

**Minutes of the Annual Meeting of Alconbury Parish Council
held on Tuesday 26th May 2015 at Alconbury Memorial Hall.**

Public Participation: There were no members of the public present.

Councillors present: Mrs. E. Adams, Mrs. J. Aylott, Mr. C. Bodley, Mr. A. Bush, Mrs. E. Elphick, Ms. L. Isles, Mr. R. Sale (Chairman), Mrs. K. Tarabella, Mr. S. Tarabella & Mr. A. Welsh.
Also present: County Cllr. P. Ashcroft & Mrs. D. Benham (Clerk).

1. Apologies for absence: None received.

2. To elect a Chairman & Vice-Chairman: Having served four years as Chairman, as per the requirements of Standing Orders, Cllr. Aylott stood down and called for nominations. Cllr. K. Tarabella proposed Cllr. Sale for Chairman. Seconded by Cllr. Adams. There being no other nominations, Cllr. Sale was duly elected Chairman and signed a declaration of Acceptance of Office which was witnessed by the Clerk. Cllr. Aylott proposed Cllr. Isles for Vice-Chairman. Seconded by Cllr. Adams. There being no other nominations, Cllr. Isles was duly elected Vice-Chairman.

3. Declaration of Interests: Cllr. Adams declared an interest in item 13, being a trustee of the Alconbury Recreation Field Charity.

4. To agree councillor's individual responsibilities:

All councillors are responsible for matters concerning infrastructure, the churchyard and the village green.

Flooding/emergency planning – Cllr. Sale, Cllr. Elphick & Cllr. S. Tarabella.

Planning – Cllr. Bodley, Cllr. Sale, Cllr. Isles, & Cllr. Welsh.

Playground – Cllr. Welsh.

Tree warden – Cllr. S.Tarabella.

Representatives on committees:

Allotments – Cllr. Sale.

Memorial Hall – Cllr. Isles & Cllr. K. Tarabella.

Neighbourhood Watch – Cllr. Aylott.

Alconbury Sports & Social Club – Cllr. Bodley

Alconbury Recreation Field Charity – Cllr. Adams.

Youth Group – Cllr. Adams

Woolley Hill Wind Farm Trust panel – Cllr. Welsh

5. To review Standing Orders: Councillors agreed that no amendments were necessary.

6. To review Financial Regulations: Councillors agreed that no amendments were necessary.

7. To approve the minutes of the previous meeting held on 28th April 2015: Approval of the minutes of 28th April 2015 proposed by Cllr. Aylott, seconded by Cllr. Bodley and unanimously agreed.

8. Report from County Councillor: Cllr. Ashcroft advised that there was an Electoral Review of Cambridgeshire County Council.

9. Village entrance features: Cllr. Aylott and the Clerk met with Jo Challis (Highways), Andi Caddy (Highways) & Rebecca Britton (Urban & Civic) on 30th April. Positions for the three sets of entrance signs were agreed in principle and the wording on the signs will be “Alconbury Village” if possible.

The existing 30mph signs will be removed and the Speedwatch signs will be attached to the bottom bar of the new entrance signs. The Clerk will ask Rebecca Britton for an update at the next Urban & Civic meeting.

10. Update on the proposal to lower the speed limit on North Road: Alconbury Recreation Field Charity have agreed to make an application to Woolley Hill Wind Farm Trust in order to secure the £3900 put aside for the scheme. The Clerk has included an article in the Parish Pump to cover the necessary community consultation and has asked Highways to prepare a quotation for the work. Cllr. Bodley and Cllr. Isles agreed to contact Laurence Rickard to offer their assistance with the application.

11. Update on Alconbury Weald: No meeting had taken place. The next meeting will be held on 4th June starting at 2pm. Cllr. Sale and the Clerk to attend.

12. Alconbury Sports & Social Club: Cllr. Bodley advised that there had been two meetings. At the first meeting, the committee had agreed to support the application to the Woolley Hill Wind Farm Trust to lower the speed limit on North Road. Refurbishment plans are progressing. Membership will now be included in the signing-on fee for footballers. The ROSPA inspection had been completed on the playground and the issues highlighted were being dealt with. At the AGM there had been no change in the committee. Focus is on refurbishing and improving facilities. It is hoped that more use could be made of the facilities during the daytime, for meetings and other events. Food at the bar and the breakfast events were proving popular. Membership fees are to be raised by £1. The accounts for ASSC and ARFC for year ending 31st December 2014 were presented separately and in a combined format. Copies were handed to the Clerk. It had been agreed that more branding was required to make the distinction between ASSC and ARFC clearer.

13. Alconbury Recreation Field Charity: Cllr. Adams reported that the trustees had met with the Colts to discuss the implementation of the rent increases. The Fashion Show was a great success and made £430. Future events include the Charity Cricket Match and another Big Breakfast.

14. Community Orchard/Trees: Cllr. S. Tarabella reported that he had re-tied several of the new trees on the green and will visit the orchard in the next few weeks. Cllr. Tarabella hopes to discuss pruning with Bridgit Halford (HDC) and will ask her if the netting around the base of the orchard trees can be removed.

15. Memorial Hall: Cllr. K. Tarabella advised that at the last meeting, Julie Cook had given a report. The boiler had been checked, the finances were sound and the committee would be canvassing the village about whether to mark out a badminton court in the hall, in order to maximise use. The next meeting is on 8th September.

16. Neighbourhood Watch: There had been no NHW meeting. The police crime report for March shows 4 recorded crimes, classified as: Anti-social behaviour – Recreation Field, Burglary – Hawthorn End, Violent/sexual assault – Lark Way, Other crime – Sharps Lane.

