

# Alconbury Parish Council

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

Parish Clerk: Charlotte Copley

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## Notice of Parish Council meeting:

**Date:** Tuesday 28<sup>th</sup> April 2020

**Time:** 7.30pm

**Venue:** video link

All members of the council are hereby summoned to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below.

The Local Authorities and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 came into force on 04 April enabling local councils to hold remote meetings (including by video and telephone conferencing) until May 2021. This meeting will take place via "Zoom" at the following link: <https://us02web.zoom.us/j/88116732551> Should the meeting exceed 40 minutes it will resume at 8.15 pm at: <https://us02web.zoom.us/j/82826077860>

For practical reasons some items will be deferred. Others where decisions are not required are listed for information only to enable information to be shared via the minutes.

**Public Open Forum – Members of the public and press are invited to address the Council regarding items that are on the agenda. If you wish to discuss any other matter, please contact the Clerk outside of this meeting.**

**At the moment there is no requirement to display this notice on the parish noticeboard.**



Charlotte Copley  
Parish Clerk

22nd March 2020

## AGENDA

- 04-20.20 PRESENT AND APOLOGIES
- 04-20.21 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.
- 04-20.22 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.
- 04-20.23 APPROVAL OF MINUTES 25<sup>th</sup> February 2020. The Parish Council did not meet in March 2020, due to the outbreak of Covid-19 all Parish Council meetings were postponed.
- 04-20.24 CASUAL VACANCIES  
To consider the 2 casual vacancies arising from the resignation of Cllr. Bodley and 1 other. ***Deferred until further notice.***
- 04-20.25 ROUNDUP OF ACTIONS ARISING FROM MEETING 25<sup>th</sup> FEBRUARY 2020  
Operation London Bridge – Cllr D Moate to approach Church  
Village Spring Clean – Cllr MacLennand and Cllr Brawn approaching village organisations for collaboration
- 04-20.26 COUNCILLOR REPORTS
- Memorial Hall - Cllr. Tarabella and Cllr. Brawn
  - Tree Warden - Cllr. Tarabella.
  - Alconbury Recreation Field Charity - Cllr. Gunney
  - Alconbury Sports and Social Club - Cllr. D Moate
  - Bramble End Play Area & Woolley Hill Wind Farm - Cllr. MacLennan
  - Flood Co-ordinator - Cllr. Gilbert, Deputy – Cllr. Johnson and Cllr. M Moate
  - Planning - Cllr. Brawn, Cllr Gunney, Cllr. Johnson and Cllr. M Moate
  - Alconbury Weald – Urban and Civic Joint Parishes meeting – Cllr. Gunney and Clerk
- 04-20.27 DISTRICT AND COUNTY COUNCILLOR REPORTS
- 04-20.28 CRIME REPORT – "We have temporarily suspended the Your area section of the site. This is to prioritise providing access to key policing services to support the response to Covid-19". ***Deferred until further notice***
- 04-20.29 LHI BID APPLICATION ***deferred until further notice***

04-20.30 GRASS CUTTING ARRANGMENTS and BRAMBLE END PLAYGROUND  
To receive the grass cutting arrangements for this season and discuss maintenance of Bramble End playground

04-20.31 PLANNING APPLICATIONS  
18/01217/FUL Headquarters for HQ and Air Ambulance Station for MAGPAS, revised plans and documents received amending the site plan and operation plan. (Circulated to Planning Working Group 21.04.20)

04-20.31.1 To receive an update on previous planning applications

04-20.32 FINANCIAL REPORTS

Payment of outstanding debts:

March payments signed by Cllrs Gilbert and Gunney

Cheque No	Payee	Description	Amount
1160	C Copley	Clerk salary and expenses	£660.62
1161	HMRC	PAYE	£ 36.60
1162	CAPALC	Affiliation fee	£499.38
1163	Glasdon	2 x waste bins	£570.70
1164	SRHowell	Payroll	£ 60.00

April payments

Reference	Payee	Description	Amount
*S/O	C Copley	Clerk salary	£618.50
*S/O	A Abbs	Grass cutting 1 of 6	£1920.00
Chq No.1165	HMRC	PAYE	£39.00
Chq No.1166	C Copley	Expenses (6 monthly allowance for home office and quarterly phone and broadband use)	£100.00
Chq No.1167	askIT	Annual webhosting and domain	£84.00

\*Due to the outbreak of Covid-19 steps have been taken to set up regular payee payments in an attempt to reduce the risk of infection to the Clerk and Councillors who would usually be responsible for signing cheques. At the time of producing this agenda the Parish Councils bank have not confirmed the successful set up of these standing orders.

04-20.32.1 To receive and note bank reconciliation from February and March 2020.

04-20.32.2 To discuss changing the Parish Councils banking arrangements to an online Parish Council specific bank, Unity Trust Bank.

04-20.32.3 Audit requirements for 2020

04-20.32.4 To receive request from the Information Commissioners Office to make payment for the annual membership fee of £40 by direct debit.

04-20.32.5 To confirm receipt of BACS remittance slip for payment of Parish Council precept £30,000.00 dated 14<sup>th</sup> April 2020. (Not confirmed as received at the bank)

04-20.33 CORRESPONDENCE RECEIVED.

Regular Covid-19 updates from NALC and CAPALC

Covid-19 Support hub set up and numbers (attached to this agenda)

Huntingdonshire Healthy Open Spaces Strategy, shared action plan workshop sessions

Hunts District Council, electric vehicle charge point survey, sent to Cllr Johnson in first instance

04-20.34 MATTERS FOR FUTURE CONSIDERATION (decisions cannot be made under this item)

04-20.35 NEXT MEETING – 26<sup>th</sup> May 7.30pm via conference link