

# Alconbury Parish Council

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Parish Clerk: Charlotte Copley

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Minutes of meeting held:

**Date:** Tuesday 25<sup>th</sup> February 2020

**Time:** 7.30pm

**Venue:** Alconbury Memorial Hall

## MINUTES

### 02-20.1 PRESENT AND APOLOGIES

Councillors T. Gilbert (Chair), S. Tarabella (Vice Chair), M. Gunney, S. Brawn, B. Johnson, D. Moate, M. Moate and T. MacLennan

Also present; Councillor. I. Gardener, C. Copley (Clerk) and 5 members of the public

### 02-20.2 DECLARATION OF INTERESTS.

Councillors to declare any "Discloseable 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 and Cllrs. Brawn and Tarabella declared an interest in the Village Hall.

### 02-20.3 PUBLIC PARTICIPATION

2 representatives of Alconbury Village Junior School approached the Parish Council with a view to working together on a scheme to tackle parking issues along School Lane. The Chairman agreed to add this item to the next agenda for further discussion. A member of the public raised the issue again regarding the trees overhanging Lordsway Park Homes and asked if the ownership had been established. County Cllr. Gardener confirmed he had been in discussion with the Highways engineer who again confirmed the land is not Highways but they are working towards establishing who the owner is and will report back when he has more news. The third member of the public informed the Council they are still yet to hear back from Highways England regarding their request for signage improvements, noted in the Parish Council meeting of 28<sup>th</sup> January 2020. They also asked what will happen to the Maritime development now the latest planning application has been withdrawn, District Cllr. Gardener confirmed he will seek clarification on this item and report back with any findings. Finally, the question was asked again regarding the types of people who will be housed in the new Crown Gardens development, Cllr. Gardener confirmed he has received a letter from Chorus Homes, Appendix 1.

### 02-20.4 APPROVAL OF MINUTES 28<sup>TH</sup> JANUARY 2020

The minutes of meeting 28<sup>th</sup> January 2020 were agreed and correct and therefore signed by the Chairman.

### 02-20.5 ROUNDUP OF ACTIONS ARISING FROM MEETING 28<sup>TH</sup> JANUARY 2020

The Chairman and Cllr. Tarabella met with 2 representatives of Alconbury Weston Parish Council to open up discussions regarding the possible merger of the 2 parish councils. It was agreed that Cllr. M. Moate will join Cllr. Tarabella and councillors from Alconbury Weston Parish Council to form a working party, who will then hold discussions over the next 2 months to establish if it is something to pursue. The working group will provide the Parish Council with updates at each full council meeting from now on.

### 02-20.6 COUNCILLOR REPORTS

Memorial Hall - Cllr. Tarabella and Cllr. Brawn. Cllr. Brawn reported a meeting had taken place, regular hall users are being encouraged to use the online login to ensure they are registering their use of the hall for insurance purposes. The Playgroup have approached the Parish Council for a possible grant funding towards play equipment for the children.

Tree Warden - Cllr. Tarabella reported pruning to the community orchard trees will commence in March.

Alconbury Recreation Field Charity - Cllr. Gunney reported the recent meeting to elect a committee was very successful with not only the committee being elected but due to high numbers of requests to join additional sub committees have also been created.

Alconbury Sports and Social Club - Cllr. D Moate reported on activities being undertaken to encourage more footfall at the club. Games nights are being put on to encourage younger visitors.

Bramble End Play Area & Woolley Hill Wind Farm - Cllr. MacLennan checked the play equipment and reported slight movement in the gate fence and will continue to monitor.

Flood Co-ordinator - Cllr. Gilbert reported the Environment Agency are starting the planned mechanical weed removal along the brook (Alconbury Village Green and ASSC) and will be removing a tree as previously agreed.

Cllr. Tarabella will look in to a suitable replacement. The notice of works can be found in Appendix 2

Planning – Nothing to report

Alconbury Weald – Urban and Civic Joint Parishes meeting – Cllr. Gunney and Clerk attended a Joint Parishes meeting this morning and the minutes of the meeting can be found in Appendix 3.

