

**Minutes of the meeting of Alconbury Parish Council
held on Tuesday 25th October 2016 at Alconbury Memorial Hall.**

Parish Councillors present: Mrs. E. Adams, Mrs. J. Aylott, Mr. C. Bodley, Mr. A. Bush, Mrs. T. Gilbert, Mrs. R. McCormack, Mr. R. Sale (Chairman), Mr. S. Tarabella & Mr. A. Welsh.
Also present: County Cllr. P. Ashcroft, County Cllr. P. Brown, District Cllr. K. Baker, Mrs. D. Benham (Clerk), Mr. N. Sloper (Head of Operations HDC) & 4 parishioners.

Open Forum: A parishioner raised a query regarding the ownership and maintenance of land adjoining the footway to the rear of Coulson Way. Clerk to investigate.

1. Apologies for absence: Cllr. L Isles (personal).
2. Declaration of Interests: Cllr. Welsh declared an interest in item 14, being a trustee of the Memorial Hall. Cllr. Adams declared an interest in items 12, 20a and 20c, being a trustee of Alconbury Recreation Field Charity. Cllr. Tarabella and Cllr. Gilbert declared an interest in item 20d as they were both to receive payments reimbursing them for expenses incurred on behalf of the Parish Council.
3. Co-option to fill councillor vacancy: Cllr. Aylott proposed that Rebecca McCormack be co-opted on to the Parish Council. Seconded by Cllr. Tarabella and unanimously agreed. Cllr. McCormack will sign a Declaration of Acceptance of Office and complete a Register of Member's Interests form for HDC.
4. To approve the minutes of the previous meeting held on 27th September 2016: Approval of the minutes of 27th September 2016 proposed by Cllr. Welsh, seconded by Cllr. Aylott and unanimously agreed.
5. To discuss the future maintenance of the orphan sites identified by HDC: Cllr. Carter was unable to attend the meeting but Neil Sloper (Head of Operations HDC) was in attendance. After some discussions, the Parish Council was unable to reconcile the maps handed over by Mr. Sloper with the documents previously received from HDC. The Clerk will look into the matter further and has made an application to Land Registry for a search of the index map. Mr. Sloper confirmed that HDC will continue to maintain the land until at least 1st April 2017.
6. Reports from County & District Councillors: County Cllr. Brown advised that work had begun on the A14 improvement scheme and exhibitions were taking place to enable residents to see what was being done and to ask questions. County Cllr. Brown advised that £800 million would be available over 5 years, for structural projects, should devolution go ahead. A decision will be made at a meeting in November. County Cllr. Ashcroft advised that the Alconbury Waste Transfer liaison meetings continued and that he was aware that there had been meetings to discuss the flood event in March. District Cllr. Baker advised that there had been a full Council meeting on 19th October and that there would be no increase in Council Tax next year.
7. Flooding.
The Clerk had not received the instructions for the Property Level Protection equipment, as promised by HDC. Cllr. Bush confirmed that residents with the equipment had received letters from HDC. The Clerk has made a request to the Environment Agency that a gauge and webcam be installed near to the medieval bridge and another webcam by the ford. Cllr. Aylott had read through the Community Emergency Plan template and had passed it to Cllr. Gilbert. Cllr. Sale and Cllr. Bodley

agreed to be part of the Flood Group and a parishioner had also volunteered. Cllr. Gilbert agreed to arrange a first meeting of the Flood Group.

8. Parish Plan: Carried forward to the next meeting.

9. Grass cutting: The Clerk had received details of the grant available if the Parish Council were to take over responsibility for cutting areas belonging to CCC. These areas are currently only cut 3 times a year. Councillors agreed that the Clerk should ask Antony Abbs for two separate quotes – one to cut the areas 6 times a year, and the second to cut the areas at the same frequency as the existing Parish Council contract.

10. Update on Alconbury Weald: The next meeting will take place on November 15th at 10am.

11. Alconbury Sports & Social Club: Cllr. Adams reported that the finances were healthier and sales were increasing. Incidences of anti-social behaviour on the recreation field were being dealt with by the local PCSO.

