

ALCONBURY PARISH COUNCIL

Minutes of the Meeting held on Tuesday 24th January 2012 in the Memorial Hall

Present:

Mrs Aylott, Mrs Adams, Mr Boyce, Mrs Elphick, Mr Hardy, Mr Lay, Mr Watson, Mrs Sharp - Clerk, County Councillor Sir Peter Brown, County Councillor Laine Kadic, 7 members of the public.

Public Forum

Mel Bryan of Alconbury Telecom made a short presentation to update the Parish Council on the findings of the recent feasibility report that was carried out with the help of funding from the Parish Council in order to ascertain the best way to improve broadband speed in the village. Mr Bryan went through the options that would be available to residents and thanked the Parish Council for their support. Details are available from Alconbury Telecom directly.

Roger Read, resident of Alconbury, enquired as to what would be discussed under item 173 (footpath diversion) as he had been carrying out his own research into the diversion of local footpaths. Mrs Aylott advised that standing orders could be relaxed during item 173 in order for Mr Read to speak.

155. Apologies for absence

Apologies received from Mrs Williams due to other commitments, Mr Barnes due to holiday and Mr Pickering and Mr Senior due to professional commitments. Also, apologies received from District Councillor Keith Baker who had a prior engagement.

156. Councillors' Declaration of Interest for items on the Agenda

Mr Lay expressed an interest in item 168 as an allotment holder and 170 as a resident of Coulson Way. Mr Boyce and Mrs Adams also expressed a personal interest in item 143 as spouses of allotment holders.

157. To sign and approve minutes of previous meeting held on 29th November 2011

Minutes proposed by Mr Hardy and seconded by Mr Boyce. Minutes duly approved and signed.

158. Actions from last meeting - Mrs Aylott

Mrs Aylott reported back on the actions leftover from the last meeting:

- Clerk to obtain Parish Boundary Map - This was now complete
- Clerk to contact resident about garden waste left on side of Great North Road-Clerk confirmed that she was investigating if the waste was from the property or the trees on the Highway.
- Clerk to organised new shackles at Bramble End swings and organise playground repair ASAP - Clerk to report under item 161
- Clerk to arrange the completion of Treework behind Coulson Way - Clerk to report under item 170
- Clerk to request a litter pick along Great North Road - Clerk confirmed that this had been requested
- Clerk to submit 2012-2013 precept to HDC - Clerk confirmed that this had been completed.

159. Localism Act - County Councillor Sir Peter Brown/Mr Hardy

County Councillor Sir Peter Brown advised that discussions were being held in order to ascertain the best way for Councils at all levels to work together in the best interests of the public. The Huntingdonshire Neighbourhood Forum were working to find the best way to attract members of the public to their meetings if they have concerns but also feel that the first point of contact should be Parish Councils.

Mr Hardy advised that he and Mrs Aylott had attended a CPALC meeting recently, during which plans to develop a charter between Parish Councils and District Councils were discussed. Various local Parish Councils had already signed up to volunteer to assist with this charter. Mr Hardy advised that a draft charter should be complete within 6 months.

160. Urban and Civic - Update from Mrs Aylott

Mrs Aylott reported that Mr Watson had attended a recent Stukeley's Parish Council meeting during which the "enabling application" for Alconbury Airfield was discussed. The following day she attended a the Joint Parish meeting at Urban & Civic where Steve Ingram, planning officer at HDC also attended and the aforementioned application was discussed in depth again. Mrs Aylott explained the "enabling application" was mainly for demolition of 53 buildings and a new entrance and gatehouse.

Mrs Aylott reported that Urban and Civic will be holding a meeting in the village, hopefully in March, when members of the public will be able to see the plans and Urban & Civic will be able to answer questions.

161. Playground Repair - Clerk

Clerk advised that she had instructed Wicksteed Leisure to carry out the repairs to the playground at the ASSC and also to repair the swing shackles on the baby swing at Bramble End playground. The swing shackles had now been replaced and the repairs at the ASSC playground were expected within 4 weeks. Mrs Williams was absent from the meeting but had sent a report to advise that she would present the quotes for surfacing as requested at the February PC meeting.

162. Heritage Bridge road works

Clerk reported that Cambridgeshire Highways were planning to carry out road works near the Heritage Bridge in order to reduce the number of collisions between vehicles and the bridge. Clerk reported that the plan was to narrow the road at the junction of High St and also install oak bollards at either side of the bridge in order to try and prevent any vehicles making contact with the bridge. The works were expected within 3 months.

163. Standing Orders

All agreed that after having read the current Standing Orders, no amendments needed to be made. Clerk to amend Standing Orders to read "2012 edition".

164. Neighbourhood Watch - Mr Hardy

Mr Hardy reported that he had attended a NHW meeting recently. Finances had been discussed and it was reported that the total year income for 2011 was £802.04. This meant that the NHW account had £1427.30 available.

