

## ALCONBURY PARISH COUNCIL

Minutes of the Parish Council Meeting held on Tuesday 25th November 2008 in the Memorial Hall

### Present:

Mr Senior (Chair), Mrs Adams, Mrs Elphick, Mrs Hathaway, Mr Pickering, Mr Sale, Mr Watson and Mrs Williams.

Mrs Lancey (Clerk) 3 members of the public.

### Public Forum

Mr Hodgson reported that a manhole cover had collapsed at the end of Manor Lane. Clerk to contact CCC Highways.

He also commented that trucks were again beginning to park illegally at the old Truckstop site and enquired whether arrangements could be made with the Airbase to provide temporary parking. Mr Senior advised that this solution had already been considered without success. Clerk to contact PCSO to request further vigilance in the area.

Mr Read enquired whether figures of anticipated traffic movements had been made available in respect of the re-routing of the A14. Mr Watson reported that these measurements had not been available for this meeting, but they would be provided in time for the next meeting of the Parish Council at the end of January 2009. As the exhibitions for the general public were being held over the forthcoming week, it was agreed that if the traffic measurements were received within the next few days they could be forwarded to both Mr Read and Mr Hodgson who would be attending the exhibitions.

### 123. Apologies for Absence

Apologies received from Mrs Aylott, Mrs Dyer, Mr Hardy, County Councillors Peter Brown and Laine Kadic and District Councillor Keith Baker.

### 124. Councillors' Declaration of Interest for items on the Agenda

Mrs Williams declared a personal interest in agenda item 130 as the land owner was an acquaintance.

### 125. To sign and approve minutes of previous meetings held on 28th October and 3rd November 2008.

Minutes proposed by Mrs Williams and seconded by Mr Watson. Minutes duly approved and signed.

### 126. "Stage Stars" – Introduction from Gemma Hodgson

Gemma Hodgson outlined her plans for a part-time stage school called "Stage Stars" for the village, teaching drama, dance and music to young people aged 4-17 years. She emphasised that all aspects of production would be covered, including back stage operations, and underlined how important taking part in the performing arts was in building confidence in young people. This would be a commercially run enterprise and she envisaged weekly tuition of 3 hours (held at week ends), at a cost of £18 per session. She wished to know whether the Parish Council felt this could be a useful service to the village.

The Parish Council asked various questions about the proposal, and also pointed out that there was already a similar group in place called "Stars on Stage" who were concerned that the two names were very similar. It was agreed that the Clerk would e-mail Gemma with contact numbers for "Stars on Stage" in order to resolve this potential problem. It was

also suggested that Gemma might visit the Youth Group to gauge the amount of interest amongst its members. She hoped to commence after the February half term 2009. The Parish Council agreed that this could be a very worthwhile venture for the village.

#### 127. Call for Development Proposals – Mr Watson

Mr Watson confirmed that proposals that had been issued were those of ADL as developers and had not come from the East of England Regional Assembly, County or District Councils. The proposals put forward for the airbase were for a total of 5000 – 6000 houses, with 2000 – 3000 planned for 2020-2021 and the remainder for 2020-2031. It was merely a very preliminary stage to indicate what land might be available in the future. It was not considered necessary for the Parish Council to make any comment at this stage. If the proposals did materialise it was planned that the development would be very sustainable with the use of wind farms.

#### 128. Provision of Allotments

Unfortunately District Councillor Keith Baker had been unable to attend this meeting, but had indicated to the Clerk that there was potentially some land available for allotments close to the slip road leading to the A1 southbound. It was agreed that the Clerk together with Mr Baker and Mrs Elphick should inspect the land in question. The Clerk reported that she was still pursuing the availability of land at the bottom of Polecat Lane with the responsible land agents. Clerk would also ascertain when the next CPALC training course was available on allotments with a view to attending.

#### 129. Parish Footpaths

The Stukeleys Parish Council Footpaths Committee were looking at the maintenance of their existing footpaths and were concerned about two paths which also affected Alconbury, these being the path running between Alconbury and Little Stukeley where much of the route had been lost, and the bridleway running from Little Stukeley to the A1 at the old layby opposite HLS, where it would be more useful if it actually led to Alconbury village. The Clerk, together with (possibly) Mrs Aylott, Mrs Adams and Mr Sale would arrange to walk the paths in question and would assure Stukeley Parish Council that Alconbury was keen to maintain its network of footpaths.