12. Alconbury Recreation Field Charity: Cllr. Adams reported that the Boden Party and the Fashion Show had been very successful. Future events include Fireworks on 4th November, Elvis and Afternoon Tea on 7th November, Almost ABBA on 12th November and a Craft shopping afternoon on 4th December. A children's Christmas party is being arranged and the charity will be entering a tree in the Christmas Tree Festival at the church.

13. Community Orchard/Trees: The Clerk had obtained a quote from GTS to grind out the stump of the tree that had been removed from the village green. The quote had been approved by councillors by email and the work had now been completed. Cllr. Aylott proposed approval of the expenses incurred by Cllr. Tarabella in purchasing tree ties (£13.85), and attending the Tree Forum (£15 ticket and £69.30 mileage). Seconded by Cllr. Adams and unanimously agreed. Cllr. Tarabella advised that he had put in more stakes at the orchard and replaced some of the ties. Cllr. Tarabella will order a tree from HDC to replace the one that was recently uprooted on the green. Although it was replanted, it does not look very healthy. Cllr. Tarabella gave a short report on his attendance at the Tree Forum and will look at completing a survey of the Ash trees in the parish. As agreed at the last meeting, Cllr. Aylott had obtained a quotation for framing the parish map. Brampton Framing and Picture Gallery had quoted £95.76 including VAT. Councillors had approved the quotation by email and an order had been placed.

14. Memorial Hall: The next committee meeting will be held on 15th November.

15. Bramble End playground: The Clerk had sourced the threaded bar needed to mend the motorbike springer and the work had been carried out free of charge by a parishioner.

16. Youth Group: Cllr. Adams advised that there had been a committee meeting and a club night. Attendance had been good with 45 juniors and 20 seniors. The younger children had made "Shrinkles" and the older children had made CD clocks. The next club night is on 11th November when the children will make decorations for the tree being entered for the Christmas Tree Festival.

17. Police crime report: The August police crime report showed 10 reported crimes in Alconbury – 5 anti-social behaviour, 1 burglary, 1 criminal damage/arson, 1 drugs, 1 possession of weapons, 1 other.

18. Infrastructure report:

- a) Churchyard – Nothing to report.
- b) Village Green – Clerk to contact BT to ask for the payphone to be repaired and the kiosk cleaned or removed.
- c) Roads and footpaths – Highways have cleared the overgrown footpath between Alconbury and Alconbury Weston, and the brambles growing over the footway on Mill Road.
- d) General – Clerk to remind residents in the next Parish Pump article, to trim overhanging garden vegetation back from public footways.

19. Planning.

- a) New application.

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. Cllr. Welsh proposed that Alconbury Parish Council return no observations either in favour or against the proposal. Seconded by Cllr. Bodley and unanimously agreed.

- b) Update on previous applications.

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.

16/01612/HHFUL First floor extension and alterations to all external elevations and insertion of roof lights. 4 The Acre, Alconbury. Application withdrawn.

16/01546/FUL Construction of a 13,287 sqm building comprising B1(A), B1(B), B1(C), and B8 uses, highway work, car parking, landscaping, lighting, minor ground remodelling and associated works. Alconbury Weald. Approved by HDC.

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. In progress.

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.

16/01101/HZC Proposed storage of up to 49 tonnes of ISO Pentane (P5a Flammable liquid – Category 1). Alconbury Weald. Approved 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.

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.

20. Financial report:

- a) Donation of £1000 to ARFC towards grounds maintenance.

Cllr. Aylott proposed approval of the donation of the remaining £1000 included in the budget to be given to ARFC towards grounds maintenance. Seconded by Cllr. Bodley and unanimously agreed.

- b) Woolley Hill Wind Farm Community Fund.

Cllr. Welsh advised that the panel met on 4th October to consider the 4 applications received. The total applied for was £14,500, out of a total available of £28,700. Alconbury Pre-School received £3000, Playtimes Playgroup £5000, Ellington Parish Council £1500 and Alconbury CE School

£5000. As the fund was undersubscribed, a further panel meeting will be held on 16th March 2017. Applications must be received by 1st February 2017.

c) Small grant applications.

