

Alconbury Parish Council

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Parish Clerk: Charlotte Copley

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The meeting of Alconbury Parish Council took place on Tuesday 27th July 2021 from 7.30pm at Alconbury Sports and Social Club.

MINUTES

- 0721.305 Present Councillors T Gilbert (Chair), B.Johnson (Vice Chair), T MacLennan, S Brawn
Also present Clerk C Copley
Members of public Mr Roger Read and 3 others
Mr Dalleywater representing The Alconburys Flood Group
Representation from Cambs ACRE, Mr Kieran Carr plus one other.
- Apologies for absence Councillors Mr. Gunney (due to illness), D. Moate and M. Moate (personal)
- 0721.306 DECLARATIONS OF INTEREST
Cllr S Brawn declared an interest in the Memorial Hall.
- 0721.307 MINUTES FOR APPROVAL
To approve minutes of the meeting 29th June 2021.
Resolved The minutes of meeting 29th June 2021 be approved with no adjustments and signed by the Chairman.
- 0721.308 PUBLIC PARTICIPATION
To allow up to 15 minutes (3 minutes per person) for any members of the public and Councillors declaring the existence and nature of a prejudicial interest to address the meeting in relation to business on the agenda. A resident of Lordsway Park raised concern over the noise assessment being carried out and a subsequent conversation with the engineer conducting the assessment. Cllr Gardener confirmed he was able to provide a further update at this meeting. See item 0721.309.
Mr Read pointed out the Crown Gardens update from 0621-289 is not present in the meeting papers section of the website. On a separate matter he also said that it was his belief the Council acted outside of its jurisdiction in relation to the June meeting closed session item 0621-304.
- 0721.309 REPORTS FROM COUNTY AND DISTRICT COUNCILLOR
Cllr Gardener provided an update on the current situation regarding the B1043 viaduct above Lordsway Park, relating to the noise levels, stones, littering (human waste) etc coming over the parapet. Cllr Gardener attended a County Council Highways meeting earlier today, attended by Highways England, where this matter was presented. Cllr Gardener spoke of the impact the situation it is having on the nearby residents. Noise monitoring has commenced at Lordsway Park, so that the noise levels prior to the construction of the acoustic fence are known. The monitoring will be carried out by the County Council on a regular basis and at different times of the day/night, to receive a good spread of levels before the acoustic barrier can be installed, it will be undertaken again on completion of the barrier, to see if noise levels have been reduced. Cllr Gardener confirmed he will inform the Lordsway residents as to when the fence is going to be installed. Highways England confirmed they will respond with a decision as to what can be done with regards to the repairs to the local roads damaged by HGV's not using the designated diversion route, such as Globe Lane. The next meeting of County Council Highways is expected to be October and quarterly thereafter.
- COVID 19-
The County Council would like to remind people that if they need help during this pandemic, they should go onto either the County or District website's or phone the Countywide Hub on 0345 045 52.
In the Alconbury, Stukeleys & Brampton Area in the last seven days there have been 41 people tested positive for Covid 19 therefore the rate per 100,000 population is 428.5 which is below the National average. The latest information on the Coronavirus in Huntingdonshire for the period from 17th July to 24th July, is that there were 62 new cases over the last seven days with sadly 2 deaths in the last seven days, which were within 28 days of a positive test.

The Combined Authority under the New Mayor is continuing with the Demand Responsive Transport (DRT) Scheme for West Huntingdonshire, as it is now the authority in charge of buses. As more information is received, Cllr Gardener will keep the PC informed, especially regarding existing services. DRT is a totally flexible service, so it does not have to stick to a specific timetable or route. Using either an app or a phone call, to the travel hub customers will be able to book a journey from a location of their choice. The technology will tell passengers where to wait at their virtual bus stop for pick up and drop off points.

This makes it the perfect solution in rural areas where a normal bus service would struggle to reach the necessary passenger numbers to remain viable.

The A428 dualling between the Black Cat Roundabout and the Caxton Gibbet is to go ahead and Cllr Gardener will be attending a briefing meeting on Thursday 29th July.

Under the proposed Parliamentary Boundary Changes will see an additional Parliamentary seat in Cambridgeshire, Alconbury will remain within the proposed new Huntingdon Constituency which will lose St Neots but gain the villages of Brington, Molesworth, Bythorn & Keyston. i.e all the District divisions of Kimbolton & Alconbury will be in the new constituency. St Neots will be a new Constituency extending from St Neots to Girton outside Cambridge.

