

**Minutes of the meeting of Alconbury Parish Council
held on Tuesday 29th August 2017 at Alconbury Memorial Hall.**

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

Also present: County Cllr. I. Gardener, Mrs. D. Benham (Clerk) & 1 parishioner.

1. Apologies for absence: Mr. C. Bodley (personal).
2. Declaration of Interests: Cllr. Isles & Cllr. Welsh declared an interest in item 11, being trustees of the Memorial Hall. Cllr. Adams declared an interest in item 9, being a trustee of the Alconbury Recreation Field Charity.
3. To approve the minutes of the previous meeting held on 25th July 2017: Approval of the minutes of 25th July 2017 proposed by Cllr. Tarabella, seconded by Cllr. Sale and unanimously agreed.
4. Report from County Councillor: County Cllr. Gardener advised that the deadline for parents to claim extended child care benefit is 31st August. County Cllr. Gardener advised that there had been a spike in the number of reports of Rogue Trading recorded by Trading Standards and urged parishioners to report incidences to the Police on 101 and to use 999 if repeated visits were being received. CCC are looking to transform libraries and to introduce enhanced services.
5. Alconbury Brook Flood Management Partnership Group and Community Emergency Plan: Cllr. Gilbert advised that the Community Flood Group had met and that she was currently completing the Community Flood Plan. Training is available for Community Flood Volunteers on 29th November or 1st December. Clerk to send details to Mrs. Hose and Cllr. Sale. The Partnership Meeting due to be hosted by Alconbury Parish Council on 25th September will need to be rescheduled as Cllr. Gilbert is unavailable. Clerk to contact Tamsin Ellway (Environment Agency) for an update on the proposed camera on the lamp post.
6. Parish Plan: Cllr. Isles advised that approximately 100 completed questionnaires had been received so far. Cllr. Isles to pass all those that mention problems with HGVs to the Clerk as evidence of support for the Local Highways Improvement Scheme application.
7. Update on Alconbury Weald: Cllr. Aylott to attend the next liaison meeting on 5th September and to raise concerns regarding the relocation of the bus stop and the excess of signage that has appeared.
8. Alconbury Sports & Social Club: Cllr. Bodley had advised the Clerk that he is arranging a meeting to discuss the proposed extension to the orchard. Cllr. Adams advised that the brewery had been taken over by Marsden. Sales were up 20% to July, with the new card machine helping with receipts.
9. Alconbury Recreation Field Charity: Cllr. Adams advised that the pile of wood had been removed from the end of the field and the area tidied and strimmed. Forthcoming events include a Family Fun Day and Dog Show on 3rd September and a Boden Party on 19th September. An application for funding towards new goal posts had been made to the Woolley Hill Wind Farm Trust.
10. Community Orchard/Trees: UK Power Networks had removed some branches from one of the trees on the village green which had caused a power cut. Cllr. Tarabella advised that branches were also growing through phone cables. GTS had supplied a quotation for £336 inc. VAT to raise the Ash tree to 3 metres, to remove stubs, re-shape and clear from wires. Cllr. Isles proposed that the

quotation be accepted. Seconded by Cllr. Aylott and unanimously agreed. Cllr. Tarabella to arrange a meeting to discuss arrangements for the “Apple Day” on 1st October.

11. Memorial Hall: No meeting had taken place.

12. Bramble End playground:

The Clerk had circulated the quote received to replace the roofs on the multi-play unit with manmade materials but councillors had agreed that it was too expensive and that the original quote to replace with wooden half logs should be accepted. Repairs to the roofs and the leg on the rolling barrel are scheduled for week commencing 11th September. Clerk to contact HAGS/SMP regarding outstanding repairs to the motorbike springer. Cllr. Aylott advised that Mr. Holme had sprayed the weeds and will visit to respray as necessary. Councillors agreed that the quote of £7955 from HAGS-SMP (RSS) for four pieces of adult fitness equipment in dark green was the best option. Cllr. Aylott had identified the Lottery Fund as being the most suitable source of funding for the Bramble End Outdoor Gym and had completed the application, which was approved by councillors and signed by the Clerk. The Clerk had passed details of servicing costs to Cllr. Aylott.

