

**Minutes of the meeting of Alconbury Parish Council  
held on Tuesday 26<sup>th</sup> July 2016 at Alconbury Memorial Hall.**

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

Also present: County Cllr. P. Brown, County Cllr. P. Ashcroft, District Cllr. K. Baker & Mrs. D. Benham (Clerk).

1. Apologies for absence: Cllr. S. Tarabella (attending another meeting).
2. Declaration of Interests: Cllr. Welsh & Cllr. Isles both declared an interest in item 13, being trustees of the Memorial Hall. Cllr. Adams declared an interest in item 11, being a trustee of the Alconbury Recreation Field Charity. Cllr. Aylott declared an interest in payment (5).
3. To approve the minutes of the previous meeting held on 28<sup>th</sup> June 2016: Approval of the minutes of 28<sup>th</sup> June 2016 proposed by Cllr. Aylott, seconded by Cllr. Bodley and unanimously agreed.
4. Reports from County & District Councillors: County Cllr. Brown advised that a consultation was taking place on the proposed devolution of powers for Cambridgeshire and Peterborough. County Cllr. Ashcroft advised that the devolution process was still in planning. Cllr. Ashcroft also advised that a liaison meeting had taken place regarding the Alconbury Waste Transfer Site and that monitoring and collection of litter was ongoing. District Cllr. Baker had attended a presentation given by the Devolution Program Manager. District Cllr. Baker advised that HDC would be sharing services with Cambridge City Council and South Cambs. Council, in order to make savings.
5. Parish Council Newsletter: The Clerk had arranged for the newsletters to be printed by St. Ives Quickprint. The newsletters were collected and distributed by councillors and the Clerk during the past week.
6. Parish Plan: Cllr. Isles had prepared and circulated a draft questionnaire to councillors for consideration. Cllr. Isles will update the questionnaire as agreed, prepare an introduction and write an article for the Parish Pump, asking parishioners to complete the questionnaire on line. Paper copies will also be available and councillors agreed that a small prize draw should be available to encourage parishioners to take part.
7. Litter bins: Cllr. Welsh to arrange a meeting with the Clerk before the next Parish Council meeting, to see if there is a suitable site further down The Maltings for a new bin.
8. Grass cutting:  
Grass cutting of the HDC owned areas has improved and a generic letter had been received from Cllr. Carter, acknowledging that the work had not been up to standard this year. CCC owned areas have now been cut, although due to the length of the grass, this has left quite a mess on the footways. The Clerk has asked CCC for a map confirming the areas that they own and cut, and has asked what level of grant would be available should the Parish Council wish to take on responsibility for cutting these areas next year. The Clerk has asked Antony Abbs to tidy up the patch of grass on the corner of The Paddocks and to add it to the grass cutting contract until ownership is established.
9. Update on Alconbury Weald: Cllr. Aylott and the Clerk attended a liaison meeting on 20<sup>th</sup> July.

Enterprise Zone: Planning permission has been granted for MMUK, Mid-Tech and IMET buildings. The new ICO building is in planning. The next application will be for John Adams Toys, who are relocating. This will be their European HQ for design, storage and manufacture of prototypes.

Residential: Hopkins will build 128 homes. Morris Homes will build 165 homes Redrow Homes will be the next developer, building 199 homes. These will all be of traditional style. 300 homes will be occupied by the middle of 2018 and this will trigger the affordable housing requirement. Tendering for the affordable housing will start in August, with 80 homes to be provided at Stage 1, 30 in the current development areas. The fourth parcel of land will contain a mix of EZ and residential, with a small shop. The housing will look less traditional in style. Design work has started on the cricket park, watchtower and green space linking the residential area to the Hub.

The Community Park, near to the school, is being designed by BMD and will include a temporary library, shop, MUGA, allotments and park & stride. 12-20 children will start at the new primary school in September, which will have 3 teachers, teaching assistants, Headmaster and Deputy Head all in place.

The Section 106 agreement is being worked on and will include travel plans, a website, a welcome pack for new residents, bus vouchers and details of cycle routes and cycle hire. The 46a bus service will increase in frequency and a new bus stop will be situated near to the new entrance.