It was reported that the Christmas carol service had been well attended and well received. Mr Hardy reported that NHW were looking for ideas of ways to improve the village that they could fund. Clerk confirmed that she had requested that Highways Agency investigate the possibility of a seat at the bus stop on Great North Road (Northbound). Suggestions

for improvements given from Parish Councillors included gates at the entrance to the village to try and reduce vehicle speed, a speed watch sign and also the possibility of a self funded 30mph speed limit between Alconbury and Alconbury Weston. Mr Hardy agreed to suggest these to the NHW committee at the next meeting.

Mr Hardy also reported that there had been a number of daytime burglaries before Christmas and reminded everyone to be vigilant. There had also been concerns raised at the NHW meeting about parking within the village and HGVs entering the village due to incorrect "Sat Nav" systems.

165. Youth Group - Mrs Adams/Mr Pickering

Mrs Adams reported that there had been good attendance at the January Youth Group meeting. Older members of the group had been attending to assist at the younger session also. Adult volunteer helpers were still needed at the early session.

Mrs Aylott reported that the Clerk had been in contact with the auditors in order to ascertain whether or not the Parish Council could hand over the running of the Youth Group bank account to the Youth Group committee as the Parish Council will, from April 2012, be no longer funding the Youth Group. The auditors had recommended that the handover take place later in the year once the audit for the current financial year had closed. All councillors agreed that as the Parish Council will no longer funds the YG, this would be a good idea. Mrs Aylott to organise a meeting with YG committee members to discuss.

Laine Kadic requested that she would like to visit the Youth Group with Rebecca Britton from Urban & Civic, as they were one of the companies who were helping with the funding of the group. Mrs Adams to pass the details to Laine Kadic.

166. ASSC - Mr Watson/Mr Lay

Funding was again discussed and Mrs Aylott suggested that Mr Lay and Mr Watson request a quarterly ground maintenance invoice from the ASSC in order for the Parish Council to make a donation towards the running costs as previously agreed.

167. Memorial Hall - Mrs Adams

Mrs Adams reported that she had attended a recent Memorial Hall committee meeting. There were lots of advance bookings scheduled for 2012 and a fundraising disco will be held on 3rd March. The AGM was scheduled for 17th April.

Mrs Adams also reported that the Memorial Hall committee was in the process of obtaining quotes for cleaning as the hall was being used more frequently. Also, advice was being sought as to how to treat and restore the floor in the main hall.

168. Allotments - Mrs Aylott

Mrs Aylott reported that a team of US service personnel had attended the allotments for a weekend at the beginning of December to complete the fencing, hedging and gate at the site. The work had not been finished at the time so the working party was hoping to attend again before the end of January. Mrs Aylott had contacted the AAGA to enquire as to the possibility of AAGA members attending to help. Jeremy Adams, local resident, had kindly offered to move the chippings for the access track.

169. Parish Newsletter

Mrs Aylott advised that Mr Lay would be stepping down as editor of the Parish Newsletter

after having completed 12 months as editor. She thanked him on behalf of the PC for his time and hard work.

Mrs Aylott requested a volunteer to take over but as nobody at the meeting was forthcoming she agreed to contact some of the absent Parish Councillors. Mrs Aylott to report back when a suitable replacement is found.

170. Tree work behind Coulson Way

Clerk advised that she had been in contact with the tree surgeon instructed to carry out the works and he had submitted an application to HDC in order to get permission to remove the trees as suggested. Clerk to chase for answer and a subsequent start date.

171. Ownership of land in "The Paddock"

Clerk advised that she had been in contact with the developer who was in the process of trying to find out whether or not they still owned the land in question. All agreed that if they were unable to provide the information, Clerk could pay for use the Land Registry to provide the required information, (small cost involved).

172. Emergency cover for Clerk

Mrs Aylott reported that the Clerk was going to be having surgery mid February and would be unable to work for some time following this. She advised that in the event that the Clerk was unable to attend the next meeting, CPALC had advised that a nominated Councillor would be able to take the minutes. Mr Watson agreed to do this if necessary.

173. Footpath Diversion

Mrs Aylott reported that Stukeley's Parish Council had made contact and were keen to reconnect the public footpaths between the villages. (They are currently divided by the sewer works). The CCC Rights of Way Officer suggested that the Parish's work together and Mrs Elphick offered to be our PC representative. Local resident Roger Read, advised that he had been in contact with Cambridge County Council and the Rights of Way department as he too, was keen to see the footpaths re-joined. He offered to assist Mrs Elphick when needed.

