

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

Parish Councillors present: Mrs. E. Adams, Mrs. J. Aylott (Acting Chairman), Mr. C. Bodley, Mr. A. Bush, Mrs. T. Gilbert, Mrs. R. McCormack, Mr. S. Tarabella & Mr. A. Welsh.

Also present: County Cllr. P. Ashcroft , Mrs. D. Benham (Clerk), Dr. M. Bhimpuria and 9 parishioners.

Open Forum: Dr. Bhimpuria and several parishioners, addressed the Parish Council about their concerns regarding an application to NHS England, which could lead to a new pharmacy being opened in Alconbury.

1. Apologies for absence: Cllr. L Isles (work commitment), Cllr. R. Sale (personal).

2. Declaration of Interests: Cllr. Adams declared an interest in items 10, being a trustee of Alconbury Recreation Field Charity. Cllr. Aylott declared an interest in item 18a as one of the payments was to reimburse her for framing costs incurred on behalf of the Parish Council. Cllr. Welsh declared an interest in item 12, being a trustee of the Memorial Hall.

3. To approve the minutes of the previous meeting held on 25th October 2016: Approval of the minutes of 25th October 2016 proposed by Cllr. Tarabella, seconded by Cllr. Welsh and unanimously agreed.

4. Report from County Cllr. Ashcroft: County Cllr. Ashcroft advised that the police were looking into the activities of HACT to establish whether it was a community service or a profit making organisation. There will be multi-way signals at Manor Lane/ Spinney Lane & The Paddocks from 5/12/16 to 13/1/17 whilst works are in progress. Councillors asked County Cllr. Ashcroft to look into why resurfacing from Brampton Hut to the racecourse exit was taking place when the A14 upgrade would be happening soon.

5. Flood Group and Community Emergency Plan: Cllr. Gilbert is organising a first meeting for January. Details of a resident needing help with flood protection equipment was passed to Cllr. Gilbert. HDC had offered to supply sand bags for the Parish Council to store and distribute. However, as the Parish Council has no premises, the Clerk will contact HDC to ask whether they could be distributed to individual households to store. If this is permissible, the Clerk will prepare a flyer for distribution to properties at risk of flooding.

6. Parish Plan: Clerk to contact Cllr. Isles to ask for an update.

7. Grass cutting and maintenance of “orphan sites”: The Clerk had received the results of her application to Land Registry for a search of the index map. However, although it gave details of three title numbers, there were no accompanying maps. The Clerk visited Land Registry on 8th November and has established that two areas of grass on Manor Lane and at the end of Bramble End are registered to the Parish Council under title no. CB183030 and will need to be included in the Parish Council’s grass cutting regime. The ownership of the triangular area of grass on Spinney Lane is split three ways, with a triangular section to the north-west registered to Alconbury Developments under title no. HN529, a square section registered to the Parish Council under CB183030 and a small triangle below that registered to M.H.East under title no. CB38378. Cllr. Tarabella proposed that as HDC will no longer cut this area, to avoid further complications, the whole area should be included in the Parish Council’s grass cutting regime. Seconded by Cllr. Aylott and unanimously agreed.

The Clerk had been advised that CCC will pay a grant of £2261.98 if the Parish Council takes over the grass verge cutting. Antony Abbs has quoted £250 per cut, therefore to carry out 12 cuts to coincide with the existing village grass cutting, would add £3000 to the current contract sum. Councillors considered this proposal under 18d.

8. Update on Alconbury Weald: Cllr. Aylott attended the liaison meeting on 15th November. Residential: The primary school now has 18 pupils and will be attending Carols round the Tree and Carol Service at the Stukeleys Church. The Secondary School may be sooner than planned and there will also be a Special Needs School led by CCC.

Hopkins Homes – Three families have moved in and three more have exchanged. Thirty nine of the first forty homes have been reserved and the next phase will be released soon. Morris Homes - Ready to start, marketing suite will open in the new year. Redrow Homes - Planning application with HDC for 200 units. Sales and marketing from April 2017.

Community Park – Application in for MUGA, allotments and shop. Parcel 4 will be delivered by Urban & Civic and will contain a mixture of residential and business. There will be more affordable homes and smaller homes, which will be low energy and low carbon. 110-130 units will include a few bungalows, apartments and 2/3 bed linked houses with a village square.

Enterprise Zone: MMUK – External build almost completed. Launching in February/ March 2017.