A full time Community Development Worker will be funded for 7 years and then reviewed. The preferred Estate Management provider is Encore.

The potential new railway station will be discussed at the next meeting. The first secondary school will be a free school, probably run by the Diocese of Ely, and is due 2019/20.

Meetings have been going on with Abbots Ripton and Alconbury shops, to determine who will run the first small shop on site. Urban & Civic have been liaising with Alconbury Surgery to ensure that the extension and the extra doctor, will be in place on time. A Health Centre will be built at Alconbury Weald in phase 2, in time for the completion of 1200 homes.

The Local Plan has been delayed due to transport modelling and the final version of the plan is now expected November 2017.

Rebecca Britton had confirmed that the Alconbury village gateways had been ordered and would be installed by the end of September.

The next meeting will take place on Tuesday 27<sup>th</sup> September at 10am.

10. Alconbury Sports & Social Club: Cllr. Bodley reported that the committee was focused on generating income and that a push was to be made to use the club as a venue for office parties. Two new members joined the committee at the AGM.

11. Alconbury Recreation Field Charity: Cllr. Adams advised that future planned events included a Family Fun Day, a Boden Party and a Fashion Show. Benches sited near to the boundary of a residential property had been removed from the field. Cllr. Adams handed copies of the accounts for year ending December 31<sup>st</sup> 2015, to the Clerk.

12. Community Orchard/Trees: Cllr. Tarabella was attending a Tree Wardens meeting to discuss the deletion of the Tree Warden Co-ordinator post at HDC.

13. Memorial Hall: The next committee meeting has been rescheduled for 8<sup>th</sup> September.

14. Bramble End playground: A quotation had been received from Creative Play for £255 plus VAT for the repairs discussed at the last meeting. Cllr. Welsh proposed approval of the Clerk's actions in placing an order. Seconded by Cllr. Sale and unanimously agreed. The Clerk was awaiting a call back from SMP to arrange repairs to the motorbike springer.

15. Youth Group: Cllr. Adams reported a very successful club night bar-b-q in July. Club nights restart in September.

16. Police crime report: The May police crime report showed 1 reported crime in Alconbury - anti-social behaviour.

17. Infrastructure report:

a) Churchyard – Nothing to report.

b) Village Green – The grass and brook banks were cut before the village fete took place. Thanks to Neighbourhood Watch, who have moved the circular bench to a new position on the other bank and have installed a new tree guard.

c) Roads and footpaths – The Clerk had met with Highways regarding the new footpath in front of The Manor Hotel. A plan had subsequently been received, circulated and approved by councillors. Clerk to follow up repairs to the pot hole outside the church. Cllr. Welsh advised that he had attended the A14 Parish Liaison Meeting. Details were given of the Community Fund and Public Information Exhibitions, one of which will be held on Wednesday 5<sup>th</sup> October, 2pm-8pm in the Memorial Hall. Highways England will now revert to visiting individual Parish Council meetings to give an update.

d) General – The posts around the village pump have been repainted but two are showing signs of rot. Mr. Fry is not able to quote for painting the footbridges and CCC have suggested that it would be much cheaper to get a quote from a local company rather than using their contractor. Cllr. Adams to advertise the work on the Community website.

The Clerk advised that Alconbury Weston Parish Council were inviting the Environment Agency to a meeting to discuss flood prevention. Cllr. Isles and Cllr. Bush agreed that they would like to attend.

18. Planning.

a) New applications.

16/01329/REM Application for approval of appearance, layout, landscaping and scale in respect of the construction of 165 dwellings, pocket park, associated highways, landscaping and ancillary works. Alconbury Weald. Cllr. Isles proposed that Alconbury Parish Council return “No observations either in favour or against”. Seconded by Cllr. Welsh and unanimously agreed.

16/01445/REM Submission of reserved matters (access, appearance, landscaping, layout and scale) in respect of the construction of a primary electrical substation, new landscaping, highways works and ancillary works. Alconbury Weald. Cllr. Isles proposed that Alconbury Parish Council return “No observations either in favour or against”. Seconded by Cllr. Welsh and unanimously agreed.

