

Minutes of Meeting – Alconbury Parish Council

Status: Draft

Date Tuesday 30th April 2013
Meeting Monthly Meeting
Venue Memorial Hall, Alconbury

Mr Adams	JAd
Mrs Adams	LA
Mrs Aylott-Chair	JA
Mr Bush	AB
Mr Hardy	IH
Mr Lay	JL
Mr Sale	RS
Mr Watson	PW
Mrs Sharp-Clerk	JS

5 members of the public

Item

Action

Public Forum

Two parishioners from Great North Road expressed their concern and frustration at a number of disturbances that had occurred at the public footpath between Great North Road and Robin Terrace. They reported a number of issues that had occurred at various times of the day and night including the early hours of the morning. They also reported issues with vehicles being parked across their property boundary, leaving them unable to get out. Clerk agreed to contact local PCSO and also the housing association that owns a number of properties in the area. Mrs Aylott and Mr Hardy recommended that the residents report all incidents and disturbances and also keep a log of dates and times that the incidents occur.

JS

Mr Sale expressed concern over dangerous parking on the bend in Manor Lane. Clerk agreed to speak with local PCSO to ascertain what could be done.

JS

216 Apologies for Absence

Apologies from Mrs Elphick due to holiday. Apologies also received from County Councillors Laine Kadic and Sir Peter Brown along with District Councillor Keith Baker who all had prior commitments.

217 Councillor's declaration of interest for items on the agenda

Mr Adams and Mrs Adams both expressed an interest in item 225 as spouses of allotment holders. Mr Lay also expressed an interest in item 225 as an allotment holder.

218 To sign and approve minutes of previous meeting held on 26th March 2013

Minutes proposed by Mr Adams and seconded by Mr Bush. Minutes duly approved and signed.

219 Actions from last meeting

- Chase bridge repair at Polecat Lane-Will be reported under infrastructure

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- Request more information from HACT on the bus service-Info has been requested, however, not all answers have been received
- Clerk to arrange litter pick as requested-This has been requested with HDC, however, have been advised it will take 6-8 weeks
- Clerk to write to property owner in Manor Lane regarding overgrown front garden-Done.

Mrs Aylott reported that the Clerk was now using a new “task list” where all emails, phone calls, outstanding meeting tasks and payments were to be logged and tracked daily. Whilst this was not going to be routinely circulated to all Councillors, it would be available to Councillors upon request.

220 Update from County Councillors

County Councillors Brown and Kadic were unable to attend the meeting due to the forthcoming local elections.

221 Bus Service

Mrs Aylott reported that County Councillor Laine Kadic would be reporting on the bus service at the next meeting. Clerk had requested some figures and information from HACT via Councillor Kadic, however, more accurate figures and further information were still needed prior to a decision being made on possible funding for the bus service. Clerk to chase CAPALC for information on rules around donating to the bus service.

JS

222 Alconbury Weald

Mrs Aylott had been absent from the last joint Parish Council meeting at Alconbury Weald, however, reported that there were ongoing discussion with regards to the placement of the secondary school that was planned for the site. The new access road was in full use and Kier had been appointed to start work on the new incubator building.

223 Clerk’s Appraisal/Salary

Clerk left the room for item 223.

All Councillors agreed that the Clerks salary review would be deferred until the September meeting, so any changes would take place from October 2013.

224 New Councillors/Vice Chairman for 2013/2014

Mrs Aylott welcomed the 3 new councillors to the meeting and reported that they would be joining the Parish Council officially at the May AGM. Mrs Aylott also reported that it was Mr Hardy’s last meeting with the PC and thanked him for his 6 years as a Councillor.

Mrs Aylott expressed the need for a Vice Chair and Mr Watson nominated Mr Sale. This was seconded by Mr Bush and all councillors were unanimously in favour of Mr Sale becoming Vice Chair. Mr Sale duly accepted and Mrs Aylott reported that this would be effective as of the May AGM.

Mr Sale also kindly offered to edit the Parish Newsletter. Mrs Aylott asked all Councillors to consider submitting a small piece for the next newsletter ASAP.

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225 Allotments

Nothing to report

226 ASSC-Mr Watson

Mr Watson reported that he had attended an ASSC meeting where finances had been discussed along with the charity cricket match. The time of the cricket match had been put back slightly as it was scheduled for the same day as the village fete. He reported that there were lots of events and functions booked at the club in the coming months and advertising for the events was still being worked on.

Mr Watson agreed to liaise with the club to obtain invoices from the grounds man in order for the Parish Council to action their agreed donation towards grounds maintenance.

PW

227 Community Orchard

Clerk asked Steve Tarabella, tree warden, how many new trees could be planted at the community orchard and when planting could take place. He confirmed that there was space for around 10 trees and planting could take place from October onwards. Clerk to chase enquiry re tree labels.

228 Memorial Hall-Mrs Adams/Mr Watson

Mrs Adams and Mr Watson attended the Memorial hall AGM meeting and reported that finances had been discussed as well as the electing of the new committee. The Chairman, Treasurer and existing committee were re-elected unopposed.

