

## Alconbury Parish Council

### Minutes of the Parish Council meeting held on Tuesday 30<sup>th</sup> July 2013 at 7.30pm Alconbury Memorial Hall

#### Present:

Cllrs Aylott (Chairman), Sale (Vice Chair) J Adams, L Adams, Bush,  
Elphick, Isles, Tarabella, Watson,  
County Cllr Ashcroft  
District Cllr Baker,  
Mrs D Benham (Financial advisor),  
Mrs S Dalley (minute taker)

**Open Forum** – It was reported that parking on Manor Lane, especially the junction with Field Close was a problem – this would be reported to the PCSO and neighbourhood watch.

1. Apologies for absence were received from County Cllr Brown and Cllr Welsh who were on holiday and accepted.  
Cllr Lay had forwarded his resignation as a parish councillor.
2. Councillor's Declaration of Interests for items on the agenda.  
Allotments Cllrs L Adams and J Adams
3. Minutes of the previous meeting held on 25<sup>th</sup> June 2013. Proposed by Cllr J Adams and Seconded by Cllr Bush all agreed and signed.  
Minutes of the closed meeting held on 25<sup>th</sup> June 2013. Proposed by Cllr Sale and Seconded by Cllr J Adams all agreed and signed.
4. Recruitment of a new Clerk to the Parish Council. Five applications had been received and two candidates interviewed by a panel of three Councillors. A points system had been used with only half a point difference. Mrs Benham had been offered the job and accepted.  
Contract start date 1<sup>st</sup> August for 50 hours per month at salary point 28.
5. Update from County/District Councillors – County Cllr Ashcroft had no news to report. District Cllr Baker had no news to report.
6. Update on Emergency Planning – Councillor Aylott agreed to arrange a meeting with Cllrs J Adams, Elphick, Tarabella and Bob Bacon (local resident) who had offered to advise.
7. Update on Alconbury Weald – Councillor Aylott gave a report from the meeting she had attended. Work on the north entrance was proceeding with extensive landscape planting. Plans to open the southern access near the Tesco roundabout were being applied for to ease traffic congestion. PR in local press and Urban & Civic shop in Huntingdon is currently open Wed 10 – 4pm. Next meeting 17<sup>th</sup> September at 10am – Cllr Sale agreed to attend.
8. Allotments – Councillor Aylott had attended the annual AAGA BBQ, which was very enjoyable. The majority of plots are very well tended. The AAGA chairman thanked the Parish Council for providing a wonderful community enterprise. There are currently 3 vacant plots - 1 full, 1 half and 1 quarter plot
9. ASSC – Councillor Watson attended the committee meeting – they have problems with the mower but these are repairable. The charity cricket match was successful. The Council agreed not to replace Cllr Lay as a representative at this time.

10. Community Orchard/Trees – Councillor Tarabella referred to his report on work required on trees. The Council unanimously agreed to arrange for the dead branches identified at No 1, 2 and 3 of the report at a cost of £1,200 - £1,500, (this supercedes decision in previous minutes). Cllr Tarabella to contact the tree contractors. The orchard is being maintained by Cllr Tarabella with the help of Bridget Halford HDC.
11. Memorial Hall – Councillor Isles/Councillor L. Adams reported that the treasurer had informed the committee that expenditure was exceeding income. Private hire fees are due to rise in Sept 2013 and consideration is being given to a fee increase for Regular User hire in Sept 2014.
12. Neighbourhood Watch – Councillor J Adams reported £800 profit had been made at the annual fete. They have produced a new leaflet for all households with useful information and contact details. These will be delivered by NW co-ordinators and an article would be put in the Parish Pump and Parish Newsletter asking for volunteers to take on a number of co-ordinator vacancies.
13. Playgrounds – Councillor Watson reported no known problems. Cllr Aylott had arranged for a ROSPA inspection as we had passed the annual assessment date of April. The cost for this years inspections was £218 +VAT for one site and £65 +VAT for the second site. This was an increased cost as it was out of sequence. For future inspections, an automatic annual inspection has been agreed.
14. Youth Group – Councillor L. Adams/Councillor Bush reported youth numbers remain good but committee members and volunteers are needed. The August meeting had been cancelled due to a shortage of volunteers. Anyone interested to contact Nigel Murphy, Chairman.
15. Wind Farm – Councillor J. Adams – no news and item to be removed from agenda
16. Website – The clerk is to check on data protection for the site and liaise with the web editor for all information about the website. Cllr Isles offered to assist as required.
17. Infrastructure report:
  - (a) Churchyard – looking tidy
  - (b) Village Green  
A replacement written quote is to be obtained by Cllr J Adams from London Signs to remove, repaint and replace the village sign. Proposed by Cllr L Adams and seconded by Cllr Elphick that following receipt this be accepted (verbal quote £350). All agreed.  
  
