

ALCONBURY PARISH COUNCIL

Minutes of the Meeting held on Tuesday 25th October 2011 in the Memorial Hall

Present:

Mrs Aylott, Mr Barnes, Mr Boyce, Mrs Elphick, Mr Hardy, Mr Lay, Mr Senior, Mrs Williams, Mrs Sharp, District Councillor Keith Baker, 1 member of the public

Public Forum

David Scotney, Alconbury resident, enquired as to the possibility of the Parish Council requesting street lighting along the footpath from The Maltings to Church Way, Alconbury Weston and also Polecat Lane. This was in conjunction with plans from Cambridgeshire County Council to replace all street lighting in the village in January 2012. All agreed that street lighting in the requested area would be necessary in order it make the area safer. Clerk to investigate the possibility with the County Council.

Mr Scotney also reported the loss of the street sign outside his property on School Lane. Clerk advised that she was already aware of this and that it had been reported to the Highways Agency. Clerk agreed to liaise with Mr Scotney as to the wording and location of the new sign.

106. Apologies for absence

Apologies received from Mr Pickering and Mrs Adams who had personal commitments. Also, apologies received from Mr Watson who had work commitments and District Councillors Sir Peter Brown and Laine Kadic who had prior engagements.

107. Councillors' Declaration of Interest for items on the Agenda

Mr Lay expressed an interest in item 121 as an allotment holder. Mr Boyce also expressed a personal interest in item 121 as the spouse of an allotment holder. Mr Lay also expressed an interest in item 124 as a resident of Coulson Way.

108. To sign and approve minutes of previous meeting held on 22nd September 2011

Minutes proposed by Mr Hardy and seconded by Mrs Williams. Minutes duly approved and signed.

109. Actions from last meeting - Mrs Aylott

Mrs Aylott reported back on the actions leftover from the last meeting:

- Clerk to chase road works at the site of the Heritage Bridge - Clerk had done this and was awaiting a response from the county council

- Mr Pickering to draft letter to the County Council with suggestions on how to lessen the risk of buses hitting the Heritage Bridge - Mr Pickering was absent from the meeting but Mrs Aylott requested that the Clerk reminded him about the letter.

- Clerk and Mr Senior to obtain quotes for playground repairs at ASSC - Mrs Aylott advised that this was to be discussed in detail under item 113

- Mrs Aylott and Mr Pickering to make contact with owner of a van parked on the Village Green - Mrs Aylott advised that this was to be discussed under item 114.

- Clerk to arrange for new mission statement to be added to the website - Clerk confirmed

that this had been done and also new Clerk address details added to website.

- Chair plus 3 councillors to attend ASSC meeting to discuss finances - Mrs Aylott and Mr Lay had nothing to report on this as they had not attended the last ASSC committee meeting and Mr Pickering and Mr Watson were absent from the meeting.
- Mrs Aylott to attend AAGA AGM to discuss devolved management - Mrs Aylott advised that this was to be discussed under item 121.
- Clerk to contact HDC to enquire about the possibility of having graffiti removed from properties by the District Council at a cost to residents - Clerk advised that after making enquiries this was not possible.
- Clerk to discuss final cut with grass contractor - Clerk advised that the last cut had taken place and all agreed that another cut was not necessary at the present time.
- Clerk to arrange removal of dumped items and litter on Globe Lane - Clerk reported that this had been removed, Mr Hardy confirmed.
- Clerk to order 2 new "no dogs" signs for Bramble End Playground - clerk confirmed that these were on order.
- Mrs Williams to obtain quotes for repairing or replacing the safety surface at Bramble End Playground - Mrs Aylott confirmed that this was to be discussed under item 125 (v)
- Clerk to arrange donation of £100 to Victim Support as agreed at the last meeting - Clerk confirmed that the cheque was to be raised at the end of the meeting.
- Clerk to contact Gemma Clark, PCSO, reference unsanitary waste at the underpass on High St - Clerk confirmed that PCSO Gemma Clark had visited the site and not found any problems on her visit.
- Clerk to enquire as to the ownership of land outside Doctor's Surgery - Clerk confirmed that HDC had advised that the Parish Council were responsible for the upkeep of the land. Clerk to contact concerned resident and advise.

