

**Minutes of the meeting of Alconbury Parish Council
held on Tuesday 26th January 2016 at Alconbury Memorial Hall.**

Parish Councillors present: Mrs. J. Aylott, Mr. A. Bush, Ms. L. Isles (Acting Chairman), Mr. S. Tarabella & Mr. A. Welsh.

Also present: County Cllr. P. Ashcroft, District Cllr. K. Baker, Mrs. D. Benham (Clerk) and 4 members of the public.

Open Forum – Two residents of Wheatsheaf Cottages in Alconbury Weston, requested the Parish Council's support in opposing Planning Application H/5013/15/CW. Mr. Anthony Davison gave a presentation about his local food project and the Parish Council agreed to provide a letter of support for his funding bid. Further details can be found at www.bigbarn.co.uk

1. Apologies for absence: Cllr. E. Adams (personal), Cllr. C. Bodley (work commitment), Cllr. E. Elphick (personal), Cllr. R. Sale (personal), County Cllr. P. Brown (attending another meeting).

2. Declaration of Interests: Cllr. Isles & Cllr. Welsh both declared an interest in item 14, being trustees of the Memorial Hall. Cllr. Aylott declared an interest in item 17a, as one of the payments was reimbursement of her printer cartridge costs.

3. To approve the minutes of the previous meeting held on 24th November 2015: Approval of the minutes of 24th November 2015 proposed by Cllr. Aylott, seconded by Cllr. Bush and unanimously agreed.

4. Councillor vacancies: The Clerk confirmed that HDC had advised that both vacancies could now be filled by co-option.

5. Report from County & District Councillors: County Cllr. Brown reported that CCC is in the process of finalising its budget for 2016/17. It is likely that Council will be recommending a 2% increase in Council Tax, but this will not be enough to secure all the services they would like to provide. The mobile library service will be kept for 2016/17, whilst the Library service as a whole will be reviewed. Major urgent repairs to the iron bridge on Ermine Street will cause road closures for 6 weeks. District Cllr. Baker advised that all voluntary groups except Shopmobility will be retaining their grants.

6. Update on village entrance features & the reduction of the speed limit on North Road: These two projects ideally need to be completed together. The consultation for the speed limit reduction ended on 16th December and the work is now in a queue with Highways waiting to be done.

7. Update on Alconbury Weald: Cllr. Aylott reported on the last liaison meeting held on 15th December. Great progress has been made on the Enterprise Zone, with many new companies interested. Urban & Civic are looking to build a second incubator building to provide space for smaller companies. The containers should be all gone by the summer. A planning application for the college building will be submitted in February. Urban & Civic do their best to prevent their contractors from entering Alconbury village but this is less easy with their tenants. Planning permission has been granted for the first 128 which are to be built by Hopkins Homes and located near to the school. The second phase of 250-300 homes will be built by another contractor. Peter Brett Associates will attend the next meeting to discuss water drainage plans.

8. Alconbury Sports & Social Club: The Clerk read a report from Cllr. Bodley. Bar sales for last year were down, so there will be renewed focus on increasing sales and use of the function room. Recent events have all been very well supported. Future events include a “Boden” Party on February 9th, Best of British event to coincide with St. Georges Day and an Easter Children’s Party on 26th March. A portable ramp has been obtained to improve disabled access.

9. Alconbury Recreation Field Charity: The Clerk read a report from Cllr. Adams. Lots of work is being put in to attract new business/members. They are currently producing a flyer to go to all houses in the local villages telling people exactly what the club has to offer and how they can become members.

10. Community Orchard/Trees: Seven new trees were planted on the village green on Sunday 24th January. Five were to replace those vandalised last year and two new ones were planted on the other side of the ford, towards the flyover. Thanks to Cllr. Tarabella, Cllr. Isles, Cllr. Adams, Cllr. Bush and Bridget Halford for all their hard work.

11. Memorial Hall: Cllr. Isles and Cllr. Welsh attended a meeting on 8th December. The hall manager is reducing her workload and some tasks will be undertaken by committee members. A new cooker has been installed, a flip chart stand is now available to users, and the committee is considering the purchase of curtains for the main hall. Some of the Toddler Group’s equipment has gone missing. The hall will be used as an evacuation point for the school. Next meeting – 28th January.

12. Bramble End playground: Cllr. Welsh confirmed that there were no equipment issues. Weed killer to be applied to the safety surface in the spring. Notices will be put up to advise when this is being done.

13. Youth Group: The Clerk read a report from Cllr. Adams. Healthy bank balance and two new volunteers. Good attendance figures with about 60 children attending each session and with the older group increasing once again. A successful circus skills evening instead of the usual Christmas disco and lots of planned activities for the next few months. Next Club night is 5th February.

14. Police crime report: October – Anti-social behaviour, Coulson Way; Violent/sexual offence, Brook Close. November – vehicle crime, Hawthorn End; burglary, Chapel Street; violent/sexual offence, Chapel Street; anti-social behaviour, Brook Close. Cllr. Bush reported that machinery had been stolen from the rear garden of the cottages being refurbished on Brookside.

