

**Minutes of the Annual Meeting of Alconbury Parish Council
held on Tuesday 27th May 2014 at Alconbury Memorial Hall.**

Councillors present: Mrs. E. Adams, Mrs. J. Aylott (Chairman), Mr. C. Bodley, Mr. A. Bush, Mrs. E. Elphick, Mr. R. Sale, Mrs. K. Tarabella, Mr. S. Tarabella & Mr. A. Welsh.

Also present: District Councillor K. Baker, County Cllr. P. Ashcroft, County Cllr. P. Brown, Mrs. D. Benham (Clerk) & 2 members of the public.

Open Forum – A member of the public asked for assistance regarding litter, footballs and golf balls which were being deposited in their garden by youths frequenting the open space in Lark Way. Clerk to contact the Luminus warden. Several people present reported a noise problem caused by traffic speeding along the Great North Road in the early hours of the morning, especially on Friday and Saturday nights. Clerk to report this to the local PCSO.

1. Apologies for absence: Cllr. L. Isles (Personal).

2. Election of Chairman and Vice-Chairman: Cllr. Adams proposed Cllr. Aylott for Chairman. Seconded by Cllr. K. Tarabella. There being no other nominations, Cllr. Aylott was duly elected Chairman and signed a Declaration of Acceptance of Office which was witnessed by the Clerk. Cllr. Aylott proposed Cllr. Sale for Vice-Chairman. Seconded by Cllr. Adams. There being no other nominations, Cllr. Sale was duly elected Vice-Chairman.

Following the uncontested election on 22nd May 2014, all elected councillors signed a Declaration of Acceptance of Office and signed a Declaration of “No changes” to their Registration of Financial and Other Interests, except for Cllr. Bodley who was handed a new form to complete and return to HDC.

The Chairman welcomed Cllr. Bodley on to the Parish Council. Clerk to arrange training for Cllr. Bodley.

3. Co-option of Mrs Eileen Elphick : Cllr. Sale proposed that Mrs. E. Elphick be co-opted on to the Parish Council. Seconded by Cllr. Adams and unanimously agreed. Cllr. Elphick signed a Declaration of Acceptance of Office which was witnessed by the Clerk and signed a Declaration of “No changes” to her Registration of Financial and Other Interests.

4. Declaration of Interests: Cllr. Adams declared an interest in item 11, being a trustee of Alconbury Recreation Field Charity. Cllr. Aylott declared an interest in item 18c (Planning application ref. 1400810LBC) being a close neighbour. Cllr. Elphick declared an interest in item 19a, as one of the payments was reimbursement of monies spent by Cllr. Elphick on plants for Maypole Square.

5. To agree councillor’s individual responsibilities:

Individual responsibilities were agreed as follows:

Churchyard, Infrastructure & Village Green – All councillors.

Flood protection/Emergency planning – Cllr. Sale, Cllr. Elphick & Cllr. S. Tarabella.

Newsletter editor – Cllr. Sale.

Planning – Cllr. Sale, Cllr. Isles, Cllr. Welsh & Cllr. Bodley.

Playgrounds – Cllr. Welsh & Cllr. Bodley.

Tree warden – Cllr. S. Tarabella.
Website – Cllr. Isles.
Representatives on committees:
Allotments – Cllr. Aylott.
Memorial Hall – Cllr. Isles & Cllr. K. Tarabella.
Neighbourhood Watch – Cllr. Bush.
Sports & Social Club – Cllr. Bodley
Youth Group – Cllr. Adams & Cllr. Bush.

6. To approve the minutes of the previous meeting held on 29th April 2014: Approval of the minutes of 29th April 2014 proposed by Cllr. Welsh, seconded by Cllr. Sale, and unanimously agreed.

7. Report from County Councillors: The County Councillors had nothing further to add to the reports given at the Annual Parish Meeting.
County Cllr. Brown then left the meeting.

