

Minutes of Meeting – Alconbury Parish Council

Status: Draft

Day, Date and Time	Tuesday 24 th April 2012 7.30pm	
Meeting	Monthly Meeting	
Venue	Memorial Hall, Alconbury	
Present	Mrs Aylott - Chair	JA
	Mrs Adams	LA
	Mr Barnes	GB
	Mrs Elphick	EE
	Mr Hardy	IH
	Mr Lay	JL
	Mr Pickering	RP
	Mr Watson	PW
	Mrs Williams	PWs
	Mrs Sharp - Clerk	JS

3 members of the public

Item

Action

Public Forum

Nothing to report.

226 Apologies for absence

Apologies received from Mr Senior for personal reasons. Also, apologies from Mr Boyce who has since resigned from the Parish Council. Apologies also received from District Councillor Keith Baker and County Councillors Sir Peter Brown and Laine Kadic.

227 Councillors' Declaration of Interest for items on the Agenda

Mr Lay expressed an interest in item 239 as an allotment holder. Mrs Adams also expressed a personal interest in item 239 as the spouse of an allotment holder.

228 To sign and approve minutes of previous meeting held on 27th March 2012

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

229 Urban and Civic-Update from Mrs Aylott

Mrs Aylott welcomed Rebecca Britton from Urban and Civic to the meeting and relaxed Standing Orders so that she could update the Parish Council on matters at the airfield.

Rebecca advised that discussions around the name of the current Alconbury Enterprise zone were still ongoing and no decision had been reached. Members of the Parish Council expressed concern at the possibility of just using Alconbury as a name and felt that this would be confusing, especially in terms of signage. Mrs Williams told Rebecca that the village already had a problem with HGV drivers following Sat Nav systems into "Alconbury" and then becoming stuck in the village. Rebecca

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advised that the Airfield site did have its own postcode and they had informed a number of Sat Nav companies of this. She also told us that Urban and Civic were looking at a temporary name in order to produce a transitional signage solution whilst the site was built and a name finalised. The Parish Council expressed their feelings and all agreed that the preferred option would be a name that did not include “Alconbury”. Rebecca agreed to report back to the Parish Council with the final selection of names.

Rebecca Britton also advised that Urban and Civic planned to hold public meetings in June for local parishioners to view the plans for the Alconbury Airfield site and to discuss any concerns that they may have. Date to be advised.

230 Actions from last meeting-Mrs Aylott

- Mrs Aylott to speak to NHW to find out if they wanted to send a representative to the traffic group meetings with The Stukeleys – this had been done
- Clerk to arrange the “no dogs” sign at Bramble End-----Clerk has left the signs with the handyman however he has been away so awaiting his action.
- Mr Senior to investigate options for repainting the equipment at Bramble End-Mr Senior not at meeting to report.
- Mrs Aylott to discuss Jubilee celebrations with ASSC-----To be reported on later in the meeting
- Clerk to contact Grass Contractor ref cutting of churchyard-This was done and a cut was carried out as requested.
- Mrs Aylott to advise local landowner of the A1M road services using adjacent land for recovery vehicles...all done.

231 Localism Act-County Councillor Sir Peter Brown/Mr Hardy

County Councillor Sir Peter Brown was not in attendance at the meeting therefore there was nothing to report.

232 Local Bus Service-Mrs Aylott

Mrs Aylott reported that she had received an email from Cambridgeshire County Council advising that Stagecoach may be making a number of changes and cuts to some local bus services. At the time of the meeting, no confirmation had been received as to whether or not Alconbury services would be affected. All agreed that the Clerk should contact the County Council in order to ascertain what decision had been made by Stagecoach.

JS

233 Jubilee Celebrations at ASSC

Mrs Aylott reported that after the March Parish Council meeting she had approached Alconbury Weston Parish Council inviting them to join with Alconbury Parish Council in their donation towards the Jubilee celebrations at the ASSC, being organised by the Glyn Faulkner Foundation. She advised that they had declined to offer any contribution. Mr Senior had sent a report prior to the meeting advising that

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they had a BBQ, Bouncy Castle, live music and other attractions already arranged for the celebrations. All agreed that a cheque for £500 could be raised as per the discussions at the March meeting. Clerk to action.

JS

234 Playgrounds-Mrs Williams/Clerk

Mrs Williams reported that the surfacing at both Bramble End playground and the ASSC playground was complete. The Parish Council thanked Mrs Williams for her work on the project and it was reported that a lot of compliments had already been received on the new surfaces. Mrs Williams reported that the no dogs signs were still not on display...clerk to chase.

