

Minutes of Meeting – Alconbury Parish Council

Status: Draft

Meeting	Tuesday 28 th February 2012
Venue	Memorial Hall, Alconbury
Present	Mrs Aylott - Chair JA
	Mrs Adams LA
	Mr Barnes GB
	Mr Boyce TB
	Mrs Elphick EE
	Mr Hardy IH
	Mr Lay JL
	Mr Pickering RP
	Mr Senior DS
	Mr Watson PW
	Mrs Williams PWs
	Mrs Sharp - Clerk JS

County Councillor Sir Peter Brown
County Councillor Laine Kadic

6 members of the public

Item

Action

Public Forum

Richard Vanbergen, local resident and Chairman of AAGA, asked if Mrs Aylott would agree to bring forward item 191 (allotments) and relax standing orders. Mrs Aylott agreed.

Mrs Moyes, resident, reported that one of the new street lights in Field Close was permanently operative. Clerk to report to Highways Agency. Also, Mrs Moyes asked about the possibility of a litter bin at the corner of Rusts Lane and Manor Lane. Clerk to speak with HDC about obtaining one.

JS

Apologies for absence

Apologies received from District Councillor Keith Baker.

181 Councillors' Declaration of Interest for items on the Agenda

Mr Lay expressed an interest in item 193 as a resident of Coulson way and also item 191 as an allotment holder. Mrs Adams and Mr Boyce also expressed an interest in item 191 as Spouses of allotment holders.

182 To sign and approve minutes of previous meeting held on 24th January 2012

Minutes proposed by Mr Boyce and seconded by Mr Watson. Minutes duly approved and signed.

183 Actions from last meeting-Mrs Aylott

Minutes of Meeting – Alconbury Parish Council

Status: Draft

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

- **Clerk to contact resident about garden waste left on side of Great North Road**-Clerk confirmed that the waste did belong to the property owner and she was in the process of contacting them.
- **Mrs Williams to present quotes for playground surfacing**-To be reported under item 186.
- **Mr Watson/Mr Lay to request invoice form ASSC for grounds maintenance**-This had been done but still no invoice received. Mrs Aylott agreed to contact ASSC.
- **Clerk to confirm date for Treework behind Coulson Way to commence**-To be reported under item 193.
- **Mrs Aylott to try and find replacement editor for the Parish Newsletter**-To be reported under item 192
- **Clerk to ascertain ownership status of land in The Paddock**-To be reported under item 194
- **Clerk agreed to contact Highways Agency and Anglian Water in order to see how best to repair the Village Green and try to reduce the damage in the future**-To be reported under infrastructure
- **Clerk noted large potholes along High Street and agreed to report them**-Clerk confirmed that this had been done.

184 **Localism Act-County Councillor Sir Peter Brown/~~Mr Hardy~~**

County Councillor Sir Peter Brown advised that there was no update on the localism act. He did, however, report that Cambridgeshire County Council was increasing their proportion of Council Tax by 2.9% in order to maintain services despite both himself and County Councillor Laine Kadic voting against the increase.

County Councillor Laine Kadic asked if anyone would be interested in becoming a Highway Warden. Mrs Aylott suggested the information should be placed in our next newsletter.

185 **Urban and Civic-Update from Mrs Aylott**

Mrs Aylott reported that the enabling application that Urban and Civic had submitted to Huntingdonshire District Council had now been approved. All of the conditions that Alconbury Parish Council had requested for the application had been fulfilled with the approval, with the exception of the request to stop traffic using Rusts Lane to access the site. This was due to already having excessive traffic on the A14 at Spittals roundabout and therefore it was not possible to specify a route that would further inflate the problem. It was agreed that Urban And Civic would work with both the Parish Council and transport companies going to and from the site in order to try and minimise HGVs coming into the Village. Mrs Aylott agreed to contact Urban and Civic and invite them to the next Parish Council meeting to discuss their ideas for minimising traffic with all the Councillors. They

Minutes of Meeting – Alconbury Parish Council

Status: Draft

also offered to assist with clear signage and possible ‘village gates’ at the entrances to the village. Mr Senior recalled that there had previously been signs at the entrance to the village advising of a “Weight limit enforcement zone” and suggested that these might be helpful once HGV movement in the area increases.