ICO – Have full set of consents and a small office on site staffed by two and now recruiting technical team. John Adams Toys – Planning application has been approved with building to start in the new year. IMET – Funding secured and discussions are taking place with the Regional College. There are four other deals in progress involving a million square foot of space.

A second incubator building of similar design but with smaller office space is in discussion. The old Watchtower is a heritage site and will be occupied by Groundwork Charity. The gym in the club building has been installed and is awaiting licensing.

Street names in the residential area will be old family and farm names. Street names in the Enterprise Zone will commemorate designers and engineers from the wars.

Clara Kerr (HDC) advised that the Local Plan was still on track to be submitted in 2018. The Design Guide has been launched and a Wind Power consultation will be out by the end of 2016.

Cllr. Aylott and the Clerk to attend the next meeting on Thursday 12th January 2017 at 10am.

9. Alconbury Sports & Social Club: No committee meeting had taken place.

10. Alconbury Recreation Field Charity: No trustee meeting had taken place. Cllr. Adams reported that the Fireworks, Elvis and Afternoon Tea and Almost ABBA events had been very successful. Future events include a Race Night on 3rd December, Craft shopping afternoon on 4th December, Family Christmas party on 23rd December and New Year's Eve party.

11. Community Orchard/Trees: Cllr. Tarabella will be ordering a tree from HDC to replace the one that was recently uprooted on the green. Cllr. Tarabella had received information and a template from the National Tree Council showing how to carry out a survey of Ash Trees in the area.

Councillors agreed that the Parish Council did not require the vacant allotment plot for saplings and suggested that it should be leased it to the next person on the waiting list.

12. Memorial Hall: Cllr. Welsh advised that the Chairman and Treasurer were retiring in May 2017 and replacements were being sought. Repairs to the boiler were required. The letterbox had been vandalised twice and items had been removed from the unlocked Pre-School shed. The proposed new Pre-School play area had been agreed, but the committee was looking at how the work will be carried out in order to minimise disruption to hall users. Conversations on a proposed new War Memorial stone are on-going. Hire charges will increase by 3-5 % in 2017. Next meeting 24/1/17.

13. Bramble End playground: Awaiting quotes from Wicksteed Leisure for a potential additional piece of equipment.

14. Youth Group: Cllr. Adams advised that the Youth Group had won 1st prize in the Christmas Tree competition. Decorations for the tree were made at the November club night. The Youth Club Christmas Party, complete with magician, will be held on Friday 2nd December.

15. Police crime report: The September police crime report showed no reported crimes in Alconbury.

16. Infrastructure report:

a) Churchyard – Nothing to report.

b) Village Green – The telephone kiosk is to be removed in the next 16/24 weeks as there is very little usage. The Clerk has passed two complaints to HDC regarding residents on Brookside who are leaving bins permanently out.

c) Roads and footpaths – The Clerk had received an email from a resident advising that cars were now parking alongside the new footpath outside the Manor Hotel, causing some access issues to his property and visibility problems for drivers exiting Spinney Lane and The Manor. The Clerk had contacted Highways but there is no money left in the scheme to provide parking restrictions, which Highways estimate would cost up to £1100. Councillors felt that any parking problems should be reported to the police or the local PCSO to deal with in the first instance.

d) General – The Clerk had been advised by the A14 Integrated Delivery Team that they have removed the Milestone located on the east verge of the A1 just north of Brampton Hut and stored it with the adjacent farmer whilst the upgrade works are carried out. Clerk to request photos of the Milestone.

17. Planning.

a) New applications.

16/00262/REM Submission of reserved matters (appearance, layout, landscaping, scale and mass) in respect of the construction of cricket park, watchtower green area, the Boulevard and SUDS drainage infrastructure (including underground storage crates) and all associated engineering and earth works, including ground remodelling, formal landscaping and ancillary works. Alconbury Weald. Circulated to the planning team and returned with no observations either in favour or against.

16/02385/HHFUL Demolition of existing rear extension and replacement with two-storey rear extension and new porch . Demolition of existing conservatory at rear and replacement with single storey rear extension. 30 School Lane, Alconbury. Cllr. Welsh proposed that Alconbury Parish Council recommend approval. Seconded by Cllr. Bush and unanimously agreed.

16/02442/HHFUL Proposed two storey rear extension and internal alterations. 3 Globe Lane, Alconbury. Cllr. Welsh proposed that Alconbury Parish Council recommend approval. Seconded by Cllr. Bodley and unanimously agreed.