Clerk advised that there had been some trouble with “older youths” at the playground who had been repeatedly playing football inside the playground area after being requested not to do so. All agreed that Clerk should purchase 2 signs for the gates at the playground that state “no ball games inside the playground area” or similar.

JS

235 Neighbourhood Watch

Mrs Aylott relaxed Standing Orders for this item and welcomed Carline Parker from the Neighbourhood Watch committee to speak.

Carline advised that she had attended a traffic meeting at the Stukeleys Parish Council. Rebecca Britton from Urban and Civic had also been in attendance at the meeting. There had been discussions around signage to and from the Alconbury Airfield site and concerns from Stukeleys PC that too many vehicles were using Ermine Street instead of the A14 to access the site. County Councillor Laine Kadic had also been in attendance and was promoting the “street wardens” scheme; however, Carline felt that the majority of jobs that the new street wardens carry out were already fulfilled by the Neighbourhood Watch committee members.

Carline reported that she had spoken with Cambridgeshire County Council with regards to reducing the speed limit in parts of the village. Mrs Aylott advised that the Parish Council had tried this on various occasions unsuccessfully and without support from CCC. Carline advised that she had a contact in CCC who was willing to advise and passed the details onto Mr Hardy to investigate.

IH

Mr Hardy reported that he had attended a Neighbourhood Watch committee meeting. He confirmed that the position for the planned bench on the Great North Road would be on the “Alconbury” side between the mile stone and the bus stop. Clerk to confirm again with Highways Agency that this is acceptable. They would also like to bring the bus stop closer to the end of the footpath on the opposite side of the road as currently people using the bus service have to wait on a muddy area where the stop is located. Clerk to speak to Highways Agency.

JS

Concerns had been raised at the NHW meeting that the dustcarts from Huntingdonshire District Council were still being driven over the Village Green when leaving Frummety Lane. Clerk to speak with HDC and request that they write to property owners to find a solution as the green has become unusable in some parts. Mr Hardy also enquired as to the possibility of a brook clearance as the water level was low. Clerk to investigate.

JS

Mr Hardy reported that the NHW committee had kindly offered to fund the Christmas tree for 2012. They had advised Mr Hardy at the committee meeting that they did not feel that they could undertake the task of painting the footbridge next to the Heritage Bridge as per Mrs Aylott’s enquiry. Finally, there were again concerns

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raised about prunings being left on the verge of the Great North Road. Clerk agreed to visit the property adjacent to this. Mr Hardy also raised concern over the green footpath area on the road outside the Manor public house. The green paint had almost worn away and there were concerns that this could be dangerous for children walking to and from school. Clerk to report to Highways Agency. Finally, Mr Hardy had received complaints with regards to trees overhanging the road on High Street-Clerk to write to property occupant.

JS

236 Youth Group

Ms Adams reported that she had attended a recent Youth Group committee meeting, however, the minutes were yet to be published. Esther Coles stepped down as treasurer and Julie Reed is now the YG treasurer. Jacqui Fairbrass had produced an end of year report as part of the business plan and this was to be sent to all stakeholders. Laine Kadic and Rebecca Britton had attended the last Youth Group club night and Mrs Adams reported that attendance at club nights continued to be high.

237 ASSC

Mr Watson reported that at the recent ASSC committee meeting, it had been agreed that an annual rise in the pitch hire fees would take place. Finances were improving at the club and a number of fundraising events were due to take place over the coming months. Mr Watson advised that a letter of thanks to the Parish Council for their recent donation was being produced.

238 Memorial Hall

Mrs Adams and Mr Watson had recently attended the Memorial Hall committee AGM and regular user group meeting. There had been a very poor turnout at the regular users meeting. At the AGM, the current Chairman was re-elected along with the treasurer. The Secretary had stepped down and at present, nobody has come forward to fulfill the position. It was decided that there would be no more fundraising events for the foreseeable future as the response to these had not been positive. The committee was investigating the costs involved in restoring the hall floor and redecorating the hall.

239 Allotments

Mrs Aylott reported that the fencing and gate at the allotments had now been completed and therefore the Parish Council had fulfilled all its requirements to the site. She thanked Mr Boyce for all his work on the project. There were still some tarmac chippings to be spread at the site, however, this would be done over the coming weeks by the tenants of the allotments. All thanked Mrs Aylott for her work with the allotments and the lottery funding application.

