

**Minutes of the meeting of Alconbury Parish Council
held on Tuesday 25th July 2017 at Alconbury Memorial Hall.**

Parish Councillors present: Mrs. E. Adams, Mrs. J. Aylott, Mr. C. Bodley, Mrs. T. Gilbert, Ms. L. Isles (Chairman), Mr. R. Sale, Mr. S. Tarabella & Mr. A. Welsh.
Also present: County Cllr. I. Gardener & Mrs. D. Benham (Clerk).

1. Apologies for absence: Mrs. R. McCormack (work commitment).
2. Declaration of Interests: Cllr. Isles & Cllr. Welsh declared an interest in item 14, being trustees of the Memorial Hall. Cllr. Adams declared an interest in item 12, being a trustee of the Alconbury Recreation Field Charity. Cllr. Isles declared an interest in item 20a, payment no. (6).
3. To approve the minutes of the previous meeting held on 27th June 2017: Approval of the minutes of 27th June 2017 proposed by Cllr. Tarabella, seconded by Cllr. Gilbert and unanimously agreed.
4. Report from County Councillor: County Cllr. Gardener explained the changes to this year's Local Highways Improvement Scheme. CCC have £450,000 to spend from retained business rates. A new Special School for 110 pupils from 3-19 years of age will open at Alconbury Weald in 2019/20. There are on-line consultations regarding Fire Authority Governance and Childrens Centres. Cambs. Archives will be moving to Ely.
5. Proposal by HDC for replacement of Dog Control Orders with a Public Space Protection Notice: There will be no change to the current Dog Control Order terms and conditions, but it will be changed to a single PSPO with designated locations listed. However, a new District-wide control will be introduced which will require a person in control of a dog to pick up and remove its faeces and upon request by the Police or Council Officer, to demonstrate that they have a bag or similar object allowing them to do so. Breaches will attract a fixed penalty notice. Consultation available at https://www.surveymonkey.co.uk/r/HUNTS_Dog_Control_PEPO_Survey or through HDC's website www.huntingdonshire.gov.uk
6. Local Highways Improvement Scheme: See item 18c.
7. Public consultation on the Draft Huntingdonshire Local Plan to 2036: The draft plan can be viewed at <http://consult.huntingdonshire.gov.uk/portal/pp/hlp2036/cd2017/cd2017> Cllr. Isles, Cllr. Bodley and Cllr. Sale will attend the HDC seminar on 2nd August and will feed back any concerns by email, so that a Parish Council response can be sent before the consultation ends on 25th August.
8. Alconbury Brook Flood Management Partnership Group and Community Emergency Plan: Cllr. Gilbert to arrange the next meeting of the Community Emergency Plan group for mid August. The Clerk had been advised that negotiations were ongoing between the Environment Agency and Balfour Beatty regarding the proposed camera on the lamp post.
9. Parish Plan: The Parish Plan questionnaire is available to complete via a link on the Parish Council website until 30th September. Paper copies were available at the village fete and spares will be distributed to local groups.
10. Update on Alconbury Weald: Cllr. Aylott to attend the next liaison meeting on 5th September. Cllr. Aylott and Cllr. McCormack to attend the official opening of Ermine Street Church Academy on 20th September.

11. Alconbury Sports & Social Club: Cllr. Bodley advised that the club continues to be busy with lots of social and sports related events. The introduction of card payments is also helping to improve sales. A meeting is being organised to discuss the proposed extension to the orchard.

12. Alconbury Recreation Field Charity: Cllr. Adams advised that there had been a stall at the fete to promote the club and flyers were being put in the Parish Pump to promote events. The next meeting will be held on 26th July and Paul Watson is joining the committee as a new trustee.

13. Community Orchard/Trees: Cllr. Tarabella advised that lots of fruit was forming on the trees in the orchard. Councillors agreed that GTS should carry out an inspection of the trees on the village green to see if any work is required. Arrangements for the “Apple Day” to be discussed at the next meeting.