The District Council is offering a One Leisure Concessionary Membership scheme which enables people to access One Leisure Facilities at a discounted price, weekdays before 4.30pm and all weekend, including gym sessions, fitness classes and public swimming. If you are in receipt of income / employment related benefits or Disability benefits or a degenerative neurological condition such as Multiple Sclerosis, see the District Council website for further details.

The County Council held its first Full Council meeting on 20th July under the new Lib Dem administration supported by Labour and Independents. The Council appears to be Cambridge centric orientated so we wait to see what implications this will have.

Cllr Gardener attended a consultation meeting with officers regarding creating a cycleway from the roundabout at the A1 Exit to Sharps Lane, to see if this could be added to the programme. When Cllr Gardener gets the outcome of the consultation, he will let the PC know.

0721.310

NEIGHBOURHOOD PLANNING

Mr Kieron Carr of Cambs ACRE introduced Neighbourhood Planning and what the process of having a Plan entails.

A neighbourhood plan is a document that sets out planning policies for a local area. It is used to decide whether to approve planning applications, including new buildings (such as community facilities) or changes to existing buildings (giving permission to change the upper floors of shops to flats). It is written by the local community, the people who know and love the area, to ensure the community gets the right types of development, in the right place.

Neighbourhood planning is supported by central government through the Localism Act.

Resolved That Cllr Gilbert will seek to bring together interested parties with a view to holding a discovery session, hosted by the Council and Cambs ACRE.

That the cost of £500 per day for CambsACREs time at the discovery session, be agreed.

0721.311

ACTIONS FROM PREVIOUS MEETING AND COUNCILLORS UPDATES

To receive verbal reports from member on their portfolio responsibilities and previous meetings actions; All relevant actions from Junes meeting for the Clerk to undertake have been carried out, as per minute references; 0621-289, 291, 292, 293,294,295,295.4, 297, 299, 302 and 304.

- Memorial Hall - Cllrs Brawn reported a meeting is being held 28.07.21 where the request will be made in regards to the council installing a defibrillator on the hall wall.
- Tree Warden - Cllrs MacLennan had nothing to report
- Alconbury Recreation Field Charity – report not received due to Cllr Gunneys absence.
- Alconbury Sports and Social Club- report not received due to Cllr Gunneys absence.
- Bramble End Play Area - Cllr MacLennan to forward written risk assessments to the Clerk for filing. The clerk confirmed the replacement treadmill and remedial repairs to the Creative Play equipment will be installed between the 18th – 20th August 2021.
- Wolley Hill Wind Farm – Cllr MacLennan reported applications
- Flood Working Group - Cllr Johnson, Gilbert, Brawn and MacLennan – see 314 below.
- Planning Working Group- Cllrs Gunney, Brawn, Johnson and M Moate – see 321 below.
- Alconbury Weald – Joint Parishes Meetings - The Clerk reported a consultation is being rolled out by Morgan Sindall on the education campus for Alconbury Weald. All Weald residents will receive the consultation details along with surrounding Parish Councils.

0721.312

CROWN GARDENS

The Clerk confirmed despite the request for Chorus Homes to attend in person they have provided a written update again this month.

Resolved That the Clerk request a representative from Huntingdonshire District Council to attend the September meeting in person, along with Chorus Homes.
That the written update from Chorus Homes be appended to these minutes.

0721.313 CRIME REPORTS
From information taken from PoliceUK zero incidents of crime within the village had been reported during the month of May 2021.

0721.314 FLOOD GROUP UPDATES
Cllr. Johnson provided a full report of progress over the last month, which will be appended to these minutes. The request was made that the Parish Council permit an initial, and annual budget thereafter of £750 to complete brook works to the section of bank that is owned by the Parish Council.

Resolved That as the council are required to carry out the works, under their riparian responsibility, to the bank on the south brook side, west of the heritage bridge, relevant quotations will be sought and the works carried out in the correct manner. The works will be project managed by TAFG.
Cllr Johnson to report back to the Council at Septembers meeting with an update on the works progress.

0721.315 PARISH COUNCIL GROUPING
Cllr. Gilbert updated members on the recent Parish Council Grouping Working Group meeting, which was also attended by Lisa Jablonska, Elections Manager Hunts District Council and Penny Bryant County Executive Officer for CAPALC along with members from both parish councils and Clerk.
Cllr Gilbert proposed the next steps for the working group should be to meet with the Clerk and Chair from Histon and Impington as a parish council that has recently grouped, for a discussion around how they 'grouped' and ask their advice about the challenges they faced etc. The working group will then meet and work out the details of a potential 'grouping' and discuss plans with regards to village consultation i.e. who does what and when. CAPALC will also put the Clerk in touch with the HR executive as the grouping will also bring employment implications.
Details of grouping will be presented to Alconbury Weston PC for ratification at the 20th September meeting and Alconbury Parish Council on the 28th September. This will still allow enough time to resume the Community Governance Review in time for May 2022 elections.

