

# Alconbury Parish Council

[www.alconburyparishcouncil.gov.uk](http://www.alconburyparishcouncil.gov.uk)

Parish Clerk: Charlotte Copley

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## Parish Council meeting;

**Date:** Tuesday 22<sup>nd</sup> December 2020

**Time:** 7.30pm

**Venue:** Video Link

The Local Authorities and Police and Crime Panel Meetings (England and Wales) Regulations 2020 came into force on 4<sup>th</sup> April 2020 enabling local councils to hold remote meetings (including by video and telephone conferencing) until May 2021. This meeting took place via "Zoom"

## Minutes

- 1220-161      **PRESENT AND APOLOGIES**  
Present - Councillors T Gilbert (Chair), M Gunney, D Moate, M Moate, R. Johnson, T. MacLennan  
County and District Councillor Gardener  
Clerk - C Copley  
2 members of the public present (Mr Roger Read plus one other)  
Apologies – Councillors S Brawn and S Tarabella (Vice Chair), personal reasons
- 1220-162      **DECLARATIONS OF INTEREST**  
Councillors to declare any "Disclosable Pecuniary Interests" in any items on the agenda. As detailed in Section 30 of the Localism Act 2011, along with any other interests relating to items on the agenda. Cllr. Gunney declared an interest in the Alconbury Recreation Field Charity.
- 1220-163      **APPROVAL OF MINUTES 24<sup>th</sup> NOVEMBER 2020**  
**Resolved** as a correct record of proceedings and will be signed by the Chairman outside of the meeting, due to Covid-19 restrictions.
- 1220-164      **PUBLIC PARTICIPATION**  
The period of time designated for public participation at a meeting in accordance with the Councils standing order 3(e) shall not exceed 10 minutes unless directed by the chairman of the meeting.  
Discussion should be in relation to the business being transacted in this meeting.  
Mr Roger Read thanked the Parish Council for all their efforts over the past year.
- 1220-165      **ROUNDUP OF ACTIONS ARISING FROM PREVIOUS MEETING**  
The Clerk confirmed the following actions had been carried out since previous meeting:  
11-20.148 The request for a quotation to carry out the Bramble End safety inspection report Medium risk items was made to Creative Play on the 8<sup>th</sup> December 2020.  
11-20.155 The condition of the road surface on the roundabout adjacent to Maritime was reported to Cambs County Council, Highways via the online reporting tool on the 11<sup>th</sup> December 2020, the response came back from Highways that the conditions did not meet the criteria for repairs at the moment.  
11-20.156 The response to planning application 20/02096/FUL was filed with the District Council planning authority.  
11-20.157.3 The Clerk has forwarded the contact details of the Active Lives Team at Hunts District Council on to Cllr. Gunney with regards to future sports provision at the Recreation Fields.
- 1220-166      **COUNCILLOR REPORTS**
- Memorial Hall – Cllr Tarabella and Brawn -not present.
  - Tree Warden – Cllr Tarabella – not present.
  - Alconbury Recreation Field Charity – Cllr Gunney reported the successful and well supported Christmas Draw raised £750 for the Charity.
  - Alconbury Sports and Social Club – Cllr D Moate reported the Club continues to remain closed. Regular checks continue to be made.
  - Bramble End Play Area – Cllr MacLennan – nothing to report.
  - Woolley Hill Wind Farm – Cllr MacLennan reported 2 applications for funding have been successful with the bids being awarded to the village school.
  - Planning Matters – Cllrs Gunney, Brawn, Johnson and M Moate – see item 1220.179.

