

**Alconbury Parish Council**  
**Charlotte Copley, Parish Clerk 01487 813606**

**Minutes of Meeting:**

**Date:** Tuesday 26<sup>th</sup> November 2019

**Time:** 7.30pm

**Venue:** Alconbury Memorial Hall

Parish Councillors present: Mrs. T. Gilbert (Vice Chairman), Mr. M. Gunney, Mr. T. MacLennan, Mrs. S. Brawn Mr. R. Johnson, Mr S Tarabella

Also present: Mr I Gardener (County Councillor), Ms. C. Copley (Clerk) and 5 parishioners.

Public Open Forum – One member of the public raised concern regarding the remodelling works being carried out at Crown Gardens and the lack of any emergency contact number should there be any issues, particularly over the weekend when an incident occurred where the rear access to a neighbouring property was blocked (the matter is addressed under agenda item 7 below). The second member of the public requested a turning circle be installed at the end of School Lane to prevent large vehicles from having to reverse back down the Lane. The third issue was raised with regards to HGVs travelling along Globe Lane and it is felt there is a serious concern for peoples safety. County Councillor Gardener offered to take the highways concerns back to the County Council to be addressed and will report back to the Parish Council at the next meeting. Members of the public who witness road traffic incidents are encouraged to report the incident immediately to the police, and where possible obtain registration numbers, vehicle company details and times of incidents etc and report it to the companies involved. The Parish Council would be happy to keep a record of details of incidents.

1. Apologies for absence.

Cllr C Bodley (personal reasons)

2. To receive declarations of interest.

Cllr. Gunney declared an interest as a trustee of the Alconbury Recreation Field Charity, and Cllrs. Tarabella and Brawn as trustees of the Memorial Hall.

3. To approve and sign the minutes of the last meeting held on 29<sup>th</sup> October 2019.

Cllr. Gunney proposed the Chairman sign the minutes of previous meeting 29<sup>th</sup> October 2019 as a correct record, seconded by Cllr. MacLennan, all in favour and therefore **resolved** to do so.

4. To receive Notice of Election of a District Councillor.

The Parish Council have received a Notice of Poll in relation to the Election of a District Councillor following the resignation of District Councillor White. The election of a District Councillor will take place on the 12<sup>th</sup> December 2019 between the hours of 7am and 10pm. Details of the Polling Stations can be found on the village noticeboard with the nearest Station being Alconbury Memorial Hall along with the Statement of Persons Nominated. Cllr. Gilbert took the opportunity to also remind councillors of the vacancies still available on the Parish Council.

5. To receive reports from District & County Councillors.

County Councillor Gardener presented his report to the Parish Council as follows;

Good News the A14 between Ellington & Swavesey will open to traffic on the 9th December.

Construction of the cradle under the A14 viaduct over the railway station in Huntingdon will commence over Christmas, to enable the demolition of the viaduct.

Safety goalposts will be installed over the B1514 Brampton Road to reduce the risk of vehicles striking the viaduct, these will be in place for approximately 18 months while the viaduct is demolished, which will mean part of the footpath between the crossing at station access road and the steps to the station will be closed. A diversion route will be signposted.

The old A14 will be closed from 9th December from Spittals interchange to the Godmanchester interchange, whilst the viaduct over the railway is dismantled and the new roads adjacent to the Railway Station and between Hinchingsbrooke Hospital and the Police Headquarters are constructed.

I am in discussion with the highway authority with regard to the poor signage to Alconbury's and Alconbury Weald. I will arrange a meeting with officers once the Purdah period is over due to the election and report back to the Parish Council on the 17th December.

6. To receive verbal reports from Councillors on their portfolio of responsibilities.

Tree Warden - Cllr. Tarabella is looking in to the replacement of some of the fruit trees that have been lost in the community orchard this year.

Amey Liaison Meeting – The November meeting was attended by Cllr. Tarabella. Historically the Parish Council has received complaints of the amount of litter that appears to be coming from the vehicles. It appears this has been dealt with effectively as there appears to have been a reduction in the amount of waste blowing out of the lorries in to nearby residents gardens.

Alconbury Recreation Field Charity and Alconbury Sports and Social Club - Cllr. Gunney reported the club has had a quiet period and members are looking at ways to encourage attendance. Planned as follows;

Indoor Bowls every Wednesday

Bingo every Thursday

Friday 13<sup>th</sup> December 6pm – Christmas Family Bingo

Friday 20<sup>th</sup> December 8.30pm – Christmas Quiz and Squares Draw

Saturday 21<sup>st</sup> December 3pm – Childrens Christmas Party

Tuesday 31<sup>st</sup> December 7pm – New Years Eve Party

Bramble End Play Area – Cllr. MacLennan is yet to arrange a freshen up of the painted equipment, this will be carried out during the drier months.

