

**Minutes of the Meeting of Alconbury Parish Council
held on Tuesday 24th June 2014 at Alconbury Memorial Hall.**

Councillors present: Mrs. E. Adams, Mrs. J. Aylott (Chairman), Mr. C. Bodley, Mrs. E. Elphick, Mrs. L. Isles, Mr. R. Sale, & Mr. A. Welsh.
Also present: District Councillor K. Baker, County Cllr. P. Brown & Mrs. D. Benham (Clerk).

1. Apologies for absence: Cllr. A. Bush (Work commitment), Cllr. S. Tarabella and Cllr. K. Tarabella (Personal), County Cllr. P. Ashcroft (Personal).
2. Adoption of the revised HDC Code of Conduct: Cllr. Welsh proposed that Alconbury Parish Council adopt the revised HDC Code of Conduct. Seconded by Cllr. Aylott and unanimously agreed. Councillors were handed new Registration of Interests forms to complete.
3. Declaration of Interests: Cllr. Adams declared an interest in item 11, being a trustee of Alconbury Recreation Field Charity.
4. Councillor vacancy: The remaining councillor vacancy is being advertised on the notice board and the Clerk will include this in the next Parish Pump article.
5. To approve the minutes of the previous meeting held on 27th May 2014: Approval of the minutes of 27th May 2014 proposed by Cllr. Elphick, seconded by Cllr. Bodley and unanimously agreed.
6. Report from District and County Councillors: District Cllr. Baker reported that he and County Cllr. Brown had met with a resident of Lordsway Park regarding a complaint about road noise. County Cllr. Brown reported that the new cabinet system appeared to be working quite well. CCC have agreed to set up a trust for the Cromwell Museum, to lease the current building to them and extend the collection into the Town Hall. The next Cambridgeshire Future Transport meeting will take place on 1st July. It is hoped that the 46a service will continue, albeit with some amendments to the timetable.
7. Local Highways Improvement Scheme 2014: The Clerk and Cllr. Welsh met with Adam Cobb (Highways Engineer) on 12th June to discuss what could be done to improve safety at the junction of High Street and Rusts Lane, within the £1000 of funding that had been secured. Mr. Cobb had subsequently supplied drawings of four options but had suggested that option 3, to realign the junction, was the only option that would be likely to improve visibility for drivers and therefore improve the safety of the junction. However, this option was expected to cost between £7000 - £10000, which would require the Parish Council to reapply for funding during the next financial year. The majority of councillors agreed that this seemed to be the best option but requested that the Clerk ask why the realignment was so costly. County Cllr. Brown will also investigate the suggested costs. To be discussed at the next meeting.
8. Local Highways Improvement Scheme 2015: Carried forward to the next meeting.

9. Village entrance features/signage: The Clerk attended a Traffic Management meeting at Urban & Civic on 10th June. The new signage containing the lorry symbol has been approved by various parties and is currently undergoing a Highways consultation. It is hoped that the changes will be in place by the end of 2014. Urban & Civic are also updating SAT NAV companies and the directions for on-site businesses. Urban & Civic have asked their landscape architect to design entrance features for Alconbury village. These should be available to view in the next few weeks. The next Traffic Management meeting will take place in September.

10. Update on Alconbury Weald:

No meeting had taken place. The next liaison meeting is on 17th July at 11am.

11. ASSC: Cllr. Adams reported that there had been a committee meeting on 9th June. The new business plan was now complete. Extra income had been generated due to the World Cup and a successful race night. The fashion show event had been booked and plans for the family fun weekend were going well. The charity cricket match will be held on 18th July. Cllr. Bodley advised that the ditch on Polecat lane had been cleared.

12. Community Orchard/Trees: The Clerk had ordered and received 26 engraved tree labels for the orchard at a cost of £72.72 including VAT. Three requests to trim back vegetation had been received from parishioners – overhanging low branches on the footpath from Brookside to the footbridge by the medieval bridge, branches on the inside of the white railings by the medieval bridge and brambles at the end of the pathway on Mill Road. Cllr. Tarabella will ask Global Tree Solutions for a quotation for these works and at the same time, discuss raising the canopies of some of the larger trees as discussed at the last meeting. The Chairman wished to pass on thanks to Cllr. K. Tarabella who had trimmed the vegetation between the footbridge and medieval bridge.

13. Memorial Hall: No meeting had taken place.

14. Neighbourhood Watch: The police crime report for April shows 2 recorded crimes, both anti-social behaviour.

15. Playgrounds: The annual safety inspections will be carried out by Wicksteed Leisure in August, at a cost of £45 per play area. Cllr. Welsh advised that the two swing seats at ASSC were showing signs of wear, otherwise no issues to report. Cllr. Bodley reported that he had cleared up litter around the Bramble End play area. Clerk to highlight this problem in the Parish Pump.