15. Infrastructure report:

a) Churchyard – Nothing to report.

b) Village Green – Councillors agreed that the Environment Agency had done an excellent job of clearing the brook. The machinery has inevitably caused ruts in the grass but this cannot reasonably be avoided in order to carry out this essential work. The debris from the brook has been left on the top of the brook banks as on previous occasions and will be left to rot down.

Clerk to contact Neighbourhood Watch to request that they move the round metal bench from beneath the Horse Chestnut planted in memory of Derek Cox, as the tree is dying and likely to start dropping branches. A suitable new position for the bench to be discussed with Cllr. Tarabella.

The Environment Agency have removed a tree that had fallen across the brook and are currently cutting back overhanging trees along the brook from Alconbury Weston to Alconbury.

c) Roads and footpaths – The Clerk advised that she had given a presentation to Highways on 13th January in support of the Parish Council’s application to the Local Highways Improvement Scheme

2016/17, for funding for a new footway in front of the Manor Hotel. All the applications will now be scored on potential improvement to road safety before the results are announced.

A complaint was received about the hedge on the footpath from The Maltings to Alconbury Weston. Cllr. Adams and Cllr. Welsh have inspected the hedge and both feel that no work is required at the present time.

A complaint was received from the resident of 26 Manor Lane regarding tree roots from a tree on the verge, which are starting to affect the footway and her property. The Clerk has reported this to Highways.

Cllr. Welsh has reported damage to a street light outside 3 Manor Lane to CCC. Clerk to include a request in the next Parish Pump article that residents and visitors do not park vehicles on grass areas in the village.

Clerk to contact Highways regarding advertising signage attached to lampposts by MR Contractors, who are carrying out work in Maple End.

Cllr. Isles to contact the Village Hall committee to ask that the Slimming World banner is removed from the railings.

d) General – The Clerk had received two complaints about HGVs and had replied to both with information on plans for new signage and asking for incidences to be reported to the police.

16. Planning.

a) New applications.

15/02254/REM Application for approval of appearance, layout, landscaping, access and scale in respect of the construction of SUDS Drainage Infrastructure (including drainage ponds and ditches_ and all associated engineering and earth works, including ground remodelling, formal landscaping, foul water pumping station and ancillary works. Alconbury Weald. Circulated to planning team but insufficient replies in order to respond.

15/02288/NMA Minor adjustments to the location of highway junctions off Parachute Way and the adjustment of the location of SUDS ponds. Alconbury Weald. Circulated to planning team but insufficient replies in order to respond.

15/02289/NMA Minor modifications to both the Western Estate Road and Boulevard Spur. Alconbury Weald. Circulated to planning team but insufficient replies in order to respond.

15/02290/NMA Minor adjustments to the location of highway junctions off Parachute Way and the adjustment of the location of SUDS ponds. Alconbury Weald. Circulated to planning team but insufficient replies in order to respond.

15/02331/REM Submission of reserved matters (appearance, layout, landscaping, scale and mass) in respect of the construction of a Mid-Tech Building comprising B1(a), B1(b), B1(c) and ancillary B8 uses, highway works, with car parking, landscaping, lights, minor ground remodelling and associated works. Alconbury Weald. Circulated and returned recommending approval.

15/02380/REM Application for approval of appearance, layout, landscaping, access and scale in respect of the construction of new highways including associated highways landscaping and ancillary works. Alconbury Weald. Circulated and returned recommending approval.

H/5013/15/CW Section 73 planning application to develop land without complying with conditions 7 (which restricts the numbers and types of deliveries on Saturdays, Sundays, and Bank Holidays) and 9 (to extend the opening hours), of planning permission H/5013/07/CW with continued use as a Waste Transfer Station and Recycling Facility with existing skip hire depot, outside storage, skip lorry parking, offices, maintenance building, aggregate storage and distribution, with existing permitted variation to building and layout. Alconbury Waste Transfer Facility, Stangate Business Park, Old North Road, Alconbury Weston. Councillors unanimously agreed to return comments opposing the application, due to the detrimental effect that extending the opening hours would have on neighbouring residents. The Clerk advised that County Cllr. Brown had agreed to take up the residents complaints regarding non-compliance and the unacceptable littering of their front gardens.

b) Update on applications previously discussed.

15/01948/HHFUL Proposed ancillary residential accommodation. 4 Bell Lane, Alconbury, PE28 4DU. Refused by HDC.

15/01630/S73 Variation of condition 1 of planning permission 1000739S73 to enable continued use of the site until 2020. Alconbury Airfield, Ermine Street, Little Stukeley. Approved by HDC.

15/01847/REM Approval of appearance, layout, landscaping, scale and access in respect of the construction of 31,893 square metres of mixed B1(a), B1(b), B2 and ancillary floorspace and associated highways, drainage, landscaping and ancillary works. In progress.