- Alconbury Weald – Cllr Gunney and Clerk attended a recent meeting, the minutes of which are appended to these minutes.
- Flood group – Cllr Gilbert, Johnson and Moate reported a warning was issued on the 27<sup>th</sup> November, the water levels did not break the bank of the brook but was more significant along Mill Lane. 101 did not respond but signage did go up. Gulleys have been cleared. Cllr Gilbert reported high levels of rain are forecast for the 23<sup>rd</sup> December and members to be alert. Notice received that the tri-annual pump maintenance works have been delayed because Cambs County Council have not been able to book road space for a number of weeks now due to Major works in the area from Highways England. It is believed these have finished and Skanska now have an application in to start on the 9<sup>th</sup> December for 3 days and CCC are waiting for the permit confirmation. This will involve the replacement of one of the pumps, clearance of the silt and pump maintenance which should hopefully lessen the risk of flooding.  
**Resolved** – Cllr Gilbert will contact the Environment Agency with regards to long term strategic maintenance of the pumps. Cllr Gardener has asked County Council Highways for an update with regards to the 3 pumps and confirmed Highways England have been asked to keep their drains clear. Cllr Gilbert expressed her wishes to be removed from the Parish Councils flood group and is therefore seeking a replacement. The matter will be tabled for the next Parish Council meeting.

1220-167

## DISTRICT AND COUNTY COUNCILLOR REPORT

County Council matters;

The Highways Department along with Parish Councillors, have recently inspected Polecat Lane at the request of the homeowner at the end of the Lane. Following discussions Cllr Gardener confirmed the District Council will conduct a sweep of the lane, (it was also agreed a sweep along Rusts Lane footpath would be carried out at the same time). The County Council Highways Officer will mark out potholes on Polecat Lane on Christmas Eve in preparation for pothole repairs and grips being cut in between Christmas and the New Year. Cllr Gunney confirmed the lopping of overhanging trees will be carried out by the Recreation Field Charity shortly. These works should then complete the repairs and address the homeowners concerns.

Cllr Gardener confirmed bridge engineers have confirmed sound monitoring has been carried out in relation to the loud bangs which can be heard from Lordsway Homes residents as vehicles hit the expansion joint. As the noise travels down the expansion joint the noise becomes heightened by coming out in to a confined space beneath the bridge. It has been agreed the County Council will construct acoustic vents from ground level to the underside of the bridge, between the fence trees will be planted to soften the view of the fence. The works are expected to be carried out early in the new financial year. Once the acoustic fence is in place sound monitoring will be carried out again to review the situation. Cllr Gardener has another meeting on the 26<sup>th</sup> January with the County Council with regards to signage in the area.

District Council matters;

Recycling centres will close on the 24<sup>th</sup> December from 1pm, closed Christmas Day, Boxing Day and New Years day, and reopen following the Christmas break. On the 28<sup>th</sup> December sites will be open as per Sunday hours until. Libraries will also close from 1pm on the 24<sup>th</sup> December and reopen on the 2<sup>nd</sup> January 2021.

The Covid-19 helpline number is 0345 045 52

The Government has 5 tests for moving between tiers which it uses them for guidance on how the tiers are determined. This has seen a lot of demand for lobbying to moving to a different tier and uncertainty on how we move out of a tier. What is apparent is hospital capacity is a major consideration. As you are aware Cambs including Huntingdonshire will remain in tier 2 with Peterborough moving in to tier 4. The vaccination programme is underway.

Cllr Gardener confirmed as of today's date, overall the Covid case rate is below national levels (as of today's date 169 cases per 100k people). Cambridgeshire has seen a rise in cases which does put people in our hospitals which then puts further pressure on our NHS. What we are seeing is raised cases in people aged 60 years plus. Public Health Cambridgeshire are advising people to remain cautious and keep contact to a minimum. By far the safest way to be in contact with our friends and family we don't live with is via online on outside.

The County Council financial position at the moment is predicting a balanced budget to the end of this financial year. However, predictions being made for the next financial year are highly challengeable which will continue to change, more so with regards to the state of Coronavirus as it evolves will reflect in how much money will be received from the Government.

The composition of the County Council changed this week due to a Labour member crossing the floor to Independents;

35 Conservative

16 Lib Dem

6 Labour

#### 4 Independent

The County Councils Commercial Investments Committee, since its inception 4 years ago, has provided the Council with £42million from investment and business projects. This money has been reinvested via the Council to frontline services. A further £20 million is earmarked for reinvestment opportunities to raise further money for Cambridgeshire County Council.

