

**Minutes of the Meeting of Alconbury Parish Council
held on Tuesday 27th January 2015 at Alconbury Memorial Hall.**

Public Participation: The Chairman answered questions from parishioners regarding damage to the edges of the village green, resurfacing of High Street, painting of the footbridge and donations to village groups.

Councillors present: Mrs. E. Adams, Mrs. J. Aylott (Chairman), Mr. A. Bush, Ms. L. Isles, Mrs. K. Tarabella & Mr. A. Welsh.

Also present: County Cllr. P. Ashcroft, Mrs. D. Benham (Clerk) and 3 parishioners.

1. Apologies for absence: Cllr. C. Bodley (work commitment), Cllr. E. Elphick (personal), Cllr. R. Sale (attending another meeting), Cllr. S. Tarabella (work commitment), County Cllr. P. Brown (attending another meeting) & District Cllr. K. Baker (personal).
2. Declaration of Interests: Cllr. E. Adams declared an interest in item 7, being a trustee of Alconbury Recreation Field Charity. Cllr. Aylott declared an interest in item 19b, payment number 9, reimbursement for purchase of printer cartridge.
3. To approve the minutes of the previous meeting held on 25th November 2014: Approval of the minutes of 25th November 2014 proposed by Cllr. Welsh, seconded by Cllr. Adams and unanimously agreed.
4. Report from County Councillor: County Cllr. Ashcroft joined the meeting having attended part of the Alconbury Weald school meeting being held at Alconbury C of E Primary School. County Cllr. Ashcroft advised that CCC are still looking at ways to make savings.
5. To consider a request from a parishioner for a bus shelter by Admiral Windows, for users of the Busway B bus: Councillors agreed that the Clerk should approach Urban & Civic to see if they would be prepared to fund a bus shelter.
6. To consider a request from a parishioner for a salt bin in Starling Close: Councillors agreed that as there is already a salt bin a short distance away, at the junction of Globe Lane and Lark Way, which residents of Starling Close are able to make use of, that they could not agree to the purchase of another salt bin. Clerk to reply to the resident.
7. C.C.C. Small Grants Fund for celebrations to mark the 70th Anniversary of the end of WWII: The Clerk had forwarded the information to ASSC, the Over 60's Club, Thursday Club and Neighbourhood Watch (NHW). ASSC had expressed an interest in hosting the event and NHW will discuss it at their next meeting on 25th February. Clerk to remind all groups of the deadline for applications and to send the information to the Scouts and Guides.
8. Village entrance features: The Clerk has emailed Rebecca Brittain several times requesting an update but has received no response. Clerk to raise this at the next meeting with Urban & Civic.

9. Update on Alconbury Weald: The Clerk attended the last liaison meeting held on 11th December 2014. More new roads were being built in the Enterprise Zone in readiness for the new Amenity building (completion date December 2015) and three more speculative buildings. The new Amenity building will be three storeys and similar in style to the Incubator building. Demolition will start January/February in preparation for the first phase of housing, and work will start on the first primary school in June/July. There will be an Academy Trust for the new primary school and a meeting was being held on 27th January at Alconbury C. of E. School, when potential sponsors will give presentations on how they would run the school. All site wide strategies had been signed off. Key phase submissions were in progress. Parish Councils were to be consulted on the Design Code, which was due to be submitted the following week. The Stukeleys Parish Council's planning consultant, Tim Slater, subsequently prepared a summary report that the other Parish Councils had access to. There would also be a reserved matters application for roads and landscaping around the school area. Clara Kerr (HDC) advised that there would only be 21 days for Parish councils to respond, and that this would include Christmas and New Year holidays. There will also be 2/3 planning applications around the end of January for alterations to the Boulevard and construction of the Amenity building. The next liaison meeting will take place on 5th February at 9.30am.

10. ASSC: Cllr. Adams reported that there had been a committee meeting 2 weeks ago during which the refurbishment project had been discussed, along with the possibility of offering life membership of the club. The children's Christmas party had been a huge success with 72 children attending. Cllr. Adams advised that a meeting of the Alconbury Recreation Field Trustees had taken place last week and that the new measures, put in place to improve the financial situation, had been successful. Cllr. Adams advised that Urban & Civic had made a donation towards the cost of the Fireworks display.

11. Community Orchard/Trees.

a) Report – Cllr. Tarabella had secured 9 new trees for the village green, to be provided free of charge by HDC. Mr. Van Bergen very kindly agreed to provide transport to collect the trees from the nurse in Godmanchester on 10th February. Cllr. Bush, Cllr. Welsh and Cllr. K. Tarabella will assist Cllr. S. Tarabella and Bridget Halford (HDC Tree Officer) with planting. It was noted that one of the tree labels in the orchard was missing.

b) Quotation for pollarding 2 willow trees – Cllr. Aylott proposed that the quote of £750.00 plus VAT from Global Tree Solutions be accepted. Seconded by Cllr. K. Tarabella and unanimously agreed.

