

# Minutes of Meeting – Alconbury Parish Council

Status: Draft

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Date Tuesday 28<sup>th</sup> May 2013  
Meeting Monthly Meeting  
Venue Memorial Hall, Alconbury

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Mr Adams	JAd
Mrs Adams	LA
Mrs Aylott - Chair	JA
Mr Bush	AB
Mrs Elphick	EE
Miss Isles	LI
Mr Lay	JL
Mr Sale	RS
Mr Tarabella	ST
Mr Watson	PW
Mr Welsh	AW

Sir Peter Brown	County Councillor
Mr Keith Baker	District Councillor

0 members of the public

## Item

## Action

### **Public Forum**

No items

### **238 Appointment of Chair and Officers**

Mrs Aylott was proposed by Mr Adams and seconded by Mrs Elphick, to continue as Chair.

Three new Councillors, Miss Isles, Mr Tarabella and Mr Welsh were voted unanimously to the Council.

### **239 Apologies for Absence**

Apologies received from County Councillor Peter Ashcroft.

### **240 Councillor's declaration of interest for items on the agenda**

Mr Adams and Mrs Adams both expressed an interest in item 247 as spouses of allotment holders. Mr Lay also expressed an interest in item 247 as an allotment holder.

### **241 To sign and approve minutes of previous meeting held on 30<sup>th</sup> April 2013**

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

### **242 Actions from last meeting**

- Clerk to contact PCSO to report disturbances on Great North Road and also raise concern over parking in Manor Lane - Done
- Clerk to request more information from CAPALC regarding funding a bus service- No longer required
- Mr Watson to Liaise with the ASSC in order to obtain grounds Maintenance invoices - Done

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- Clerk to contact LWP Residents Assoc regarding emergency flood planning – outstanding
- Clerk to contact Environment agency regarding branches in the brook and also brook erosion – Done
- Clerk to contact Anglian Water regarding a brook clearance day – outstanding
- Clerk to request a road sweep along the Maltings – Done.

## 243 Update from County Councillors

No update.

## 244 Councillors responsibilities

The councillors' responsibilities for the following year was discussed and agreed. A copy of the new councillors responsibilities can be found on the Alconbury Parish Council website ([www.alconburyparishcouncil.gov.uk](http://www.alconburyparishcouncil.gov.uk)) or via a request to the Parish clerk.

## 245 Emergency Planning

Mrs Elphick and Mr Adams agreed to continue on the Emergency plan committee. Mr Adams had a trigger point plan that he wrote for a different type of emergency. Mr Adams believes this could be converted to an appropriate village plan. Mrs Aylott confirmed that Bob Bacon a village parishioner has offered to help with this work. It was felt that another Parish Councillor should also work on this sub committee. Mr Tarabella agreed to join this group. Mrs Aylott to email Bob Bacon to arrange a meeting to progress this item.

## 246 Alconbury Weald – Mrs Aylott

Mrs Aylott confirmed that the incubator building was on schedule to be completed in November and occupied in January 2014. Urban & Civic will have their new offices in this building. The new entrance is a big improvement on the previous entrance. The signage on the A1 and A14 will not be renewed until 2014 as the total cost of the signage is estimated at £180,000. All contractors working at Alconbury Weald are issued with instructions written into their contract that they are not permitted to drive through Stukeleys or Alconbury village. If they do so their contract will be cancelled. HDC were present at the last joint parish meeting. The outline plan is scheduled to go to the Development Management Panel in October. In September there will be a presentation by Urban and Civic. Before the end of May 2014 any amendment to the plan will be circulated to all Parish Councils to review. Another planning meeting will take place on 22<sup>nd</sup> May 2014 at the Stukeleys. Tim Slater the Planning liaison officer, employed by the Stukeleys, will filter the information out to all the surrounding Parishes. The Local plan created by HDC has gone to cabinet. It will then open for consultation. The local plan details future housing developments. This still details 5000 houses to be built at Alconbury Weald. HDC and Urban & Civic pointed out that they will ensure that green open spaces are built into their plans. Surrounding Parishes will be issued with some of the CIL (Community Infrastructure Levy). This can be used for community projects. Ideas for this are to be submitted to HDC by the 10<sup>th</sup> June.

