

**Minutes of the meeting of Alconbury Parish Council
held on Tuesday 29th March 2016 at Alconbury Memorial Hall.**

Parish Councillors present: Mrs. E. Adams, Mrs. J. Aylott, Mr. C. Bodley, 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 2 parishioners.

Open Forum – A parishioner raised various issues regarding the recent flooding.

1. Apologies for absence: Cllr. R. Sale (work commitment) & County Cllr. P. Brown (attending another meeting).

2. Declaration of Interests: Cllr. Adams declared an interest in item 13, being a trustee of the Alconbury Recreation Field Charity. Cllr. Isles & Cllr. Welsh both declared an interest in item 15, being trustees of the Memorial Hall.

3. To approve the minutes of the previous meeting held on 23rd February 2016: Approval of the minutes of 23rd February 2016 proposed by Cllr. Welsh, seconded by Cllr. Tarabella and unanimously agreed.

4. Councillor vacancies: The statutory period for electors to request an election for the vacant post created by the resignation of Mrs. Elphick has passed and the Parish Council now has a total of three vacancies that can be filled by co-option. Cllr. Isles has prepared a poster advertising the vacancies and will place it on the noticeboard.

5. Report from County & District Councillors: County Cllr. Ashcroft reported that the proposed A14 scheme is now with the Secretary of State awaiting approval. CCC are looking at integrating the pension schemes for employees in twelve local councils. McCarthy & Stone retirement homes are being built on the ring road in Huntingdon and land at Hinchingsbrooke Hospital may be used to build further sheltered accommodation. J D Weatherspoon will be opening a new pub and hotel on the site of the Old Post Office and George Hall later this year.

District Cllr. Baker advised that devolution for the East of England had been announced by the Chancellor, although CCC were not in agreement and details were not yet known. Ward boundaries for HDC would be changing from 2018. CCC ward changes come into effect in 2017.

6. Flood event 9/10th March: Councillors discussed the flood event at length and agreed that there were a number of concerns that they wished to discuss with the various agencies involved. Councillors agreed that they would like to take up Jonathan Djanogly's offer to facilitate a meeting with the Environment Agency, but that they would also like to see representatives of HDC, CCC, and the emergency services present. Cllr. Isles and Cllr. Bush to attend on behalf of the Parish Council. Clerk to contact Mr. Baker to invite a representative of Lordsway Park to be present.

7. Litter bins: The Clerk had confirmed to HDC that the Parish Council wished to retain the 5 Parish Council owned bins and acknowledged the new charge for HDC to continue to empty them. HDC had confirmed that one of the bins could be moved to a new position in The Maltings. Cllr. Welsh advised that the bin inside the Bramble End play area might be most easily moved. Clerk to meet with Cllr. Welsh to confirm where the bin is to be moved to and then obtain a quote for the work.

8. Environmental Maintenance Request Map: The Clerk had received a request from HDC to annotate a map to show which areas were owned and /or maintained by the Parish Council. Clerk to investigate and respond to HDC.

9. To agree keyholder arrangements for the Community Noticeboard: In order to relieve the village shop of the responsibility of holding the keys, Cllr. Aylott proposed that all village groups who advertise on the board should be given a free key. Replacement keys will be available from the Clerk and will be charged for. Seconded by Cllr. Tarabella and unanimously agreed. Cllr. Aylott to contact user groups and arrange for additional keys to be cut.

10. Update on village entrance features & the reduction of the speed limit on North Road: Rebecca Brittain had finally responded saying that plans for the new village entrance signs were on track. The Clerk will continue to chase for this to be completed. The new speed limit is now in place on North Road between Alconbury and Alconbury Weston. There are still two “SLOW” carriageway markings to be completed either side of the Polecat Lane junction, which the Clerk will continue to chase with Highways. The final invoice will be £4114.83 plus VAT. £3900 to be paid by ARFC who hold the grant from the Woolley Hill Wind Farm Trust and the balance to be split between the two Parish Councils.

