was being considered. There would be no yellow lines in School Lane/Spinney Lane as this was deemed to be unenforceable.

10. The Parish Plan

Mr Dawson reported that the questionnaires would shortly be delivered to all households and a month would be given for its completion.

11. The Youth Group

Mrs Adams reported that the recently appointed youth worker was still off sick. 5 candidates were being interviewed for a position of youth worker to be shared between Sawtry and Alconbury. The Detached Youth Workers were still visiting the village but had

not seemed to encounter any problems. The possibility of removing the bus shelter had again been raised. The Parish Council felt that removing the shelter would not solve any problems but merely move the youngsters elsewhere, and that in any case the shelter was needed for people waiting for buses. Mr Brown to convey this feeling back to the Youth Group. Various activities were being organised with the assistance of 2 adult helpers from the village and extra evenings for the older children were to be organised in the New Memorial Hall.

12. The Alconbury Sports & Social Club

The AGM had been held when a new Chair Colm Magee had been appointed. Colin Arnold would be Vice Chair. The situation with the Football Foundation had been extensively discussed.

13. Date of Next Meeting

The next meeting date will be held on 28th June 2005 in the New Memorial Hall and will start at 7.45. The Clerk would be on holiday for the week commencing 13th June 2005.