

**Minutes of the Meeting of Alconbury Parish Council
held on Tuesday 7th August 2018 at Alconbury Memorial Hall.**

Parish Councillors present: Mrs. E. Adams, Mrs. J. Aylott, Mr. C. Bodley (Chairman), Mrs. T. Gilbert, Mrs. L. Grainger, Mr. M. Gunney, Mr. S. Tarabella & Mr. A. Welsh.

Also present: Mrs. D. Benham (Clerk), County Cllr. I. Gardener, 4 parishioners and 1 member of the public.

Public Open Forum: One of the parishioners present complained about the lack of notice given advising that the meeting date had been changed. The Chairman pointed out that the agenda had been placed on the noticeboard and on the Parish Council website and that the correct notice period had been adhered to. The same parishioner wished to raise concerns about a potential rise in pollution once the bridge is taken down in Huntingdon. The Chairman advised that this was not on the agenda for tonight's meeting but could be placed on the agenda for the next meeting on 4th September.

1. Apologies for absence: District Cllr. J. White (personal), Cllr. S. Brawn (personal) & Cllr. R. Johnson (personal).

2. Declaration of Interests: Cllr. Tarabella and Cllr. Welsh both declared an interest in item 14, being trustees of the Alconbury Memorial Hall. Cllr. Adams and Cllr. Gunney declared an interest in item 12, being trustees of the Alconbury Recreation Field Charity.

3. Arrangements for recruitment of a new Clerk following Mrs Benham's notice of retirement:
The Chairman advised that Mrs. Benham had given notice on 12th July, of her wish to retire as Clerk. Mrs. Benham had agreed to work beyond the 4 weeks notice period required, in order for the Parish Council to recruit a new Clerk. As per the recruitment policy, an advert has been placed on the Parish Council noticeboard, the Parish Council website and on CAPALC's website, with a closing date of 11th August. However, there had been some delays due to CAPALC staff being on holiday and it was agreed that the closing date should be extended to 24th August. Councillors also agreed that the Clerk should find out how much it would cost to place a job advert in the Hunts Post.

4. To approve and sign the minutes of the last meeting held on 26th June 2018: Cllr. Tarabella proposed approval of the minutes of 26th June 2018. Seconded by Cllr. Adams and unanimously agreed.

5. Reports from County Councillor: County Cllr. Gardener reported that Sawtry Community Centre had reopened on 21st July. St. Neots Library has had a new lift installed. More money has been requested from Government for Cambridgeshire Schools, who currently receive £400 less per child than other counties. There is to be a new bridleway next to the A14 from Life Sciences towards Brampton Hut. Proposed Maritime depot – Highways will not look into the possibility that there will be increased numbers of lorries in Alconbury until after the A14/A1 alterations are complete. Cllr. Gardener will be attending a solar panel scheme seminar on 15th September in Cambridge.

6. Proposed development of the School Lane site, identified in the Draft Local Plan to 2036:
Deloitte LLP held a pre-application public consultation event on 9th July at the Sports and Social Club, at which residents were able to voice their concerns and give feedback on the plans. The Clerk has requested an evening opportunity for residents who were unable to attend the afternoon event and this is being arranged for Wednesday 5th September. It is likely to be held at the Memorial Hall from 6pm – 8.30pm but this has yet to be confirmed. Flyers will be delivered by Deloitte as before. The Parish Council has written a letter of objection to HDC regarding the labelling of Alconbury as a

Local Service Centre in the final version of the Draft Local Plan, and the inclusion of the School Lane site for potential housing. The Chairman has also written a letter of objection to the Ely Diocese as the Church Commissioners are the landowners of the School Lane site. Cllr. Johnson will be representing Alconbury Parish Council at the Local Plan hearing on 19th September when Local Service Centres are to be discussed by the Inspector. A planning application is expected to be submitted in September and once received, will be discussed in full and a recommendation agreed at a Parish Council meeting. All objections made regarding this site, that were sent in response to the Draft Local Plan consultation, will have to be sent again in response to the planning application as they will not be transferred. Cllr. Gilbert suggested that parishioners should be offered help in finding the planning application on line once it appears on HDC's planning portal, in order to give their views.

7. Allotment land lease: The Clerk advised that AAGA had responded saying that they were happy with the proposed extension to the lease and with the rent increase. The Clerk has contacted Leeds Day in Huntingdon and is waiting for a call back to arrange an appointment.

8. Data Protection General Regulations: The Clerk advised that information regarding a shared Data Protection Officer Scheme had still not been received from CAPALC.