12. Memorial Hall: Cllr. Isles reported that the financial situation at the end of year had been good but that there were a number of expensive repairs/upgrades planned for this year, including replacing the blinds in the main hall, professional floor treatment, the 5 year electrical check, PAT testing and a re-vamp of the website. Car parking issues caused by visitors to the school parking in the village hall car park, were being addressed. The AGM will take place on 30th March.

13. Neighbourhood Watch:

Cllr. Bush had attended the AGM on 14th January and reported that the annual fete had been a great success and the "Carols round the tree" had raised £159 for

Speakability. During the summer, NHW had attended the dedication of the wooden instruments at the school, which are greatly enjoyed by the children. NHW's Chairman reported that it was difficult to access crime details and figures on the police website. Many Speedwatch sessions had been cancelled due to bad weather but when details of speeders are passed to the police, these are also checked for MOT and tax. The police crime report for October shows 1 recorded crime - anti-social behaviour. The police crime report for November shows 3 recorded crimes – 1 burglary, 1 anti-social behaviour and 1 violent/sexual offence.

14. Bramble End playground:

a) Condition report - Cllr. Welsh advised that there were no issues to report.
b) Quote to install a short section of footpath between the existing path and the playground gate – the Clerk advised that Mr. Day was unable to provide a quote for a tarmac path as he felt the area was too big to be able to use “cold” tarmac. The Clerk had therefore asked him to quote for a concrete path and was awaiting a response. Councillors agreed that the Clerk should extend the quotation to include short concrete paths from the existing pathway to both play area gates.

15. Youth Group: Cllr. Adams reported that the Youth Group would celebrate it's 10th Anniversary at the club night to be held on 10th April. At the last committee meeting held on 19th January, past club nights had been discussed and plans made for future sessions which may include circus skills and a visit from an animal collector. The Youth Group had received a £500 grant from CCC. The new volunteer welcome pack was now available.

16. Website: Nothing to report.

17. Infrastructure report:

a) Churchyard – Nothing to report.
b) Village Green – The Clerk had contacted the Environment Agency asking for the brook to be dredged. The reply stated that whilst they had no plans to dredge at present, there was a program of works planned to remove trees and obstructions to improve flow.
The Clerk had received a number of complaints about a builder who had used the village green to store sand and to park his vehicle. The Clerk had written to the residents who were employing the builder and the situation had been resolved. There are still regular incidences of truck drivers mistakenly coming into the village, ignoring the weight limit. The Clerk urged councillors and residents to report these incidences to the police as the Parish Council had no powers to deal with this. Clerk to write to Anglian Water regarding the damage being caused to the edge of the village green by tankers visiting the sewage works.
c) Roads and footpaths – The footpath behind Coulson Way has been cleared by the Community Payback team. The Local Highways Improvement Scheme 2014 (realignment of the junction at Rusts Lane and High Street) has been completed. The Parish Council's 2015 bid for funding to reduce the speed limit on North Road was unsuccessful but is on the reserve list. The Clerk suggested that an application for funding could be made to the Woolley Hill Wind Farm Trust but councillors voted 1 in favour and 5 against taking any further action.

d) General –

New street lighting along North Road to ASSC – The Clerk had received a proposal from Balfour Beatty but had discovered that it was for a scheme from ASSC to Alconbury Weston and not from ASSC to Alconbury as requested. The Clerk had highlighted the error to Balfour Beatty and was awaiting a revised proposal.

18. Planning.

a) New applications.

1408285COND- Condition information for 1201158OUT – Condition 10 key Phase 1 framework including Design Code. Alconbury Weald. Councillors' comments returned together with a complaint regarding the short timeframe given for replies.

1401979REM – Application for approval of appearance, layout and scale in respect of primary infrastructure (to support delivery of Primary School), comprising construction of new highways, new junction to Ermine Street, hard and soft landscaping, new electricity substation(s), gas governors, water pressure booster pump, foul and surface water drainage systems, foul water pumping station, utilities infrastructure, all associated earthworks, including ground re-modelling and ancillary works (advanced outside of a key phase). Alconbury Weald, Ermine Street, Little Stukeley. Circulated and returned “No observations either in favour or against the proposal”.

1402059FUL – Demolition of existing single storey rear and side structure and erection of single storey extension, alterations and erection of detached garage. Cllr. K. Tarabella proposed that Alconbury Parish Council recommend approval. Seconded by Cllr. Welsh and unanimously agreed. Clerk to highlight that a dropped kerb will be required on Sparrow Close to enable access to the new garage.

b) Update on applications previously discussed.

1400692CLED- Certificate of Lawfulness (existing) for the use of outbuildings for preparation and restoration of classic and race cars as shown on submitted plan.

Weybridge Lodge, Woolley Road, Alconbury, PE28 4HN. Approved by HDC.

1300666FUL – Change of use from vacant land to provide six permanent pitches for gypsies and travellers. Former Megatron site, Ermine Street. Enquiry adjourned, due to reconvene 6th May 2015.

c) Outreach planning training.

