

# Minutes of Meeting – Alconbury Parish Council

Status: Draft

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Date Tuesday 26<sup>th</sup> February 2013  
Meeting Monthly Meeting  
Venue Memorial Hall, Alconbury

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Mr Adams	JAd
Mrs Adams	LA
Mrs Aylott-Chair	JA
Mr Bush	AB
Mrs Elphick	EE
Mr Hardy	IH
Mr Lay	JL
Mr Sale	RS
Mrs Williams	PW <sub>s</sub>
Mrs Sharp-Clerk	JS

County Councillors Laine Kadic and  
Sir Peter Brown

District Councillor Keith Baker

0 members of the public

## Item

## Action

### **Public Forum**

Nothing to report.

### **173 Apologies for Absence**

Apologies from Mr Watson due to work commitments and Mr Fayers-Hallin for health reasons.

### **174 Councillor's declaration of interest for items on the agenda**

Mr Adams and Mrs Adams both expressed an interest in item 182 as spouses of allotment holders. Mr Lay also expressed an interest in item 182 as an allotment holder.

### **175 To sign and approve minutes of previous meeting held on 29<sup>th</sup> January 2013**

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

### **176 Actions from last meeting**

- Clerk to inform HDC that the PC have adopted new code of conduct-Done
- Clerk to advertise for new councillors-Done
- Mr Lay and Mr Watson to obtain information on the financial affairs at the ASSC-Will be reported during meeting
- Clerk to contact Bridget Halford for information on tree labelling-Done and Bridget will be back in contact soon

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- Clerk to obtain grit bin quotes-Done (will be reported under infrastructure)

## 177 Update from County Councillors

County Councillor Kadic advised that she was still working on retaining some form of bus service after April 2013 and would report back once she had some news following a meeting to be held on 5<sup>th</sup> March 2013. Mrs Aylott advised that she and the Clerk had been to an informal meeting with the Chair and Clerk of Alconbury Weston PC and whilst no decisions had been made, all parties were in agreement on the next steps.

## 178 Alconbury Weald-Mrs Aylott

Mrs Aylott had attended a meeting at Alconbury Weald in January during which planning issues were discussed. Since then, the new vehicular entrance had opened and the existing gate entrance had been closed. This was to be landscaped and turned into a pedestrian entrance during 2013. The incubator building was on schedule to be completed by the end of 2013..

## 179 Co-Opting of new Councillor

Mrs Aylott welcomed Mr Sale to the meeting and all councillors voted unanimously to co-opt him onto the council until May 2013 when he would then stand for the Parish Council with the other councillors.

## 180 Councillors for 2013-2014

Mrs Aylott confirmed that there would soon be 3 vacancies within the Parish Council due to Councillors moving from the village. She confirmed that there were posters on the local notice boards and also an advert in the newsletter due out in March. Mrs Aylott asked Councillors to consider the position of Vice Chair as currently there was not a Vice Chair within the PC.

## 181 Flood Awareness

Clerk reported that she had received 47 replies to the flood questionnaires. Of these, only one person was identified as needing extra assistance with their flood protection measures and Clerk agreed to contact the individual to make arrangements to ensure that their flood protection measures are erected in good time when needed.

Clerk advised that one of the main concerns from the answers received was that the residents of Lordsway Park felt that during severe floods they were left stranded. Clerk to contact emergency planning officer at HDC to ascertain whether or not anything can be done to help them.

## 182 Allotments

Nothing to report

## 183 ASSC-Mr Lay

Mr Lay reported that finances had again been discussed at the ASSC meeting and a business plan was being formulated. He reported that there was now an events manager and the committee was planning events for later in 2013. Clerk agreed to

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include membership forms for ASSC with the next PC newsletter.

## 184 Community Orchard

Clerk had been in contact with Bridget Halford regarding tree labels and was awaiting more information. Mr Aylott asked if the layout of the footpath had been identified for when the grass was to be cut. There was an advert going out in the next newsletter looking for more tree sponsors and Mr Lay agreed to put a piece in the news section of the new website.

## 185 Memorial Hall

Mrs Adams reported that there had not been a committee meeting for the Memorial Hall. The lounge room had been redecorated and some sort of protection would be installed to minimise the damage to the walls caused by furniture.