240 Website

Mr Lay advised that the new website was progressing and the company instructed to produce it had now had official instructions to commence. He requested that all councillors have a look at other local Parish Council websites and offer him feedback as to the preferred layout. All agreed that Mr Lay should contact local resident Roger Read to enquire as to the availability of his Village photographs that could be

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included on the website.

JL

241 Footpath Diversion-Mrs Elphick

No further meetings at present, but the project is ongoing.

242 Councillors for 2012-2013

Mrs Aylott reported that she had received 2 applications from Villagers wishing to become a Parish Councillor at the May AGM. Mr Boyce had already resigned from the Parish Council and Mr Senior and Mr Barnes were due to step down in May. Mrs Aylott reminded Councillors that there was still a third position available and any potential candidates should contact the Clerk directly.

243 Clerk Salary Review

Mrs Aylott asked the Clerk to leave the meeting.

Discussions took place with regards to the Clerk's salary and appraisal. An appraisal had been due to take place in April, however, due to both the Clerk's and Chair's personal circumstances this did not happen. All agreed that an appraisal could take place in May and the Clerk should receive a 2 increment pay rise as per the contracted agreement.

244 Change of Bank Account

Mrs Aylott reported that she had received information of the "Unity Trust Bank" as to their facilities for Parish Council bank accounts. As they offer online banking and facilities to pay money in at Post Offices, all agreed that this would make banking easier for the Parish Council. Clerk to check with CAPALC before proceeding.

JS

245 Clerk's Infrastructure Report

i. Churchyard

Clerk reported that the first cut had been well received.

ii. Village Green

Mrs Aylott reported that she had received compliments on the first cut of the Village Green being completed so well. Clerk advised that the Standing Order for the grass contractor would recommence on 1st May as per the agreement.

iii. Roads and Footpaths

Mrs Aylott and the Clerk had met with bridge engineers from Cambridgeshire County Council to discuss the positioning of the new oak bollards at the Heritage Bridge. The engineers had agreed to reposition the posts closer to the walls of the Heritage Bridge in order to protect the bridge in the event of vehicles colliding with the bridge. They also agreed to repair the white wooden fence next to the Heritage Bridge.

iv. General

Clerk had received reports of waste being dumped in bags on Globe Lane. The environmental health officers from HDS were in the process of investigating

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this, as it was believed to have contained asbestos.

246 Planning

(i) Planning Applications Received-None

(ii) Planning Applications Determined

None

247 July 2012 Meeting

Clerk requested that the July 2012 meeting be moved to Monday 23rd July. All agreed that this would be acceptable.

248 Correspondence?

Email Ref Garden Waste

Covered under Neighbourhood Watch item 235

Email ref Jubilee Celebrations at Burghley

Mrs Aylott reported that further to the invite presented at last month's meeting, it had been confirmed that Debbie Hose and Carline Parker from Neighbourhood Watch would attend the Jubilee celebrations at Burghley Park along with Paula Stock and Sarah Vanbergen.

Letter from Lordsway Park Resident's association

Mrs Aylott had received a letter from the secretary of Lordsway Park Residents Association expressing concern over the new fencing and footpath and that the new fencing had blocked off an "escape route" during flooding. Mrs Aylott had responded to the Association and explained, with the aid of a map, where the old and new footpaths ran. Mrs Aylott asked Mr Pickering and the emergency planning committee to make a note that residents may need assistance in the event of a flood.

Request for donation from Alconbury School FACES committee

Mr Lay had received a letter from the Alconbury School FACES committee requesting a donation towards their new "Outdoor Classroom" fund. All agreed that £250 could be given initially with an invitation to the "participatory budgeting" exercise in May. It was also agreed that if all precepted section 137 money had not been allocated at the end of the Financial Year, the Parish Council would investigate the possibility of a second donation in March 2013.

249 Responsible Finance Officer's Report

Cheques for signature:

Demon Web Hosting-Direct Debit-£11.50

J Sharp-April Salary-£427.25

J Sharp-Broadband expenses-£21.75

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Darsdale Farm Contracts-Allotment Fencing £1385.10

Paul Tait website maintenance for 2011-£648

Glynn Faulkner Foundation for entertainment at the Jubilee event- £500

Cheques proposed by Mrs Williams, seconded by Mr Barnes.

250 Date of Next Meeting

Annual Parish Meeting at 7pm on Tuesday 29th May 2012 followed immediately by the Annual General meeting of the Parish Council at 7.30pm

Jo Sharp – Parish Clerk

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