13. Youth Group: Club nights resume in September.

14. Police crime report:

PCSO Gemma Clark was due to attend the meeting but had sent her apologies. PCSO Clark had assured the Clerk that she was making regular visits to the village and was in communication with several parishioners and ASSC. The May and June police crime reports both showed 3 reported crimes.

15. Infrastructure report:

a) Churchyard – Nothing to report.

b) Village Green – Badly fitting small manhole cover near to 38 Brookside – Highways dealing. The new grit bin is in place and is waiting to be filled by Highways.

c) Roads and footpaths – The Clerk has reported vegetation obscuring the village entrance signs to Highways and will now report that the whole length of hedge either side of North Road needs cutting back. The Clerk has already reported to Highways in June and August, that the footway from Rusts Lane to Chapel Street is overgrown with brambles and nettles and will follow this up. The Parish Council is looking into who owns the land that the brambles etc are originating from. Repointing works to Alconbury bridge have been put back till 20th November.

d) General – The Clerk has been advised that the insurance claim for repairs to the posts and purchase of replacement planters around the pump will be settled in the next week. Nothing further has been heard from Highways regarding the amendments required to the map supplied by Highways, when the Parish Council took on the cutting of the grass verges within the village. Councillors agreed that the Clerk should make a complaint to Cllr. White (HDC) about the poor quality of the grass cutting carried out by HDC to areas that they own.

16. Planning.

a) New application.

17/01619/HHFUL Demolition of existing conservatory. Single storey rear extension. 8 Beech End, Alconbury. Cllr. Isles proposed that Alconbury Parish Council recommend approval. Seconded by Cllr. Sale and unanimously agreed.

b) Update on previous applications.

17/00802/REM Application for approval of appearance, layout, landscaping, access and scale in respect of the construction of 31 flats (of which 8 affordable), 6 townhouses and all associated

engineering and earth works, including ground remodelling, hard and soft landscaping and ancillary works. 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 pharmacy at 1 Bell Lane – Letter received from NHS England advising that the “gradualisation period” for Alconbury will be 3 months from the date that the new pharmacy opens.
- d) Application for a new pharmacy at the surgery - Copies of responses received during the 45 day consultation period had been circulated to councillors.
- e) Planning enforcement – The Clerk had referred an enquiry received regarding an additional vehicular access to a property in the village, to the planning department at HDC.

17. Financial report:

a) Payment of outstanding debts.

Cllr. Tarabella proposed approval of payments (1) to (4). Seconded by Cllr. Gilbert and unanimously agreed.

(1) Cq. No. 994 A. Abbs, 5th instalment for grass cutting. £1220.00

(2) Cq. No. 995 A. Abbs, 5th instalment for verge cutting. £500.00

(3) Cq. No. 996 PKF Littlejohn LLP, external audit fee. £240.00

(4) Cq. No. 997 Mrs. D. Benham, wages & expenses of Parish Clerk for August. £670.94

b) Current position - A copy of the receipts and payments and bank reconciliation was handed to each councillor. Cllr. Adams confirmed that the balance in the bank account was correct as shown on the reconciliation.

c) Result of the external audit – Completed by PKF Littlejohn LLP on 1st August with no issues raised. A copy of the Annual Return and Notice of Conclusion of Audit has been placed on the noticeboard and the website.

18. Correspondence:

a) Roadworks and events bulletin.

b) Whippet bus service changes (No changes to 46a).

c) A14 Cambridge to Huntingdon monthly Parish Council bulletin.

d) Cambridgeshire ACRE AGM 25th September – nobody available to attend.

e) Highways England Mobile Roadshow Event.

f) Slides from Local Plan workshop.

g) Email from NALC on citizenship and civic engagement.

h) Alconbury Weald Special School public meeting on 19th September 7pm – 8.30pm . Poster on the noticeboard.

i) Scarecrow Festival 14th/15th October – Cllr. Adams volunteered to make a Parish Council entry.

19. Agenda items for the next meeting: Clerk’s annual appraisal.

20. Date of the next meeting: 26th September 2017 starting at 7.30pm at Alconbury Memorial Hall.

Signed.....

Date.....