14. Memorial Hall: No meeting had taken place.

15. Bramble End playground:

a) Update on repairs: Quote for repairs to the HAGS/SMP motorbike springer – £210 plus VAT. Acceptance of the quote proposed by Cllr. Tarabella, seconded by Cllr. Bodley and unanimously agreed. Quote for repairs to the Creative Play rolling barrel and multi-play unit roof (1 half-log timber)- £151 plus VAT or £417 plus VAT to replace the supporting leg on the rolling barrel and supply and fit 2 complete new roofs on the multi-play unit. Cllr. Aylott proposed that the Clerk should ask Creative Play if the roof timbers could be replaced with man-made materials but if this was not possible, to accept the second quote for £417 to replace both roofs and thereby avoid a potential series of repair visits going forward. Seconded by Cllr. Bodley and unanimously agreed. Cllr. Aylott advised that she had started a playground inspection book as advised by the Clerk. Councillors agreed that Cllr. Aylott should contact Mr. Holme, who holds the necessary licenses, to see if he would be able to spray the weeds that are growing through the safety surface.

b) Update on new equipment: Cllr. Aylott has completed the application for funding from Woolley Hill Wind Farm for the additional small roundabout. Cllr. Aylott had circulated a copy of the Child and Vulnerable Adult Safeguarding Policy obtained from CAPALC which was needed to accompany the application. Cllr. Tarabella proposed that Alconbury Parish Council adopt the policy as circulated. Seconded by Cllr. Isles and unanimously agreed.

Cllr. Aylott advised that consultation letters had been sent to all properties in the vicinity of the proposed location for the adult fitness equipment and confirmed that no responses had been received. Three quotations had been received for four pieces of equipment: HAGS-SMP (RSS) £7955 plus VAT, Creative Play £8998 plus VAT, Wicksteed Leisure £10887.19 plus VAT. The quotes all included grass matting either side of the individual items and the HAG-SMP quote had also included an Urban Sports Sign. Clerk to contact HAGS-SMP to ask about servicing costs. Carried forward to the September meeting for final decision. Cllr. Aylott will look into potential sources of funding in the meantime.

16. Youth Group: Cllr. Adams advised that the last club night had been an end of term bar-b-q. Club nights resume in September. The Youth Group had also organised a stall at the village fete.

17. Police crime report:

a) Crime update - The Police website is currently unavailable and details of the latest reported crimes could not be given. The Clerk read an email received from a resident living in High Street who is concerned about the level of crime occurring in the vicinity of the village green. Councillors agreed that the Clerk should forward the email to the local PCSO Gemma Clark, to ask for more PCSO visits and to invite her to attend the next Parish Council meeting to discuss what can be done.

b) Speedwatch equipment – The Clerk had looked into the possibility of making a bid for funding from the Woolley Hill Wind Farm Trust in order to assist Mike Brooks (Police Speedwatch co-ordinator) to obtain additional equipment for local Speedwatch teams to use. However, it was still unclear whether a Parish Council could make more than one application at a time and if so, how the panel might deal with multiple applications. Councillors felt that they did not wish to jeopardise the Parish Council’s latest application for funding but agreed that the Clerk should write a letter of support, if Mr. Brooks was able to find another Parish Council prepared to lead the application.

