

# Alconbury Parish Council

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Parish Clerk: Charlotte Copley

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The Annual Parish Council meeting took place on Tuesday 29<sup>th</sup> June 2021, from 7.30pm via Zoom

## MINUTES

- Present Councillors T Gilbert (Chair), B.Johnson (Vice Chair), M Gunney, T MacLennan, S Brawn, D Moate, M Moate  
Clerk C Copley  
Mr Roger Read, member of public  
Mr Dalleywater representing The Alconburys Flood Group
- 0621.283 APOLOGIES FOR ABSENCE  
Apologies from Cllr Ian Gardener and Cllr Brawn arriving later to the meeting.
- 0621.284 DECLARATIONS OF INTEREST  
Councillors to declare any Disclosable Pecuniary Interests as detailed in S.30 Localism Act 2011, along with any other interests relating to items on the agenda.  
Cllr Gunney declared an interest in the Sports and Social Club.  
Cllr D Moate declared an interest in the Memorial Hall.  
Cllr S Brawn declared an interest in the Memorial Hall and a pecuniary interest in agenda ref 299 - Planning 21/00490/FUL and 21/00491/LBC  
Cllrs Gilbert and MacLennan declared a non-pecuniary interest in agenda item 299 - Planning application 21/01045/HHFUL
- 0621.285 MINUTES FOR APPROVAL  
To approve minutes of the meeting 25<sup>TH</sup> May 2021.  
**Resolved** The minutes of meeting 25<sup>th</sup> May 2021 be approved with no adjustments and signed by the Chairman outside of this meeting due to current Covid-19 government guidelines
- 0621.286 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.  
Mr Read did not wish to speak.
- 0621.287 REPORTS FROM COUNTY AND DISTRICT COUNCILLOR  
No reports received in Cllr Gardener's absence.
- 0621.288 ACTIONS FROM PREVIOUS MEETING AND COUNCILLORS UPDATES  
To receive verbal reports from members on their portfolio responsibilities and previous meetings actions.  
Clerk updates;  
180.3 The memorial plaque has been installed in memory of Mr and Mrs Dix. The County Council have placed the plaque on the footbridge at the end of Polecat Lane.  
246 Bramble End replacement play equipment – Tumble Roller and swing have been ordered. The tree works have been completed. The replacement see saw is pending approval from the insurers.  
279.2 AskIT have been instructed to commence the website updating works.  
Councillor updates;  
  - Memorial Hall – Cllr D Moate reported the AGM had gone ahead and minutes yet to be received.
  - Tree Warden - Cllr MacLennan reported the poplar tree adjacent to the bus shelter on the village green is showing signs of new life. Cllr Gunney reported the fruit trees in the orchard are looking well and ground works to keep the grass low have been carried out. The tree audit of PC owned trees is yet to be conducted.
  - Alconbury Recreation Field Charity and Sports and Social Club - Cllr Gunney reported the huge success of the re-opening of the Club, the football has brought many people out to enjoy the matches. The recent open day was again a great success and it was wonderful to see such support from the community. The next event is planned for the 5<sup>th</sup> September 2021.
  - Bramble End Play Area - Cllr MacLennan reported the recent equipment inspection as satisfactory, the tyre swing showed some wear and Cllr MacLennan will continue to monitor. A litter pick was carried out and the new baby swing fitted.
  - Woolley Hill Wind Farm – Cllr MacLennan reported no further meetings have been held since last month.
  - Flood Working Group Cllr Johnson, Gilbert, Brawn and MacLennan – see notes under 0621.291.
  - Planning Working Group - Cllrs Gunney, Brawn, Johnson and M Moate – see item 0621.299.
  - Alconbury Weald – Joint Parishes Meetings - Cllr Gunney and Clerk recently attended a Joint Parishes meeting. The Clerks notes are appended to these minutes.

