

**Minutes of the meeting of Alconbury Parish Council  
held on Tuesday 28<sup>th</sup> July 2015 at Alconbury Memorial Hall.**

Public Participation: There were no issues raised.

Councillors present: Mrs. E. Adams, Mrs. J. Aylott, Mr. A. Bush, Ms. L. Isles, Mr. R. Sale (Chairman) & Mr. A. Welsh.

Also present: County Cllr. P. Ashcroft, Mrs. D. Benham (Clerk) & 1 member of the public.

1. Apologies for absence: Cllr. C. Bodley (personal), Cllr. E. Elphick (personal), Cllr. K. Tarabella (personal), Cllr. S. Tarabella (personal) & County Cllr. Brown (personal).
2. Declaration of Interests: Cllr. Adams declared an interest in item 10, being a trustee of the Alconbury Recreation Field Charity. Cllr. Isles declared an interest in planning application 15/00966/LBC being a resident of the property involved.
3. To approve the minutes of the previous meeting held on 28<sup>th</sup> June 2015: Approval of the minutes of 28<sup>th</sup> June 2015 proposed by Cllr. Welsh, seconded by Cllr. Adams and unanimously agreed.
4. Report from County Councillor: County Cllr. Ashcroft confirmed that the Clerk had received the Rights of Way cutting schedule and details of the Local Highways Improvement Scheme for 2016/17. County Cllr. Ashcroft advised that CCC were “in the process of sorting out the financial situation for the next 12 months.”
5. Village entrance features: Cllr. Aylott and the Clerk had received a revised draft plan of the new entrance features. The plan will now go to CCC for formal approval and to agree a timetable for implementation. Cllr. Aylott had dealt with several issues raised by Neighbourhood Watch.
6. Update on the proposal to lower the speed limit on North Road: Alconbury Recreation Field Charity have received a grant offer letter from Cambridge Community Foundation and will need to complete and return the Outcomes and Impacts tables and signed acceptance form in order to release the grant of £3900. Cllr. Bodley had offered to assist Mr. Rickard with this but it seemed that both were now on holiday. In order to meet the deadline of 13<sup>th</sup> August, Cllr. Isles agreed to complete the paperwork and liaise with Cllr. Adams so that it could be presented for signature at the next ARFC committee meeting on 5<sup>th</sup> August. In the meantime, the Clerk had received the final scheme plan, which now contains all of the features originally requested and has been costed at £4500 plus VAT. Alconbury and Alconbury Weston Parish Councils have each agreed to pay £300 towards the scheme. The work will be ordered once the grant is received. Highways estimate that installation will follow in 6-7 months.
7. Local Highways Improvement Scheme 2016/17: Cllr. Aylott proposed that the Clerk make an application for a new stretch of footpath outside The Manor House pub. Seconded by Cllr. Isles and unanimously agreed. Councillors agreed that the Parish Council would pay 10% of the cost if successful.
8. Update on Alconbury Weald: Next meeting scheduled for September 3<sup>rd</sup> at 9.30am but this may be subject to change.
9. Alconbury Sports & Social Club: Cllr. Adams reported that the 25<sup>th</sup> Anniversary Charity Cricket Match had raised £1500 for Mencap but had not been very well attended by the public. The

refurbishment was underway, with new LED lighting, new radiators, flooring and decoration and the TV had been moved to the new Sports Bar area. A Family Fun Day will be held on 5<sup>th</sup> September and a Fashion Show on 22<sup>nd</sup> September.

10. Alconbury Recreation Field Charity: Cllr. Adams reported that at the last trustees' meeting, they had discussed the speed limit reduction and plans for Firework Night and the Children's Christmas Party. The next committee meeting is on 5<sup>th</sup> August.

11. Community Orchard/Trees: The Clerk had received an email from Bridget Halford saying that the grass cutter had shredded some of the mulch mats around the new trees and that the mats would need to be replaced. The original mats were given free of charge but replacements would be charged at £3.50 each. Councillors agreed that the Clerk should request replacements. The new trees had taken well but needed to be watered copiously once a week through till October. Cllrs. Aylott, Bush and Isles had agreed to share watering duties.

The Clerk read a report from Cllr. S. Tarabella in which he advised that Bridget Halford had suggested that some additional trees could be planted on the other side of the ford towards the A1 bridge – to be discussed at the August meeting. Cllr. Tarabella will remove a small dead Oak tree and suggested that the base growth around some of the trees needed to be cut back again. The orchard is thriving but crown reductions may be necessary to avoid the trees getting wind blown. Cllr. Tarabella hopes to produce a new tree map for the Village Green for the meeting in August.

12. Memorial Hall: No meeting had taken place. Cllr. Isles advised that she had renewed the domain name for the Village Hall website. The main hall floor was currently being refurbished. Cllr. K. Tarabella had stood down as Village Hall representative for personal reasons. Cllr. Welsh volunteered to take her place.

13. Neighbourhood Watch: Cllr. Aylott to attend the next meeting on 16<sup>th</sup> September. The police crime report for May shows 4 recorded crimes, classified as: Anti-social behaviour – Church Way, Possession of weapons – Hawthorn End, Anti-social behaviour x 2 – Brook Close.

14. Bramble End playground:

The Clerk had accepted the quotation from Wicksteed Leisure to repair the surfacing and this work should be completed shortly. The Clerk was awaiting a call back from Creative Play regarding the remaining repairs.