16/01394/HHFUL Two storey and single storey rear extension. Holly House, 10 Church Way, Alconbury. Cllr. Bodley proposed that Alconbury Parish Council recommend approval. Seconded by Cllr. Welsh and unanimously agreed.

16/01101/HZC Proposed storage of up to 49 tonnes of ISO Pentane (P5a Flammable liquid – Category 1). Alconbury Weald. Cllr. Isles proposed that Alconbury Parish Council return “No observations either in favour or against”. Seconded by Cllr. Welsh and unanimously agreed.

b) Update on previous applications.

16/01056/HHFUL Single storey extension to front (south) and side (west). Addition of bedroom and move utility room. 1 Frumetty Lane, Alconbury, PE28 4DR. Approved by HDC.

16/01148/REM Submission of reserved matters (appearance, access, landscaping, layout and scale) in respect of the construction of strategic foul and portable water main, water pressure boost pump, foul water pumping station and pedestrian and cycleway including ground remodelling and ancillary works. Alconbury Weald. In progress.

16/00848/HHFUL Demolition of existing garage. Proposed ancillary accommodation. 4 Bell lane, Alconbury, PE28 4DU. Approved by HDC.

16/01047/REM Application for approval of appearance. Layout, landscaping, access and scale in respect of the construction of new highways including associated highways landscaping and ancillary works. Alconbury Weald. In progress.

16/00752/REM Submission of reserved matters (appearance, layout, landscaping, scale and mass) in respect of the construction of a mixed use Innovation, manufacturing, Engineering Building (iMET) including office, research and development and a training facility. Alconbury Weald. Approved by HDC.

16/00262/NMA Application for non material amendment to approval of reserved matters (outside of a key phase) for primary infrastructure to support the delivery of the primary school (KP1-01). Alconbury Weald. 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.

#### 19. Financial report:

a) Payment of outstanding debts.

Cllr. Welsh proposed approval of payment of items (1) to (5). Seconded by Cllr. Sale and unanimously agreed. Cllr. Aylott took no part in the decision, having declared an interest.

(1) Cq. No. 914 St. Ives Quickprint, newsletters. £256.00

(2) Cq. No. 915 Mr. S. Fry, painting posts around the village pump. £248.15

(3) Cq. No. 916 Mr. A. Abbs, grass cutting 4<sup>th</sup> instalment. £1160.00

(4) Cq. No. 917 Mrs. D. Benham, wages & expenses of Parish Clerk for July. £787.09

(5) Cq. No. 918 Mrs. J. Aylott, reimbursement of printer cartridge costs. £19.95

b) 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. Isles confirmed that the balance in the bank accounts was correct as shown on the bank reconciliation.

c) 2016-2018 National Salary Award for Clerks.

The Chairman signed a letter addressed to SR Howells (Payroll provider) instructing them to amend the payroll details for the Clerk, to reflect the salary increase, which was to be backdated to 1<sup>st</sup> April 2016.

#### 20. Correspondence:

a) Deletion of the Tree Warden Co-ordinator post at HDC.

b) Quote for newsletter printing.

c) A14 Cambridge to Huntingdon Improvement Scheme Forum.

d) Information on Devolution deal for Cambridgeshire from Cllr. Criswell.

e) Tackling peak time congestion in Cambridge.

f) Public Information Exhibition re A14 Improvement Scheme – Alconbury Memorial Hall 5<sup>th</sup> October.

g) A14 Improvement Scheme Community Fund.

h) NHS Cambridgeshire & Peterborough CCG Sustainability & Transformation Plan.

i) Devolution proposals meeting for Clerks and Chairmen – Tuesday 9<sup>th</sup> August – Clerk and Chairman to attend.

j) Allocation of address to annexe at rear of 39 High Street – 39a.

k) Responses to the appeal made by Paran Patel to provide pharmacy facilities in Alconbury.

l) Minutes of the Alconbury Waste Transfer Site liaison meeting.

21. New agenda items for the next meeting: None.

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

23. Date of the next meeting: 30<sup>th</sup> August 2016 starting at 7.30pm at Alconbury Memorial Hall.

Signed.....

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