

**Minutes of the meeting of Alconbury Parish Council  
held on Tuesday 28<sup>th</sup> February 2017 at Alconbury Memorial Hall.**

Parish Councillors present: Mr. A. Bush, Mrs. T. Gilbert, Ms. L. Isles, Mrs. R. McCormack, Mr. R. Sale (Chairman), Mr. S. Tarabella & Mr. A. Welsh.

Also present: County Cllr. P. Ashcroft, District Cllr. K. Baker, Mrs. D. Benham (Clerk), Mr. A. Fisher (Urban & Civic), Mr. G. Ridgewell (Urban & Civic), Ms. A. Farmer (Peter Brett Associates) & 7 parishioners.

Open Forum: The applicant and several neighbours of the application site, gave information concerning planning application reference 17/00144/HHFUL.

1. Apologies for absence: Cllr. C. Bodley (work commitment), Cllr. J. Aylott (personal), Cllr. E. Adams (personal) & County Cllr. P. Brown (attending another meeting).

2. Declaration of Interests: Cllr. Welsh & Cllr. Isles declared an interest in item 11, being trustees of the Memorial Hall. Cllr. McCormack declared a prejudicial interest in planning application ref. 17/00144/HHFUL, being a close neighbour of the site.

3. To approve the minutes of the previous meeting held on 31<sup>st</sup> January 2017: Approval of the minutes of 31<sup>st</sup> January 2017 proposed by Cllr. Tarabella, seconded by Cllr. Gilbert and unanimously agreed.

4. Update on Alconbury Weald: Mr. Fisher, Mr. Ridgewell and Ms. Farmer, gave information on planning application ref. 17/00079/REM and answered questions regarding the proposed creation of a temporary construction access from Ermine Street. If planning permission is granted by HDC, the temporary access will be in use for approximately three years and will be open from 10am to 4pm during weekdays and have limited weekend use. The access will be manned, controlled and monitored by camera. There will be a maximum of 38 vehicles movements per day and it will be a "left in, left out" arrangement to minimise disruption. The entrance will be set back to allow two lorries to wait off-road and deliveries will be staggered to prevent congestion on Ermine Street. All vehicles using the access will go through on-site wheel-washing and Ermine Street will be monitored and cleaned as required. The bus stop will be temporarily relocated to the other side of the roundabout. Mr. Fisher advised that a new signage strategy had been approved and would be implemented shortly. All contractors will receive updated SAT-NAV instructions and penalties are in place for non-compliance. The Clerk had been advised by Rebecca Britton that the replacement village entrance signs should be installed on 4<sup>th</sup> March.

5. Reports from County Councillors: District Cllr. Baker advised that HDC are raising their part of the Council Tax by 2%. County Cllr. Ashcroft advised that CCC would also be raising their part of the Council Tax by 2%, which will be used for Adult Social Care only.

6. Flood Group and Community Emergency Plan: Cllr. Gilbert and the Clerk had attended the inaugural meeting of the Alconbury Brook Flood Management Partnership Meeting on 23<sup>rd</sup> February. The group is intended as a partnership between the Environment Agency, parishes affected by the Alconbury catchment, Anglian Water, Internal Drainage Boards, HDC, CCC, Highways and the Forestry Commission. The objective is to provide a co-ordinated approach to flood risk management across the catchment from all water sources. An action plan will be developed and working parties set up. The E.A. has obtained funding for 2017/18 for further modelling of the Alconbury Brook catchment area upstream and more monitoring equipment will be put in place on

bridges and in culverts. Funding has been obtained for CCTV cameras which will monitor the water level in the brook, to be installed in Alconbury and Alconbury Weston villages. Residents will be able to look at the camera view on line. Cllr. Gilbert will work with HDC and Highways on the village emergency plan. Meetings will be held quarterly. The next meeting will be held in May 2017. The September meeting will be hosted by Alconbury Parish Council and chaired by Cllr. Gilbert.

7. Parish Plan: Cllr. Isles had sent a draft questionnaire to councillors for comment and will issue a final version for approval before the next meeting. Cllr. Welsh proposed approval for Cllr. Isles to put the questionnaire on Survey Monkey for 4 months (June to September) at a cost of £26 per month. Seconded by Cllr. Tarabella and unanimously agreed. Councillors agreed that the Parish Council should have a stall advertising the Village Plan at the village fete in July with paper copies of the questionnaire available. Clerk to obtain a quotation for printing once Cllr. Isles has a final draft.

8. Alconbury Sports & Social Club: No report available.

9. Alconbury Recreation Field Charity: No report available.

10. Community Orchard/Trees: Cllr. Tarabella advised that he had completed the pruning of the orchard trees but many of the trunks were showing signs of rabbit damage. The Tree Officer, Bridgit Halford, had given advice and councillors agreed that Cllr. Tarabella could spend up to £150 on wire netting and canes in order to protect the trees from further damage. Cllr. Tarabella advised that HDC's nursery was closing and that there were free trees available for parish planting, if suitable locations could be found.

11. Memorial Hall: No meeting had taken place.

12. Bramble End playground: Cllr. Welsh advised that there were no issues to report.

13. Youth Group: No report available.

14. Police crime report: The December police crime report showed 9 reported crimes in Alconbury.

15. Infrastructure report:

a) Churchyard – Rev. Jepp had asked if a skip could be made available. Cllr. Aylott is assisting with this.

b) Village Green – Nothing further to report.

c) Roads and footpaths – The Clerk had reported the potholes, pallets of bricks blocking the ford, mud on the road and damage to grass verges, all in Polecat Lane, to Highways. The Clerk had also reported the large cracks in the road surface to the roundabout at the bottom of Rusts Lane and had been advised by Highways that repairs have been ordered. Clerk to remind dog owners to clear up their pet's excrement from footpaths and footways in the next Parish Pump article. District Cllr. Baker advised that the "Alconbury" signs on Globe Lane were in very poor condition. Clerk to report to Highways.

d) General – Nothing further to report.