9. Alconbury Brook Flood Management Partnership Group and Community Emergency Plan: Cllr. Gilbert has circulated a final draft of the Community Emergency Plan and has asked for comments by 17/8. Cllr. Gilbert attended a meeting with the Environment Agency, CCC, HDC and Highways, to discuss the March flood event and road closure procedure. Alconbury Flood Group will now be allowed to close roads provided they follow agreed procedure. Cllr. Gilbert advised that the Rusts Lane pumps were currently undergoing repair and maintenance. Cllr. Brawn had researched secure metal storage containers and had suggested that a metal bike store from Garden Street at £499.99 would be suitable to store the flood kit. Councillors agreed that the most suitable location would be next to the garage to the side of the Memorial Hall. Cllr. Tarabella, assisted by Cllrs. Bodley, Gunney, Grainger and Johnson, will lay a base of paving slabs. Cllr. Aylott proposed that once the base has been laid, the Clerk should obtain a pro-forma invoice and place an order for the bike store to be delivered to the Memorial Hall site on a date convenient to Cllr. Tarabella. Seconded by Cllr. Tarabella and unanimously agreed.

10. Update on Alconbury Weald: Cllr. Aylott attended a liaison meeting on 10th July. Residential - Parcel 6 consisting of 192 homes, including 15% affordable, will be built by Crest Nicholson starting at the end of the year. Parcel 5 consisting of 189 homes, including 10% affordable will be built by Hopkins Homes starting early 2019. Parcel 4 Civic Living consisting of 138 homes with 12 affordable will be built by Carters and launched in the autumn.

Commercial – John Adams building complete and occupied. Incubator 2 will have the Combined Authority on the top floor. Two tenants are lined up for the ground floor. CCC are planning to move onto the site to a new building for 300 people in summer 2020. The IMET building is complete and had its official opening. Magpas application for HQ and Air Ambulance Station has been submitted.

Community – The Summer fete was successful and on 11th August there will be an outdoor cinema showing of Paddington 2. The new Community Priest is Rob Paddison. Travellers who arrived on the site were dispersed the next morning by the police and a bailiff. Plans are being finalised for the Community Building. The DFE, CCC and Diocese of Ely are working through the detail for the Secondary School and SEN Campus. This will be a two year build, looking to open in 2022.

Transport – Installation of Ermine Street traffic calming enhancements to start 20/8. New railway station ongoing. Work is in progress on a new Rights of Way map.

Local Plan – Submitted in March 2018. Hearings will be carried out from 10th September and Alconbury Parish Council will send a representative on 19th September to highlight our objections regarding Alconbury's late inclusion as a Local Service Centre and the proposed inclusion of the School Lane site for housing. Clara Kerr (HDC) emphasized that all objections made by the Parish Council and parishioners must be resubmitted once the planning application for the School Lane site is put out for consultation, as they are not transferable.

Southern Access – The Grange Farm land has now been purchased by Urban & Civic and an application for the roundabout submitted. The junction will be built off site to minimise disruption to the A141. The guided bus will run through the roundabout and Alconbury Weald with further transport to be arranged for the Stukeleys.

Country Park – There will be a consultation on whether the park will be aimed at, and cater for, local residents or whether it should aim to attract visitors from further afield.

Date of the next meetings – 2nd October 2018 and 22nd January 2019.

11. Alconbury Sports & Social Club: Cllr. Bodley advised that a meeting had been held in July. Bar sales in June had been good due to the World Cup and the good weather and that they were hoping for a good July.

12. Alconbury Recreation Field Charity: Cllr. Adams advised that the Lottery grant of £10,000 had been received and the new outdoor gym equipment would be installed in September. A bid for funding to the Woolley Hill Wind Farm Trust had been made for a new cooker and hood. Future events include a Thai Buffet on 12th August, Family Fun Day and Dog Show on 2nd September and live band The Expletives on 22nd September.

13. Community Orchard/Trees:

a) Update by Cllr. Tarabella – There were a few weeds around the trees in the orchard but plenty of apples. A chestnut tree by the dug-out appeared to have had a section of bark stripped away and will be monitored.

b) Equipment for Apple Day – The Clerk advised that the cost of a crusher and two presses would be £511.95. Councillors agreed that they did not wish to purchase equipment until the event was more established and there was suitable storage available. Cllr. Tarabella to find out whether the equipment can be hired as per last year.

14. Memorial Hall: No meeting had taken place.

15. Bramble End playground: An order had been placed with Wicksteed Leisure to repair the safety surface under the swing and provide a new shackle assembly at a cost of £305.76. Cllr. Aylott advised that during her inspection of the play equipment she had detected some movement in the monkey bars but this was probably due to the very dry ground conditions and this will be monitored.

16. Youth Group: Cllr. Adams advised that July's summer bar-b-q had been successful. There will be no meeting in August. The stall at the fete had been well attended.

17. Police crime report: The April crime report showed 4 reported crimes. The May crime report showed no recorded crime.

18. Infrastructure report:

a) Churchyard – Nothing to report.

b) Village Green – A vehicle has knocked the yellow cover off the manhole in the grass near to 38 Brookside. The Clerk has reported this to Highways, who in turn have passed this to the Fire Service

for repair. The Clerk has asked the Environment Agency to remove a broken branch from one of the willow trees.

c) Roads and footpaths – Cllr. Brawn and the Clerk met with Jo Challis (Highways) and Zaria Beetles (Rights of Way Officer) on 31st July to discuss the report that vehicles were being driven along the footpath at The Maltings. Jo Challis had advised that the highway extended as far as the ford, where it then became bridleway. Highways have not received any complaints and would therefore not be willing to place any signage at this time. Access is also required for farm vehicles. New weight limit signage funded by the LHI scheme should be in place by the end of September. Footpath no 8 has been cut back but councillors agreed to look at including maintenance of footpaths in the budget for next year.

d) General – Clerk has reported the dead elms on the grass verge in The Maltings to CCC.

