

**Minutes of the meeting of Alconbury Parish Council
held on Tuesday 30th January 2018 at Alconbury Memorial Hall.**

Parish Councillors present: Mrs. E. Adams, Mrs. J. Aylott, Mr. C. Bodley (Chairman) , Mrs. T. Gilbert, Mr. R. Johnson, Mr. R. Sale, Mr. S. Tarabella & Mr. A. Welsh.

Also present: District Cllr. K. Baker, County Cllr. I. Gardener, Clara Kerr (HDC Planning Services Manager), Clare Bond (HDC Planning Policy Team Leader), Mrs. D. Benham (Clerk) & 12 parishioners.

1a. Election of Chairman and Vice-Chairman: Cllr. Bodley (Vice-Chairman) explained that Cllr. Isles had resigned followed a house move, thus creating a vacancy for the post of Chairman. Cllr. Bodley called for nominations for Chairman. Cllr. Aylott proposed Cllr. Bodley for Chairman. Seconded by Cllr. Johnson and unanimously agreed. There being no other nominations, Cllr. Bodley was duly elected Chairman and signed a Declaration of Acceptance of Office witnessed by the Clerk. Cllr. Bodley called for nominations for Vice-Chairman. Cllr. Adams proposed Cllr. Welsh for Vice-Chairman which was unanimously agreed

b. Councillor vacancies: The Clerk advised that there were now 3 councillor vacancies, all of which could be filled by co-option. The date of the next election will be 3rd May 2018.

2. Apologies for absence: None received.

3. Declaration of Interests: Cllr. Welsh declared an interest in item 14, being a trustee of the Memorial Hall, and in planning application 18/00103/HHFUL, being a close friend of the applicant. Cllr. Adams declared an interest in item 12, being a trustee of the Alconbury Recreation Field Charity.

The Chairman closed the meeting for Public Open Forum during which a number of parishioners voiced their concerns regarding an area of land off School Lane that has been put into the latest version of the Huntingdonshire Local Plan to 2036, as a potential site for development. The Chairman reopened the meeting.

4. To discuss the Huntingdonshire Local Plan to 2036 with Clara Kerr (HDC Planning Policy Manager) and Clare Bond (HDC Planning Policy Team Leader): Clare Bond advised that the review of the Local Plan started in 2012. The consultation of the first full version of the Local Plan brought forward 1500 representations. A targeted consultation was carried out in 2015 and seminars were held for Parish Councils to attend. Following a Strategic Transport Study, the allocation of housing at RAF wyton had to be removed from the plan, as none of the transport solutions could be delivered. A further call for sites was made in order to accommodate the 20,100 homes that will be required to 2036. Most of the homes will be accommodated at large sites in St. Neots and Alconbury Weald and larger towns. However, 3 larger villages were identified as Local Service Centres because they contained facilities such as a primary school, shop, village hall and in particular, a doctors surgery. 7 sites were put forward by landowners in Alconbury. HDC assessed their "suitability" only and chose the area off School Lane to include in the Final Submission document, which was sent out for consultation on 18th December. Clara Kerr explained that HDC have to show that they have in excess of a 5 year supply of housing sites in order to prevent developers from making planning applications on sites that HDC would normally refuse planning permission on. If HDC cannot prove that they have in excess of a 5 year land supply, an application refused by HDC, could be allowed on appeal. Clare Bond has already had to attend a number of appeals because the land supply is not currently high enough. The site off School Lane has been allocated in the Local Plan for 95 homes which would occupy approximately 50% of the site, although the Church Commissioners, who are the

landowners, have suggested that 120 homes might be possible, occupying 75% of the land. Clara Kerr pointed out that no planning application had been made for this land, and if one is made in the future, it would be subject to all the usual consultations and investigations and she accepted that all the objections mentioned during Open Forum were valid and would be taken into consideration. Clara Kerr and Clare Bond left the meeting.

