

# Alconbury Parish Council

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

Parish Clerk: Charlotte Copley  
37 Station Road, Ramsey, Cambs PE26 1JB  
[parishclerk@alconburyparishcouncil.gov.uk](mailto:parishclerk@alconburyparishcouncil.gov.uk)

## Notice of Parish Council meeting

**Date:** Tuesday 27<sup>th</sup> April 2021

**Time:** 7.30pm

**Venue:** Video Link

All members of the Council are hereby summoned to attend for the purpose 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 2020 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/81946207469>

**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.**



21<sup>st</sup> April 2021

Charlotte Copley – Parish Clerk

## Agenda

- 0421-241 PRESENT AND APOLOGIES
- 0421-242 DECLARATIONS OF INTEREST  
Councillors to declare any Disclosable 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.
- 0421-243 APPROVAL OF MINUTES AND FUTURE MEETING DATES  
Approval of minutes of meeting 30<sup>th</sup> March 2021
- 0421-244 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. Discussion should be in relation to the business being transacted in this meeting.
- 0421-245 ACTIONS ARISING FROM PREVIOUS MEETING  
To receive an update from the Clerk and Councillors regarding the previous meeting actions.
- 0421-246 COUNCILLOR REPORTS
- Memorial Hall – Cllr Brawn
  - Village Trees – Cllrs Gunney and MacLennan
  - Alconbury Recreation Field Charity – Cllr Gunney
  - Alconbury Sports and Social Club – Cllr D Moate
  - Bramble End Play Area – Cllr MacLennan
  - Woolley Hill Wind Farm – Cllr MacLennan
  - Planning Matters – Cllrs Gunney, Brawn, Johnson and M Moate
  - Alconbury Weald – Cllr Gunney and Clerk
  - Flood Group – Cllr Johnson, Gilbert, Brawn and MacLennan
  - Allotments – Clerk
- 0421-247 DISTRICT AND COUNTY COUNCILLOR REPORTS
- 0421-248 CRIME REPORTS
- 0421-249 CROWN GARDENS UPDATE
- 0421-250 FLOODING  
To consider the adoption of the Alconburys Flood Group (TAFG) Terms of Reference.
- 0421-251 PARISH COUNCIL GROUPING
- 0421-252 LHI APPLICATIONS  
To receive updates from Councillors assigned to the following proposals:  
1). Speed indicator and monitoring device.  
2). Brooklands bridleway.  
3). School Lane turning circle.

4). Weight restriction on B1043

0421-253

NEIGHBOURHOOD PLANNING

To receive details of Cambs ACRE Neighbourhood Planning Service.

0421-254

VILLAGE FETE 2021

To explore the option of having a Parish Council stall at the Village Fete.

0421-255

INFRASTRUCTURE

0421-255.1

Churchyard

0421-255.2

Village Green

0421-255.3

Roads and Footpaths

a). Traffic through the village with regards to accessing Covance.

b). During a period of 8 hours starting at 21:00 hours on Friday 9 April 2021, and on any subsequent day for a maximum period of 5 days, the following temporary traffic regulations will be in force on the A1 Trunk Road ("the A1"), in the county of Cambridgeshire, to enable urgent safety barrier repairs to be carried out in safety.

0421-255.4

General

Village spring clean 2021.

0421-256

PLANNING APPLICATIONS

**21/00644/HHFUL** - Covered patio area to side of existing house. 5 The Acre, Alconbury.

**CCC/21/045/DCON** - Application to discharge Condition:15 Noise Assessment of planning permission H/5005/19/CC for Erection of two storey Cambridgeshire County Council Civic Hub (4,219sq.m GEA) comprising office space with an ancillary multi-function meeting area (to include Full Council Member Meetings) support space, a staff break out area, with provision of vehicular and cycle parking, and associated landscaping to site - Cambridgeshire County Council Civic Hub, Ermine Street, Alconbury Weald, PE28 4WX

**CTIL 108213, TEF 2932** - Proposed base station installation upgrade at ctil 108213, tef 2932, vf n/a, Brooklands, Home Farm, Rusts Lane, Alconbury, Cambridgeshire, PE28 4WD, NGR: E: 519622, n: 276047. As the deadline for this application has passed the Parish Council expressed their views outside of the meeting.

0421-256.1

Previous planning applications and updates.

**CCC/20/092/FUL** - Erection of four solar car ports and ancillary equipment in the rear car park of the Cambridgeshire County Council Civic Hub, soft landscaping proposals, external lighting, and all associated works. Cambs County Council Civic Hub, Alconbury Weald. – **Approved with conditions.**

0421-256.2

Result of Development Management Committee meeting 19<sup>th</sup> April 2021 regarding application;

**20/02526/FUL** - Demolition of the petrol station and construction of the welfare and office building and associated development including substation, bicycle and smoking shelters, bin store, parking, EV charging points, washdown island and fuel island all to be used in association with the adjacent lorry park/logistics business - British Petroleum Co Plc Rusts Lane Alconbury.

0421-257

FINANCIAL REPORTS

Payment of outstanding debts and monies received for April 2021:

Ref	Payee	Description	Amount £
1	Clerk – C Copley	Salary and expenses	£795.75
2	Nest	Superannuation employer and employee contributions	£17.40
3	HMRC PAYE	Clerks PAYE	£92.55
4	CAPALC	Affiliation fees to include DPO cover	£510.62
5	Wicksteed	Bramble End play equipment repairs	£253.81

0421-257.1

To receive and note bank reconciliation for March 2021.

0421-257.2

To agree to renew the Information Commissioner Data Protection Fee of £40. Payment is not possible via online banking and can be facilitated via direct debit (£5 discount applied), payment card (via Clerks own expense) or cheque.

0421-257.3

To note General and Financial Risk Assessment carried out by the Responsible Financial Officer. A copy of the Assessment has been sent to Councillors on 20<sup>th</sup> April 2021.

0421-257.4

To complete the Annual Return – A copy of the completed Annual Return sections 1 and 2 have been sent to all Councillors on 20<sup>th</sup> April 2021.

0421-257.5

To agree and sign the accounts for year ending 31<sup>st</sup> March 2021 – a copy of the accounts, bank reconciliation, receipts and payments sent to councillors on 20<sup>th</sup> April 2021.

0421-258

TO RECEIVE AN UPDATE ON RETURNING TO FACE-TO-FACE MEETINGS

0421-259

CORRESPONDENCE RECEIVED

1. Request via the Council website enquiry form to request grass cutting be carried out to the 2 triangular sections of grass at the end of Willow End. The clerk has forwarded the request to the contract.

2. Calor Gas Community Fund extension of time, You'll now have until 5pm on **Thursday 6th May** to submit your application.

3. Hunts DC press release – East West Rail alignment.

0421-260 MATTERS FOR FUTURE CONSIDERATION (Resolutions cannot be made under this item)

0421-261 NEXT MEETING 25<sup>th</sup> May 2021, Annual Meeting of the Parish Council starting at [7pm](#)