110. Localism Bill - County Councillor Sir Peter Brown

County Councillor Brown was absent from the meeting, however, did advise the Clerk prior to the meeting that plans were in process to organise a meeting between County, District and Parish Councils jointly in order to discuss the localism bill. County Councillor Brown agreed to keep the Parish Council informed of any developments

111. Urban and Civic - Update from Mrs Aylott

Mrs Aylott reported that the open day at the Alconbury Airfield had been a success; however, it had proved much more popular than had been expected. Urban and Civic were to send feedback to local Parish Councils when the document has been compiled.

Mrs Aylott attended the Joint PC Liaison Group meeting at Urban and Civic and had been advised that 4 planning applications were to be submitted. The first of these would be before the end of 2011. The second would be around April 2012 which would also be the first "build application". There would be a temporary entrance made, however, the existing

entrance would eventually be landscaped and used as the permanent entrance.

Mrs Aylott also reported that there were plans for another public exhibition for residents of the village. Details of this would be released as soon as they were available.

112. Heritage Bridge/Kerb Move

Clerk advised that she had been in contact with the bridge engineer at the County Council who had informed her that the planned move of the kerb near the Heritage Bridge had been postponed; however, it was another engineer dealing with it. Clerk will chase for details ASAP.

113. Playground Repair - Mr Senior

Mr Senior advised that the original contractor that had been approached about carrying out repairs to the ASSC playground was not forthcoming with quotes or dates to repair therefore Mr Senior had approached another contractor and was awaiting his site visit to obtain a quote. Mr Senior had also been in contact with the Health and Safety committee member at the ASSC and was liaising with him with regards to the repairs.

Mrs Sharp reported that she had sent the RoSPA report to 3 local playground companies. 2 were willing to do an on site quote free of charge and one had advised of a charge to do the quote. All agreed that Mrs Sharp should arrange for the free of charge site visits to be carried out ASAP.

114. Parking on the Village Green - Mrs Aylott/Mr Pickering

Mrs Aylott reported that the van that had been regularly parked on the Village Green was now parked more frequently on the owner's driveway. All agreed that no further action should be taken at this time but should the issue become a further problem, or any more complaints be received then the Parish Council would revisit the issue.

115. Training - Mrs Aylott

Mrs Aylott reported that the first of 3 training sessions had been held at the beginning of October and had been successful. She asked which councillors would be unable to attend the next session and requested that the Clerk contact CPALC again to offer spaces to other local Parish Councils.

116. Anti-Social Behaviour

Mr Senior reported that there had been several cases of anti social behavior in the Bramble End area. There had been incidents of damage to the play equipment, littering and also abuse and threats made to local residents when approached. Mr Senior and Mrs Aylott had been in contact with local PCSO Gemma Clark, who had visited the site on several occasions. This seemed to have a positive effect and the anti social behaviour had lessened. PCSO Clark had agreed to continue to visit the area at regular intervals and advised residents to report any incidents to the police on the new non urgent telephone number (121).

117. Neighbourhood watch - Mr Hardy/Mr Boyce

Nothing to report.

118. Youth Group - Mr Pickering/Mrs Adams

As neither Councillor was at the meeting, there was nothing to report.

119. ASSC - Mr Lay

Mr Lay reported that they had not been able to attend the last meeting. Mrs Aylott reported that there would be a Bonfire Night function on November 4th and a live band night on 19th November.

120. Memorial Hall - Mr Watson/Mrs Adams

Nothing to report.

121. Allotments - Mrs Aylott

Mrs Aylott reported that she had attended the AAGA AGM meeting in September at which AAGA voted in their new committee and agreed to a devolved management agreement. Richard Vanbergen had been elected as the new Chairman of the committee and proposed to hold around 3-4 meetings per year.

Mrs Aylott read an email from Mr Vanbergen and clarified the Parish Council's position on some issues including the borehole and access track. Clerk agreed to contact the borehole engineer in order to arrange a site visit to rectify problems.

Mrs Aylott also advised that an email had been received from an American Serviceman stationed at RAF Alconbury who had a small committee of service personnel willing to help with tasks and jobs in the village. All agreed that Mrs Aylott should contact to suggest that they may like to help with fencing and hedging at the allotment site and also various painting tasks within the village.

All councillors congratulated Mrs Aylott on the completion of the devolved management agreement and thanked her for her work on this.