Councillors unanimously agreed that they wished to object to the inclusion of the School Lane site in the Huntingdonshire Local Plan to 2036. Councillor Bodley agreed to draft a response and will circulate it to councillors for approval in order to send it before the Final Submission consultation ends on 5th February. The Chairman urged parishioners present to make their individual representations on line on HDC's website.

5. To approve the minutes of the previous meeting held on 28th November 2017: Approval of the minutes of 28th November 2017 proposed by Cllr. Aylott, seconded by Cllr. Tarabella and unanimously agreed.

6. Reports from District Councillor: District Cllr. Baker advised that HDC intends to increase their portion of the Council Tax by 2.5%. County Cllr. Gardener advised that Highways had received all of the Local Highways Improvement Scheme bids and the results would be announced mid March. The County Council is proposing to increase their portion of the Council Tax by 2.99% plus a further 2% for adult social care. County Cllr. Gardener explained that Cambridgeshire fared quite badly under the present funding formula and that this needed to be reviewed so that all councils were funded fairly.

7. To consider a request for a salt bin to be placed outside the school: Councillors agreed that when Cllr. Sale has retrieved the salt bin that was washed away by flood-water early last year and has since been discovered on the bank at the end of Sharps Lane, the Clerk will contact the school to see if relocating it next to the school would be useful and whether they had a member of staff willing to utilise it.

8. Alconbury Brook Flood Management Partnership Group and Community Emergency Plan: Cllr. Gilbert and Cllr. Ayott had attended a Partnership Meeting on 11th January. Some of the planned maintenance of the brook had not been carried out due to Health and Safety issues but these had now been resolved and the Environment Agency will be placing an article in the Parish Pump informing residents of future maintenance works. There had been some discussion on the flooding event which took place on 27th December and it was noted that there was an issue with getting the correct road closure signs in place. Cllr. Gilbert advised that the Alconbury Community Emergency Plan was ready and would be circulated for final comments before being formally adopted. Cllr. Gilbert can now order a flood kit which will contain items that can be used by the Emergency Plan volunteers during a flood event. Cllr. Johnson agreed to be Deputy Co-ordinator. A camera has been installed on the lamp post by the bus stop and will take pictures of the brook as it passes underneath the bridge. This will enable residents who are most at risk of flooding, to view the condition of the brook at times of heavy rainfall, especially when they are away from home. A link to the website where the pictures can be viewed, can be found on the Parish Council website. Cllr. Bodley thanked Cllr. Gilbert for all the work that she has done in producing the Emergency Plan.

9. Parish Plan: Cllr. Bodley has arranged a meeting on 6th February with Ms. Isles to discuss how to progress this.

10. Update on Alconbury Weald: The Clerk provided the following update from the liaison meeting held on 30th January, which she attended with Cllr. Aylott.

Residential Zone – Parcel 4 will be built by Civic Living. The infrastructure is going in and a planning application will be submitted shortly. Parcel 5 and Parcel 6 are around the cricket pitch and will be built by two contractors, one of which is already building elsewhere on site. Parcel 6 will exceed the number of houses allowed in Key Phase 1, so this may have to be extended.

Enterprise Zone – ICO building is half built. MMUK building is now occupied. John Adams Toys building is underway and they hope to be in by the summer. The IMET building is nearly complete. Tours of the IMET building will be arranged in early summer and it will be fully open in September. The Incubator 2 building is out of the ground and mostly all let.

A temporary café is to be built near to the temporary shop. Work on the southern access, to be situated between the Audi showroom and the railway line, will start in the summer, followed by a planning application in September. An application for the new railway station will be made in October 2018. The Clerk gave information regarding a proposal to store 7500 new vehicles at RAF Wyton. If a planning application is successful, it would involve up to 24 movements per hour, of large car transporters, which would be travelling to and from the site from the A14.

MAGPAS hope to have a base at Alconbury Weald and will be giving a presentation to The Stukeleys Parish Council on 5th February starting at 7.15pm at Alconbury Weald Academy.

