

**Minutes of the Annual Meeting of Alconbury Parish Council
held on Tuesday 31st May 2016 at Alconbury Memorial Hall.**

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

Also present: County Cllr. P. Ashcroft, County Cllr. P. Brown, Mrs. D. Benham (Clerk) & 4 parishioners.

Open Forum: One of the applicants of planning application ref. 16/00865/HHFUL gave information to councillors. Two parishioners addressed councillors regarding the proposed location for a new litter bin.

1. Apologies for absence: Cllr. C. Bodley (personal) & District Cllr. K. Baker.
2. To elect a Chairman & Vice-Chairman: Cllr. Welsh proposed Cllr. Sale for Chairman. Seconded by Cllr. Tarabella and unaimoulsy agreed. There being no other nominations, Cllr. Sale was duly elected Chairman. Cllr. Aylott proposed Cllr. Isles for Vice-Chairman. Seconded by Cllr. Adams and unanimously agreed. There being no other nominations, Cllr. Isles was duly elected Vice-Chairman.
3. Declaration of Interests: Cllr. Adams declared an interest in item 15, being a trustee of the Alconbury Recreation Field Charity & item 11, being a neighbour of the proposed location for a new litter bin. Cllr. Isles & Cllr. Welsh both declared an interest in item 17, being trustees of the Memorial Hall. Cllr. Welsh declared an interest in planning application reference 16/00865/HHFUL being a close friend of the applicant.
4. To review Standing Orders: Councillors agreed that no amendments were necessary.
5. To review Financial Regulations: Councillors agreed that no amendments were necessary.
6. To approve the minutes of the previous meeting held on 26th April 2016: Approval of the minutes of 26th April 2016 proposed by Cllr. Tarabella, seconded by Cllr. Aylott and unanimously agreed.
7. Councillor vacancies: There are three councillor vacancies which can be filled by co-option.
8. Reports from County Councillors: Nothing further to report.
9. Parish Plan: Cllr. Isles will prepare a draft questionnaire for councillors to consider. Councillors agreed that the questionnaire should be primarily available through Survey.Monkey.co.uk, with paper copies available on request. If time permits, the Parish Council may take a stall at the village fete to promote the Parish Plan.
10. Flood event 9/10th March: Meeting confirmed as Friday 3rd June, 10am at The Civic Suite, Pathfinder House. Cllr. Isles, Cllr. Bush and Mrs. Gill Horsley (Lordsway Park), to attend on behalf of Alconbury.
11. Litter bins: Cllr. Welsh had consulted residents living near to the proposed site for a new litter bin on the Maltings. Six replies had been received – 5 against the proposed site and 1 in favour. The Clerk and Cllr. Welsh will meet up to see if there is a suitable site further down the Maltings, away from residential properties, that HDC would be prepared to include on their refuse collection round.

12. Update on village entrance features: Highways will not allow “Alconbury Village” but have agreed to “Welcome to the village of Alconbury”. Urban & Civic have suggested that the Parish Council order the signs and they will reimburse the costs and arrange for their contractor (Breheny) to install. However, this cannot be done until Urban & Civic provide the Clerk with the final designs which were promised on 23/5 but have yet to be received.

13. Update on Alconbury Weald: Cllr. Aylott and the Clerk attended a liaison meeting on 3rd May. Residential – Seventeen of the eighteen homes available were reserved at the launch on 17th April. Morris Homes will be the second builder on site, with an application for 165 homes due late May/June. Building will start in October. Affordable housing will start to be built during 2018, once 250 homes have been completed. There will be an application in the summer for the first community hub, which will include a MUGA, allotments, shop and temporary library.

School – The Headmaster is in place. A Business Development Manager, Deputy Head and Site Manager have all been appointed. Uniform is being discussed and meetings are taking place with other local schools.

Enterprise Zone – IKO have signed a deal. They produce insulation panels and will recruit locally for 250-300 jobs. The MMUK site is progressing well. There will be an application for a smaller mid-tech building soon. There was a presentation on the new iMET building which will provide commercial and industrial training. Building to start in August and will open in September 2017. Urban & Civic are working with English Heritage to preserve and find a good use for the Watch Tower building. The street naming strategy has been to use old, local, family names. The Stukeleys Parish Council are preparing a Neighbourhood Plan to include Alconbury Weald and Alconbury base.

14. Alconbury Sports & Social Club: No report available.

15. Alconbury Recreation Field Charity: Cllr. Adams reported that the finances were improving and that the accountant was currently producing draft accounts for the forthcoming AGM. The fashion show had raised £460. Future events include a celebration of the Queen’s 90th Birthday on Sunday 12th June and an 80’s night. The Colts Football Tournament takes place on 4th/5th June. Action is being taken regarding an infestation of Brown-tailed moths along the northern boundary of the football pitch.