#### 130. Community Orchard (Mrs Williams declared a personal interest the land owner being an acquaintance)

The Clerk had contacted the land owner with an offer as agreed at the last meeting, which was not acceptable to the land owner. It was agreed that a meeting should be arranged between the land owner and members of the Parish Council to ascertain what would be an acceptable purchase price. This should be arranged as soon as possible. Mr Senior together with Mr Sale, Mrs Elphick and possibly Mrs Aylott would attend, Clerk to confirm.

#### 131. A14 Engineer's Visit – report from Mr Watson

As outlined under "Public Forum" traffic measurement figures were not available. This should be an agenda item for January 2009.

#### 132. Huntingdon Community Radio

A further e-mail had been received from Huntingdon Community Radio asking for the Parish Council's support for their full time broadcast bid. It was agreed the Parish Council should give this their support. Clerk to action accordingly.

#### 133. Rent Review – the Memorial Hall

The Church Commissioners, under the terms of the lease, wished to increase the ground rent for the Hall from £50 to £63 per annum. The agreement provided for the rent to be reviewed every seventh anniversary. The Parish Council agreed to this increase. The Memorial Hall Committee had been informed. It was agreed that the Clerk should also write to the Church Commissioners, as land owners, outlining the plans for the Scout Store.

134. Codes of Conduct – A Consultation.

To be circulated to all Councillors. Any comments should be sent to the Clerk before 24th December 2008.

135. Surface Water Flooding Data Gathering

A form containing this information for the village needed to be completed for the District Council before 31st January 2009. It was agreed Mr Pickering and the Clerk would complete this, possibly at the same time as the Emergency Planning meeting if timing of that meeting permitted.

136. Request for funding – ASSC and Grass Cutting

The existing mower was in need of replacement and in view of the extended facilities at the Club, the Committee urgently needed to purchase another (used) machine, the cost of which was expected to be in the region of £5000. After discussion, it was agreed to contribute £200 towards this purchase (Section 137 money). It was also agreed that the Clerk should get a further quote for cutting the Parish Council grass for the coming year.

137. Small Scale Environmental Improvement Scheme – 2009 Bid

No bid to be submitted for 2009.

138. The Memorial Hall – update from Mrs Hathaway

The planned rent review had been reported (see agenda item 133). Another “deep clean” involving all user groups was planned. The hedge at the entrance to the car park needed cutting back. Clerk to contact Highways accordingly. A 70’s/80’s night was planned for 7th March 2009 with a further two new events for April and May. Nigel Murphy had presented his plans for the Scout Store which were accepted by the Committee. Clerk to arrange for the Letter of Intent which accompanied the plans to be submitted in the correct format along with liaison with the Church Commissioners as land owners.

139. CPALC Meeting – update on behalf of Mrs Dyer

Mrs Dyer had reported that the meeting had been a difficult one, with minutes of the last two meetings not being issued, and also the date of the AGM had been changed. She felt that the meetings seemed to have less and less relevance to Alconbury with more layers of bureaucracy. Whether her continued attendance was worthwhile should be discussed on her return.

140. Emergency Planning – Mr Pickering

After considering 4 sample plans of varying complexity, a working draft Emergency Plan for the village had been written. Mr Pickering agreed to be the Emergency Co-ordinator with Mr Hardy, Mr Sale and Mr Senior as deputies. A Risk Assessment has been included in the Plan, identifying potential village hazards. Vulnerable elements of the community needed to be identified along with key contacts and resources. It was agreed that all Councillors needed to participate in providing this information and that hopefully (workload permitting) this could be dealt with at the meeting on January 27th. Should it be

considered that there would be insufficient time at a regular Parish Council meeting, a further meeting would be arranged around the second week of January. Clerk to monitor. In the meantime Councillors to e-mail Mr Pickering with any questions or suggestions. Mr Senior thanked those involved in producing the draft plan.