Woolley Hill Wind Farm - Cllr. MacLennan attended the recent committee meeting and confirmed several applications for grants have been received and approved for funding this year.

Flood Co-ordinator - Cllr. Gilbert reported the Environment Agency have confirmed funding has been secured and a contractor lined up to remove weed and some of the siltation through the Green at Alconbury along with some removal of weed and silt accumulations upstream of the arch bridge. The excavated material will be placed on the banks of the brook, will be levelled and seeded. To enable excavator access upstream of the bridge the tree adjacent to the bus stop will need to be removed. Another tree will be planted as mitigation at a suitable location. Cllr. Tarabella will advise which species of tree and where planting should take place.

7. To receive latest correspondence from Chorus Homes regarding works to Crown Gardens.

Chorus Homes have recently hand delivered a letter to the residents who live in the vicinity of Crown Gardens to update them on the refurbishment works that commenced at Crown Gardens on Monday 18<sup>th</sup> November 2019. Following on from item 8 of the Parish Council meeting minutes 29<sup>th</sup> October 2019 the Clerk confirmed that Chorus Homes have been contacted asking for clarification on the parking spaces at Crown Gardens, “The site plan does not indicate any additional parking spaces to be made on the site to accommodate enough cars for the 22 flats (7 parking spaces only)”. The response received from Mr Leher, Communications Manager of Chorus Homes was thus “Regarding the on-site parking provision for the newly refurbished scheme, when this was discussed with the Parish Council previously, we explained that our experience of running a similar facility suggests that many households will not have a car and, in view of this, there will be enough space for parking. There will also be spaces on site for disabled access and visitors. We will keep this under review once the building is in use”. The Clerk confirmed that that Sonya Fitt, Head of Customer and Support Services, John Walton, Head of Development of Chorus Homes and a representative from the contractor working on the site have been invited to attend the December Parish Council meeting.

8. To consider the request for replacement of fencing at Alconbury Sports and Social Club.

Cllr. Johnson has been in discussion with the homeowner who wishes to replace the aged fencing along their property, which boundaries the Sports and Social Club. There is confusion over the ownership of a large tree within the hedgeline and the lie of the boundary itself and until the ownership of the large tree is established the Parish Council are not in a position to agree to the positioning of the replacement fence. Cllr. Tarabella will take a look at the tree and report back with his findings.

9. To consider proposals from Councillors for prospective projects suitable for LHI funding -To include quotations for CCTV.

Cllr. Johnson has received 3 quotations for the installation of a CCTV camera. Due to the third quotation taking some time to receive Cllr Johnson proposed he go back to the other 2 CCTV providers for an up to date quotation. In the meantime the Clerk is to draw up a Parish Council CCTV policy.

10. Police crime report

The Clerk reported 9 incidents of crime within the village during the month of October 2019 have been received from Police UK.

11. Infrastructure report:

(a) Churchyard.

(b) Village Green.

(c) Roads & footpaths. Confirmation of order from Cambs County Council of a Temporary Prohibition of Through Traffic Order 2019/932. To stop any traffic along High Street between numbers 23 and 29 between 16<sup>th</sup> – 19<sup>th</sup> December 2019

(d) General. The Clerk reported investigations are ongoing in relation to the ownership of the trees between the flyover and Lordsway Park Homes. Cllr. Johnson reported the concrete path along the footpath between Church Way and Great North Road is slipping in to the ditch, the Clerk agreed to report the incident to the Rights of Way via the online reporting tool.

## 12. Planning.

### a) Planning applications:

**19/02343/REM** Alconbury Airfield Ermine Street, Little Stukeley - Cllr. Gunny proposed the Council vote no observations either in favour or against the application, seconded by Cllr. Tarabella, with all in favour it was therefore resolved to do so.