A temporary library will be opened by September, located in a renovated Nissan hut near to the IMET building and a planning application will be submitted in May for a Community Building/Cricket Pavillion which will open in April 2019.

In the latest version of the Local Plan, an extra 1500 homes are being proposed for Alconbury Weald, bringing the total to 6500.

11. Alconbury Sports & Social Club: Cllr. Adams advised that bookings and sales were both good and that they continue to look at ways to reduce overheads. The Club had registered an interest with HDC to hold Holiday Activity sessions at the site.

12. Alconbury Recreation Field Charity: Cllr. Adams advised that there were lots of forthcoming events: 17th February Jo Stanford Soul and 80's, 17th March The Expletives Punk Band, 20th March Elvis and afternoon tea, 31st March Children's Easter Party, 7th April Northern Soul, 14th April Almost ABBA. A problem with the lights on the MUGA has been fixed.

The committee would like to use the money collected at Dr. Berrington's funeral towards some outdoor gym equipment. An application has been made to the Woolley Hill Wind Farm Trust and donations will also be requested.

13. Community Orchard/Trees: Cllr. Tarabella advised that ASSC were still not keen on the Parish Council's suggestion to extend the orchard. Cllr. Tarabella is providing advice on the maintenance of the hedging planted around the sports field. The Clerk advised that Global Tree Solutions had offered to plant a baby Oak tree on the village green. Cllr. Tarabella to see if there is a suitable location and to contact GTS. The Clerk has reported a fallen willow tree to the Environment Agency.

14. Memorial Hall: No meeting had taken place. Cllr. Tarabella agreed to replace Ms. Isles as one of the two Parish Council trustees.

15. Bramble End playground: Cllr. Aylott advised that the new Outdoor Gym equipment was installed in December and officially opened by Dr. Bhimpuria on 18th January. An article in the Parish Pump and the Hunts Post will advertise that it was paid for using a grant from the Lottery. Cllr. Aylott has also uploaded photos on to the Lottery Facebook page. Cllr. Johnson has agreed to try to fix one of the "Lottery Funded" signs obtained by the Clerk, to the bottom of the Information Board next to the Outdoor Gym. The Clerk has asked HAGS/SMP to check one of the pieces of equipment which appears to be quite stiff to use. The grant from Woolley Hill Wind Farm Trust for

£3500 has been received and an order has been placed with Wicksteed Leisure for a small roundabout as previously agreed. Installation is expected March/April. Cllr. Aylott had inspected the play area and had no issues to report.

16. Youth Group: Cllr. Adams advised that there were 54 juniors and 30 seniors at the December Club night, when they made “Mocktails”, and 45 juniors and 22 seniors at the January Club night when they did “Sand Art”. The next Club night will be on 2nd February and will celebrate Chinese New Year.

17. Police crime report: The October crime report showed 13 reported crimes. The November crime report showed 5 reported crimes.

18. Infrastructure report:

a) Churchyard – A Churchyard Tidy will be held on 10th March from 10am to 1pm. Cllr. Aylott has asked Amey to provide a skip.

b) Village Green –The Clerk has reminded Mr. Bannister that he has yet to carry out the work to remove the circular bench and concrete base around the tree on the High Street side of the brook.

c) Roads and footpaths – Cllr. Aylott attended the meeting held by Highways on 8th January regarding the major maintenance works to be carried out on the A14 during the summer. Resurfacing will take place northbound from the Truckstop to the motorway with a diversion route in place.

Minutes of the meeting have been forwarded to all councillors.

d) General – The electricity board have left a pile of prunings from the conifers on Mill Road, on the opposite verge. Clerk to investigate. The Clerk advised that the new Neighbourhood Watch noticeboard had been erected on North Road and had been added to the Parish Council’s insurance.

18. Planning.

a) New applications.