11. Update on Alconbury Weald: Cllr. Aylott and the Clerk attended a meeting on 22nd March. Residential: Hopkins are progressing well and the first home should be ready for occupation in September. A pre-sales launch will be held on 16th/17th April and there will be a sales centre where you can register interest. There will be a preview for Parish Councils on 9th/10th April, details to follow. Sales signage will be closely controlled. The new Headmaster will start in April, to prepare for the school to open in September. There will be a very small shop for the first occupancy, which will sell basic items. The owners of the Abbots Ripton shop and the Alconbury shop, plus one other, will be invited to apply to operate it. Urban & Civic are in the process of appointing the next builder. Enterprise Zone: There are four buildings in progress: ICO building- design ongoing with a planning application expected in April, i-MET Building(Training Facility) - in design, MMUK- building started, 4th building for a local business amalgamating several sites and relocating to Alconbury Weald.

Infrastructure: Permission granted for the first residential road, yet to be named. There will be an application to extend it by 50m. Community hub to be built for the first houses, to include a shop, a temporary library, MUGAs and allotments. Two hangars will be demolished. The development of the second and third areas of housing will include 30 affordable homes of mixed size, integrated into the total of 301 homes. Transport options for the first residents are being developed and include carshare, bike and bus. Design work has started on the foul water sewer for key phase 1 which will take foul water off site towards Huntingdon, through Grange Farm. Urban & Civic assured Parish Councils that as holding tanks are being constructed, less surface water would be coming off site than before. Urban & Civic will also ensure that surrounding landowners are maintaining ditches and culverts.

HDC advised that the Local Plan was delayed due to Environment Agency and Transport issues. It will go to consultation autumn/winter 2016 and close spring 2017. There is no further information on the future of RAF Alconbury.

12. Alconbury Sports & Social Club: Cllr. Bodley was unable to attend the last meeting.

13. Alconbury Recreation Field Charity: Cllr. Adams advised that the flyer promoting the charity and the facilities had been completed and that bookings for the summer were going well. The Children’s Easter Party on 26th March was very successful and the We Three & Afternoon Tea event

on 29th March had raised £275. Future events include Best of British on 23rd April and a Fashion Show on 12th May. An event is being organised for Sunday 12th June to celebrate the Queen's 90th Birthday.

14. Community Orchard/Trees: Cllr. Tarabella reported that nearly all the tree stakes in the orchard had gone missing. Cllr. Tarabella to ask Bridgit Halford if she can supply approximately 10 larger stakes which councillors agreed that the Parish Council will pay for.

15. Memorial Hall: No meeting had taken place. The AGM will take place on 25th April.

16. Bramble End playground: Cllr. Welsh confirmed that there were no equipment issues.

17. Youth Group: No committee meeting had taken place. Cllr. Adams advised that two teenagers would be helping with club nights as part of their Duke of Edinburgh Award. The next club night is on 1st April and will include pizza making.

18. Police crime report: The January police crime report showed 2 reported crimes in Alconbury.

19. Infrastructure report:

a) Churchyard – Churchyard Tidy 16th April starting at 9.30am. All help welcome. Cllr. Aylott had arranged a free skip from Amey Cespa. Cllr. Adams advised that work on the new footpath had started.

b) Village Green – Nothing to report.

c) Roads and footpaths – The Clerk had reported to Highways that the bridge over the ditch on footpath 5 had been moved by the flooding. The Clerk advised that the Parish Council's application to the Local Highways Improvement Scheme for funding to install a new footway in front of the Manor Hotel had been unsuccessful. The scheme had been oversubscribed and whilst the panel felt that the application was worthy and well presented, surprisingly, it did not score highly enough in terms of road safety and community impact, to finish high enough in order to receive funding. Councillors agreed that the Clerk should ask Jane Darlington from the Cambridgeshire Community Foundation, whether it would be appropriate to make an application to The Woolley Hill Wind Farm Trust.

d) General – Councillors agreed that the Clerk should include a request for volunteers to paint the footbridges at the bottom of Polecat Lane in the next Parish Pump article, as due to budget cuts, Highways will only carry out essential maintenance.