#### 141. Road Signage in and around Alconbury

The adequacy of road signs was discussed, and in particular whether there were sufficient signs to the industrial area at Alconbury Hill. Clerk to contact CCC Highways again pointing out the number of HGV's trying to get through the village. Mrs Williams to note any areas of particular concern.

#### 142. A Model Publications Scheme

The Clerk explained that although Alconbury already had a Publications Scheme, in line with Section 20 of the Freedom of Information Act 2000, the Information Commissioner had developed and approved a new Model Publications Scheme, which could be adopted by Parish Councils without modification and the adoption required no further approval. This Scheme committed an authority to make information available to the public as part of its normal business activities and specified how the information could be obtained. The Scheme had to be adopted by 31st December 2008 and operational by 1st January 2009. The Clerk therefore proposed that a resolution should be passed to adopt this Model Scheme. It was also proposed that the Scheme should be published on the Parish Council website. This was agreed and it was duly resolved to adopt the Model Scheme with immediate effect.

#### 143. Core Strategy Site Allocation Representation – Mr Watson

Mr Watson explained that this stated where major developments within the Core Strategy would be sited. There were none in Alconbury.

#### 144. Declaration of "No Changes" to Registration of Financial/Other Interests Completed for all Councillors as appropriate.

#### 145. The Village Diary

It had been suggested that this should be maintained by Julie Cook. This was considered to be an excellent suggestion and could be a topic for the next Parish Council Newsletter.

#### 146. The Sports & Social Club

Mr Watson reported that the Committee was very satisfied with the new facilities which were all but complete and already being used. There would be a grand opening – date to be determined. The Bonfire Night celebrations had raised approx. £800.

#### 147. Committee Reports

(a) Planning Applications Received - None.

Applications Determined by HDC Planning:

0802641FUL – replacement pitch roof to garage – Maypole Square. Permission granted.

(b) Clerk's Infrastructure Report

Churchyard: Nothing to report.

Village Green: Nothing to report.

General: A further incident of fly tipping in Globe Lane had been reported. Work on the paths in School Lane was in hand. Build up of undergrowth in the Brook at the bottom of the culvert in The Maltings, together with rubbish under the footbridge leading to Polecat Lane had been reported to the Environment Agency.

(c) Bramble End: Monthly inspection carried out. Nothing to report.

Re-development: Mrs Williams would contact another contractor for a quotation and would commence consultation with prospective users of the new facilities. This needed to be done prior to any grant applications being made.

Mr Watson had researched various funding possibilities, all of which appeared very positive. Clerk to provide evidence of ownership of the site.

#### 148. Correspondence

- "Engaging Parish Councils" – event organised by Cambridgeshire Together for 2nd December 08. No one was available to attend.
- Letter of thanks from CARESCO for recent donation
- Letter of thanks from Citizens Advice Bureau for recent donation

#### 149. Responsible Finance Officer's Report

The Precept 2009/2010 As agreed at the meeting on 3rd November, there should be no increase in the Precept over last year and should remain at £31,000. Draft prepared by clerk was accepted and would be notified to HDC accordingly.

#### Cheques for signature:

Demon – Webhosting November 08 (paid by direct debit) - £11.75

Pipex Internet (November 08) - £14.99

Barker Storey Matthews – land valuation - £293.75

Grafton Projects – stationery - £44.77

Grafton Projects – Newsletter and typist's chair - £171.38

Donation to Poppy Appeal (Section 137) - £50

Donation to 1st Alconbury Guides (Section 137) - £200

Donation to The Thursday Club (Section 137) - £200

Total Computing – Clerk's computer - £1525.06

Clerk's Salary November 2008 (reflecting NALC pay award) - £479.17

Clerk's Salary December 08 (no meeting in December) - £415.33

Alan Summerfield – grass cutting - £3701.25

Payments were proposed by Mrs Williams and seconded by Mrs Elphick.

Cleared Balances: C/A £3,276.20 D/A £31,837.42

Youth Group £1313.48

150. Date of Next Meeting – 27th January 2009 at 7.30pm in the Memorial Hall.