16. Youth Group: Cllr. Adams advised that 48 juniors and 25 seniors had attended the June club night. A bar-b-q and World Cup activities were planned for the July club night. The Youth Group would be having a stall at the fete and be entering the Christmas Tree competition. Two new volunteers had joined but more were needed.

17. Website: The Clerk is now able to upload agendas and minutes to the new website. Further tasks will be transferred from askiT in the future. Councillors agreed that Cllr. Isles should contact Mr. Smith (askiT) to discuss issues such as how the new

website address could be more easily found when using search engines. Clerk to remind parishioners of the new address in the Parish Pump.

18. Infrastructure report:

- a) Churchyard – Cllr. Aylott has agreed with Highways that they will move the new grit bin either to the left of the kissing gate or across the road to the grass verge.
- b) Village Green – The bench in memory of Mr. T. Gray needs to be removed as both of the front legs have rusted through. The Clerk has contacted the next of kin, who has expressed a wish to purchase a replacement bench. Cllr. Aylott proposed that any replacement bench and all new benches going forward, should be made of materials that were maintenance free, such as recycled plastic. Seconded by Cllr. Adams and unanimously agreed. Clerk to contact Ms. Gray and provide details of suitable suppliers. Cllr. Welsh agreed to remove the name plaque from the old bench and to measure the concrete base. Clerk to arrange for the bench to be removed and disposed of.
- c) Roads and footpaths – The two footbridges had been painted but the white railings to the left of the medieval bridge had not. Clerk to contact Highways to ask for this to be done. Cllr. Adams to check whether the clippings had been cleared from The Maltings. The Clerk had written to a resident in Manor Lane asking him to cut back the brambles on his property that are overhanging the footpath.
- d) General – The Clerk has chased the quotation from Balfour Beatty for additional street lighting along North Road to ASSC. The Clerk has asked Mr. Abbs to trim around the milestone on Great North Road and Cllr. Welsh advised that a parishioner had also volunteered to do this. The Clerk had requested a litter pick from ASSC to the junction with Mill Road. Cllr. Welsh asked the Clerk to report that mink had been spotted in the brook.

19. Planning.

- a) Consultation in relation to additional information submitted for 1300666FUL Change of use from vacant land to provide six permanent pitches for gypsies and travellers. Former Megatron site, Ermine Street, Alconbury. The planning group had agreed that the information did not change the Parish Council's original objections and the Clerk had sent a suitable response to the Planning Directorate.
- b) Update on applications previously discussed.
1400692CLED- Certificate of Lawfulness (existing) for the use of outbuildings for preparation and restoration of classic and race cars as shown on submitted plan. Weybridge Lodge, Woolley Road, Alconbury, PE28 4HN. Awaiting decision by HDC.
1400424FUL & 1400425LBC – Demolition of conservatory and replacement with kitchen day-room single storey extension and construction of terrace. Alconbury House, Rusts lane, Alconbury, PE28 4DN. Awaiting decision by HDC.
1400810LBC – Replacement windows. 2 Brookside, Alconbury, PE28 4EP. Permission granted by HDC.
- c) Pre-application consultation for a proposed 4G base station upgrade at Brooklands, Home Farm, Rusts Lane, Alconbury. Councillors agreed that the upgrade would have minimal visual impact and no adverse effect on the nearest properties. Clerk to respond.

20. Financial report:

a) Payment of outstanding debts.

Cllr. Bodley proposed retrospective approval of payment of item (1) and approval of payment of items (2) & (3). Seconded by Cllr. Adams and unanimously agreed.

(1) Cq. No. 789 Bradenham Hall Gardens, tree labels. £72.72

(2) Cq. No. 790 HDC, 2nd instalment of the loan repayment. £2025.00

(3) Cq. No. 791 Mrs. D. Benham, wages & expenses for June. £679.10

b) Current position.

A copy of the receipts and payments and bank reconciliation was handed to each councillor. A copy will be attached to the minutes. The bank statements were available for inspection and Cllr. Isles confirmed that the balance in the bank accounts were correct as shown on the bank reconciliation.

c) Request for a donation from EACH.

Councillors agreed that no donation should be made. Donations to outside bodies to be discussed at the budgeting meeting in November.

20. Correspondence:

a) Consultation on transport strategy in Cambridgeshire 5/6/14 to 11/7/14 – Details sent to councillors on 4/6/14.

b) Christmas Tree Festival 2014 – To be held in the church on 29th & 30th November. Monies raised will go towards Project 21.

c) email received from Alconbury Surgery – Dr. Outram will attend the next Parish Council meeting to discuss the practise's extension plans.

d) Clerk's annual catch-up day 2014 organised by CAPALC – Clerk to attend on 11th July. £25 fee to be split between the 4 Parish Councils that the Clerk works for.

21. New agenda items for the next meeting: Replacement plaque for the pump in Maypole Square. Councillors agreed that the participatory budgeting session should be held during the October meeting.

22. Date of the next meeting: 29th July 2014, starting at 7.30pm at Alconbury Memorial Hall.

Signed.....

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