229 Neighbourhood Watch-Mr Bush

Mr Bush attended a Neighbourhood Watch committee meeting recently and reported that concern had been raised over the erosion of the bank of the Brook at Lordsway Park end of the High Street. There had also been concern raised over the new bus service and the longevity of the service. Mrs Aylott confirmed that this was still being investigated by the Parish Council.

230 Playgrounds-Mr Watson

Mr Watson reported that the ASSC playground was fine. The Bramble End playground still had swing seat missing. Clerk advised that Wicksteed had attended to give a quote for this and would be sending the compiled quote to the Clerk ASAP. Clerk to email all Councillors once received for approval.

JS

231 Youth Group

Mrs Adams reported that there had not been a committee meeting since the last PC meeting. Clerk reported that the finances were due to be finalized imminently along with the transfer of funds to the Youth Group account.

232 Flood Action Workshop-Mrs Aylott

Mrs Aylott reported that she had attended a flood action workshop recently. There were representatives from various parts of East Anglia offering advice and guidance on various issues related to flooding. Mrs Aylott suggested that the Parish Council

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need to put in place a basic flooding emergency plan and had been offered help by a parishioner who is also resilience officer for Cambridgeshire Police. In response to concerns from residents at Lordsway Park, Mrs Aylott confirmed that the emergency services had various plans and procedures in place including dinghies, helicopter and other plans in case of an emergency during a flood in the area. Clerk to contact Mr Baker of LWP Residents Association with this information. JS

233 Clerk's Infrastructure Report

i. Churchyard

- Mrs Aylott reported that the churchyard "tidy up" had been very successful and Revd. Mary Jepp had been very grateful for the work put in by villagers. Mrs Aylott also reported that she had managed to obtain a donated skip for use during the day which had been very useful to all involved.

ii. Village Green

- Clerk reported that some Treework had been carried out by a local contractor and further pruning and tidying was to be done by the tree warden. All agreed that the grass cutting had been carried out to a high standard and was looking extremely good. Mrs Aylott reported that there were branches that had fallen into the brook beside the heritage bridge and needed clearing, Clerk agreed to contact Environment Agency. JS

Clerk reported that a second quote had been obtained for the village sign cleaning which would be £350+Vat and take around 3-4 weeks. All agreed for Clerk to instruct the contractor with the stipulation that the sign must be back in situ for the village fete. JS

Mr Watson enquired as to the possibility of another brook clearing day. Clerk agreed to contact Anglian Water in order to obtain more information. JS

iii. Roads and Footpaths

- Clerk expressed concern over the potholes along High Street and Rusts Lane that had been previously repaired. Clerk to report to Highways Agency.
- Mrs Aylott reported that a local resident had enquired as to the possibility of changing the name of the side road at the top of the Rusts Lane Hill to "Rusts Lane North" or similar as vehicles often drive too far into the village and miss the road. Clerk had already spoken with Highways Agency and would liaise with the local resident. JS
- Clerk agreed to contact Environment Agency following concern from Mr Adams regarding the erosion of the brook along the pathway from Polecat Lane to The Maltings. JS

iv. General

- Clerk reported that the footbridges at Polecat Lane were to be replaced with new bridges and the work was expected to take place in August.
- Clerk to request that Anglian Water road sweep along The Maltings

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following some works carried out during April as it had been left extremely muddy.

234 Planning

Nothing to report

235 Correspondence

Email regarding flooding at Lordsway Park Access Road

Reported under item 232

Email ref Diddington Road Safety Campaign

Clerk reported that she had received an email from the Diddington Road Safety Campaign requesting the Parish Council's support in their bid to make the junction on the A1 to Diddington safer following multiple fatalities at the site. All agreed to support. Clerk to respond.

Email ref housing development at Globe Lane

Clerk had received an email from HDC outlining a proposed plan for a single storey affordable property (only available to people with a connection to Alconbury) to be built on Globe Lane. Whilst it was only an idea at this stage, HDC had requested views from the Parish Council. All agreed that in principle they had no observations, however, this would need to be reviewed should plans be submitted.

Email regarding review of planning processes

Clerk had received an email from HDC outlining some changes in the planning processes designed to streamline the process. All Councillors had seen the email and agreed that there were no comments from the PC.

236 Responsible Finance Officer's Report

Cheques for signature:

J Sharp-April Salary £445.95

J Sharp-April Broadband expenses £21.75

MH-p Internet-Website £18.00

MH-p Internet/Website £72.00

Four Seasons (Grass) £1160 (Standing Order)

Moore Stephens £459 (Paid prior to meeting as agreed)

Alconbury Over 60's club donation as agreed in March 2013 £150

Mrs Aylott-Printer Expenses £35.00

Mr & Mrs Ayres-Allotment Rental (signed between meetings) £1000

237 Date of next meeting

Tuesday 28th May 2013 for the APM at 7.00 PM immediately followed by the AGM at 7.30pm

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