16. Community Orchard/Trees:

a) Update by Cllr. Tarabella - There is one Ash tree on the village green which is currently sound but may eventually succumb to Ash Dieback disease.

b) Quote to remove basal sucker growth from 5 Lime trees – Cllr. Aylott proposed acceptance of the quote of £150 plus VAT from Global Tree Solutions. Seconded by Cllr. Isles and unanimously agreed.

17. Memorial Hall: The next committee meeting is on 28th July.

18. Bramble End playground: Thanks go to Cllr. Welsh for applying the weedkiller. Clerk to arrange for repairs to the motorbike handlebars.

19. Youth Group: Cllr. Adams reported that the May club night had been successful but unfortunately, the June club night has been cancelled due to a shortage of staff.

20. Police crime report: The March police crime report showed 5 reported crimes in Alconbury, mainly theft and anti-social behaviour. There have been incidences of two youths verbally abusing

users at the Memorial Hall. This has been reported to PCSO Gemma Clark and any further occurrences should be reported directly to the police.

21. Infrastructure report:

a) Churchyard – Nothing to report.

b) Village Green – Clerk to request that the grasscutter remembers to trim around the base of the trees. Cllr. Tarabella to consider whether work to remove some of the lower branches would enable the mowers to pass more easily. The Clerk had received a request to use the village green for an Autumn Craft Market and car boot sale. Cllr. Welsh proposed that the request should be refused due to lack of facilities and the inevitable parking problems associated with such an event. Seconded by Cllr. Sale. 6 councillors were in agreement, 1 against, therefore the request was refused.

c) Roads and footpaths – Due to extra funding becoming available, the Parish Council's application to the Local Highways Improvement Scheme to install a new footpath in front of The Manor Hotel, will now receive funding.

d) General - The Clerk had emailed HDC asking when the next cut of their areas would take place.

e) Quote to paint the posts around the village pump – The Clerk had obtained a quote from Mr. S. Fry for £248.15. The Clerk had contacted Trust in Blue, but no quote had been received. Cllr. Aylott proposed that the quote from Mr. Fry be accepted. Seconded by Cllr. Adams and unanimously agreed. The Clerk is waiting to hear whether Mr. Fry would be willing to provide a quote to paint the footbridge next to the medieval bridge.

22. Planning.

a) New applications.

16/00865/HHFUL Demolition of existing store and replaced with single storey extension to rear of property with internal alterations. 11 School Lane, Alconbury, PE28 4EQ. Cllr. Welsh proposed that Alconbury Parish Council recommend approval. Seconded by Cllr. Sale and unanimously agreed.

16/00848/HHFUL Demolition of existing garage. Proposed ancillary accommodation. 4 Bell lane, Alconbury, PE28 4DU. Cllr. Isles proposed that Alconbury Parish Council recommend approval. Seconded by Cllr. Adams and unanimously agreed. Cllr. Welsh did not take part in the vote having declared an interest.

16/01047/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. Cllr. Welsh proposed that Alconbury Parish Council should make no observations either in favour or against. Seconded by Cllr. Isles and unanimously agreed.

b) Update on previous applications.

16/00752/REM Submission of reserved matters (appearance, layout, landscaping, scale and mass) in respect of the construction of a mixed use Innovation, manufacturing, Engineering Building (iMET) including office, research and development and a training facility. Alconbury Weald. In progress.

H/5004/16/CW Temporary change of use of building 4002 to an advanced biofuel demonstration centre. Alconbury Airfield. Awaiting decision.

16/00453/OUT Proposed bungalow to the rear of 6 School Lane, Alconbury, PE28 4EQ. Refused by HDC.

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.

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. Approved by CCC with conditions. Cllr. Welsh attended the first liaison group meeting on 11th May. The site will be closely monitored and measures have been put in place to address the litter problems and the mud left on the roads.

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 in progress.

23. Financial report:

a) Payment of outstanding debts.

Cllr. Isles proposed approval of payment of items (1) & (2). Seconded by Cllr. Sale and unanimously agreed.

(1) Cq. No. 905 A. Abbs, 2nd instalment for grass cutting. £1160.00

(2) Cq. No. 906 Mrs. D. Benham, wages & expenses of Parish Clerk for May. £661.80

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

24. Correspondence:

Circulated since the last meeting:-

a) Transforming Lives Stakeholder Briefing.

b) Flood Re Stakeholder briefing note.

c) Cambridgeshire Highways Depot Open days.

d) Email from parishioner regarding attacks on cats. Parishioner advised to contact police and RSPCA with any details.

e) Electoral Review of Cambridgeshire : New draft recommendations can be viewed at

<http://consultation.lgbce.org.uk/node/4143>

25. New agenda items for the next meeting: Newsletter and Annual Report.

26. Date of the next meeting: 28th June 2016 starting at 7.30pm at Alconbury Memorial Hall.

Signed.....

Date.....

