

**Minutes of the Meeting of Alconbury Parish Council
held on Tuesday 26th June 2018 at Alconbury Memorial Hall.**

Parish Councillors present: Mrs. E. Adams, Mr. C. Bodley (Chairman), Ms. S. Brawn, Mr. R. Johnson, Mr. S. Tarabella & Mr. A. Welsh.

Also present: Mrs. D. Benham (Clerk), County Cllr. I. Gardener and 1 parishioner.

Public Open Forum: The parishioner present raised concerns regarding potential increased traffic through the village once the A1/A14 upgrade is completed. District Cllr. Gardener will look into this and report back.

1. Apologies for absence: District Cllr. J. White (personal), Cllr. J. Aylott (personal), Cllr. T. Gilbert (personal), Cllr. M. Gunney (personal) & Cllr. L. Grainger (personal).

2. Declaration of Interests: Cllr. Tarabella and Cllr. Welsh both declared an interest in item 12, being trustees of the Alconbury Memorial Hall. Cllr. Adams declared an interest in item 10 being a trustee of the Alconbury Recreation Field Charity. Cllr. Johnson declared an interest in item 18, payment number (3).

3. To approve and sign the minutes of the last meeting held on 15th May 2018: Cllr. Welsh proposed approval of the minutes of 15th May 2018. Seconded by Cllr. Tarabella and unanimously agreed.

4. Reports from County Councillor: County Cllr. Gardener reported that CCC's move to offices at Alconbury Weald would save £30 million. Some outlying offices such as Highways, would remain. The Minerals and Waste Local plan to 2036 Preferred Options Consultation will be out March/April 2019. CCC are looking at ways of reducing the amount of plastic going to landfill. One option is an incinerator at Waterbeach. There is a Domestic Abuse and Sexual Violence Seminar being held on 4th July at The Medway Centre 10am – 12.30pm. CCC have won an award for their Solar Energy Projects at the Renewable Energy Awards. The next full council meeting will be in July.

5. Policy for dealing with the press and media: The Clerk had circulated a draft policy to all councillors prior to the meeting. Cllr. Tarabella proposed that Alconbury Parish Council adopt the policy as circulated. Seconded by Cllr. Bodley and unanimously agreed.

6. Data Protection General Regulations: The Clerk advised that she was still waiting for CAPALC to send further information regarding their shared Data Protection Officer Scheme. In the meantime, the Clerk has started to list the types of personal data held by the Parish Council.

7. Alconbury Brook Flood Management Partnership Group and Community Emergency Plan: Cllr. Johnson advised that Cllr. Gilbert was still finalising the Emergency Flood Plan. The Clerk advised that following another incident over the May Bank Holiday, when Rusts Lane was once again flooded under the flyover, the three pumps are being serviced and various parts replaced. The Clerk has already requested that a regular maintenance program be put in place and will continue to press for this. An investigation is also underway by the drainage and divisional teams regarding the run-off from local fields. Cllr. Johnson advised that he is still trying to arrange with the Environment Agency for Alconbury School to borrow the Lego flood modelling kit. Councillors discussed options for the storage required for the Flood Kit and looked outside at the space available next to the Scout's garage. Cllr. Brawn agreed to look into industrial type metal containers and to report back to councillors. Cllr. Gilbert and the Clerk will attend the next Partnership Meeting on 24th September.

8. Update on Alconbury Weald: Cllr. Aylott and the Clerk to attend the next liaison meeting on 10th July. The Clerk has reminded Urban & Civic about the site visit for councillors and is awaiting dates.

9. Alconbury Sports & Social Club: Cllr. Bodley advised that sales were steady and they were optimistic that the World Cup would bring in additional business.

10. Alconbury Recreation Field Charity: Cllr. Adams advised that the Lottery bid for funding towards an outdoor gym had been successful, and that the bid to the Woolley Hill Wind Farm would now be withdrawn and replaced with an application for funding for a new oven. There will be a stall at the village fete to promote the Charity and the facilities at the Sports & Social Club.

11. Community Orchard/Trees: The Clerk has confirmed that the baby oak tree offered by GTS is still available and would be best planted in October. Cllr. Tarabella has identified a suitable tree should a circular bench be purchased in the future. Councillors agreed that Apple Day should take place on Sunday 7th October this year. Cllr. Tarabella will circulate prices for the equipment required.

12. Memorial Hall: No meeting had taken place.

13. Bramble End playground: The play area and outdoor gym safety inspection had been completed by Wicksteed Leisure on 31st May and a copy of the report had been sent to Cllr. Aylott. Cllr. Aylott felt that only the safety surface under the swing required attention at this time and the Clerk will obtain a quotation for the work.

14. Youth Group: Cllr. Adams advised that the children had enjoyed making shrinkles at the last club night. July's meeting will be the summer bar-b-q. There will be no meeting in August.

15. Police crime report: The March crime report showed 4 reported crimes.

16. Infrastructure report:

a) Churchyard – Nothing to report.

b) Village Green – The work to repair the ruts had been completed by T & S Gardens.