- 0621.289 CROWN GARDENS UPDATE  
**Resolved** To receive and note the update provided via email from Chorus Homes, appended to these minutes, with the extension of an invitation to attend the next September meeting of the Council in person.
- 0621.290 CRIME REPORTS  
 From information taken from PoliceUK four reports of crime within the village had been reported during the month of April 2021.
- 0621.291 FLOOD GROUP UPDATES  
 Cllr Johnson reported the recent Flood Mobile event was well received.  
 Mr Dalleywater provided a verbal update on some of the schemes being jointly worked on by TAFG and Environment Agency. Charity status of TAFG is being explored.  
**Resolved** To receive and note the contents of Cllr Johnsons report, appended to these minutes, and Mr Dalleywaters verbal update.
- 20.05 Cllr Brawn entered the meeting.
- 0621.292 PARISH COUNCIL MERGER  
 Cllr Gilbert provided an update on the Community Governance Review being conducted by Huntingdon District Council. After queries raised by both Councils and the District Council it was proposed the Review be "Paused" whilst the working group is reinstigated enabling discussion on the finer details of how a common parish council would look, taking advice from CAPALC and consultation with parishioners.  
**Resolved** To instruct Huntingdon District Council to pause the review.  
 For Cllrs Gilbert, MacLennan, Brawn and Moate to form the working group, in collaboration with Alconbury Weston Parish Council, the Clerk to arrange the first meeting at the earliest convenience.  
 To have a Parish Councils stand at the village fete on the 10<sup>th</sup> July 2021 to be available to discuss any concerns regarding this proposal.
- 0621.293 VILLAGE FETE  
**Resolved** Cllr Johnson be permitted a spend of £50 for the production of a Parish Council banner for the Councils stand at the fete on the 10<sup>th</sup> July 2021.  
 Cllr Gilbert will advertise the stall on the local social media pages, inviting residents to come along and speak to Councillors about a possible Neighbourhood Plan, the potential merger councillor vacancies etc.  
 The stand will also be supported by Alconbury Weston Parish Councillors.  
 Cllrs Gilbert, Brawn, MacLennan and Johnson to attend on behalf of the Council.
- 0621.294 BRAMBLE END PLAYGROUND  
 Further to item 288 above, the Parish Council insurance renewal is due early August. The renewal this year is £577.80 a reduction of last years premium, with the three year undertaking the premium is further reduced to £550.38. Attention is drawn to the following condition on play equipment;  
 "Play Area Condition - We will not pay any claims under the public and products liability section unless you check the children's play area at least monthly and that any defective equipment be taken out of use until such time as it is fully repaired."  
**Resolved** To note the contents of the insurance renewal and accept the premium under the three year undertaking at £550.38.  
 Payment will be facilitated at the next meeting in time for the renewal date of the 2<sup>nd</sup> August 2021.
- 0621.295 DEFIBRILLATOR  
 Cllr MacLennan proposed the Parish Council explore possible installation of a defibrillator at the Memorial Hall, funded by an application to the Woolley Hill Wind Farm.  
**Resolved** Cllr Brawn to approach the Memorial Hall Committee to seek their approval to install one unit.  
 Clerk to complete and present at the next meeting a draft application  
 Clerk to approach EAAST representative with a view to regular inspections of a unit. The offer was also extended by Cllr M Moate as a qualified first aider.  
 Ongoing maintenance costs to be considered when reviewing annual precepts.
- 0621.296 INFRASTRUCTURE  
 LHI Bids  
 Cllr Gilbert reported that, herself, Cllr Gardener and the Project Engineer of County Council Highways met to discuss the potential suitability of the three proposals;  
**Resolved** 1. Weight restriction on the B1043. The Engineer felt the restriction could be difficult to enforce. Cllr Gilbert to take the matter further upon Cllr Gardener's return.  
 2. Speed indicator device – Cllr Gilbert will progress an application for one unit.  
 3. Brooklands Bridleway – The Engineer deemed the project outside the scope of a LHI bid.  
 Cllr Gardener is looking at alternative funding for the scheme.

Cllr Moate suggested the possibility of moving the speed limit signs to the top the hill making it 30mph as you come off the roundabout (currently national speed limit). Cllr Gilbert agreed to take this suggestion back to the Engineer and Cllr Gardener.