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Planning permission for the southern access will be requested shortly. This is off the Tesco roundabout.

Negotiations are underway with 8 possible new tenants. The regional college training venue is working well. The first apprentice who trained on site will be joining Kier shortly.

A shooting club has moved into one of the hangers. An Archery club also uses its facilities.

A Kier representation attended Alconbury school and levelled uneven paving slabs.

## 247 Allotments – Mrs Aylott

AGM scheduled for September. Some plots are available. These are advertised in the next Parish Newsletter. Mr Adams advised that a new pump has been installed in the bore hole.

## 248 ASSC – Mr Watson and Mr Lay

Mr Watson was asked by ASSC to confirm when the bridge repairs between the Maltings and Polecat Lane are due to take place. Currently it's scheduled for August. Mrs Aylott confirmed that both bridges will be closed during this time and will restrict access to the club. ASSC has asked what actual date the work is scheduled to start. This is currently not known. ASSC would like to inform the members. Mrs Aylott to speak to HDC to try and find out a date.

## 249 Community Orchard – Mr Tarabella

Mr Tarabella has attended the site and carried out running repairs. Rotted support poles have been replaced and the netting repaired where needed. Mr Tarabella confirmed the trees are all looking well. Further monitoring and work will be carried out on weeds growing close to the trees. One tree was growing at an angle but this has been propped up.

## 250 Memorial Hall – Mrs Adams and Mr Watson

Mrs Adams informed the PC that it has been confirmed that private hire are down 40%. There were several wedding bookings last year. The pre school has reduced from 5 days a week to 4 days a week. There have also been some large bills, the boiler being replaced and gravel for the car park being two. Expenditure is currently exceeding income at present. This is being tightly monitored. The committee has requested a salt bin. This is to be investigated. The slabs on the path are becoming uneven. It was suggested that the Memorial Hall committee may wish to contact Urban & Civic for assistance from Kier, as Alconbury School did.

## 251 Neighbourhood Watch – Mr Bush

No meeting has taken place since the last PC meeting. Mr Bush was attending a meeting at the Police HQ the next evening. He was asked to raise that the new telephone number 101 to be used for non urgent calls is not working satisfactorily. Mrs Aylott recently used it and spoke to an operator who put her on hold for 35

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minutes. Mrs Aylott then called 101 again and was told she would receive a call back. This did not happen for 3½ hours. Mrs Aylott has reported this to the PCSO who has acknowledged this.

## 252 Playgrounds – Mr Watson

ASSC playground fine. Bramble End swing is still not repaired. Mr Adams confirms a new shackle is required. Mr Adams to call Wicksteed to progress.

## 253 Youth Group – Mrs Adams and Mr Watson

Mrs Adams attended the last youth group meeting. All monies have been transferred from the Parish Council to the youth group, who are now self managing. Attendance still going well. There is still concern over the lack of volunteers. An email has been created that will be sent to all parents asking for more volunteers. Without volunteers the club cannot operate. A number of activities are being organised for the coming months.

## 254 Wind Farm – Mr Adams

Construction is due to start in October. The wind turbines are due to be erected April 2014 and trial runs to start in May to August 2014. During construction footpath number 15 will be closed. There are traffic management problems at present and a new haulage company has moved into Ellington. Ellington residents are concerned with increased traffic.

A number of noise surveys have taken place and Alconbury is outside of the turbine noise foot print. A bus trip is being arranged for councilors to spend a day at a similar wind farm. Details to follow. Mr Adams confirmed there are still plans for a community fund that all surrounding parishes can apply to for sustainable projects.

