

**Minutes of the meeting of Alconbury Parish Council
held on Tuesday 31st January 2017 at Alconbury Memorial Hall.**

Parish Councillors present: Mrs. E. Adams, Mrs. J. Aylott, Mr. A. Bush, Mrs. T. Gilbert, Ms. L. Isles, Mrs. R. McCormack, Mr. R. Sale (Chairman) & Mr. A. Welsh.

Also present: County Cllr. P. Ashcroft , County Cllr. P. Brown & Mrs. D. Benham (Clerk).

1. Apologies for absence: Cllr. C. Bodley (work commitment), Cllr. S. Tarabella & District Cllr. K. Baker.
2. Declaration of Interests: Cllr. Adams declared an interest in items 10, being a trustee of Alconbury Recreation Field Charity. Cllr. Welsh & Cllr. Isles declared an interest in item 12, being trustees of the Memorial Hall.
3. To approve the minutes of the previous meeting held on 29th November 2016: Approval of the minutes of 29th November 2016 proposed by Cllr. Aylott , seconded by Cllr. Welsh and unanimously agreed.
4. Councillor's responsibilities: Cllr. Gilbert, Cllr. Sale and Cllr. Bodley will be responsible for Flooding/Emergency Planning. Cllr. McCormack will join the planning team and Cllr. Aylott will take over the playground from Cllr. Welsh. Other responsibilities remain the same and a full list can be seen on the website.
5. Reports from County Councillors: County Cllr. Brown advised that the budget had yet to be agreed, with Labour and Liberal Democrats wanting a 4% increase, Conservatives wanting a 2% increase, to be used for elderly care only. The mayoral election for the combined authority will take place in May. The mayor will be responsible for the budget for money from Government for local schemes. County Cllr. Ashcroft said that UKIP wanted no increase in the budget as they felt that there were sufficient funds in the reserves. Street lights which were being turned off from 2am to 6am are now staying on and gritting routes had been reinstated, but the County Council is still looking at ways to save money.
6. Flood Group and Community Emergency Plan: The first meeting of the Flood Group had taken place and a good start had been made on the Alconbury Village Community Emergency Plan. The next meeting will be held on 7th March. Cllr. Gilbert agreed to look into the various rights of way and emergency access routes. Cllr. Gilbert and the Clerk will attend the next Alconburys Flood Management Group meeting on 23rd February, organised by the Environment Agency. HDC had agreed to supply sand bags to individual households to be stored and used in the event of a flood event. Flyers had been distributed to homes at risk, inviting residents to place an order via the Clerk. The sandbags had been delivered to the village green and collected by residents just before New Year.
7. Parish Plan: Cllr. Isles continues to work on the questionnaire and will give an update at the next meeting. Councillors agreed that Cllr. Isles should place a notice on the noticeboard asking for volunteers from the community to join the Parish Plan team.
8. Update on Alconbury Weald: Cllr. Aylott and the Clerk attended the liaison meeting on 12th January.
Residential – Hopkins Homes are selling well, with new residents moving in at around one a week. Morris Homes have planning permission and their sales centre will open in February. Redrow should

have planning permission soon and their sales launch will be in February/March. Urban & Civic will develop the next area, Parcel 4, and the style of housing will be more contemporary to blend in with the Enterprise Zone. There will be 101 homes of mixed size, including some bungalows and a further application for apartments. There will be some community facilities and some “barn-conversion” style business units. The works will require a temporary construction access to the right of the existing Boulevard and Rebecca Britton from Urban & Civic, will attend the next Parish Council meeting to answer any concerns. A planning application is with HDC for the Boulevard, Watchtower Green, Poplar Park and Cricket Green.

Enterprise Zone – MMUK are currently recruiting staff and will be operational from March.

IKO – construction will start in the next few weeks. John Adams – construction to start in the spring.

iMET – Construction to start late January and should be complete by the end of the year.

The next meeting will be held on 14th March.

9. Alconbury Sports & Social Club: The sad news of the death of Bob Berrington and arrangements for his funeral were discussed at the January meeting. Mr. Rickard provided an overview of the club’s finances for last year, which showed a healthy comparison with the previous year. The committee have worked hard to organise events throughout the year and this will continue into 2017.

10. Alconbury Recreation Field Charity: Cllr. Adams advised that Simon Watkin had taken over as Acting Chair following the death of Bob Berrington. Two new trustees are to be recruited, which will bring the total to five. The Christmas Party, New Years Eve party and a band night had all been very successful. Future events include a Race Night on 3rd February, Around the Block on 11th March and Elvis and Afternoon Tea on 13th March. A Zumba event in support of Project 21 is also being planned.

11. Community Orchard/Trees: No report available.

12. Memorial Hall: Cllr. Welsh advised that the Chairman and Treasurer were both standing down and two new committee members were required. The Pre-school extension plans had faltered due to changes in committee personnel and the need for additional funding. The local PCSO is dealing with the abandoned car in the car park. The security shutter on the main door needs replacing. There are timing problems with the bin collections and Julie Cook is investigating whether there is a better alternative available. Councillors agreed to include a question about War Memorial provision in the Parish Plan.

13. Bramble End playground: The Clerk had forwarded a quote from Wicksteed Leisure for additional equipment to all councillors for consideration. Cllr. Aylott agreed to have a look at the brochure to see if there were any other suitable options.