Mrs Aylott also reported that the next set of plans were to be delayed slightly but would still be submitted within the first half of 2012 ,however, planned meetings with local parishioners may take place later than originally planned. The original Enterprise Zone boundary had been slightly altered to include the old “bomb store” on the Airfield Site.

Mrs Aylott informed Councillors that Urban and Civic were working closely with local schools, colleges and Job Centres for future skills and job requirements and had a 30 year plan with local schools.

186 Playground Repair-Clerk

Clerk advised that Wicksteed Leisure would be completing the required repair work at the ASSC playground within the coming days.

Mrs Williams presented quotes to the Parish Council for surfacing at the ASSC playground. The quotes were less than expected so all agreed that she should go back to the preferred company and request an additional quote for the replacement of old surfacing at the Bramble End playground. Mrs Williams agreed to report back at the next meeting.

PWs

187 Neighbourhood Watch-Mr Hardy

Mr Hardy reported that there had not been a NHW meeting since the last Parish Council meeting. He had been in touch with the NHW co-ordinator who had requested the use of the green for the Village Fete on July 14th 2012. All agreed that this was ok

188 Youth Group-Mrs Adams

Mrs Adams reported that recent Youth Group nights had been very well attended. Volunteers were still needed and anyone interested should contact the Youth Group or the Parish Clerk.

Mrs Adams informed County Councillor Laine Kadic that the requested progress report would be completed and sent to her by the end of March. Mrs Adams reported that some of the older group attendees had been going off site during club nights. All agreed that the Youth Group committee need to make parents aware of this and also that once children have left the site, even if it is still within the Youth Club hours, they are no longer the responsibility of the Youth Workers.

Mrs Aylott reported that there had been some issues over a payment from earlier in the year and also that the Youth Group had requested a top up of their petty cash. All agreed that a £500 petty cash cheque could be signed.

Mrs Adams also reported that the current Chairman, Nigel Murphy, would be working out of area for 8 weeks and therefore Mac McCamley would be taking over as a temporary chair in the meantime.

Minutes of Meeting – Alconbury Parish Council

Status: Draft

189 ASSC-Mr Watson

Mr Watson reported that the financial position at the club had improved slightly and that positive steps to encourage more visitors to the club were being taken including advertising banners and new social networking pages on the internet.

Drinks prices at the club had recently seen an increase in line with brewery increases. There were several events planned for the year including a St Patrick's Night on 16th February and also a live band "Frenzy" on 28th April.

Mrs Aylott agreed to get in contact with the ASSC committee as no invoice had been received for the groundsman's costs as previously requested.

190 Memorial Hall

Mr Watson reported that there had not been a Memorial Hall committee meeting since the last Parish Council meeting. The planned disco in March had been cancelled due to lack of support.

191 Allotments-Mrs Aylott

Mrs Aylott relaxed standing orders for this item as there were members of the AAGA committee in attendance.

Mrs Aylott reported that the Lottery Grant forms had been sent back and that she was awaiting a decision on whether or not any monies would be owed as there was a small under spend from the money granted.

Mrs Aylott informed the meeting that the required fencing and hedging work had still not been completed as the team of American servicemen that had initially started the work were no longer available. Mr Vanbergen, Chairman of the AAGA, asked how this was going to be rectified and advised that he did not feel that the AAGA were able to assist in completing this. All agreed that the £1000 that was precepted for the allotments for 2011-2012 FY could be used toward the quote of approx £1100 for a local company to finish the fencing.

