

**Minutes of the meeting of Alconbury Parish Council
held on Tuesday 27th June 2017 at Alconbury Memorial Hall.**

Parish Councillors present: Mr. C. Bodley, Mrs. T. Gilbert, Ms. L. Isles (Chairman), Mr. R. Sale, & Mr. A. Welsh.

Also present: County Cllr. I. Gardener, Mrs. D. Benham (Clerk), Ms. M. Fowler (Alconbury Surgery Practise Manager) & 12 parishioners.

Open Forum: Mr. Adams asked the Parish Council to review the allotment land lease/deed of variation. Ms. Fowler gave information regarding the new pharmacy application process and the resulting changes to the dispensary service at the surgery, following NHS Englands decision to allow a new pharmacy to open at 1 Bell Lane. Several parishioners voiced their concerns regarding the new arrangements and the potential increase in parking issues in Bell Lane and outside the shop.

1. Apologies for absence: Mrs. L. Adams (personal), Mrs. J. Aylott (personal), Mrs. R. McCormack (work commitment), Mr. S. Tarabella (personal).

2. Declaration of Interests: Cllr. Isles & Cllr. Welsh declared an interest in item 11, being trustees of the Memorial Hall. Cllr. Bodley declared an interest in item 16b, being a close neighbour of the proposed site.

The Chairman gave the update minuted at 16b, so that parishioners attending solely to hear about the pharmacy, could leave afterwards if they so wished.

3. To approve the minutes of the previous meeting held on 30th May 2017: Approval of the minutes of 30th May 2017 proposed by Cllr. Welsh, seconded by Cllr. Gilbert and unanimously agreed.

4. Report from County Councillor: County Cllr. Gardener explained that following the reduction in County Councillors from 69 to 61, Alconbury and Kimbolton is now the biggest division with 25 Parish Councils. County Cllr. Gardener has been appointed to serve on the Highways & Community Infrastructure, Overview & Scrutiny and Planning committees and the Fire Authority. The next full council meeting is on 18th July.

5. Alconbury Brook Flood Management Partnership Group and Community Emergency Plan: The next full Partnership meeting will be held on 25th September at Alconbury Memorial Hall. Cllr. Gilbert to arrange the next meeting of the Community Emergency Plan group.

6. Parish Plan: The Parish Plan questionnaires have been printed and are with Cllr. Isles in readiness for the village fete. Cllr. Isles to put the questionnaire on to Survey Monkey and to advise the Clerk of the link so that it can be added to the Parish Council website. Cllr. Bodley to provide a marquee for the fete. Cllr. Isles to contact Julie Cook at the Memorial Hall to borrow some tables.

7. Update on Alconbury Weald: The Clerk attended a meeting on 12th June. MMUK have moved into their new premises and will be at full capacity by Christmas. The ICO build is underway by a Dutch contractor. John Adams Toys steel frame is going up and is due for completion spring 2018. Discussions with a number of potential occupants are ongoing. The Boulevard is being duelled. Hopkins have built 60 of their 128 houses, with 40 occupied. Morris Homes launched their sales unit in May. Redrow launched sales in April and will have their first occupation in September. 80-100 homes will have been completed by the end of 2017. Parcel 4 will contain 138 homes. Consent has

been granted for the houses but is awaiting consent for the flats. Parcels 5 & 6 are located around the cricket pitch and will be accessed by the usual HGV entrance when construction starts.

The skate park opened on 16th June and a small shop called Swynford Stores, run by the Abbots Ripton Shop, will open soon. Opening hours will be 7.30am – 1pm Monday to Friday and 8am - 12.30pm on Saturday. Urban & Civic are trying to reconnect footpaths between Stukeley and Abbots Ripton but are encountering some issues with the Ramblers Association. They are also planning the first Community Building and have had several meetings with CCC to look at uses, size, and examples of existing halls. Talks are ongoing with Network Rail with regard to a new railway station. Urban & Civic have committed to a sizable contribution towards the station building. Urban & Civic are urging HDC to put conditions such as a height limit of one storey and a landscaping scheme to the front of Ermine Street, on any planning permission granted for the former Megatron site. Construction of the traffic calming scheme for Ermine Street should start at the end of 2017/early 2018 and the detailed design should be available by the end of September/October. Plans are being prepared for the Education Campus, which will include a secondary school, sixth form and a special needs school, and will cover the 5-20 age range.