14. Youth Group: Cllr. Adams advised that 67 children had enjoyed the Christmas party in December, with good attendance at the January meeting too. A new helper had come forward and CRB checks were being carried out. An application has been made to the Woolley Hill Wind Farm Community Fund for funding for equipment. The next club night will be held on 10th February.

15. Police crime report: The October police crime report showed 4 reported crimes in Alconbury. The November report showed 6 reported crimes.

16. Infrastructure report:

a) Churchyard – Nothing to report.

b) Village Green – Cllr. Tarabella has planted a new tree which replaces the one uprooted last year.

c) Roads and footpaths – The Clerk advised that work to replace the old gas main along Chapel Street and School Lane will start at the end of March. The work will be done in three stages. The first stage will be from The Manor Hotel to the other side of the junction with Spinney lane, requiring three-way traffic lights for about a week. The next section, outside the school, will be done during the Easter holidays and will have two-way traffic lights. The final section will be from the Memorial Hall past Manor Lane and will involve more traffic lights. In total, the works will last approximately 4 weeks. There will be times when the gas supply to the adjacent homes will need to be turned off but residents were being leafleted and heaters and cooking rings will be provided to those who want them. The project is being managed by tRIIO Strategic Partnership, who will have a Customer Liaison Officer, Laura Thompson, on site during the work.

Commercial Company Covenant – The Clerk had received details of a voluntary agreement which a number of local hauliers had signed up to, in which they agree to adhere to HCV routes, observe speed and weight limits. The Clerk had forwarded the information to Speedwatch to see if they wished to use it. Councillors felt that there were already highway laws in force to address these issues and that the majority of HGV's seen in the village were foreign hauliers, which are not included in the agreement.

The Clerk had received photographs of the Milestone that has been removed from the east verge of the A1 north of Brampton Hut. The milestone will be stored with the adjacent farmer whilst the works are carried out. Cllr. Sale volunteered to paint the village milestone. Clerk to report potholes on Polecat Lane to Highways.

d) General – Cllr. Welsh had attended a liaison meeting for the waste transfer site and reported that Amey Cespa are still carrying out regular litter picks, using a road sweeper to clear mud from the road and looking into complaints regarding odour.

17. Planning.

a) New applications.

16/02589/HHFUL Proposed first floor side extension with internal alterations. 12 Bramble End, Alconbury. Circulated and returned recommending approval.

16/02493/FUL Change of use from vacant land (previously A3 restaurant) to open self-storage facility (B8). Former megatron site, Ermine Street, Alconbury. Circulated and returned “no observations either in favour or against the proposal”. HDC have been notified that the site is already in use.

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

b) Update on previous applications.

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.

16/02385/HHFUL Demolition of existing rear extension and replacement with two-storey rear extension and new porch. Demolition of existing conservatory at rear and replacement with single storey rear extension. 30 School Lane, Alconbury. Approved by HDC.

16/02442/HHFUL Proposed two storey rear extension and internal alterations. 3 Globe Lane, Alconbury. Approved by HDC.

16/02365/HHFUL & 16/02366/LBC Proposed conservatory extension and alterations. 25 Great North Road, Alconbury. In progress.

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. In progress.

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. In progress.

16/01445/REM Submission of reserved matters (access, appearance, landscaping, layout and scale) in respect of the construction of a primary electrical substation, new landscaping, highways works and ancillary works. 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. Refused by HDC. Applicant has now appealed.

18 Financial report:

a) Payment of outstanding debts.

Cllr. Adams proposed approval of payment of items (1) to (7). Seconded by Cllr. Isles and unanimously agreed.

(1) Cq. No. 946 Mrs. D. Benham, wages & expenses of Parish Clerk for December £641.30

(2) Cq. No. 947 HMRC, PAYE/NI for December. £1.20

(3) Cq. No. 948 askiT Services Ltd., website annual maintenance 1/11/16 – 31/10/17. £43.20

(4) Cq. No. 949 CAPALC, councillor training course for Cllr. Gilbert. £105.00

(5) Cq. No. 950 Mr. & Mrs. D. Ayres, annual rent for allotment land. £1000.00

(6) Cq. No. 951 Mrs. D. Benham, wages & expenses for January. £757.50

(7) Cq. No. 952 HMRC, PAYE/NI for January. £1.20

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. Isles confirmed that the balance in the bank accounts was correct as shown on the bank reconciliation.

c) Request for a donation from Emma Hunt towards a Girl Guiding trip to Romania.

Councillors agreed that donations could only be given to local village groups, and not to individuals.

Money set aside for donations in this financial year has been distributed in full. Clerk to reply.

19. Correspondence:

a) Certificate of Councillor Training for Cllr. Gilbert.

b) letter of thanks from the Royal British Legion for the donation towards a poppy wreath.

c) Tour of Cambridgeshire information.

d) Countywide Annual Parish Conference information.

e) Information from CAPALC on Referendum Principles.

f) Information from CAPALC on funding.

g) Buckingham Palace Garden party ticket ballot for ex-Parish Council Chairmen – no nomination to be made.

h) Consultation on a Draft Corporate Energy Strategy for CCC.

i) Changes to waste collection days.

j) Transforming Lives briefing.

k) Consultation on a future model for an integrated out of hours base at Addenbrookes.

l) A14 Cambridge to Huntingdon newsletter. Clerk to circulate information on the Community Fund.

20. New agenda items for the next meeting: None received.

21. Date of the next meeting: 28th February 2017 starting at 7.30pm at Alconbury Memorial Hall.

Signed.....

Date.....