

**Minutes of the meeting of Alconbury Parish Council
held on Tuesday 26th November 2013 at Alconbury Memorial Hall.**

Councillors present: Mrs. E. Adams, Mr. A. Bush, Mrs. J. Aylott (Chairman), Mrs. E. Elphick, Mr. R. Sale & Mr. A. Welsh.

Also present: County Cllr. P. Ashcroft, County Cllr. P. Brown, District Cllr. K. Baker & Mrs. D. Benham (Clerk).

1. Apologies for absence: Cllr. L. Isles (Work commitment), Cllr. S. Tarabella (Work commitment) & Cllr. P. Watson (Work commitment).

2. Declaration of Interests: Cllr. Adams declared an interest in item 14 as her husband is an allotment holder.

3. To approve the minutes of the previous meeting held on 29th October 2013:
Approval of the minutes proposed by Cllr. Elphick, seconded by Cllr. Welsh, unanimously agreed. Approval of the minutes of the closed part of the meeting proposed by Cllr. Elphick, seconded by Cllr. Welsh, unanimously agreed.

4. Councillor vacancies: The Clerk advised that she had received an application from Karen Tarabella. Cllr. Welsh proposed that Mrs. Tarabella be co-opted on to the Parish Council to fill the vacancy created by the resignation of Mr. Lay. Seconded by Cllr. Bush, unanimously agreed.

5. Reports from District & County Councillors: County Cllr. Brown advised that the Firemen are continuing with industrial action over their on-going pension dispute. This is likely to remain unresolved until the new year. Seven days notice will be given of any further strikes. The County Council needs to save an additional £37 million from the budget for 2014/15. A meeting is planned next week to discuss areas where savings could be made, although County Cllr. Brown emphasized that maintaining expenditure on services for the vulnerable would be a priority. District Cllr. Baker advised that the Welfare Reform reorganisation was taking up a lot of the District Council's time. The Overview and Scrutiny panels are looking at ways to cut a further £3.6 million from the District Council's budget for 2015/16.

6. Community Infrastructure Levy (CIL): Cllr. Aylott proposed that the Parish Council should request that any "meaningful proportion" payments arising from CIL payments in the parish, should be paid directly to Alconbury Parish Council. Seconded by Cllr. Sale, unanimously agreed.

7. Local Highway Improvement Initiative: Councillors agreed that the Clerk should prepare a bid for funding to change the "Give Way" sign at the junction of Rusts lane and High Street, to a "Stop Sign" with appropriate road markings.

8. Disposal of Parish Council owned office equipment: The Clerk advised that as agreed during the closed session of the last meeting, a "for sale" notice had been placed on the board advertising the second hand laptop. To date, no bids had been received. Cllr. Tarabella had offered a donation of £20 for the old desktop PC.

9. To consider a request for a mirror at the junction of Rusts Lane and High Street: The Clerk read out a letter from a parishioner who is concerned about this dangerous junction. Highways have confirmed that they will not allow a mirror to be installed. Other options were discussed under item 7.

10. Cambridgeshire Future Transport Meeting: Cllr. Aylott and the Clerk attending a meeting organised by HDC on 12th November. HDC are cutting funding for subsidised bus routes from £2.7 million to £1.5 million p.a. All subsidised routes, including the 46a, 402 and 404 services which serve Alconbury, are being closely examined to see if they are being well used and whether any alterations or cancellations of the service are appropriate. HDC are preparing a questionnaire to assist with the project.

11. Village entrance feature: Cllr. Sale, Cllr. Welsh and the Clerk met with Debbie Hose and Carline Parker of Neighbourhood Watch on 14th November, to discuss possible designs for a village entrance feature. Cllr. Sale has agreed to produce a design based on the discussions, for approval at the next Parish Council meeting.

12. Update on emergency planning: Carried forward to the May meeting.

13. Update on Alconbury Weald: HDC recommended support for the principle of the development on 21st October, but with a requirement for more details of the Section 106 agreement. The application will go back to the Development Management Panel on 9th December for approval.

Section 106 - Education provision is almost agreed. There is likely to be one secondary school with eight forms of entry and three primary schools with the first being built as soon as possible. These will all be additional to the current schools in the area. HDC will be asking Urban & Civic to put aside a sum of money after phase 1 is complete, to be spent on transport. Details will depend on whether the plans to upgrade the A14 go ahead but there will be provision for further traffic calming in The Stukeleys and Abbots Ripton. Open spaces will be secured in perpetuity and have arrangements for ongoing maintenance and management. Affordable housing levels will be agreed for each phase.

The incubator building is almost complete but there have been delays caused by Anglian Water, who have been trying to locate the main water supply pipe in order to provide a connection which will serve the whole site. Trees will be planted along the Boulevard next week.

Urban & Civic hope to start work on the southern access road through Grange Farm to the A141, next year. Details of the first 879 houses will be discussed with the Parish Councils in the spring. These will be built close to the boundary with Little Stukeley.

The skill centre has been established on site and in time, the shop in Huntingdon will be transformed into a skills hub.

Urban & Civic are working with the Local Enterprise Partnership to get both National and European funding into the site.

14. Allotments: The footpath has been cut and the Allotment Association will contact the landowner to get the surrounding hedge cut as necessary. Councillors agreed that "Allotments" could be removed from the agenda for the time being.

15. ASSC: Cllr. Adams advised that there was now a sub-group looking at the finances and working on a business plan. Functions were being better advertised and the Firework Night had been a great success. Cllr. Aylott suggested that funding could be available from the Big Lottery. The Clerk advised that ASSC should write directly to the County Council regarding street lighting provision.