15/01803/FUL Proposed construction of new detached dwelling, conversion of pool house to form second dwelling and extension to front of existing property. Georgian House, Great North Road, Alconbury, PE28 4ER. Approved by HDC.

15/00749/FUL Change of use from parking and maintenance of 2 HGV lorries and trailers and a pickup truck to a mixed use of parking and maintenance of 2 HGV lorries and 2 trailers and a pickup truck and storage and sale of aggregates. Including the construction of new aggregate storage bays. Top Farm, Ermine Street, Alconbury. In progress.

15/00930/FUL Erection of one affordable bungalow. Land north-west of 17 Wren Close, Alconbury. Approved by HDC.

15/01054/HHFUL Ground floor extension to the side elevation. The Barn, 17 High Street, Alconbury. Approved by HDC.

17. Financial report:

a) Payment of outstanding debts.

Cllr. Bush proposed retrospective approval of payment of items (1) to (5) and approval of payments (6) to (9). Seconded by Cllr. Tarabella and unanimously agreed.

(1) Cq. No. 879 Mrs. D. Benham, wages & expenses of Parish Clerk for December. £657.16

(2) Cq. No. 880 HMRC, PAYE/NI December. 0.80p

(3) Cq. No. 881 HDC, loan repayment 5th instalment. £2010.00

(4) Cq. No. 882 askiT Services Ltd, website annual maintenance. £43.20

(5) Cq. No. 883 Savills (UK) Ltd. Memorial Hall ground rent. £75.60

(6) Cq. No. 885 Mr. & Mrs. D. Ayres, allotment land rent. £1000.00

(7) Cq. No. 886 Mrs. D. Benham, wages & expenses of Parish Clerk for January. £708.80

(8) Cq. No. 887 HMRC, PAYE/NI January

(9) Cq. No. 888, Mrs. J. Aylott, reimbursement of printer cartridge costs.

* Cq. No. 884 has been cancelled.

Cllr. Aylott took no part in the vote having declared an interest in payment (9).

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. Isles confirmed that the balance in the bank accounts was correct as shown on the bank reconciliation.

c) Request for a donation towards the Remembrance Day poppy wreath.

Cllr. Aylott proposed that a donation of £25 be made to the Royal British Legion. Seconded by Cllr. Bush and unanimously agreed.

d) Village Hall rent.

Letter received from Savill (UK) Ltd advising that the rent is due to be increased on the 7th anniversary, in line with RPI. The new annual rent will be £76 plus VAT.

18. Correspondence:

Circulated since the last meeting:-

a) Tour of Cambridgeshire presentation & routes.

b) All planning notifications will be by email from HDC starting 1st April 2016.

- c) Local Joint Forum 11th January.
- d) Police & crime Commissioner's November Connect newsletter & Rural Crime newsletter.
- e) Town & Parish Council planning training presentation.
- f) CCC consultation on changes to Section 11 : Support planning of its Care Act Policy Framework. Runs till 14th February.

New:

- g) CAPALC have 2 sets of tickets to attend a Buckingham Palace Garden Party. Parish Councils can nominate a long standing councillor to enter a ballot. Councillors agreed to nominate Cllr. Adams.
- h) Letter from HACT asking if the Parish Council would like them to attend a Parish Council meeting. Councillors agreed that it was too soon after their last visit.
- i) Council tax precept 2016/17 £65.93 per band D property.
- j) Clean for the Queen – Country Life/Keep Britain Tidy initiative on 4th – 6th March.
- k) Street naming and numbering – New house on Globe Lane will be 2a. New bungalow on land NW of Wren Close will be 21 Globe Lane.
- l) Post Office changes – the branch will be closed from Monday 25th January and reopens on Tuesday 2nd February.
- m) Huntingdonshire Sports Facility Strategy 2016-2021 consultation document. Clerk to complete and return.
- n) Letter from SERCO regarding a new potential pharmacy. Clerk to reply highlighting that facilities already exist at the surgery, the shop carries a small range of items and that there are no commercial properties available in the village..
- o) Minutes of the AGM and General Meeting of Neighbourhood Watch held on 20th January – forwarded to councillors.
- p) Letter from Neighbourhood Watch asking the Parish Council to reconsider it's decision not to sent a representative to NHW meetings. Councillors unanimously agreed that having read the minutes of the last NHW meeting, they did not consider that it was necessary to send a representative to the quarterly meetings. Updates on matters being dealt with by the Parish Council can be obtained at any time, from the Parish Clerk. Members of NHW are also very welcome to attend the monthly meetings of the Parish Council and can address councillors during Open Forum on any new issues that they wish to raise. Cllr. Isles (Acting Chairman)/ Clerk to prepare a formal response.
- q) Electoral Review of Huntingdonshire – Poster passed to Cllr. Aylott for the noticeboard.

19. New agenda items for the next meeting: War Memorial at the Memorial Hall. Parish Council Pension Policy.

20. Date of the next meeting: 23rd February 2016, starting at 7.30pm at Alconbury Memorial Hall.

Signed.....

Date.....