Applications had been received from 1st Alconbury Scouts and Alconbury Recreation Field Charity. Ros Starkey and Thomas Naegeli gave a presentation on behalf of the Scouts who would like to buy equipment and Laurence Rickard gave a presentation on behalf of ARFC, which needs to replace the heavy roller. Cllr. Tarabella proposed that a grant of £600 should be given to 1st Alconbury Scouts and a grant of £400 should be given to ARFC. Seconded by Cllr. Gilbert and agreed with two abstentions. Cllr. Adams did not take part in the vote having declared an interest.

d) Payment of outstanding debts.

Cllr. Bodley proposed approval of payment of items (1) to (11). Seconded by Cllr. Bush and unanimously agreed. Cllr. Gilbert and Cllr. Tarabella did not take part in the vote having both declared an interest.

(1) Cq. No. 928 Royal British Legion, poppy wreath. £30.00 (Agreed at the last meeting). Section 137 payment.

(2) Cq. No. 929 Mrs. D. Benham, wages & expenses of Parish Clerk for October £754.25.

(3) Cq. No. 930 HMRC, PAYE/NI for October. £1.20

(4) Cq. No. 931 SR Howell & Co., payroll provision 1/4/16 – 30/9/16 £60.00

(5) Cq. No. 932 Global Tree Solutions, tree work. £360.00

(6) Cq. No. 933 Brampton Framing & Picture Gallery. £95.76

(7) Cq. No. 934 Mrs. T. Gilbert, expenses in attending councillor training. £56.70

(8) Cq. No. 935 Mr. S. Tarabella, reimbursement for tree ties purchased, Tree Forum ticket and travel expenses. £98.15.

(9) Cq. No. 936 1st Alconbury Scout Group, Small Grant award. £600.00

(10) Cq. No. 937 Alconbury Recreation Field Charity, Small Grant award. £400.00

(11) cq. No. 938 Alconbury Recreation Field Charity, donation towards grounds maintenance. £1000.00

e) 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.

f) Community Infrastructure Levy (CIL).

The Clerk advised that the Parish Council would be receiving £1071 from HDC in respect of the development at 2 Globe Lane. Cllr. Aylott suggested that the CIL payment could be put towards an additional piece of play equipment for the Bramble End playground. Cllr. Welsh agreed to look into this.

g) Website domain name.

Due for renewal on 18/11/16 - £240 for 2 years. Councillors agreed that the Clerk should instruct askiT Services to renew the domain name.

21. Correspondence:

Circulated to councillors since the last meeting:

a) Housing & Economic Land Availability Assessment : Additional Sites Consultation.

b) Police and Crime Plan survey.

c) Cambridgeshire Parish Council Conference 2016 – 18th November 9am – 1pm. Cllr. Aylott and the Clerk to attend.

d) CCC Winter gritting routes.

e) HDC – Elections for Parish and District all to be held in 2018.

f) CAPALC AGM 15th December at Histon & Impington Recreation Ground Pavilion. Cllr. Sale to attend.

- g) Consultation on a Corporate Energy Strategy for CCC.
- h) Consultation on the Enforcement Plan for Planning, Minerals and Waste.
- i) Cllr. Adams had received a call from Mr. Deller asking if a member of the Parish Council would like to lay the poppy wreath at Remembrance Day service in the church. Cllr. Sale to attend.
- j) SHA/18391 - Paren Patel - Application for inclusion in the pharmaceutical list offering unforeseen benefits within the village of Alconbury – The Pharmacy Appeals Committee held an Oral Hearing on 21st October . The decision and report should be received within the next two weeks.

22. New agenda items for the next meeting: Budget and Precept for 2017/18. Community Emergency Plan.

23. Date of the next meeting: 29th November 2016 starting at 7.30pm at Alconbury Memorial Hall.

Signed.....

Date.....