15. Youth Group: Cllr. Adams reported that the last club night included a barbeque and games. The number of junior and senior members would change once the year 6 children moved into the older age group. The Youth Group had run a "Sand Art" stall at the village fete. There is no Youth Group session in August.

16. Infrastructure report:

a) Churchyard – Cllr. Adams advised that the contractor working on the churchyard contract had gone into administration and that a new contractor would be appointed.

b) Village Green – The Clerk had emailed the grass cutter regarding the damage to the mulch mats and had also asked if he was able to cut the top of the banks, but had not yet received a response. Clerk to ask Mr. Baker whether he was able to cut the top of the banks or knew someone with the necessary equipment.

c) Roads and footpaths –

The white-lining had been completed. Clerk to request that the temporary signage is removed. Highways are investigating whether a fire hydrant on High Street has been tarmaced over.

The overgrown hedge along the byway has been cut and an order has been issued by Highways to get the overhanging trees on The Maltings cut back.

The Clerk has asked Day Today Maintenance several times for a quote to paint the railings by the medieval bridge and the two footbridges, but Mr. Day is extremely busy and has yet to provide this. Councillors agreed that the railings could be painted by volunteers. Cllr. Aylott to place a notice on the Parish Council notice board asking for volunteers and the Clerk will include a piece in the next Parish Pump.

d) General – Nothing to report.

#### 17. Planning.

a) New applications.

15/00966/LBC Remedial works to the south-eastern gable wall. Brookside, Alconbury.

Circulated to the planning team and returned recommending approval.

15/01117/REM Approval of appearance, layout, landscaping and scale in respect of the construction of 128 dwellings, pocket park, associated highways, landscaping and ancillary works. Alconbury Weald, Ermine Street, Little Stukeley.

Circulated to the planning team and returned recommending approval.

15/00921/FUL Extension of sales forecourt and associated landscaping. Steve's Car Sales, Ermine Street, Alconbury. Cllr. Isles proposed that Alconbury Parish Council approve the application.

Seconded by Cllr. Bush and unanimously agreed.

15/00930/FUL Erection of one affordable bungalow. Land north-west of 17 Wren Close, Alconbury. Cllr. Bush proposed that Alconbury Parish Council recommend approval. Seconded by Cllr. Adams and unanimously agreed.

15/01054/HHFUL Ground floor extension to the side elevation. The Barn, 17 High Street, Alconbury. Cllr. Welsh proposed that Alconbury Parish Council recommend approval. Seconded by Cllr. Bush and unanimously agreed.

b) Update on previous applications.

15/00692/HHFL Lean-to part side and part rear UPVC ground floor conservatory. 11 Hawthorn End, Alconbury. In progress.

15/00793/TREE & 15/00792/TREE Pollarding of an elm and felling of an elm. 12 Coulson Way, Alconbury. Approved by HDC.

15/00408/REP – Replacement of application TWA/99/APP/13 for proposed rail facilities and rail link to east coast mainline to extend the timescale for commencement, as set in condition 2 (Planning ref: 9701500OUT as replaced by 1000692REP). Alconbury Airfield, Ermine Street, Little Stukeley. In progress.

1300666FUL – Change of use from vacant land to provide six permanent pitches for gypsies and travellers. Former Megatron site, Ermine Street. Awaiting outcome of the enquiry.

c) A14 Cambridge to Huntingdon Improvement Scheme – Statement of Common Ground.

Councillors had met with Highways England and Arup before the Parish Council meeting to add further areas of concern to the Statement of Common Ground and to discuss the updated traffic modelling report. The draft Statement of Common Ground will be updated by Arup and forwarded to the Parish Council.

#### 18. Financial report:

a) To consider quotations for renewal of the Parish Council's insurance.

The Parish Council's broker, Came & Co. had obtained 3 quotations: Aviva £765.46, Hiscox £729.01, Ecclesiastical £803.73. Hiscox's also offered a 3 year agreement at £692.56 per annum. The Clerk had obtained a quotation from Community Action Suffolk/Zurich: 1 year undertaking £726.71, 3 years £690.37, 5 years £654.04. Cllr. Aylott proposed that the Parish Council should take a 5 year

agreement with Community Action Suffolk at £654.04 per annum. Seconded by Cllr. Adams and unanimously agreed.

b) Payment of outstanding debts.

Cllr. Aylott proposed approval of payment of item (1) to (3). Seconded by Cllr. Adams and unanimously agreed.

(1) Cq. No. 853 A. Abbs, grass cutting. £1160.00

(2) Cq. No. 854 Mrs. D. Benham, wages & expenses of Parish Clerk for July. £798.71

(3) Cq. No. 855 HMRC, PAYE/NI July 0.80p

c) Current position.

A copy of the receipts and payments and bank reconciliation was handed to each councillor.

The bank statements were available for inspection and Cllr. Aylott confirmed that the balance in the bank accounts was correct as shown on the bank reconciliation.

19. Correspondence:

a) Licensing Act 2003 – Draft Statement of Licensing Policy Consultation – forwarded to councillors on 2/7

b) Highways Depot Open Day – Cllr. Sale to attend on 1<sup>st</sup> September 2pm – 4pm

c) CCC Street lighting – Letter received advising that lighting in Alconbury will not be switched off or dimmed any further for the time being.

20. New agenda items for the next meeting: None requested.

21. Clerk's annual appraisal: To be completed by Cllr. Sale and Cllr. Isles after the meeting.

22. Date of the next meeting: 25<sup>th</sup> August 2015, starting at 7.30pm at Alconbury Memorial Hall.

Signed.....

Date.....