Brook tidy - Cllr Isles had arranged a meeting with Andy Walters from Rivercare (Anglian Water) on 6<sup>th</sup> August at 2.30. Ecologist Kylie Jones may also attend and a representative from HDC will be invited. Clerk will attend meeting.
  - (c) Roads & footpaths.  
Cllr Aylott has been in consultation with Rights of Way officer re FP 9 which is overgrown. Resident was not happy that the footpath leads nowhere.  
  
FP 4 had a broken kissing gate and this had been repaired. Handrails and posts were reported rotted and were due to be inspected.

(d) General.

Cllr Aylott had also used the Anglian Water online reporting system as a water leak in Rusts Lane had arisen.

A resident had reported a broken BT manhole cover. She reported this using the online reporting system and it was repaired very quickly.

Cllr Aylott had ordered grit bins for Field Close/Manor Way, Car park at Memorial Hall and Church Way near the church.

Garden rubbish had been dumped on the verge by 2 The Leys – Clerk to report as fly tipping

18. Planning –

(a)

1300666FUL – Change of use from vacant land to provide six permanent pitches for gypsies and travellers. Former Megatron site, Ermine Street, Alconbury. Applicant had provided more information about noise reduction. Council had agreed to re-iterate comments for refusal as before.

(b)

1300993FUL – Erection of detached house and garage on former car park land. The Mill public house, Mill Road, Alconbury. It was agreed to recommend approval subject to the Environment Agency assessment that the property will not be at flood risk

(c) Response to Draft Local Plan to 2036 – Cllr Watson had studied the plan and reported that Alconbury would remain a small village with infill development and had submitted comments previously raised on Alconbury Weald plan.

19. Correspondence:

(a) Notification of bridge works 5<sup>th</sup> August to 23<sup>rd</sup> August, Polecat Lane to the Maltings

(b) Notification of European Parliament Elections on 22<sup>nd</sup> May 2014 – also PC elections

(c) Invitation to the Ramsey Mayor's Annual Civic Reception on 15<sup>th</sup> September – declined

(d) Notification of allocation of addresses to 2 semis at redeveloped former public house – Alconbury Mill. To be known as 1 Mill Road and 1a Great North Road.

(e) Suggestion received from a parishioner regarding the renaming of the approach road to Home Farm. Parishioner referred to John Meagre at HDC.

(f) Copy e-mail received from an Alconbury Weston parishioner who has written to BT querying the installation of a "Footbox" in Alconbury on a site that is subject to flooding.

(g) Advice of the Public Consultation on the Draft Transport Strategy for Cambridge and South Cambridgeshire – noted

(h) Letter from Jason Ablewhite advising of the proposed savings by HDC. – noted for budget

(i) Request from resident for dog poo/rubbish bin to be sited at junction of Field Close/Manor Lane. Cllr Aylott and Clerk to look at possibility of resiting bin from the green, subject to HDC approval.

(j) Various requests for action by Clerk. These will be forwarded to the new Clerk to respond to after 1<sup>st</sup> August.

20. Financial report. Cllr Aylott informed the meeting that there was a limit on how much money the PC can make in S137 donations. This will be discussed when budget planning.

(a) Proposed by Cllr Bush and seconded by Cllr Isles that the following invoices be paid. All agreed

Came & Company, Parish Council insurance	£471.04	chq 000727
Donation to ASSC towards ground maintenance	£2500.00 (S137)	chq 000728

(b) It was agreed that the clerk would review the asset register with a view to increasing the Parish Council's insurance cover.

(c) Request for a donation from the Citizens Advice Bureau. It was agreed not to make a donation this financial year.

21. Date of the next meeting – 27<sup>th</sup> August 2013 starting at 7.30pm in the Memorial Hall.  
(Cllr Isles gave apologies for next meeting)

**In accordance with section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted at the next agenda item, the Chairman requested that in the public interest, the public and the press will be temporarily excluded from the meeting and were asked to withdraw.**

22. To receive an update from Councillor Aylott and Mrs. Benham regarding the investigations into the financial irregularities recently discovered in the Parish Council's finances