Mrs Aylott informed the meeting that Mr Vanbergen had previously emailed to say that the AAGA committee did not feel that the access track at the allotment site was fit for purpose. All Parish Councillors agreed that this was not the case as it was purely a track and not meant to be used as a road. Mr Vanbergen advised that the AAGA would assist by spreading the additional tarmac chippings where they were required

Mr Vanbergen and Mr Lane enquired as to the possibility of moving the footpath as it is leading to a dead end. Mrs Aylott advised that the pathway was devised by the CC Rights of Way officer and the land owner does not want any changes at the current time.

The AAGA representatives also asked about the borehole situation. Mrs Aylott explained that the contractor had completed his task and achieved what was requested. It was unfortunate that we are now in a drought situation and were experiencing the driest conditions for many years. Mr Vanbergen stated that AAGA were working on additional ways of getting further water to the site.

192 Parish Newsletter-Mrs Aylott

Mrs Aylott reported that nobody had offered to take on the role as editor of the Parish Newsletter. All agreed that we should produce the April newsletter and then

Minutes of Meeting – Alconbury Parish Council

Status: Draft

discuss again as to whether a quarterly newsletter may be more appropriate. Mrs Williams agreed to edit the April newsletter and requested items from Councillors. PWs

193 Treework on Coulson Way-Clerk

Clerk reported that there had been a delay in the commencement of the Treework as there was a tree preservation order on 3 of the 7 trees that were scheduled to be taken down. All agreed that the tree surgeon can take down the trees not protected by the TPO until the appeal can be heard. Clerk had also received a letter from SRH Local Gardening services who had previously done some work for the Parish Council. All agreed that the letter could be kept on file, however, no work required at the present time.

194 Ownership of land in The Paddock

Clerk reported that she had received confirmation that the land in question was owned by a parishioner in the Village. All agreed that Clerk can contact the interested party and advise that the information is available from Land Registry.

It was also suggested that the Clerk should contact HDC to establish why the PC was not informed that the piece of land had been put up for sale two years earlier.

JS

195 Maypole Square

Clerk reported that she had received some plans from a local landscape gardener which showed multiple options for how to change the area around the pump in Maypole Square. All agreed that any work carried out needed to be temporary and no structural work could be done. Clerk to send the plans to Mr Lay to be scanned and emailed to all Councillors before a final decision could be made.

JS/JL

196 PC Website

Mr Lay reported that he had been researching companies for the new website and felt that MRH would be the one to go with. They had previously set up a new website for another local Parish Council and Mr Lay felt it would be helpful for Councillors to look at the site and feedback to him any thoughts towards developing a similar site for Alconbury PC. Mr Lay also requested that Councillors let him know ASAP what content they would like on the website in order for the project to progress. Mrs Aylott thanked Mr Lay for his investigations.

ALL

197 Queen's Jubilee

Mrs Aylott reported that the ASSC had offered their facilities on 4th June, for any Jubilee celebrations that the Parish Council may wish to hold. She informed the meeting that Alconbury Weston were considering a joint celebration and was hoping for some ideas as to how to celebrate the occasion.

Mr Senior informed the meeting that the Glyn Faulkner Trust were planning an inter village cricket match during the afternoon of 4th June. All felt that a lunchtime picnic with some live music and some children's entertainment would complement the cricket match well. It was agreed that Alconbury PC could donate up to £500 towards the running costs for the day and Mrs Aylott agreed to speak with Alconbury Weston PC and also the ASSC.

JA

198 Footpath Diversion

Mrs Elphick reported that she had been due to meet with Mr Raby and the Right of

Minutes of Meeting – Alconbury Parish Council

Status: Draft

Way Officer, however he had postponed the meeting. Mrs Elphick to report back to the PC once the meeting had been rescheduled.

EE

199 Councillor's availability for 2012-2013

Mrs Aylott reported that she had received notice that Mr Senior and Mr Barnes would be resigning at the end of the PC year (May 2012) and enquired as to anyone else that may be considering standing down as a Councillor. Mr Boyce informed the meeting that he was also going to be stepping down due to other commitments. Mrs Aylott and the Clerk to advertise in the Parish newsletter and on the notice board for new Councillors to start in May 2012.