The three sets of Alconbury village entrance signs have been formally handed over and added to the Parish Council's insurance. An additional premium of £9.70 has been paid to cover the period until 1/8/17, when the policy is due for renewal.

8. Alconbury Sports & Social Club: Cllr. Bodley advised that the club continues to be busy with private bookings and functions and now accepts card payments. The proposed Apple Day on 1st October was discussed and agreed and the club will look to stock some ciders for sale on the day. The outline plan for new trees in the orchard was discussed but there are still outstanding concerns. Councillors agreed that Cllr. Tarabella and Cllr. Bodley should arrange a meeting with the committee to discuss this further.

9. Alconbury Recreation Field Charity: Cllr. Adams sent a report saying that lots of events and activities are planned for the summer/autumn and a new weekly Zumba class is starting on Wednesdays. Cllr. Welsh proposed that the £2000 set aside in the budget as a donation towards grounds maintenance of the field leased from the Parish Council, should be paid in two instalments – June and October. Seconded by Cllr. Isles and unanimously agreed.

10. Community Orchard/Trees: Cllr. Tarabella had organised an “Apple Day” meeting on 13th June and plans are going well for 1st October.

11. Memorial Hall: Cllr. Welsh and Cllr. Isles had attended a committee meeting. Lisa Bodley is the new committee secretary. The committee has agreed to purchase a laptop for the administrator and is looking into wi-fi provision, a new automated booking and invoicing system and a Facebook page. Pupils at the school will be invited to design a logo for the hall. The Pre-school have cut back their plans to extend their facilities to the front of the hall and discussions are on-going. The security shutter to the front doors will be replaced this summer. The posts to stop parking on the grass will be replaced and a better waste collection service is being sourced. There will be a more strategic approach to hall maintenance going forward. The WI will be celebrating their 100th Anniversary and would like a memorial plaque to commemorate this. Julie Cook is to resign as Hall Manager. Her hard work over many years is much appreciated.

12. Bramble End playground:

a) Safety Inspection - completed by Wicksteed Leisure on 6th June 2017. The Clerk has asked Creative Play for quotes to replace a supporting leg on the rolling barrel, which is showing signs of rot, and some rotten log sections on the roof of the multi-play unit. The Clerk has contacted

HAGS/SMP for a quote to replace the wooden seat and footplates on the motorbike springer. Cllr. Welsh agreed to apply some more weedkiller to the safety surface.

b) Quotations for new equipment – The Clerk has obtained 3 quotations for small roundabouts and Cllr, Aylott is working on the funding bid for Woolley Hill Wind Farm. The Clerk has also obtained 2 quotations for the proposed adult fitness equipment and Cllr. Aylott has prepared and delivered consultation letters to nearby residents.

13. Youth Group: Cllr. Adams has sent a report saying that she had attended a committee meeting on 19th June when plans were made for spending the Woolley Hill Wind Farm grant. Club nights were reviewed and plans made for the next few sessions. Only 19 seniors attended the last couple of club nights but this may be due to other activities happening on the same night, although the number of visitors from other villages has also dropped. Junior club continues to be popular with nearly 50 members. More volunteers are still needed.

14. Police crime report: The April police crime report showed 6 reported crimes in Alconbury village.

15. Infrastructure report:

a) Churchyard – Nothing to report.

b) Village Green – The Clerk has sent photos of the damage outside 38 Brookside to NFU and has asked how they want to proceed. Highways have reviewed the weight limit signage and made a number of suggestions on how it might be improved. However, the work would cost several thousand pounds and the Traffic Management Team has no budget. The Clerk has asked Jo Challis whether there is any money available in the Maintenance Team's budget, and is awaiting a response. The Clerk had requested quotes from two contractors to remove the circular bench and concrete base from around the tree on the High Street side of the brook. Only Bannister & Son had submitted a quote. Cllr. Bodley proposed that the Parish Council accept the quote of £458.00, which includes skip hire, from Bannister & Son. Seconded by Cllr. Welsh and unanimously agreed.

c) Roads and footpaths – Highways have agreed to get the road sweeper to visit Polecat Lane but say that the pot holes are not bad enough to warrant repair yet. The Clerk has reported the poor grass cutting in Manor Lane and the overgrown footpath from Bell Lane to Rusts Lane.

d) General- Cllr. Welsh had circulated details and prices of 3 different types of plant containers, selected by Mr. & Mrs Adams, to replace the broken pots around the village pump. Councillors had voted for their choice and Mr. & Mrs. Adams had purchased them and planted them up. Councillors would like to thank Mr. & Mrs Adams for all their help and for looking after containers going forwards. Now that the Parish Council has registered as a Data Controller, the Clerk has reapplied to the DVLA for ownership details of the truck alleged to have collided with the posts and plant containers.