Cllr. Johnson advised that he was still looking into the possibility of installing a CCTV camera to cover the area of the village green near to the village sign, which appears to be damaged most often.

c) Roads and footpaths – The Clerk advised that the local Highways Supervisor, Karl Brockett had left Highways and had not yet been replaced. His workload is currently being shared amongst the other officers but this is causing extended response times and problems associated with a lack of local knowledge. The overhanging vegetation on the Rusts Lane to Bell Lane footpath has been reported on numerous occasions but the officer attending inspected the wrong footpath and closed all the complaints down, saying that no action was required. When asked to make a return visit, the location was then correctly identified and is now being looked into. In the meantime, a resident has cut back the problem areas and the path is now passable. The Clerk has emailed Jo Challis to ask her to ensure that the request for Highways to look into a way of preventing drivers from driving their vehicles along the footpath at the end of The Maltings and the new “Alconbury” signs for Globe Lane were dealt with now that Mr Brockett had left. The Clerk has reported footpath 8 – Church Way to Great North Road as overgrown.

d) General – The Clerk advised that she had received a response from Mr & Mrs Ayres saying that they would be willing to consider an extension to the allotment land lease and that they would like to increase the rent from £1000 per annum to £1200 per annum. Clerk to forward a copy of the letter to AAGA for comment, before engaging a solicitor to draw up a new lease.

Clerk to report dead elm trees on the grass verge in The Maltings.

The Clerk advised that she had renegotiated the grant from HDC for taking on their grass cutting from £850 to £965 per annum. HDC had already completed 3 cuts before Mr. Abbs had taken over. It had therefore been agreed that the Parish Council could claim a grant of £868.50 for this season. There has been an issue with access to the rear of Crown Gardens but this has now been resolved. Coucillors agreed that no application will be made to the Local Highways Initiative Scheme for 2019/20.

Cllr. Welsh had been advised that a parishioner wished to carry out a litter pick as part of their Duke of Edinburgh Award. Clerk to provide contact details to Cllr. Welsh for HDC department who can provide equipment and collection of filled bags.

17. Planning – Update on previous applications.

18/007047/FUL Demolition of motel, services and petrol filling station and change of use from lorry park, motel, services and petrol filling station to lorry park, incorporating container storage (within the existing lorry park) and erection of office building with associated car parking and replacement lighting. Alconbury Services, Rusts Lane. In progress.

18/00857/HHFUL Proposed two storey side extension to extend lounge and form utility room and first floor dressing room and en-suite bathroom. 9 Red Lion Close, Alconbury, PE28 4EJ. In progress.

18/00565/S73 Variation of condition 3 of application 16/02589/HHFUL. Change from face brickwork to white horizontal boarding to gable wall. 12 Bramble End, Alconbury. Approved.

18/00418/S73 Variation of condition 3 of 17/00982/HHFUL. Set proposed terracotta clay pan tiles all around. 46 School Lane, Alconbury. In progress.

17/02343/FUL Proposed new dwelling. Land adj. to 9 Rusts Lane, Alconbury. 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. Former Megatron site. Approved.

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. Appeal in progress.

Following an enquiry from a parishioner, the Clerk had sent an email to the planning department asking if planning permission was required for the new pharmacy sign at the shop.

18. Financial report:

a) Payment of outstanding debts - Cllr. Tarabella proposed approval of payment of items (1) to (7). Seconded by Cllr. Bodley and unanimously agreed.

(1) Cq. No. 1034, Global Tree Solutions, tree work. £288.00

(2) Cq. No. 1035, T. Pond, repairs to village green. £110.00

(3) Cq. No. 1036, Mr. R. Johnson, reimbursement of travel expenses. £38.40

(4) Cq. No. 1037, St. Ives Quickprint, Parish Council newsletters. £216.00

(5) Cq. No. 1038, A. Abbs, village grass cutting 2nd instalment. £1220.00

(6) Cq. No. 1039, A. Abbs, verge cutting 2nd instalment. £500.00

(7) Cq. No. 1040, Mrs. D. Benham, wages & expenses for May. £694.70

(8) Cq. No. 1041, HMRC, PAYE/NI for May. £0.20p

(9) Cq. No. 1042, HDC, Litter bin collections for Parish Council bins 2018/19. £1515.84

(10) Cq. No. 1043, HDC, Election services. £165.00

(11) Cq. No. 1045, A. Abbs, village grass cutting 3rd instalment. £1220.00

(12) Cq. No. 1046, A. Abbs, verge cutting 3rd instalment. £500.00

(13) Cq. No. 1047, A. Abbs, HDC grass cutting – 3 cuts. £300

(14) Cq. No. 1048, Alconbury Recreation Field Charity, donation towards grounds maintenance. £1000.00

(15) Cq. No. 1049, Mrs. D. Benham, wages & expenses for June. £701.17

(16) Cq. No. 1050, HMRC, PAYE/NI for June. £0.20p

(17) Cq. No. 1051, Wicksteed Leisure Ltd, play area safety inspection. £108.00

* Cheque number 1044 was cancelled.

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.

19. Correspondence.

Forwarded to councillors:

a) A1 Major maintenance letter.

b) Local Plan Hearings – Wednesday 19th September – Cllr. Johnson to attend.

c) A14 Cambridge to Huntingdon update.

d) Swavesey junction bridge beam installation.

e) Roadworks and Events Bulletin 1-15th June.

f) Road closures list w/c 4/6.

g) Share the Vision, Shape the Future training course.

h) Roadworks and Events Bulletin 16-30th June.

i) A14 Monthly Parish Newsletter.

j) A14 Improvement Scheme update.

k) A1 Major maintenance junction 17-16 southbound, additional overnight closures.

l) Planned roadworks A14.

m) Letter from resident of Bell Lane regarding parking problems. Clerk to respond.

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

21. Date of the next meeting: 31st July 2018 starting at 7.30pm at Alconbury Memorial Hall.

Signed.....

Date.....