## 16. Planning.

### a) New applications.

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. Circulated and returned “no observations either in favour or against the proposal”.

17/00079/REM Application for approval of appearance, layout, landscaping, access and scale in respect of the construction of 101 dwellings (of which 6 affordable) 1183m<sup>3</sup> of A1, A3 & D1 floorspace, 5059m<sup>3</sup> of B1a, B1b, B1c floorspace, highways works (including creation of temporary construction access from Ermine Street) and all associated engineering and earth works, including ground remodelling, formal landscaping and ancillary works. Alconbury Weald. Cllr. Isles proposed that Alconbury Parish Council recommend approval. Seconded by Cllr. Sale. 4 in favour, 2 against, 1 abstained. Proposal carried.

Cllr. McCormack left the meeting having declared a prejudicial interest in the next application.

17/00144/HHFUL First floor extension and alterations to all external elevations and insertion of roof lights. 4 The Acre, Alconbury. Cllr. Isles proposed that Alconbury Parish Council recommend refusal. Seconded by Cllr. Sale. 5 votes in favour, 1 abstained. Proposal carried.

Cllr. McCormack rejoined the meeting.

17/00235/HHFUL Build side extension and alterations internally to the front of the house, 51 Manor Lane, Alconbury. Cllr. Welsh proposed that Alconbury Parish Council recommend approval. Seconded by Cllr. McCormack and unanimously agreed.

### b) Update on applications previously discussed.

16/02589/HHFUL Proposed first floor side extension with internal alterations. 12 Bramble End, Alconbury. Approved by HDC.

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.

16/02553/REM Application for approval of appearance, landscaping, layout, access and scale in respect of the construction of new Community Building and Allotment Building in the KP1 Community Park including associated ancillary works. Alconbury Weald, Ermine Street, Little Stukeley. In progress.

16/00262/REM Submission of reserved matters (appearance, layout, landscaping, scale and mass) in respect of the construction of cricket park, watchtower green area, the Boulevard and SUDS drainage infrastructure (including underground storage crates) and all associated engineering and earth works, including ground remodelling, formal landscaping and ancillary works. Alconbury Weald. In progress.

16/02365/HHFUL & 16/02366/LBC Proposed conservatory extension and alterations. 25 Great North Road, Alconbury. Refused by HDC.

16/02013/REM Application for approval of appearance, access, layout, landscape design and scale in respect of the construction of 200 dwellings, two pocket parks, a linear park, associated highways, landscape and ancillary works. Alconbury Weald. Approved by HDC.

16/01851/REM Application for approval of appearance, layout, landscaping, access and scale in respect of the construction of new Community Park, to include; allotments, MUGA, NEAP, skate park, amenity open space, landscaping, car parking and ancillary works. Alconbury Weald. Approved by HDC.

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.

16/00453/OUT Proposed bungalow to the rear of 6 School Lane, Alconbury. Awaiting outcome of the appeal.

17. Financial report:

a) Payment of outstanding debts.

Cllr. Isles proposed approval of payments (1) to (3). Seconded by Cllr. Sale and unanimously agreed.

(1) Cq. No. 953 Mrs. D. Benham, wages & expenses of Parish Clerk for December £664.70

(2) Cq. No. 954 HMRC, PAYE/NI for December. £1.20

(3) Cq. No. 956 Wistow Parish Council, Councillor training costs for Cllr. McCormack. £46.25

\* Cq. No. 000955 cancelled.

b) Current position.

A copy of the receipts and payments and bank reconciliation was handed to each councillor.

The bank statements were available for inspection and Cllr. Bush confirmed that the balance in the bank accounts was correct as shown on the bank reconciliation.

18. Correspondence:

a) Keep Britain Tidy Event 3<sup>rd</sup> – 5<sup>th</sup> March.

b) Information on repairs to the Rusts Lane flyover.

c) CCC Parish Newsletter.

d) Lobby Day information from CAPALC.

e) Alconbury Scouts have advised that the donation from the Parish Council has been spent on new archery equipment. The Clerk has advised them that there is no money available in the Parish Council budget for the next financial year and that applications for funding can be made to the Woolley Hill Wind Farm Community Fund.

f) Huntingdonshire Parish Council Conference 30<sup>th</sup> March 9.30am – 1.30pm. Nobody available to attend.

g) A14 Community Fund information.

h) Email newsletter from Johnathan Djanogly MP.

i) New draft CAPALC Membership Agreement.

j) Cambridgeshire Innovation Fund information meeting organised by Hunts Forum 30<sup>th</sup> March 10am – 12 noon. Nobody available to attend.

k) Letter from HDC regarding the removal of RAF Wyton as an area for new housing from the Local Plan.

l) Letter from a parishioner regarding lorries in the village searching for Truck Stop. Clerk to response.

19. New agenda items for the next meeting: A14 Community Fund. The 3.5 tonne weight limit.

20. Date of the next meeting: 28<sup>th</sup> March 2017 starting at 7.30pm at Alconbury Memorial Hall.

Cllr. Bush advised that he was standing down as a councillor due to a house move. Councillors thanked him for his contribution to the Parish Council and wished him well for the future. Clerk to advise HDC of the vacancy.

Signed.....

Date.....