- 02-20.7 DISTRICT AND COUNTY COUNCILLOR REPORTS  
Cllr. Gardener has met with Highways officers regarding signage and traffic in the village. Ellington and Alconbury have been gridlocked recently due to the A14 road closures. The County Council are asking Highways England to repair the damage to our local roads, due to drivers not following the designated diversion route and to review signage to ensure Alconbury Weald traffic is directed appropriately.  
The County Council has created a £16m Capital Environment Pot of which £15m will be spent on the decarbonisation of Council owned buildings by 2025, this will be by converting buildings to low carbon heating solutions. The investment costs of this to be recouped in the savings made on heating bills.  
The County Council has pledged to change all of its pool vehicles i.e. vans and cars to electric vehicles by 2025. All main office car parks to have charging points for electric vehicles.  
An additional 6.37 m to be spent on Highways maintenance  
County Council bridge engineers will be visiting the B1043 to look at what can be done to reduce the noise coming from the expansion joints at the point above Lordsway park homes, on the section of road owned by the County Council.
- 02-20.8 CRIME REPORT – The Clerk confirmed the crime stats for January 2020 have not been issued by Police UK yet.
- 02-20.9 TO RECEIVE PROTOCOL REGARDING OPERATION LONDON BRIDGE  
Councillors received the protocol regarding Operation London Bridge and confirmed its content. It was **resolved** that Cllr. Brawn will approach the Church to establish if they intend to mark the occasion.
- 02-20.10 TO RECEIVE AN UPDATE ON THE POSITION REGARDING THE REPLACEMENT FENCE AT THE SPORTS FIELD  
It was confirmed the hedge around Ducks Nest as belonging to the Parish Council. Cllr. D. Moate will report to the Sports and Social Club the request to cut back and tidy the boundary hedge along with a professional assessment around the stability and safety of the large tree fronting Ducks Nest that sits within the boundary hedge.
- 02-20.11 TO FURTHER DISCUSS INSTALLATIONS OF ELECTRIC VEHICLE POINTS  
The Sports and Social Club along with the Memorial Hall have been approached to install electric vehicle charging points by independent companies. Cllr Johnson confirmed we are still awaiting confirmation from the Church Commission with regards to permission to install a chargepoint at the Memorial Hall, this confirmation is reliant on a proposal requested from the County Council, who wish to install the chargepoint on behalf of the Parish Council. It was **resolved** that Cllr. Gardener will make contact with the County Council team responsible and report back with his findings and Cllr. Gunney will establish costs etc relating to the installation of points at the Sports and Social Club.
- 02-20.12 TO FURTHER DISCUSS INSTALLATION OF A DEFIBRILLATOR CENTRAL TO THE VILLAGE  
Discussion was resurrected on the possible installation of a defibrillator on the pharmacy wall. It was **resolved** that Cllr. MacLennan approach the pharmacy for their opinion and report back at the next meeting with his findings.
- 02-20.13 TO RECEIVE AN UPDATE ON THE VILLAGE CCTV  
Cllr. Johnson confirmed he will continue to pursue a third quotation and report back at the next meeting.
- 02-20.14 TO DISCUSS THE POSSIBILITY OF HOLDING A VILLAGE SPRING CLEAN  
Discussion took place around holding a village spring clean. The Alconbury cum Weston WI have kindly approached the Parish Council with a view to collaborating on holding a spring clean across the two villages. It was **resolved** that Cllr. MacLennan will approach other village organisations, along with Cllr. Brawn who will approach the Girl Guides, and the contact the WI with a view to supporting a spring clean.
- 02-20.15 PLANNING APPLICATIONS  
No planning applications received.
- 02-20.15.1 To receive an update on previous planning applications  
**20/00070/HHFUL** New garage and storage building 6 School Lane Alconbury. IN PROGRESS  
**19/02343/REM** Alconbury Airfield Ermine Street, Little Stukeley – IN PROGRESS  
**19/80094/COND** – Conditional information for 12/01158/OUT Condition 9 and 10, Alconbury Airfield, Ermine Street, Little Stukeley – PENDING DECISION  
**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 – WITHDRAWN

**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

## 02-20.16 FINANCIAL REPORTS

Payment of outstanding debts: Cllr. Brawn proposed the payments numbered 1-5 be approved, seconded by Cllr. Gunney with all in favour and resolved to do so, the 2 signatories signed the cheques

February 2020

1.	Ms C Copley	Clerks wages and expenses for January 2020	£ 648.50
2.	HMRC	Clerk PAYE	£ 36.60
3.	Terrys Electrical	Repairs to waypost electric supply	£ 691.89
4.	CAPALC	New Councillor training x 2	£ 150.00
5.	Cambs County Council	Contribution to LHI Scheme	£ 248.74

02-20.16.2 To receive and note bank reconciliation from January 2020, Appendix 4. The Chairman confirmed the bank reconciliation as correct

02-20.16.3 To receive quarterly financial report. Received and noted

02-20.16.4 To note and adopt NALC Financial Regulations 2019. It was **resolved** that the Financial Regulations as amended by the Clerk be approved by the Council for adoption.

02-20.16.5 To receive confirmation of details of the level of charge to the Council regarding the precept 2020/2021. It was **resolved** that the level of charge to the Council regarding the precept for 2020/2021 be noted as received by the Councillors, the agreed £30,000 precept will be deposited in to the Parish Council bank as one payment on the 30<sup>th</sup> April 2020.

02-20.16.6 To consider facilitating an invoice for hours spent by the Clerk on assisting a Clerk to another Parish Council. After discussion the Council **resolved** to agree to facilitate an invoice for hours spent by the Clerk on assisting another Parish Clerk. The Clerk assured the Council advice had been sought from SR Howell, the payroll provider, to ensure the payment is made through the payroll system, the invoice will include any additional costs such as employers liability.

## 02-20.17 CORRESPONDENCE RECEIVED.

Important information in relation to 20/21 Local Highway Improvement applications, bringing the application window for schemes forward to 1<sup>st</sup> April 2020 and closing on 31<sup>st</sup> May 2020.

Invitation to attend Hunts Town and Parish Councils Conference 2020. Wednesday 18<sup>th</sup> March at the Burgess Hall, St.Ives. Cllr Johnson attending.

Town and Parish Council training – Thursday 12<sup>th</sup> March 2020, 18:30. Cllrs. Tarabella, M. Moate and Brawn attending.

## 02-20.18 MATTERS FOR FUTURE CONSIDERATION (decisions cannot be made under this item)

Village grass cutting schedule, Bramble End Playground weed spraying and hedge cutting.

LHI Bid for School Lane

Clerks appraisal

Parking/ Speeding in the village – Neighbourhood Watch link in

02-20.19 NEXT MEETING – Tuesday 31<sup>st</sup> March 2020, 7.30pm, Alconbury Memorial Hall