16. 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. Pending decision.

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

17/00434/FUL & 17/00435/LBC Full planning application and listed building consent for the change of use of the former airfield watch tower to community use (D1) and office use (B1a) along with internal and external works, demolition of boiler house outbuilding and ancillary works. Watch Office and Operations Room, Alconbury Airfield. Approved.

17/80028/COND Condition information for 1201158OUT – Submission of updated Key Phase 1 Definition and Key Phase 1 Framework, pursuant to the requirements of outline conditions 9 and 10. Alconbury Weald. Pending decision.

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

b) Update on proposed pharmacy.

The Chairman advised the parishioners present that the Parish Council had objected to the application made to NHS England to open a new pharmacy and had sent further objections when the application had subsequently gone to appeal. Now that the application had been granted on appeal, there is no method of re-opening the consultation process. HDC have confirmed that adding a pharmacy to the village shop will not require planning permission, as this falls within the same category usage. If however, external alterations are needed, then an application will be required and the Parish Council will be a consultee. Concerns over potential parking issues could be directed to Highways, but it will be necessary to prove that there is an acute problem and back it up with accident records. Highways have no budget for measures such as yellow lines and funding would have to be sourced from elsewhere. We would also have to consider the knock-on effect of any parking restrictions. The Parish Council will closely monitor progress and usage of the pharmacy and will do all it can to support residents if it causes problems in the future.

17. Financial report:

a) Payment of outstanding debts.

Cllr. Bodley proposed approval of payments (1) to (10). Seconded by Cllr. Sale and unanimously agreed.

(1) Cq. No. 975 St. Ives Quickprint, Parish Plan questionnaires. £110.40

(2) Cq. No. 977 Bus. Services at CAS Ltd. Add. premium for village entrance signs. £9.70

(3) Cq. No. 978 St. Ives Quickprint, Parish Council Newsletter. £341.00

(4) Cq. No. 979 A. Abbs, village grass cut 3rd instalment. £1220.00

(5) Cq. No. 980 A. Abbs, verge cutting 3rd instalment. £500.00

(6) Cq. No. 981 Glasdon UK Ltd., grit/salt bin. £225.80

(7) Cq. No. 982 Mrs. J. Aylott, reimbursement of photocopying and stationery costs. £40.48

(8) Cq. No. 983 HDC, litter bin emptying 2016/17 & 2017/18. £3031.68

(9) Cq. No. 984 Mrs. D. Benham, wages and expenses for June. £703.40

(10) Cq. No. 985 Wicksteed Leisure Ltd., Play area safety inspection. £54.00

* Cheque number 976 cancelled.

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. The Clerk had received confirmation that the signing arrangements had been changed as recorded at the last meeting.

18. Correspondence:

a) Huntingdonshire Parish Council Conference 15th September 10.30am – 3.45pm – Cllr. Sale to attend.

- b) A14 Parish Council Bulletin.
- c) CAPALC June 2017 Bulletin.
- d) Roadworks and Events Bulletin.
- e) Tree safety for Town & Parish Councils seminar – nobody available to attend.
- f) A14 Improvement scheme update.
- g) Email from Mike Brooks, Police Speedwatch Co-ordinator regarding a proposed joint Parish Council bid for funding from Woolley Hill Wind Farm Trust for additional equipment. Clerk to investigate and report back at the next meeting.
- h) Drawings of temporary construction access for parcel 4 at Alconbury Weald.

19. Agenda items for the next meeting: Speedwatch equipment. Clerk’s annual appraisal. Allotment land lease/deed of variation.

20. Date of the next meeting: 25th July 2017 starting at 7.30pm at Alconbury Memorial Hall.

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