18/00103/HHFUL Two storey side extension with a single storey rear extension. The Forge, 15 High Street, Alconbury. Cllr. Aylott proposed that Alconbury Parish Council recommend approval.

Seconded by Cllr. Adams and unanimously agreed. Cllr. Welsh took no part in the decision having declared an interest.

18/00084/HHFUL Proposed rear extension. 4 Great North Road, Alconbury. Cllr. Johnson proposed that Alconbury Parish Council recommend approval. Seconded by Cllr. Tarabella. 7 votes in favour, 1 abstention.

b) Update on previous applications.

17/02343/FUL Proposed new dwelling. Land adj. to 9 Rusts Lane. In progress.

17/02367/S73 Variation of condition 2i (omit wording), 2iii (reword), 2iv (remove) and condition 5 (substitute drawings) of application 16/02493/FUL. In progress.

15/00749/FUL Change of use from parking and maintenance of 2 HGV lorries and trailers and a pickup truck to a mixed use of parking and maintenance of 2 HGV lorries and 2 trailers and a pickup truck and storage and sale of aggregates. Including the construction of new aggregate storage bays.

Top Farm, Ermine Street, Alconbury. In progress and awaiting further information from the agent.

Application for a new pharmacy at 1 Bell Lane - The Clerk received a letter from NHS England stating that Mr. Patel has been granted a 3 month extension to the time he has to open the pharmacy. This will expire on 1st March and no further extensions will be granted.

20. Financial report:

a) Payment of outstanding debts - Cllr. Sale proposed retrospective approval of items (1) to (4) and approval of item (5). Seconded by Cllr. Tarabella and unanimously agreed.

- (1) Cq. No. 1013 Business Services at CAS, additional insurance premium for the Outdoor Gym. £43.04
 - (2) Cq. No. 1014 Mr. & Mrs. D. Ayres, allotment annual rent. £1000.00
 - (3) Cq. No. 1015 Mrs. D. Benham, wages and expenses of Parish Clerk for December. £657.50
 - (4) Cq. No. 1016 HAGS-SMP Ltd., supply and installation of Outdoor Gym. £9546
 - (5) Cq. No. 1017 Mrs. D. Benham, wages and expenses of Parish Clerk for January.
- b) Current position - A copy of the receipts and payments and bank reconciliation was handed to each councillor. Cllr. Bodley confirmed that the balance in the bank account was correct as shown on the reconciliation. Councillors agreed that Ms. L. Isles should be removed as a bank signatory and Cllr. Bodley should be added.

21. Correspondence.

Forwarded to councillors:

- a) Roadworks and events notices.
- b) email from Online Communities PCSO.
- c) Information from the Cambridgeshire Parish Conference.
- d) A14 major maintenance work information.
- e) A14 Parish bulletin.
- f) Rural crime forum meeting.
- g) A14 Cambridge to Huntingdon closures.
- h) Christmas waste arrangements.
- i) ACRE Cambridgeshire Local Development Plan 2017 – 2022.
- j) Huntingdonshire Local Plan to 2036 : Proposed Submission.
- k) Communications survey for A14 Cambridge to Huntingdon scheme.
- l) email from Clara Kerr giving details of the consultation on the Local Plan Proposed Submission.
- m) Flood alerts from Silver Command at HDC.
- n) Policing Precept consultation.
- o) Innovate and Cultivate Fund advice session.
- p) Cambridgeshire Matters newsletter.
- q) Park homes consultation.
- r) Information on the General Data Protection Regulations which come into force on 25th May. Clerk and a councillor to attend an information session to be run by CAPALC.
- s) A14C2H news release.
- t) CAPALC Bulletin.
- u) Letter of thanks from Mrs. Foster for the donation towards a poppy wreath.

22. New agenda items for the next meeting: Data Protection General Regulations. Litter bin locations.

23. Date of the next meeting: 27th February 2018 starting at 7.30pm at Alconbury Memorial Hall.

Signed.....

Date.....