## 255 Website – Mr Lay

Mr Lay confirmed the website would be updated by replacing the old Parish Councillors' details with the new councillors' details. The councillors' responsibilities will also be updated. All entries of parish clerk details will be removed. Once a new clerk is recruited the website would be updated. Mr Lay will investigate the costs of updates to the website following a charge of £17 for an update. He is aware there is an upgrade to the current package that allows 1 update per month. This costs £60 per annum. Mr Lay is investigating if this would be worth upgrading to. Mr Sale asked what the current costs for the website are. Mr Lay will report back to the next meeting with this information. Some agenda's and minutes are still missing from the website. Mr Lay is investigating this. Mr Lay will request draft agenda's and minutes to be loaded to the website as soon as they are available. Mr Welsh said he has trouble printing minutes from the website. Mr Lay to investigate.

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## 256 Clerk's Infrastructure Report

### i. Churchyard

- The Parish Council has received reports that there are several parishioners who are unhappy with the article in the Parish Pump concerning the church yard rules. Mrs Aylott has spoken to Reverend Mary Jepp who is also aware and has had been contacted by two parishioners. These rules are Diocese rules and the church must comply with these. This is following the recent church and church yard inspection where the church yard failed its inspection. These rules have been in place in the Diocese for many years. The Parish Council is concerned that not all parishioners have seen and understand these rules. It was suggested that a leaflet drop and the church notice boards could also be used to inform parishioners. Any further comments will be passed to Reverend Mary Jepp

### ii. Village Green

- The village sign should be collected in the next week for renovation and returned no later than 28<sup>th</sup> June. Mr Sale had a report that a car window had been broken possibly by the grass cutter. The Parish Council will speak to the grass cutter to ensure he takes care when cutting the grass.

### iii. Roads and Footpaths

- Mr Welsh asked why the bank of the Brook is not cut along with the rest of the green. It was pointed out that the bank cannot be cut due to nesting ducks. The Environment Agency cuts this later in the year. The Parish Council does request the bank grass is cut more regularly to ensure vehicles approaching the bridge have good visibility of traffic on the opposite side of the bridge.

### iv. General

- A willow tree on the Green has dropped a branch on the Green. The tree looks ok, but Mr Tarabella recommended the canopy is lightened. GTS to be contacted to take a look. GTS has carried out work recently. They removed the dead elm from near the old ford and removed the elder growing out of the brook between the foot bridge and the road bridge. Total cost was £276.

## 257 Planning.

- Planning application received for converting the Megatron site to 6 permanent traveller pitches. The application has been modified from the previous plans for temporary plots. The modification alleviates the noise issue detailed in our previous response. The Parish Council's stance on the site has not changed. The Parish Council believes the site is not suitable for any residential facilities. The Parish Council will respond to the planning application to this effect.

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## 258 Correspondence.

- 2 emails have been received complaining about the planning application for the megatron site.
- 1 emailed received from the victims trust with information and donation request. This was rejected.
- Letter received from Alconbury RAF airbase inviting a representative from the Parish council to attend the annual RAF Alconbury and Molesworth civic leaders tour on the 20<sup>th</sup> June. Mr Sale expressed interest in attending.

## 259 Responsible Finance Officer's Report

### Cheques for signature:

GTS tree work £276

Ask it computer repair £42

Proposed by Mr Adams and Seconded by Mr Bush.

## 260 Date of next meeting

**Tuesday 25<sup>h</sup> June 2013 at 7.30pm**

Judith Aylott

Chair

Alconbury Parish Council

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### Contacting the Parish Council

Until further notice please make contact via the website  
or email [ParishClerk@alconburyparishcouncil.gov.uk](mailto:ParishClerk@alconburyparishcouncil.gov.uk)

or

directly to any Parish Councillor, details of whom are on the June Newsletter.

The PC telephone number will be re-activated in due course.

Thank you