An opportunity to attend training had been offered to the planning team. Cllr. Welsh expressed a wish to attend and the Clerk had booked a place at a cost of £35. Cllr.

Aylott proposed approval of the action taken by the Clerk. Seconded by Cllr. Adams and unanimously agreed.

d) Local Plan to 2036.

Cllr. Aylott had attended a seminar on the Local Plan organised by HDC. There is a requirement to build 21,000 new homes and provide 19,000 new jobs in the period up to 2036. This will largely be achieved by the new developments planned at Alconbury Weald, St. Neots and Wyton. The Clerk will attend the same seminar on 2nd February and will collect a paper version of the Local Plan proposal which will be circulated to all councillors prior to the next meeting, when the Parish Council will need to agree a response.

19. Financial report:

a) Increase in Local Council employee pay scales.

Councillors noted that the Clerk's pay increased by 27p per hour with effect from 1st January 2015 and that one-off payments of £31 and £3.10 were due in the December

and April salaries. Cllr. Aylott had written to SR Howells & Co (payrole provider) advising them of the changes.

b) Payment of outstanding debts.

Cllr. Isles proposed retrospective approval of payment of items (1) to (8) and approval of payment of items (9) to (13) . Seconded by Cllr. Bush and unanimously agreed.

(1) Cq. No. 813 askiT Services Ltd., Domain renewal till 17/11/16. £240.00

(2) Cq. No. 814 askiT Services Ltd., Annual maintenance till 31/10/15. £43.20

(3) Cq. No. 815 A. Abbs, additional grass cut. £580.00

(4) Cq. No. 816 CAPALC, councillor training course for Cllr. Bodley. £105.00

(5) Cq. No. 817 Day Today Maintenance, replace village sign post. £220.00

(6) Cq. No. 819 Mrs . D. Benham, wages & expenses for December. £672.22

(7) Cq. No. 820 HMRC, PAYE/NI for December. £4.80

(8) Cq. No. 821 HDC, loan repayment (3rd instalment) £2020.00

(9) Cq. No. 822 Mrs. J. Aylott, reimbursement for purchase of printer cartridge.
£22.69

(10) Cq. No. 823 Little Paxton Parish Council, planning outreach training for Cllr. Welsh. £35.00

(11) Cq. No. 824 Mrs. D. Benham, wages & expenses for January. £742.60

(12) Cq. No. 825 HMRC, PAYE/NI for January. £2.40

(13) Cq. No. 827 Mr. & Mrs. D. Ayres, rental for allotment land. £1000.00

* Cheque numbers 818 and 826 are both cancelled cheques.

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. The bank statements were available for inspection and Cllr. Isles confirmed that the balance in the bank accounts was correct as shown on the bank reconciliation.

20. Correspondence:

a) Local Plan to 2036 targeted consultation runs from 23/1 to 30/3 – access details forwarded to councillors on 23/1

b) Precept charge confirmed as £67.36 for a band D property.

c) Tour of Cambridgeshire cycle race takes over 6th & 7th June and will involve road closures in Alconbury Weston but not in Alconbury. Details can be found at www.tourofcambridgeshire.com

d) Letter of thanks from Mrs. Foster for the donation towards the poppy wreath.

e) Certificate of councillor training for Cllr. Bodley.

f) Complaint from the Rights of Way Officer at CCC regarding an excess of dog excrement on footpath 4. Clerk to include a reminder in the Parish Pump, asking owners to clear up after their dogs.

g) Receipt from the Archive Office for minutes 19/3/68 to 31/3/08 and accounts folders for 1990 – 2007. Accession 5729.

h) Request from ACRE to sign their petition calling for continued funding.

i) Buckingham Palace Garden Party 12th May – CAPALC have 4 tickets available for long standing councillors to attend. Cllr. Elphick's name has been put forward for the ticket draw.

j) Information on New Year's Honours nominations 2016.

k) email received from the Environment Agency advising that there had been a leak from a domestic fuel tank and that the water in the brook was being monitored for contamination.

- l) Cambridgeshire Future Transport – The 46a route has a revised timetable which will go out to tender shortly. The new timetable includes some timing changes, extended journeys to Hampton and one service a week to and from Upton.
- m) email from Cambridge Rambling Club advising that they had £800 available to improve access to footpaths. Cllr. Welsh’s suggestion to widen the footpath from The Maltings to Alconbuty Weston had been forwarded to them for consideration.
- n) email from a resident of Lordsway Park complaining about the rubbish under the flyover, the condition of the road from Lordsway Park and changes to the 46a bus service. The Clerk had requested a litter pick, put the resident in touch with the Highways Officer and provided details of District and County councillors. The Clerk had also explained that there had been a well publicised consultation regarding the alterations to subsidised bus services and given details of Cambridgeshire Future Transport.

21. New agenda items for the next meeting: Local Plan to 2036 targeted consultation.

22. Date of the next meeting: 24th February 2015, starting at 7.30pm at Alconbury Memorial Hall.

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