17. Bramble End playground:

Cllr. Welsh advised that there were no issues to report. Day Today Maintenance are due to start work on painting some of the equipment during the second week of June.

18. Youth Group: Cllr. Adams reported that the special club night held on 1st May to celebrate the club's 10th Anniversary was a great success. The last club night saw 44 juniors attending but only 9

seniors, mostly boys. The June meeting will take place as normal but the July meeting will be delayed until 10th July and will be the summer bar-b-q with games. The Youth Group will have a stall at the Village Fete on 11th July. A committee meeting was held last week – finances are healthy but the committee will try to establish why senior membership is falling.

19. Infrastructure report:

- a) Churchyard – Grass cutting to be monitored for quality. There will be an article in the Parish Pump regarding the building work.
- b) Village Green – Work has started on refurbishing the bench near to the ford.
- c) Roads and footpaths – Awaiting a quote from Day Today Maintenance to paint the railings by the medieval bridge and the two footbridges. Clerk to ask Highways when the white lining will be reinstated following the micro-asphalting. Clerk to ask Highways to prune the trees on The Maltings that have grown across the road.
- d) General – Cllr. Elphick has replanted the pots around the village pump. Cllr. Sale to fit the memorial sign.

20. Planning.

a) New applications.

15/00540/REM (KP1-03) Application for approval of appearance, layout, landscaping, access and scale in respect of the construction of new highways (including associated highways landscaping), SUDS drainage infrastructure (including drainage ponds and ditches) and all associated engineering and earth works, including ground remodelling and ancillary works. Alconbury Weald. Circulated and returned recommending approval.

15/00542/REM (KP1-04) Application for approval of appearance, layout, landscaping and scale in respect of the delivery of new landscaping including all associated land remodelling and associated works. Alconbury Weald. Circulated and returned recommending approval.

15/00705/HHFL – To build a 1.8m wall to side and front of property. 2 School Lane, Alconbury. Cllr. Welsh proposed that Alconbury Parish Council should recommend refusal as this would not be in keeping with the open plan nature of other front gardens in the vicinity. Seconded by Cllr. Aylott. 7 votes in favour, 3 abstained.

b) Update on applications previously discussed.

15/00259/REM – Approval of access, appearance, landscaping, layout and scale relating to outline planning permission 1201158OUT for construction of Enterprise Zone Club Building comprising B1, D1, D2 and A3 uses, with car parking, landscaping, lighting, signage, minor ground remodelling and associated works (advanced outside of a key phase). Alconbury Weald, Ermine Street, Little Stukeley. Approved by HDC.

15/00408/REP – Replacement of application TWA/99/APP/13 for proposed rail facilities and rail link to east coast mainline to extend the timescale for commencement, as set in condition 2 (Planning ref: 9701500OUT as replaced by 1000692REP). Alconbury Airfield, Ermine Street, Little Stukeley. In progress.

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

c) A14 Cambridge to Huntingdon Improvement Scheme.

A meeting had been held earlier in the evening between the Parish Council and Jamie Morgan, Katie Sutton and Colin Cobbing – all from Arup, working on behalf of Highways England. The purpose of the meeting was to prepare a Statement of Common Ground. Issues discussed included traffic modelling, proposals for increased noise protection measures, the desire to extend the noise protection measures so that 5 properties to the north of the village are also afforded protection, and the impact of the loss of the spur road. Arup will prepare the Statement of Common Ground and circulate for approval, before it is signed by both parties.

21. Financial report:

a) Payment of outstanding debts.

Cllr. Aylott proposed approval of payment of items (1) to (5) . Seconded by Cllr. Isles and unanimously agreed.

(1) Cq. No. 841 Mrs. D. Benham, wages & expenses for May £663.80

(2) Cq. No. 842 HMRC, PAYE/NI for May. 0.80p

(3) Cq. No. 843 Global Tree Solutions, tree work. £924.00

(4) Cq. No. 844 CAPALC, Affiliation fee. £350.15

(5) Cq. No. 845 A. Abbs, village grass cutting 2nd instalment. £1160.00

b) Current position.

A copy of the receipts and payments and bank reconciliation was handed to each councillor.

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

c) Request for a donation from East Anglia's Children's Hospices.

Councillors agreed that no donation should be made.

d) Parish Council Annual Newsletter.

Cllr. Aylott had prepared a draft newsletter and will circulate to all councillors for approval/comments.

22. Correspondence:

a) Letter of thanks from Hilary Purbrick for the Parish Council's donation towards project 21.

b) Electoral Review of Cambridgeshire – Consultation runs from 12/5/15 to 6/7/15. A poster has been placed on the notice board.

c) Letter received from Luminus – Cllr. Sale to attend a seminar for Local Authority Councillors on 8th June 2015.

d) Letter from the Pensions Regulator – The Parish Council must enrol the Clerk in a pension scheme and make a contribution along with the Clerk. The automatic enrolment date is June 2016.

Cllr. Welsh agreed to look into what is required and to report back.

e) Tour of Cambridgeshire Cycle Event – Will take place on the weekend of 6/7th June. There will be road closures in Alconbury Weston on Sunday 7th June but other roads around the county will also be closed. Further information available from the race organisers – email roads@vcoolsm.com

23. New agenda items for the next meeting: None requested.

24. Date of the next meeting: 30th June 2015, starting at 7.30pm at Alconbury Memorial Hall.

Signed.....

Date.....