Cllr Johnson informed Cllr Gardener that the new bridleway from Alconbury to Brampton Hut, pedestrian crossing does not work. Cllr Gardener confirmed he would report this to Highways England.

Cllr Johnson asked to pass on compliments to Hunts District Council on the village litter bin emptying service, along with the recycling system as excellent. It was Cllr Johnsons view the system of booking a slot at the recycling centre is excellent and should continue.

#### 1220-168 CRIME REPORTS

7 reports of crime in the village within the month of October 2020.

#### 1220-169 CROWN GARDENS

**Resolved** to note the contents of the report and append to these minutes. The Clerk will seek a further update for January 2021.

#### 1220-170 ELECTRIC VEHICLE CHARGEPOINTS UPDATE

The Clerk confirmed an email from the County Council stating unfortunately the group funding application to the On-Street Charge Point Scheme has been unable to go ahead due to a number of factors, including the requirement for all the Parishes involved to be in a position to contribute the match funding required and having a location eligible for the funding. Cllr Johnson is in receipt of correspondence from an approved provider that the income from having a charge point in place would effectively cover the installation and the next steps would be for Cambs County Councils agreement to such, along with the Church Commissions agreement to install the charge point on their ground (Memorial Hall car park).

**Resolved** The Clerk will forward this proposal to Cllr Gardener and Emily Bolton of the County Council to seek their agreement.

#### 1220-171 PARISH COUNCIL RESPONSE TO THE LUTON AIRPORT FLIGHT PATH CONSULTATION

**Resolved** to confirm the contents of the Councils formal objection to the consultation and append to these minutes. The response has also sent to the local MP.

#### 1220-172 PARISH COUNCIL GROUPING

**Resolved** that Alconbury Parish Council voted by a majority vote of 5 Councillors in favour of instructing Hunts District Council, Elections Department, to commence with a Community Review and public consultation with regards to grouping the two Parish Councils.

#### 1220-173 CCTV

Cllr Johnson confirmed he has been unable to make contact with the previous CCTV companies approached for a quotation and he will continue to pursue.

#### 1220-174 DEFIBRILLATOR

Cllr MacLennan confirmed no further updates have been received from the shop or pharmacist. Cllrs MacLennan and Johnson will continue to pursue the matter.

#### 1220-175 URBAN AND CIVIC (U&C) STRATEGIC SIGNAGE STRATEGY

After discussions Cllr Gardener informed Councillors he has suggested to U&C and Highways England to improve signage to show non motorway traffic is diverted off on to the B1043 as "The Alconburys" as they will not change the overhead gantry and another sign at the roundabout and to try and avoid the HGVs coming off B1043 and well before Brampton Hut.

**Resolved** The Clerk will respond to Urban and Civic on the Strategy confirming the request for better signage to take in to account Alconbury village/ "The Alconburys" on the A1 clearly marking the village off the A1307. (Copy to Cllr Gardener).

Signage that the B1043 is not suitable for HGVs.

**Cllr Gilbert** will liaise with Alconbury Weston for their views on the strategy.

#### 1220-176 ALLOTMENTS UPDATE

The Clerk confirmed payment as agreed November 2020, item 11-20.152, for £90, towards replacement fencing costs will be facilitated this month and the works are expected to be carried out in the new year.

1220-177 COUNCIL POLICIES FOR ADOPTION  
 GDPR Privacy Notice  
 GDPR Privacy Notice Staff and Councillors  
 Grant Application Form  
 Grant Awarding Policy  
 The above policies have been forwarded to Councillors 15<sup>th</sup> December 2020.  
**Resolved** to confirm receipt and agreement to formally adopt the policies, of which will be made available on the Parish Council website in due course.