JA/JS

200 Clerk's Infrastructure Report

i. Churchyard

Nothing to report

ii. Village Green

Clerk reported that she had received more complaints regarding the state of the village green near the underpass at the end of the High Street. There had been numerous reports of refuse lorries mounting the green again and causing damage. Clerk reported that she had spoken to HDC who had advised that there was not currently an alternative when cars are parked at the entrance to Frummety Lane as the refuse truck needs to be able to turn. Clerk to take pictures of the extensive damage and contact HDC again to enquire as to the possibility of some repair work. The PC suggested that the Clerk should write to the owners of the cars asking them not to park on the corner of High Street and Frummety lane in 'bin days'.

JS

Mr Hardy reported sightings of horse riders still cantering on the green. He had requested that they walk and reported that at the time they had dismounted. To be monitored. Mr Hardy also reported a broken cross piece on the fence next to the Heritage Bridge. Clerk to report

JS

iii. Roads and Footpaths

Clerk confirmed that the large potholes on the High Street had been reported to Highways Agency; however, no work had been commenced.

iv. General

Mrs Adams expressed concern over the demolition of the barns in The Maltings, which had recently been sold and were likely to contain asbestos. Mr Watson and Mrs Williams reassured Mrs Adams that the planning conditions for demolition would include the safe removal of asbestos.

Mrs Aylott reported that there were a lot of road works being carried out at the Alconbury Truckstop. She requested that the Clerk contact the owner of the Truckstop to ascertain the purpose of the road works.

JS

201 Planning

(i) Planning Applications Received

Minutes of Meeting – Alconbury Parish Council

Status: Draft

None

(ii) **Planning Applications Determined**

None

202 PC Printer

Clerk reported that the Parish Council printer was no longer operative. All agreed that the Clerk could purchase a new printer for the PC.

JS

203 Correspondence

Complaints Ref Horse Mess in the Village

Clerk had received 2 complaints reference “horse mess” in the Village. All agreed that whilst this is unpleasant, there is nothing that the Parish Council can do about it.

Request for link to be added to the website

Clerk had received a request from Urban and Civic for a link to be added to the PC website. This was in order for local residents to be able to easily access information about the plans and work commencing at the site. All agreed that this would be helpful for local residents. Clerk to contact webmaster.

JS

Email from Upton PC ref aircraft noise.

Clerk had received an email from Upton PC who had been having problems with aircraft noise from the local RAF Airbase. All agreed that it is not a problem in Alconbury and we had not received complaints from parishioners.

204 Participatory Budgeting

Mrs Aylott reported that the participatory budgeting exercise would be taking place at the May meeting. The Clerk had been in contact with HDC as advised, however, they were unable to help with match funding. All agreed that the PC should donate £500 to the exercise. Clerk to write to all local groups and an article to be put in the next Parish Newsletter.

JS

205 Responsible Finance Officer’s Report

Cheques for signature:

Demon Web Hosting-Direct Debit-£11.50

J Sharp-February Salary-£427.25

J Sharp-Broadband and signage expenses-£32.30

Smiths Gore-£75.60

YG Expenses-Nigel Murphy £209.58

Youth Worker expenses (from YG account) £224

YG training (from YG acct) £234

Minutes of Meeting – Alconbury Parish Council

Status: Draft

J Aylott printer cartridge £33.47

Alconbury Year 6 leavers donation £100

Alconbury Church flower festival donation £100

Youth Group Petty Cash £500

Proposed by Mrs Williams Seconded by Mrs Adams.

Cleared Balances

Deposit Account £31,727.51

Current Account £2,293.13

Youth Group Account £5754.44

Ball Park fundraising account £1814.19

206 Date of next meeting
Tuesday 27th March 2012 at 7.30pm in the Memorial Hall

Jo Sharp-Clerk
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