20. Planning.

a) New applications.

16/00290/HHFUL Demolition of existing extensions and outbuilding with creation of new rear extension and new external brick cladding to existing building. Ducks Nest, Polecat Lane, Alconbury, PE28 4EX. Cllr. Isles proposed that Alconbury Parish Council should recommend approval. Seconded by Cllr. Bodley and unanimously agreed.

16/00453/OUT Proposed bungalow to the rear of 6 School Lane, Alconbury, PE28 4EQ. Cllr. Isles proposed that Alconbury Parish Council should recommend refusal due to serious safety concerns regarding proposed shared access with the school. Seconded by Cllr. Bodley. 6 votes in favour, 1 abstention.

b) Update on previous applications.

16/00262/NMA Application for non material amendment to approval of reserved matters (outside of a key phase) for primary infrastructure to support the delivery of the primary school (KP1-01). Alconbury Weald. In progress.

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. Approved by HDC.

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. In progress.

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. Awaiting decision.

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.

15/00921/FUL Extension of sales forecourt and associated landscaping. Steves car sales, Ermine Street, Alconbury. Appeal made.

21. Financial report:

a) Payment of outstanding debts.

Cllr. Isles proposed approval of payment of items (1) to (3). Seconded by Cllr. Aylott and unanimously agreed.

(1) Cq. No. 893 SR Howell & Co., payroll services 1/10/15 to 31/3/16. £60.00

(2) Cq. No. 894 Mrs. D. Benham, wages & expenses of Parish Clerk for March. £679.30

(3) Cq. No. 895 HMRC, PAYE/NI March. 0.80p

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. Welsh confirmed that the balance in the bank accounts was correct as shown on the bank reconciliation. The Clerk advised that a refund of £39.19 had been received from HMRC in respect of a credit on the PAYE account.

c) Internal audit arrangements.

Cllr. Aylott proposed that the internal audit should be carried out by Brian Cox & Co. Seconded by Cllr. Bush and unanimously agreed.

22. Correspondence:

Circulated since the last meeting:-

a) Email from a parishioner suggesting that councillors should take over the emptying of public litter bins and place the contents in their own black bins. Circulated to councillors with reply sent advising that councillors were not prepared to undertake this task, which would involve dealing with potentially hazardous waste.

b) Information regarding the Tour of Cambridgeshire which will take place on 4/5th June. See www.tourofcambridgeshire.com for further details.

c) A14 Stakeholder meeting presentation.

d) Letters of objections from residents of Wheatsheaf Cottages in response to further information from CCC regarding application ref. H/5013/15/CW. Parish Council objections have been upheld.

- e) Local Joint Forum minutes and invitation to the next meeting on 24th May. Nobody available to attend.
- f) Older People's programme Update.
- g) Footway weed treatment schedule from HDC – Alconbury to be done around 16/4
- h) Consultation on future model for Pharmacy Services in Cambridgeshire and Peterborough, runs till 24/5/16.

New:

- i) External Audit forms received.
- j) Copies of a number of representations made with regard to the application to provide a new pharmacy in Alconbury.
- k) Email received from a former resident now living in Sweden offering old photographs for the website gallery. Clerk to respond.
- l) Village Fete will take place on 9th July, starting at 2pm on the Village Green.
- m) Emails received from Community Roadwatch – Councillors agreed that they did not wish to support this scheme, which is not endorsed by the police. Clerk to respond.

23. New agenda items for the next meeting: Neighbourhood/Parish Plans. War Memorial.

24. Date of the next meeting: 26th April 2016, starting at 7.30pm at Alconbury Memorial Hall.

Signed.....

Date.....