1220-178 INFRASTRUCTURE  
 (a) Churchyard – nothing to report.  
 (b) Village Green – The Clerk confirmed the memorial bench installation is progressing well and the bench should be received and installed by the end of January/early February 2021.  
 (c) Roads and Footpaths  
 To receive notice of road traffic closure to facilitate carriageway maintenance between 1<sup>st</sup> January 2021 and June 2022, Alconbury Weston Road, Alconbury North Road, Alconbury Weston – Alconbury Hill – B1043 – Great North Road, Alconbury and vice versa.  
 (d) General – The Rusts Lane footpath is being cleaned up by Cambs County Council Highways team.  
**Resolved** to receive and note the above reports.

1220-179 PLANNING APPLICATIONS  
**20/01303/FUL** New 4 bed dwelling made up of new build and existing converted garage 9 Rusts Lane Alconbury Huntingdon PE28 4DN  
**Resolved** that the Council voted unanimously in favour to object to the application on the grounds the size of the development, the Council also feel it is out of keeping with the street scene along with access/position of the building in conjunction with the highway poses a safety risk with additional traffic generation for its location.  
**20/02242/FUL** Reconfiguration and minor alterations to car parking area to provide additional six spaces (includes demolition of existing garages) Car Park Crown Gardens Alconbury  
**Resolved** to record a vote of no observations either in favour or against the proposal.

1220-179.1 UPDATE ON PREVIOUS PLANNING APPLICATIONS  
**Resolved** to receive and note the current planning applications, appended to these minutes.

1220-180 FINANCIAL REPORTS  
 Payment of outstanding debts and monies received for December 2020:

Ref	Payee	Description	Amount £
1	Clerk – C Copley	Salary and expenses	721.49
2	HMRC PAYE	Clerks PAYE	66.64
3	AAGA	50% contribution to fence repairs agreed 1120-152.	80.00
4	OfficeWorld	Printer ink	48.64

**Resolved** that the above payments for November be approved for payment. Cllrs Gilbert and Gunney will authorise the payments via the online banking system.

1220-180.1 To receive and note bank reconciliation for December 2020.  
**Resolved** to receive and confirm the December bank reconciliation as correct.

1220-180.2 To receive and consider a request for funding from the Citizens Advice Rural, Cambs.  
**Resolved** the Clerk will forward the adopted Grant Awarding Policy and application form for completion.

1220-180.3 To consider the request from a resident to place a memorial plaque on the footbridge adjacent to Polecat Lane/The Maltings.  
**Resolved** the Parish Council agreed to the placement of a plaque on the Maltings bridge adjacent to Ducks Nest once the repair works have been carried out. The Clerk will liaise with the County Council with regards to a timeline for the footbridge works and what repairs are being carried out to that bridge. A budget of no more than £50 will be set for the Parish Councils contribution towards the plaque, the Clerk will respond to the applicants accordingly.

1220-181 CORRESPONDENCE RECEIVED  
 The Clerk received correspondence from a Lordsway Homes resident with regards to the Anglian Water access to the adjacent water treatment site.

Cambridgeshire County Council is currently carrying out a stakeholder survey to find out your thoughts about our Highways Service. The aim of the questions included in this survey is to gain your opinion, in order to ensure the continue to monitor performance and where possible improve future service delivery. The survey is open from now until Sunday 31st January 2021. You can find the Highways Service survey at <https://www.smartsurvey.co.uk/s/HOHJX0/>  
Letter from CARESCO regarding the Alconbury Thursday Club

1220-182 MATTERS FOR FUTURE CONSIDERATION \*Decisions cannot be made under this item \*  
Parish Council pension enrolment for Clerk (and Parish Council Pensions Policy)  
Cheque signing for allotment rent.  
LHI Bids, possible purchase of a speed indicator device.  
Parish Council flood group representatives.

1220-183 NEXT MEETING  
Tuesday 26<sup>th</sup> January 2021, 7.30pm, via Zoom

With no further business to discuss the Chairman declared the meeting closed at 21:28

DRAFT