18. Infrastructure report:

a) Churchyard – Nothing to report.

b) Village Green – Damage to the grass outside 38 Brookside - NFU has responded asking for current photos and 2 quotes for repair. Councillors agreed that as the damage was now hardly noticeable, that this was not worth pursuing. Pile of branches left on the green opposite the end of Frumetty Lane – Cllr. Adams advised that a parishioner claims to know who is responsible. Clerk to contact the parishioner to see if this has been reported to the police. Small manhole cover near to 38 Brookside – Lid not fitting properly - Clerk to establish ownership and report the fault. Cllr. Gilbert and the Clerk to ask at the next Environment Agency meeting, when the reeds will next be cleared from brook. The Clerk has asked Highways to fill the new grit bin.

c) Roads and footpaths – The Clerk is still waiting to hear whether Highways are able to fund additional weight limit signage and to move existing signage to more suitable locations. In the meantime, the Clerk suggested that the Parish Council could bid for funding from the Local Highways Improvement Scheme. Cllr. Isles proposed that the Clerk prepare a bid to the JFMI Scheme. Seconded by Cllr. Aylott and unanimously agreed. The Clerk and a parishioner had reported the hedge which is now overhanging the highway on Rusts Lane. Clerk to report vegetation obscuring the village entrance signs to Highways.

d) General- The DVLA has supplied the ownership details of the truck alleged to have collided with the posts and plant containers in Maypole Square and the Clerk had made contact and passed details of the claim and receipts for the repairs to their insurance company. A number of small areas have been identified, which were omitted from the map supplied by Highways, when the Parish Council took on the cutting of the grass verges within the village. As a result, neither the Parish Council contractor nor CCC’s contractor have cut these areas. CCC are amending their map and will increase the grant paid to the Parish Council. In the meantime, CCC have promised to cut the areas concerned.

19. Planning.

a) 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. In progress.

17/00982/HHFUL Ground floor extension of garage and porch to the front of the building. First floor bedroom extension over ground floor extension. Also replacement of gutters all round from concrete to UPVC. 46 School Lane, Alconbury. Approved by HDC.

17/00305/FUL To extend and convert the double garage to a new dwelling. Land adj. 9 Rusts lane, Alconbury. Application withdrawn.

16/02493/FUL Change of use from vacant land (previously A3 restaurant) to open self-storage facility (B8). Former megatron site, Ermine Street, Alconbury. 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.

b) Application for a new pharmacy at the surgery.

Cllr. Tarabella proposed that the Parish Council should reply to NHS England in support of the application. Seconded by Cllr. Welsh and unanimously agreed.

20. Financial report:

a) Payment of outstanding debts.

Cllr. Bodley proposed approval of payments (1) to (8). Seconded by Cllr. Tarabella and unanimously agreed.

(1) Cq. No. 986 Mr. J. Adams, reimbursement for containers and plants. £141.95

(2) Cq. No. 987 Alconbury Recreation Field Charity, donation towards grounds maintenance. £1000.00

(3) Cq. No. 988 A. Abbs, 4th instalment for grass cutting. £1220.00

(4) Cq. No. 989 A. Abbs, 4th instalment for verge cutting. £500.00

(5) Cq. No. 990 A. Abbs, bank cut. £300.00

(6) Cq. No. 991 Ms. L. Isles, reimbursement for Survey Monkey costs for Parish Plan. £87.00

(7) Cq. No. 992 Mrs. D. Benham, wages & expenses of Parish Clerk for July. £827.93

(8) Cq. No. 993 Business Services at CAS Ltd., Parish Council insurance. £771.08

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

21. Correspondence:

a) Cambridgeshire & Peterborough CCG Stakeholder News Summer Edition.

b) Report of dog tied to the railings inside Bramble End playground. The dog was subsequently collected and the parishioner advised to contact the police in future.

c) Email from parishioner with a rat problem - advised to contact Environmental Health.

d) Fire Governance consultation.

e) Email from Mr. Adams advising that he will contact the Parish Council about the allotment land lease after their next meeting in mid-september.

f) A14 Cambridge to Huntingdon Newsletter.

g) Email from resident of Lordsway park asking who owns the land under the flyover - Resident advised to contact Highways and/or Land Registry.

22. Agenda items for the next meeting: Clerk's annual appraisal.

23. Date of the next meeting: 29th August 2017 starting at 7.30pm at Alconbury Memorial Hall.

Signed.....

Date.....