122. Parish Plan

Mrs Aylott advised that the Parish Plan was now to be a regular item on the agenda at Parish Council meetings as the original 5 year plan would soon need to be reviewed; however, this was likely to be after the Localism Bill decision had been made.

123. Clerk's Appraisal - Mrs Aylott

Mrs Aylott reported that the Clerk's appraisal had taken place shortly after the last Parish Council meeting. All councillors had seen a copy of the report. It had been agreed at the appraisal that the Clerk would allow Councillors more time to review agendas and minutes before publishing. All agreed that this would be helpful.

124. Tree work on footpath behind Coulson Way - Clerk

Clerk advised that she had received a quote to remove some of the trees on the footpath from Rusts Lane to Bell Lane (running behind Coulson Way) and all agreed that the quote was very good. Councillors also agreed that prior to any work taking place the Clerk should ask the Tree Surgeon to contact HDC to confirm whether any of the trees are protected by a tree preservation order. Once that had been clarified Clerk would write to the residents of the properties whose boundary fence was adjacent to the trees affected.

125. Clerk's Infrastructure Report

i. Churchyard

Clerk reported that she had received a complaint from a resident who regular visits a relative's grave in the Churchyard. Unfortunately, when the grass had been cut, the cuttings had covered the plot and all the flowers and ornaments at the plot. Also, whilst

trimming the site one of the ornaments at the plot had been broken. Clerk had contacted the grass contractor to ensure that this does not happen again and all cuttings are cleared.

ii. Village Green

Concerns were raised about the number of horse riders still cantering along the Village Green. District Councillor Keith Baker agreed to contact one of the local yards to advise riders that the green may only be ridden on if the horses are walking.

There was also concern raised about a large hole that was missing a concrete cover. Clerk to investigate.

iii. Roads and Footpaths

Mrs Elphick reported a large pothole on Polecat Lane near the MUGA. Clerk to report to Highways Agency. All agreed that Clerk should also request whether it would be possible to have the whole of Polecat Lane resurfaced.

iv. General

Mr Senior enquired as to the status of the enquiry made some time ago about ownership of a piece of land in The Paddocks. Clerk agreed to reinvestigate this and Mr Hardy advised that he would send the Clerk some information on where to look. Mrs Aylott requested that the Clerk contact HDC in order to obtain a map highlighting all Parish Council owned land in the village. District Councillor Keith Baker agreed to assist with this.

v. Bramble End

Mrs Williams reported that she had visited the playground at Bramble End and there had been very little litter seen. The baby swing shackles still needed replacing and Clerk advised that these were on order but were bespoke and therefore took longer than anticipated.

Mrs Williams had received quotes to repair and also quotes to replace the safety surface at the playground. She explained all the quotes to the Parish Councillors who agreed that this should be discussed further at the upcoming precept meeting and also, the possibility of obtaining a grant should be investigated

126. Planning

(i) Planning Applications Received

None, however, Clerk advised that an application was processing and a planning meeting would need to be held before the next Parish Council meeting.

(ii) Planning Applications Determined

None

127. Correspondence

Complaint ref garden waste on Great North Road

Clerk had received an email of complaint with reference to garden waste left on the verge of the Great North Road by a resident of The Leys. Clerk to contact.

Complaint ref grass cuttings left at churchyard

Clerk reported on this under item 125 (i)

Information about plans to improve street lighting

Information had been received by many residents on the plans from Cambridgeshire County Council to replace all street lighting in the village in January 2012. All agreed that street lighting as requested in the Public Forum as well as along the Great North Road between the two villages was essential in order it make the area safer. Clerk to investigate the possibility with the County Council.

128. Responsible Financial Officers Report
Cheques for signature:

Demon Web Hosting - Direct Debit - £11.50
J Sharp - Salary - £427.25
J Sharp Broadband and Mail redirect - £72.45
Easiprint - £46.08 at meeting
Grafton Projects - £48.32
Nigel Murphy - YG Training - £315.60
Sue and Roger Wall - Parish Pump expenses - £26.48
Youth Group Hall rental - £96.50
Notice Board company - £760.05
Victim Support - Donation - £100

Proposed by Mr Hardy. Seconded by Mrs Williams.

129. Date of next meeting
Tuesday 29th November 2011 at 7.30pm in the Memorial Hall