Resolved That the Working Group continue with a meeting with Histon and Impington Parish Council Clerk and Chair at the earliest opportunity.
That the Working Group continue to meet and discuss ideas and solutions, to bring back to full Council along with plans for public consultations.

0721.316 VILLAGE FETE
Cllrs. Gilbert, Johnson, MacLennan and Brawn attended the fete and reported the Parish Council presence was a success. Members engaged with parishioners on discussion around the parish council grouping, neighbourhood planning and local issues. The local MP visited the stall and offered his backing to the potential Neighbourhood Plan. Several parishioners showed an interest in becoming a parish councillor.

Resolved That the Parish Council have a stall at each annual village fete from now on.

0721.317 DEFIBRILLATOR
The Clerk presented a breakdown of costs for the purchase, installation and ongoing costs of a new defibrillator installation.

Outlay

Defib unit	£1437.00
Installation	£ 300.00 (maximum)

Ongoing costs

Regular inspection costs £120.00 monthly (First Responder Mr O'Brian will not charge for this service)
Replacement pads £60.00 per set (need to be changed every 6 months or if the device is used)
Replacement battery £400.00 (every 10 years)
Electricity to cabinet £20.00 per year.
Reports will need to be retained by the Parish Council.

Resolved The Clerk will submit the grant funding application towards purchase costs.
Cllr. MacLennan and Brawn will approach the pharmacy and memorial hall as possible locations for placement.

0721.318 VILLAGE PUMP POSTS
Cllrs Johnson and Brawn reported the white posts surround to the village pump are in need of repair and repainting.

Resolved That the Clerk seek to receive three appropriate quotations for the works.

0721.319

INFRASTRUCTURE

LHI Bids

1. Weight restriction on the B1043
2. Speed indicator device
3. Brooklands Bridleway
4. 20mph signs

Resolved That as discussions are being held between the County Council and Highways England over the B1043 issues that it be removed as a possible bid, along with the Brooklands bridleway as works are also being discussed with the County Council.
That Cllr Gilbert complete an LHI application for a Speed Indicator Device, possible speed restrictions could follow once evidence is presented via the SID recordings. The deadline for LHI applications is the 30th September.

0721-319.1

Churchyard

Nothing to report.

0721-319.2

Village Green

To receive a request from a resident for the installation of relevant dog walking signage around the village green location.

Resolved That although "Dogs on Lead" signs are placed around the village green on lamp posts, the Clerk will approach the Hunts District Council dog control department for advice.

0721-319.3

Roads and Footpaths

Nothing to report.

0721-319.4

General

Emergency water main works on the junction of Bell Lane number 3 High Street have been completed.

0721.320

CCTV

The item to be deferred until updates are available.

0721.321

PLANNING APPLICATIONS

21/01267/FUL - Removal of outbuilding and erection of the new pre fabricated flexible space -Alconbury Cof E School, Alconbury.

Resolved To record a vote of no observations either in favour or against the application.

0721.321.1

To receive an update on previous planning applications

Resolved That the update report be received, noted and appended to these minutes.

0721-322

FINANCIAL REPORTS

Payment of outstanding debts

1. Wages and expenses	£1027.42
2. HMRC PAYE	£ 267.22
3. Superannuation (paid by Direct Debit)	£ 44.56
4. Four Seasons – S/O grass cutting, payment 4 of 6	£1920.00
5. Four Seasons – Brook strimming	£ 300.00
5. Wicksteed – replacement swing	£ 163.80
6. CAS – insurance renewal	£ 550.38
7. Evolve Tax and Accountancy – internal audit	£ 90.00

Resolved That the payments be accepted and approved online by Cllrs Gilbert and MacLennan.

0721.322.1

Monies received and bank reconciliation

Resolved That the bank reconciliation be confirmed as correct by the Chair.

0721.323

CORRESPONDENCE RECEIVED

Response from Alconbury CofE Junior regarding concern raised over parking on Manor Lane.
Postponement of the Tour of Cambridge.

0721.324 MATTERS FOR FUTURE CONSIDERATION (decisions cannot be made under this item)
Parish Plan

0721.325 NEXT MEETING – Tuesday 28th September 2021 – Venue to be confirmed.

With no further business to conduct the Chair declared the meeting closed at 21:45.

DRAFT