## 186 Neighbourhood Watch-Mr Hardy

Nothing to report.

## 187 Playgrounds

Mrs Williams reported a nut was missing from a swing in Bramble End playground. Mr Adams agreed to fix it.

JAd

## 188 Youth Group

Mrs Adams reported that there had not been a committee meeting since the last PC meeting, however a successful club night had been held. Clerk advised that the transfer of funds from the Youth Group account held in the PC's name into the Youth Group's own account was taking place and would be completed soon by the banks.

## 189 Website-Mr Lay

Mr Lay reported that he had taken over the majority of website updates and liaising with the webmaster. He was looking into the possibility of a flooding page and would report back to the PC with costings.

JL

## 190 Clerk's Infrastructure Report

### i. Churchyard

- Revd Mary Jepp had arranged another churchyard tidy up for 20<sup>th</sup> April at 9.30am. Mrs Aylott would suggest the possibility of obtaining a skip for all the green waste.

### ii. Village Green

- Clerk reported that she had received one quote for the Treework required and was awaiting a second before instructing a contractor.
- Clerk agreed to contact local farmer again in order to have the large oak tree at Mill Lane pruned.
- Mr Adams expressed concern over the repeated incidents of horses still trotting and cantering on the village green. After discussion the PC agreed

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it did not warrant an expensive metal sign. Mrs Aylott suggested a hand painted one and asked Mr Adams and Mr Sale if they could organise one to be erected at the gate near to Lordsway Park Homes asking riders to refrain from using the Village Green in line with the bylaw.

- Mrs Aylott expressed concern over the mess on the green opposite Coulson Way, caused by overflow from the manhole when the brook rises. County and District Councillors all agreed to contact the relevant persons in order to rectify the problem.

### **iii.Roads and Footpaths**

- Mrs Adams was concerned over the mess being left on the road along The Maltings by the contractors currently carrying out work on the sewerage system. Clerk agreed to contact the company to ensure that they do a thorough clean up once the work is completed.
- Mrs Elphick expressed concern regarding the footbridge at Polecat Lane. Clerk confirmed that the repair was still on the job list for the Highways Agency; however, she would chase them.
- Clerk also agreed to request a repair of a further footbridge on the public footpath between Alconbury and Alconbury Weston.
- Mr Adams expressed concern over eroded banks at the brook along the Maltings where it turns into a footpath as it could be dangerous for children. Clerk to contact Environment Agency.

### **iv. General**

- Mrs Williams asked if Clerk could write to owners of Leilandi trees at Mill Lane again. Clerk agreed, however, she had attempted this on several occasions previously to no avail.

## **191 Planning**

Nothing to report

## **192 Correspondence**

### **Emails from residents expressing concern over learner bus drivers**

Clerk had received numerous emails from residents concerned that Stagecoach learner drivers were using the bridge despite not offering a bus service within the village. Clerk spoke with Stagecoach who agreed not to use the bridge with immediate effect.

### **Email expressing concern over local business location**

Email from local resident expressing concerns over location of a local van sales business. All agreed that as the vans are positioned within the site boundaries nothing more can be done at this time. Clerk to advise.

### **Request from NHW to secure the Village Green for 2013 Village Fete**

Clerk received an email from NHW requesting the use of the village green for the annual fete on Saturday 13<sup>th</sup> July 2013. All agreed that this was fine.

### **Email concerns over street lighting**

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Clerk had received concerns over street lights that had been removed and not replaced with the newer models. Clerk has forwarded emails onto Balfour Beatty.

## 193 Responsible Finance Officer's Report

### Cheques for signature:

J Sharp-Feb Salary £445.95

J Sharp-Feb Broadband expenses £21.75

Cheques proposed by Mrs Elphick and seconded by Mrs Adams

## 194 Date of next meeting

**Tuesday 26<sup>th</sup> March 2013 at 7.30pm in the Memorial Hall**

Jo Sharp-Clerk

5 Red Lion Close, Alconbury

Tel: 01480 896164

E-mail: [ParishClerk@alconburyparishcouncil.gov.uk](mailto:ParishClerk@alconburyparishcouncil.gov.uk)

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