174. Clerk's Infrastructure Report

i. Churchyard

Nothing to report

ii. Village Green

Clerk reported that she had received complaints regarding the state of the village green near the underpass at the end of the High Street. There had been numerous reports of HGVs from the sewerage plant and also refuse lorries mounting the green and causing damage. Clerk agreed to contact Highways Agency and Anglian Water in order to see how best to repair the green and try to reduce the damage in the future.

Mrs Aylott reported that horse riders continued to canter and gallop on the green despite the Clerk having written to local yards. Clerk to send another letter to all local yards.

iii. Roads and Footpaths

Clerk reported that the request from the previous meeting to resurface Polecat Lane had been refused by Highways Agency due to budget cuts, however they had repaired the largest potholes. Clerk also noted large potholes along High Street and agreed to report

them.

iv. General

Mrs Aylott reported that there was an increase in road works at the Truckstop site. Clerk agreed to contact the order to enquire as to the purpose of the works.

175. Planning

(i) Planning Applications Received

1192094Ful - Enabling works for Alconbury Enterprise Zone Company

Mr Watson outlined the purpose of the "enabling application" and explained that it was mainly for the demolition of 53 buildings on the site and the development of 2 new entrances (one temporary) and gatehouses. All Councillors were agreed that the Parish Council's approval be given but with the following conditions:

- Lighting - We would like consideration to be given to the possibility of using a larger number of lower height road and street lighting along the proposed "boulevard". This is to ensure that the higher level bright lighting does not cause problems in the neighbouring villages. We suggest that notwithstanding the submitted details a condition should be added to require the submission of a further lighting scheme to consider lower level lighting and that this be agreed with the Council.
- Noise and working hours - We would like a condition imposed around the working hours so as to reduce noise to neighbouring properties and villages with considering being given to work only taking place during the hours of 8am-6pm Monday to Friday, 8.30am to 12.30 pm on a Saturday and no working at all on Sundays or Bank / Public Holidays.
- Storage of Hardcore and demolished materials - We would like reassurance that any hardcore/rubble or other materials that are to be reused after the demolition will be stored at the far side of the site with consideration and out of sight of the main entrances to the site. We suggest that a condition is added to any permission granted to require the applicant to provide details of the locations for the storage of the material and to agree the maximum height of any stockpiles having regard to the landscape implications.
- Signage to the site - We would like assurance that signage will be provided directing traffic from the site onto the A14 at the nearest junction so as to avoid excessive traffic and large vehicles using the neighbouring villages. We are aware that it is common practice for routing agreements to be provided to define the routes that construction traffic must utilise when entering or leaving the site. Effectively it is considered that the traffic should exit the primary road network and re-enter it as close as possible to the site. We ask that a condition be applied to require the submission of a routing agreement and that this should ensure that all construction traffic utilises the accesses to and from the A14 at the top of Rusts Lane. The agreement should prohibit use of the Alconbury junction off the A1 so that vehicles do not run up and down the Rusts Lane hill to enter or leave the site but must use the A14.

(ii) Planning Applications Determined

None

176. 2012-2013 Precept

Clerk confirmed that the 2012-2013 had been submitted to HDC and she was now awaiting confirmation of the sum being offered.

177. Correspondence

Request for donation from Alconbury CE School Yr 6 leavers committee

Suzy Jackson, parent representative on the Alconbury CE School year 6 leavers committee had emailed the Clerk to request a donation towards year books for the year 6 children that would be leaving the school in July 2012. All agreed to a donation of £100. Clerk to organise the cheque for February meeting and advise the committee to approach Alconbury Weston PC.

Request for donation and permission for a flower display from Alconbury Church. Clerk had received a request for donation for the Church Flower Festival in May and also a request for permission to have a display at the Maypole Square in the village. All agreed that a display would be permitted by the PC, however, Clerk is going to contact Highways Agency to ensure that no additional permission is needed. All agreed that a donation of £100 would be given at the present time, and consideration would be given to the possibility of a further donation at the April meeting if the required funds had not been obtained.

Request to investigate possibility of a skate park. Clerk had received a request from a local youth enquiring as to the possibility of a skate park within the village. All agreed that he should be directed to the Youth Group committee.

Email from resident with comments on the Urban & Civic planning application. This had been forwarded to the Stukeley's PC as the resident's property was no longer in our parish.

178. Responsible Finance Officer's Report

Cheques for signature:

Demon Web Hosting - Direct Debit - £11.50

J Sharp - February Salary - £427.25

J Sharp - Broadband and office expenses - Amount £127.60

Cambridgeshire County Council - Footpath Diversion - £1576.05

Easiprint - newsletters £46.90

Youth Group hall rental - £118.87

Dyers of Warboys - Christmas tree - £140

Mr & Mrs Ayres - Allotment Rental £1000

Proposed by Mr Watson Seconded by Mr Hardy

179. Date of next meeting

Tuesday 28th February 2012 at 7.30pm in the Memorial Hall.