8. A14 Cambridge to Huntingdon Improvement Scheme consultation: The Clerk had received an email from the residents of Brooklands Bungalow requesting that the Parish Council ask for noise reduction fencing to be installed along the length of the A1 adjacent to Alconbury village in order to mitigate the additional traffic noise from the new A14. Councillors agreed that the Clerk should request this via the consultation response website and also request “run-quiet” surfacing.

9. Village entrance feature: No further news. Item carried forward to the next meeting.

10. Update on Alconbury Weald: The Chairman and Clerk had attended a liaison meeting on 15th May.

Section 106: Money will be held by the developer to pay for transport schemes. Details will depend on what happens with the A14. Levels of Affordable housing will be reviewed at each phase. Current policy states that 40% will be affordable housing but this is likely to be reduced to 30% overall. A fixed amount will be put aside for additional traffic calming through The Stukeleys. The trigger for the additional traffic calming has yet to be decided but details will be included in the planning application for the first phase of housing. There will be schooling provision on site early and available for the first children moving into Alconbury Weald. Ultimately there will be a permanent GP facility on site but the NHS wish to expand Alconbury GP surgery for the interim.

Paul Mumford, who has been the dedicated planning officer for Alconbury Weald, is changing roles. A new officer will be appointed in due course.

Urban & Civic have had a corporate change and are now Urban & Civic PLC. This has freed up money, with £7.5 million to be spent on infrastructure in the Enterprise Zone and £12-15 million to be spent on infrastructure on residential areas starting in September/October. Plans for the southern access are still being worked on but have been complicated by the need to lower the speed limit on the A141. The southern access will be financed by Urban & Civic.

Details of phase one of the housing will be given at the next liaison meeting with a consultation around September. Six companies are tendering for the contract.

The incubator building is letting quite well - 7/9 units will be full by the end of June. Urban & Civic are working with the Local Enterprise Partnership to provide an amenity building with gym, creche, café etc. which will help to attract businesses to the site, and are considering building a second speculative building, similar to the incubator building.

The Chairman and/or the Clerk will attend the next Traffic Management Meeting (date to be confirmed) and the next liaison meeting on 17th July at 11am.

11. ASSC: Cllr. Adams reported that there had been a committee meeting and the AGM, with Bruce Staines being elected the new Chairman. A copy of the accounts for year ending 31st December 2013 was passed to the Clerk. Cllr. Adams advised that membership fees will be going up next year. A new TV had been purchased and another will be bought with monies raised. The football pitches had been seeded. The Charity Cricket match will be held on 18th July.

12. Community Orchard/Trees: Cllr. S. Tarabella advised that the work to remove the basal suckers on seven trees on the village green had been completed and that he had trimmed back some low branches overhanging the footbridge. Councillors agreed that Cllr. S. Tarabella should talk to Global Tree Solutions about the future of the lop-sided Chestnut tree on the village green and discuss raising the crowns on some of the larger trees. Cllr. Tarabella will also look at planting some more trees in the Autumn, including some smaller fruit trees. The Clerk advised that she was awaiting a quote from GTS to cut back the tree overhanging the brook opposite the phone box. The Clerk provided details of two suppliers of tree labels. Cllr. Aylott proposed that the Clerk should order sufficient engraved labels from www.bradenhamhall.co.uk priced at £2.10 each plus VAT and delivery. Seconded by Cllr. Adams and unanimously agreed. Cllr. S. Tarabella to provide the Clerk with the details to be engraved on the labels. An information plaque will be discussed at a future meeting.

13. Memorial Hall: No meeting had taken place.

14. Neighbourhood Watch: No meeting had taken place. The police crime report for March shows 3 recorded crimes. The Clerk advised that Neighbourhood Watch were putting a plan together to present to the Parish Council to enhance the green from the end of Frumetty Lane to the flyover. The Clerk had asked them to liaise with Cllr. S. Tarabella regarding any tree planting.

15. Playgrounds: The Clerk will be booking the annual safety inspections for August 2014 with Wicksteed Leisure.

16. Youth Group: Cllr. Adams advised that the May club night had been successful with general activities taking place. The June club night will have an “e-safety” theme and at July’s club night there will be a bar-b-q. There will be no club night in August.