### b) To receive an update on previous planning applications

**19/80094/COND** – Conditional information for 12/01158/OUT Condition 9 and 10, Alconbury Airfield, Ermine Street, Little Stukeley – IN PROGRESS

**19/01997/HHFUL** – Proposed single storey extension and new front porch, 2 High Street, Alconbury – DECISION PENDING

**18/02499/REM** – Reserved matters in respect of construction of new highway and re-use of existing runway/taxi way to form part of a link from the A141, Alconbury Weald – IN PROGRESS

**18/02275/REM** – Reserved matters in respect of the construction of a new highway to form a link from the A141 to Key Phase 1 and all associated works. Land west of the East Coast Mainline Railway and work of Spittals Way - IN PROGRESS

**18/01217/FUL** – invitation from Development Services, Hunts DC, to attend the MAGPAS operating base at RAF Wyton to observe the Air Ambulance helicopter being operated at the base. – IN PROGRESS

**18/01577/REM** - Submission of reserved matters (appearance, access, landscaping, layout and scale) in respect of the construction of a new roundabout from the A141 including drainage, landscaping and associated works. - IN PROGRESS

**18/00707/FUL** - Alconbury Services Rusts Lane Alconbury Huntingdon PE28 4WD

Demolition of motel, services and petrol filling station and change of use from lorry park, motel, services and petrol filling station, to lorry park, incorporating container transshipment storage (within the existing lorry park) and erection of office building with associated car parking and replacement lighting – IN PROGRESS

**19/01320/S73** – Variation of conditions 1, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 18, 20, 24, 26 and 28 for application 1201158OUT - Amended wording (see covering letter, appendix 1) and Key Phase Submission - KP2 - The Country Park (Hybrid Element) Alconbury Weald – IN PROGRESS

**19/01341/OUT** - Outline planning permission (all matters reserved) for a mixed-use phased development to include - residential development of up to 1,500 dwellings (C2 and C3), local centre including retail and community facilities (A1-A5 and D1), primary school, open space, play areas, recreation facilities, landscaping, associated demolition, ground works and infrastructure. – IN PROGRESS

**19/01416/FUL**- Construction of chalet bungalow in rear garden fronting Manor Lane, land south of 22 and 24 School Lane – IN PROGRESS

## 13. Financial report

a) Payment of outstanding debts: Cllr. Tarabella proposed proposed the payments numbered 1-6 for November 2019 be approved, seconded by Cllr. Brawn with all in favour and resolved to do so, the 2 signatories signed the cheques; November 2019

1.	Ms C Copley	Clerks wages and expenses for August 2019	£ 633.70
2.	HMRC	Clerk PAYE	£ 36.80
3.	Alconbury Recreation Field Charity Donation		£1000.00
4.	OfficeWorld	Printer ink	£ 65.86
5.	EAAST	Donation	£ 500.00
6.	Savills	Memorial Hall Rent	£ 91.20

b) Current position. Monies received; No monies received in the month of November.

c) To receive from councillors, suggestions for viable projects in and around the village, as agreed in meeting 29<sup>th</sup> October 2019 minute reference 12c.

1). Cllr Johnson proposed the Council look at installing 2 more dog waste/litter bins within the village along Manor Lane and adjacent to Lordsway Park Homes, that the Clerk establish costs for purchase, installation and collection of waste and report back at the next meeting, the proposal was seconded by Cllr. Gilbert with all in favour and therefore **resolved** to do so.

2). Cllr. Gilbert proposed the Parish Council consider purchasing a Speed Indicator Device and the Clerk to establish costs relating to this, the proposal was seconded by Cllr. Gunney with all in favour and therefore **resolved** to do so.

4). Cllr. Gilbert proposed looking in to the costs relating to refurbishment of the 3 white bridges in the village and the waypost posts, seconded by Cllr. MacLennan it was unanimously **resolved** to revisit the item in March 2020 with a view of the works being carried out during the dry months of the year.

## 14. To receive correspondence.

19.11.19 – Tour of Cambridge route timings

15.11.19 – Cambs and Pboro Minerals and Waste Local Plan proposed submission plan consultation 15<sup>th</sup> Nov – 19<sup>th</sup> January 2020

19.11.19 – Waste collections arrangements during Christmas and New Year

19.11.19 – Hunts DC Local Plan 2036 workshops

22.11.19 – Cambs CC Climate and Environment strategy development plan. Consultation available online from 20<sup>th</sup> December to 31 January 2020.

25.11.19 - Request for representatives from the Council reading the lessons at Alconbury Church Service on the 15<sup>th</sup> December.

15. New agenda items for the next meeting.

Electronic Vehicle charge points update

16. Date of the next meeting

Tuesday 17<sup>th</sup> December, 7.30pm, Alconbury Memorial Hall

The Chairman declared the meeting closed at 9.30pm