19. Planning.

a) New applications.

18/01217/FUL The erection of a building to accommodate the HQ and Air Ambulance Station for Magpas, including hangar and garaging space for a helicopter and emergency vehicles. With associated landscaping, car parking, and boundary treatment, with access from Ermine Street.

Building 252 RAF Alconbury, Ermine Street. Circulated and returned recommending approval.

18/00418/S73 Variation of condition 3 of 17/00982/HHFUL – Change of roof tile to the extension and existing building to Panne S clay tile of slate grey colour. 46 School Lane, Alconbury, PE28 4EQ. Circulated with no further comments to be submitted.

18/01536/REM Reserved matters application for 192 dwellings for appearance, layout, scale, landscape and access in respect of Key Phase 1 pursuant to outline planning permission 201158OUT. Cllr. Bodley proposed that Alconbury Parish Council recommend approval. Seconded by Cllr. Welsh and unanimously agreed.

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 additional works. Land west of the East Coast Mainline Railway and north of Spittals Way, Huntingdon. Cllr. Tarabella proposed that Alconbury Parish Council recommend approval. Seconded by Cllr. Gunney and unanimously agreed.

b) Update on previous applications.

18/007047/FUL 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 storage (within the existing lorry park) and erection of office building with associated car parking and replacement lighting. Alconbury Services, Rusts Lane. In progress.

18/00857/HHFUL Proposed two storey side extension to extend lounge and form utility room and first floor dressing room and en-suite bathroom. 9 Red Lion Close, Alconbury, PE28 4EJ. In progress.

18/00418/S73 Variation of condition 3 of 17/00982/HHFUL. Set proposed terracotta clay pan tiles all around. 46 School Lane, Alconbury. In progress.

17/02343/FUL Proposed new dwelling. Land adj. to 9 Rusts Lane, 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. Appeal in progress.

20. Financial report:

a) Payment of outstanding debts - Cllr. Tarabella proposed retrospective approval of payment of items (1) to (6) and approval of payment (7). Seconded by Cllr. Aylott and unanimously agreed.

(1) Cq. No. 1052, Business Services at CAS Ltd, additional insurance premium. £21.89

- (2) Cq. No. 1053, Mrs. D. Benham, wages & expenses of Parish Clerk for July. £831.28
- (3) Cq. No. 1054, HMRC, PAYE/NI for July. £0.20p
- (4) Cq. No. 1055, askiT Services Ltd, laptop issues. £27.50
- (5) Cq. No. 1056, A. Abbs, grass cutting for PC, CCC, HDC and 1 x bank cut. £2220.00
- (6) Cq. No. 1057, Business Services at CAS Ltd., Annual Parish Council insurance. £908.45
- (7) Cq. No. 1058, Royal British Legion, donation towards poppy wreath. £50.00
- 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.
- c) Request for a donation from the Royal British Legion – Cllr. Adams proposed that the Parish Council make a donation of £50 towards the poppy wreath for Remembrance Sunday. Seconded by Cllr. Tarabella and unanimously agreed.

21. Correspondence.

Forwarded to councillors:

- a) Roadworks and Events 1-15th July.
- b) Road closures w/c 2/7.
- c) Information and invitation to a pre-planning consultation event for the School Lane site.
- d) Major maintenance on the A14 northbound at Alconbury interchange.
- e) Highways events diary.
- f) Highways A14 webpage update.
- g) Information on the footpath at the end of The Maltings.
- h) Planned road closures 16/7.
- i) Roadworks and events bulletin 16-31st July.
- j) Huntingdon Neighbourhood Plan – Pre-submission consultation.
- k) Road closures w/c 30/7.
- l) Roadworks and events report 1-15th August.
- m) Cambs. ACRE AGM – 25th September.
- n) FOI request from the editor of the local paper requesting information on contact and donations to HACT during last 6 years. Answered by the Clerk same day - 2/8
- o) Complaints received by Cllr. Aylott regarding noise from farmer’s drying barn – answered by Cllr. Aylott.
- p) Highways events diary for August.
- q) Planned road closures 6/8.
- r) Southern Gateway at Alconbury Weald press release.
- s) Cambridgeshire Local Councils – invitation to Stakeholder Group meeting and peer learning event on 12th September.
- t) Enquiry regarding allotment availability – referred to AAGA.
- u) Ermine Street enhancements to traffic calming – work to start 20/8.

22. New agenda items for the next meeting: Co-option to fill councillor vacancy. Recruitment of new Clerk/RFO.

23. Date of the next meeting: 4th September 2018 starting at 7.30pm at Alconbury Memorial Hall.

Signed.....

Date.....