17. Infrastructure report:

a) Churchyard – The Churchyard tidy took place on 10th May and was very well supported and a good job done. The Clerk has asked Highways to resite the new grit bin as discussed at the last meeting.

b) Village Green – The Clerk has asked Mr. Abbs to cut as close to the edge of the brook banks as possible. As requested by a parishioner at open Forum at the last

meeting, the Clerk had attempted to find out why the Mannings & Thurston Fair had stopped coming to the village, but it would appear that they are no longer trading.

c) Roads and footpaths – The Clerk had arranged for the footbridge on footpath number 9, near to the allotments, to be painted with an anti-slip surface. The Clerk and Cllr. Welsh will be meeting with Highways to discuss the Local Highways Improvement Scheme for the junction of Rusts Lane and High Street. Clerk to ask CCC when the footbridge will be painted. Members of the Community Pay-back Scheme had been cutting back vegetation in The Maltings but the clippings had not been removed - Clerk to contact Highways. Clerk to ask a resident of Manor Lane to cut back brambles on his property that are overhanging the footpath. Clerk to report to Highways that the footpath opposite the end of Polecat lane was still muddy and did not appear to have been swept as agreed.

d) General – The Clerk is still awaiting the quotation from Balfour Beatty for additional street lighting along North Road to ASSC. Cllr. Welsh advised that the new Parish Council website did not appear on the first few pages when googled. The Clerk will discuss this with askiT. Clerk to ask Mr. Abbs to trim around the milestone on Great North Road and between the footbridge and the medieval bridge. Clerk to request a litter pick from ASSC and the junction with Mill Road.

18. Planning.

- a) 1400692CLEL- 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. Cllr. Welsh proposed that Alconbury Parish Council recommend approval. Seconded by Cllr. S. Tarabella and unanimously agreed.
- b) 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. Cllr. Welsh proposed that Alconbury Parish Council recommend approval. Seconded by Cllr. Adams and unanimously agreed.
- c) 1400810LBC – Replacement windows. 2 Brookside, Alconbury, PE28 4EP. Cllr. Welsh proposed that Alconbury Parish Council recommend approval. Seconded by Cllr. Adams and unanimously agreed. Having declared an interest, Cllr. Aylott took no part in the vote.

19. Financial report:

- a) Payment of outstanding debts.

Cllr. Bush proposed retrospective approval of payment of item (1) and approval of payment of items (2) to (4). Seconded by Cllr. Adams and unanimously agreed.

- (1) Cq. No. 785 A. Abbs, grass cutting, (replaces cheque no. 777 which was made payable to Four Seasons) £1160.00
- (2) Cq. No. 786 Global Tree Solutions, tree work. £252.00
- (3) Cq. No. 787 Mrs. D. Benham, wages & expenses for May. £639.66
- (4) Cq. No. 788 Mrs. E. Elphick, reimbursement for plants for Maypole Square. £6.97
- Cllr. Elphick took no part in the vote having declared an interest in item (4)

- 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. Aylott confirmed that the balances in the bank account were correct as shown on the bank reconciliation.

20. Correspondence:

- a) HDC briefing on Housing Related Support for Older People – forwarded to councillors on 1/5
- b) Consultation on the Huntingdonshire Local Development Scheme 2014 runs from 19/5 to 28/11 - details forwarded to councillors on 19/5.
- c) email from HDC advising that their Code of Conduct had been updated – Alconbury Parish Council to adopt the new code at the next meeting.
- d) Cambridgeshire Energy Switch – forwarded to Cllr. Aylott for the notice board. Visit www.cambridgeshire.gov.uk/switch for further information.

21. New agenda items for the next meeting: Adoption of the revised Code of Conduct.

22. Date of the next meeting: 24th June 2014, starting at 7.30pm at Alconbury Memorial Hall.

Signed.....

Date.....