16. Community Orchard/Trees: Global Tree Solutions started work this week but there will be a delay completing the work on the Horse Chestnut tree as the it has cables going through it and the power will need to be switched off. Clerk to forward Cllr. Tarabella's Tree Warden report to all councillors for discussion at the next meeting.

17. Memorial Hall: Cllr. Adams advised that expenditure was exceeding income due to a number of large expenses, but this was firmly under control with sound financial management.

18. Neighbourhood Watch: No meeting had taken place. Cllr. Bush advised that regular crime updates were being received. Police Crime report for October not yet available.

19. Playgrounds: Cllr. Aylott proposed that the quote from Creative Play for £255 plus VAT to carry out repairs to Bramble End play area highlighted in the safety inspection be accepted. Seconded by Cllr. Adams, unanimously agreed. The Clerk has ordered the missing fixings for the toddler multiplay unit at ASSC. Cllr. Aylott and the Clerk will meet with Mr. Berrington on 29th November to discuss and agree the action required regarding the play area and the area around the entrance gate. The Clerk has asked Mr. Berrington to confirm that the play area is covered by ASSC's insurance policy.

20. Youth Group: Cllr. Adams advised that the number of helpers had increased. There is a fancy Dress Christmas Party Night planned for both age groups which will include non-alcoholic cocktails, a disco and entertainer.

21. Website: Carried forward to the next meeting.

22. Newsletter: Christmas edition now complete. Thank you to Cllr Sale for putting the newsletter together. Copies are due to be delivered from the printers to Cllr. Welsh on 28th November, for delivery by councillors next weekend. Councillors agreed that another edition will be produced in six months time and thereafter, parishioners will receive an Annual Report instead, as well as quarterly articles in the Parish Pump.

23. Infrastructure report:

a) Churchyard – new grit bin is now in place.

b) Village Green – The village sign has been removed to be repainted by London House signs. The Clerk has been advised that an area of rotten timber will need replacing and that water has penetrated through to the untreated wood in the middle of the sign. It will therefore need to be left to dry out completely, before it can be refurbished.

c) Roads and footpaths – Footpath behind Coulson Way: Highways have cleared the footpath but will not carry out work on trees belonging to neighbouring properties. However, Highways have agreed to clear some ivy which is hanging down across the footpath, although the clippings have yet to be removed. Cllr. Welsh to monitor. Maypole footbridge repairs will start 2nd December for one week. The bridge will remain open to the public. Clerk to ask for the surface to be painted with anti-slip paint.

d) General – All three new grit bins have been delivered. Unfortunately, the one for Field Close has been installed in the wrong location but Highways have agreed to move it later this week.

The Clerk has asked Highways to deal with the problem of trees obscuring the street lights in The Maltings. Clerk to report the damaged road name sign at Coulson Way.

24. Planning.

Update on previously discussed applications:

1301532FUL - Erection of temporary gatehouse, security barriers and associated works. Alconbury Weald, Ermine Street, Alconbury. Permission granted by HDC.

1300666FUL – Change of use from vacant land to provide six permanent pitches for gypsies and travellers. Former Megatron site, Ermine Street, Alconbury. Awaiting appeal date.

25. Financial report:

a) Request for a donation from Victim Support.

Councillors agreed that no donation should be made.

b) Payment of outstanding debts.

Cllr. Bush proposed payment of items (1) to (5). Seconded by Cllr. Elphick, unanimously agreed.

(1) Cq. No. 747 Mrs. D. Benham, wages & expenses of Clerk for November. £652.50

(2) Cq. No. 748 HMRC, PAYE for November. £55.40

(3) Cq. No. 749 mh-p, website amendments. £18.00

(4) Cq. No. 750 Smiths Gore, village hall ground rent. £75.60

(5) Cq. No. 751 Alconbury Thursday Club, donation. £150.00

c) Current position.

A copy of the receipts and payments and bank reconciliation was handed to each councillor. A copy will be attached to the minutes.

d) Budget & Precept for 2014/15.

The Clerk had sent a copy of a draft budget to all councillors prior to the meeting and provided a list of expenditure still to come and predicted reserves at 31st March 2014.

Councillors agreed that there should be no increase in the Precept from last year.

Cllr. Aylott proposed that Alconbury Parish Council set a budget of £36376 and request a Precept of £36376. Seconded by Cllr. Adams, unanimously agreed.

26. Correspondence:

a) Parish Conference 3rd December – Clerk to attend.

b) New Draft Constitution for Cambridgeshire County Council – replies by 11/12

c) Cambridgeshire Statement of Community Involvement.

d) Caresco Christmas Day Lunch – poster on the notice board.

e) Huntingdonshire Environmental Capacity Study – replies by 6/12

f) Information on 111 service.

g) Revised dates for roadworks – B1043 Eastern roundabouts and over bridge to be resurfaced on 8th, 9th, 15th and 16th March 2014 – overnight weekend working.
Western roundabouts and over bridge at Brooklands Farm to be resurfaced 10th, 11th, & 12th March – overnight Mon-Wed working.

h) Certificates for Cllr. Welsh and Cllr.Tarabella for attending Code of Conduct training.

27. New agenda items for the next meeting:

None received.

28. Date of the next meeting: 28th January 2014, starting at 7.30pm at Alconbury Memorial Hall.

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, public and press were excluded from the meeting at this point. Minutes of agenda item 29 will be available in due course.

Signed.....

Date.....