16/02365/HHFUL & 16/02366/LBC Proposed conservatory extension and alterations. 25 Great North Road, Alconbury. Cllr. Welsh proposed that Alconbury Parish Council recommend approval. Seconded by Cllr. Bodley and unanimously agreed.

b) Update on previous applications.

16/02013/REM Application for approval of appearance, access, layout, landscape design and scale in respect of the construction of 200 dwellings, two pocket parks, a linear park, associated highways, landscape and ancillary works. Alconbury Weald. In progress.

16/01851/REM Application for approval of appearance, layout, landscaping, access and scale in respect of the construction of new Community Park, to include; allotments, MUGA, NEAP, skate

park, amenity open space, landscaping, car parking and ancillary works. Alconbury Weald. In progress.

16/01329/REM Application for approval of appearance, layout, landscaping and scale in respect of the construction of 165 dwellings, pocket park, associated highways, landscaping and ancillary works. Alconbury Weald. Approved by HDC.

16/01445/REM Submission of reserved matters (access, appearance, landscaping, layout and scale) in respect of the construction of a primary electrical substation, new landscaping, highways works and ancillary works. In progress.

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. 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.

c) Update on the appeal made regarding SHA/18391 – Application for inclusion in the pharmaceutical list offering unforeseen benefits within the village of Alconbury.

The Pharmacy Appeals Committee has quashed the original decision of the NHS Commissioning Board, who refused permission. The applicant now has 6 months from 18/11/16 to find suitable premises and then open a pharmacy within 3 months. If a new pharmacy opens, the GP surgery will not be able to dispense prescriptions to residents living within 1.6km of the pharmacy. Dr. Bhimpuria estimated that this would mean that 45% of their current dispensing would be lost. Various options are being considered by the surgery.

18 Financial report:

a) Payment of outstanding debts.

Cllr. Bush proposed approval of payment of items (1) to (6). Seconded by Cllr. Adams and unanimously agreed. Cllr. Aylott did not take part in the vote having declared an interest.

(1) Cq. No. 940 Mrs. D. Benham, wages & expenses of Parish Clerk for November £687.02

(2) Cq. No. 941 HMRC, PAYE/NI for November. £1.20

(3) Cq. No. 942 askiT Services Ltd. Domain name renewal for 2 years from 18/11/16. £240.00

(4) Cq. No. 943 1st Alconbury Scout Group (replaces lost cheque 936) £600.00

(5) Cq. No. 944 Mrs. J. Aylott, (replaces cancelled ch. no. 933) £76.61

(6) Cq. No. 945 Savills (UK) Ltd., Memorial Hall rent. £91.20

* Cq. No. 939 cancelled – incorrect amount.

* Cq. No. 933 cancelled as 20% discount given on framing price which was paid by Cllr. Aylott and is now reimbursed on cq. No. 944.

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) Community Infrastructure Levy (CIL).

The Clerk advised that £1071 had been paid into the bank account on 25/10/16.

d) Budget & precept for 2017-18.

The Clerk provided details of expenditure still to come in the current financial year and a draft budget for 2017-18 for consideration. Councillors agreed that the additional costs incurred by taking on the verge cutting from CCC and carrying out 12 cuts as per the existing contract, could be incorporated into the budget for 2017-18. Cllr. Tarabella proposed that Alconbury Parish Council set a budget and precept of £32,000. Seconded by Cllr. Adams and unanimously agreed. A copy of the budget will be annexed to the minutes.

19. Correspondence:

Circulated to councillors since the last meeting:

- a) Hinchingsbrooke Merger Event – 7th November.
- b) Draft SPD : Huntingdonshire Design Guide 2016.
- c) Cambridgeshire Energy Switch – poster to noticeboard.
- d) Electoral Review of Huntingdonshire : Final Recommendations.
- e) Ouse Washes public drop-in event.
- f) Letter from Amey about the Brampton A14 work.
- g) Email from CCC regarding Station Road, Abbots Ripton works – now delayed till March 2017.
- h) Huntingdon Plan to 2036 : Wind Energy Developments.
- i) Cambridgeshire & Peterborough NHS Sustainability and Transformation Plan.
- j) Cambridgeshire Communities Innovation Fund.
- k) Letter from Highways about community safety and awareness whilst A14 works are in progress.
- l) South Cambridgeshire Local Development Framework : Adoption of the Cambridgeshire Flood and Water Supplementary Planning Document.

20. New agenda items for the next meeting: Preventing construction vehicle access during the A1/A14 upgrade.

21. Date of the next meeting: 31st January 2017 starting at 7.30pm at Alconbury Memorial Hall.

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Date.....