- 0621-296.1 Churchyard – nothing to report
- 0621-296.2 Village Green – nothing to report
- 0621-296.3 Roads and Footpaths
- Road Management Services operate and maintain the A1M Junction 14 (Alconbury) to Junction 17 (Peterborough) on behalf of Highways England.
  - Essential maintenance carried out between Junction 14 (Alconbury) to Junction 15 (Sawtry). Requiring a full closure of the North and Southbound carriageway between the 7<sup>th</sup> and 10<sup>th</sup> June 2021.
  - Brampton Hut crossing update.
  - Email from concerned resident regarding parking on Manor Lane and the possible use of green space to utilise for parking.
  - Email from concerned resident regarding overhanging trees across the Coulson Way footpath.
- 0621-296.4 General – nothing to report.
- Resolved** 296.3 – Manor Lane parking issue the Clerk to refer to Huntingdon District Council as they own the grass areas suggested. The Clerk to also approach the school to politely request school users be asked to park considerately on Manor Lane during school drop off and collection times.
- 0621.297 ANNUAL NEWSLETTER AND ITS DISTRIBUTION
- Resolved** The Clerk instruct the print company to print 700 copies of the newsletter  
Cllrs D and M Moate to take up the distribuion of leaflets to the unallocated streets.  
The Clerk to distribute amounts to Cllrs at the July meeting.
- 0621.298 LONDON LUTON AIRPORT ARRIVAL ROUTE CHANGE
- To receive an update on the route change consultation.
- Resolved** To receive the update and note its contents.
- 0621-299 PLANNING APPLICATIONS
- 21/00597/HHFUL** Proposed Single Storey Side Extension following removal of existing glazed conservatory, plus single storey extension to rear, new window openings to side fenestrations, new window profiles, internal alterations - 4 Bell Lane Alconbury Huntingdon PE28 4DU.
- CCC/21/064/DCON** Application to discharge Condition:16 Cycle Parking (resubmission) for Erection of two storey Cambridgeshire County Council Civic Hub (4,219sq.m GEA) comprising office space with an ancillary multi-function meeting area (to include Full Council Member Meetings) support space, a staff break out area, with provision of vehicular and cycle parking, and associated landscaping to site. Location: Cambridgeshire County Council Civic Hub, Ermine Street, Alconbury Weald, PE28 4W.
- 21/01119/HHFUL** - Single storey side extension and part garage conversion - 18 Bramble End Alconbury Huntingdon.
- 21/00490/FUL** - Change of use of barn from agricultural to residential use (C3.) Insertion of fenestration and changes to external materials. Change of use of agricultural land to residential garden and associated landscaping. Replacement of existing porch to farmhouse and creation of connecting link between the existing barn and farmhouse. - Homefield Farm Great North Road Alconbury.
- 21/00491/LBC** - Replacement of existing porch to farmhouse and creation of connecting link between the existing barn and farmhouse- Homefield Farm Great North Road Alconbury.
- 21/01045/HHFUL** Two storey side extension, single storey rear extension and replacement of existing porch - 36 School Lane Alconbury Huntingdon
- 21/01307/FUL** Construction of a new building - B28 Research Centre Woolley Road.
- Resolved** 21/00597/HHFUL – resolved to record a vote of no observations either in favour or against the application.  
CCC/21/064/DCON - resolved to record a vote of no observations either in favour or against the application.  
21/01119/HHFUL - resolved to record a vote of no observations either in favour or against the application.  
21/00490/FUL and 21/00491/LBC Cllr Brawn declared a pecuniary interest in these applications and therefore was excluded from the meeting at this point and left the room. The remaining councillors resolved to record a vote of no observations either in favour or against the application.  
21/01045/HHFUL – Cllrs Gilbert and MacLennan declared a non-pecuniary interest in this item and therefore refrained from voting on this item. Councillors resolved to record a vote of no observations either in favour or against the application.  
21/01307/FUL - resolved to record a vote of no observations either in favour or against the application.
- 0621.299.1 To receive an update on previous planning applications
- 20/02242/FUL** Reconfiguration and minor alterations to car parking area to provide additional six spaces (includes demolition of existing garages) - Car Park Crown Gardens Alconbury | Status: Pending Decision

0621.300	FINANCIAL REPORTS	
	Payment of outstanding debts	
	1.	C Copley – Clerk wages and expenses £ 843.33
	2.	HMRC PAYE £ 180.91
	3.	Superannuation (paid by Direct Debit) £ 31.38
	4.	Four Seasons – S/O grass cutting, payment 3 of 6 £1920.00
	5.	Parrot Print – Flood Plan handouts £ 200.00
	6.	Global Tree Solutions – Bramble End and Manor Lane trees £ 600.00
	7.	Alconbury Recreation Field Charity £1000.00
0621.300.1	Income received and bank reconciliation	
	1.	Cambs County Council – grass cutting reimbursement £2613.50
	2.	Sun Alliance – insurance claim – tumble roller £1256.00
	<b>Resolved</b>	That the payments be accepted and approved online by Cllrs Johnson and MacLennan.
0621.301	CORRESPONDENCE RECEIVED	
	<b>Resolved</b>	That items listed under this item in future relate to matters dealt with by the clerk between meetings.
0621.302	MATTERS FOR FUTURE CONSIDERATION (decisions cannot be made under this item)	
	Neighbourhood Planning – visit from CambsACRE representative	
	CCTV provision.	
0621.303	NEXT MEETING – 27 <sup>th</sup> July 2021– Venue to be confirmed.	
0621.304	CLOSED MEETING SESSION	
	Following discussion on which action to take regarding the recent events of vandalism on the Bramble End childrens play park, the Parish Council	
	<b>Resolved</b>	That the Clerk to take up a conversation with the Police.