

**Minutes of the meeting of Alconbury Parish Council
held on Tuesday 28th November 2017 at Alconbury Memorial Hall.**

Parish Councillors present: Mrs. E. Adams, Mrs. J. Aylott, Mr. C. Bodley, Mr. R. Johnson, Ms. L. Isles (Chairman) Mr. R. Sale, Mr. S. Tarabella & Mr. A. Welsh.
Also present: District Cllr. K. Baker, Mrs. D. Benham (Clerk) & 1 parishioner.

Public Open Forum: No issues were raised.

1. Apologies for absence: Cllr. T. Gilbert (personal), County Cllr. I. Gardener (attending another meeting).
2. Declaration of Interests: Cllr. Isles & Cllr. Welsh declared an interest in item 13, being trustees of the Memorial Hall. Cllr. Adams declared an interest in item 11, being a trustee of the Alconbury Recreation Field Charity.
3. Councillor vacancies: There are two councillor vacancies that can now be filled by co-option. The Clerk has arranged for Cllr. Johnson to attend councillor training in the New Year.
4. To approve the minutes of the previous meeting held on 31st October 2017: Approval of the minutes of 31st October 2017 proposed by Cllr. Tarabella, seconded by Cllr. Aylott and unanimously agreed.
5. Reports from District Councillor: District Cllr. Baker advised that Cllr. Robin Howe had resigned as Deputy Mayor of the Combined Authority. The Clerk advised that District Cllr. Graham Bull would now represent HDC on the Combined Authority. District Cllr. Baker advised that the Environment Agency had concluded that the smell around the brook was due to lack of water flow and that they would not be taking any action. District Cllr. Baker advised that the Rotary Club was looking to support environmental projects such as tree planting.
6. To discuss an email from Neighbourhood Watch regarding the proposed location of a new notice board: Neighbourhood Watch have asked for Parish Council approval to place a new notice board, originally intended to serve the residents on the south-west side of the brook, on a piece of grass verge down The Maltings. As the Parish Council has received a strong objection to the latest suggested location, councillors unanimously agreed that the Clerk should reply saying that the Parish Council could not approve this location and that they would like to see the board either positioned next to the post box on North Road as previously suggested, or a little further along, in-between the alleyway leading to Lark Way and the corner of Globe Lane, where there is a hedge which would ensure that it would not be directly in front of resident's windows.
7. Alconbury Brook Flood Management Partnership Group and Community Emergency Plan: Cllr. Gilbert continues to work on the Community Emergency Plan. The next Partnership Group meeting is on 11th January 2018. Clerk to contact the Environment Agency for an update on the camera and brook clearance.
8. Parish Plan: Cllr. Isles has finished inputting data onto Survey Monkey and will arrange a meeting with Cllr. Bodley to discuss next steps.
9. Update on Alconbury Weald: The Clerk provided the following update from the liaison meeting held on 21st November:

Enterprise Zone – The cricket pitch and area around the Watchtower are greening up and they are working on designs for the Watchtower building. Incubator 2 has the steel up and will open in May/June 2018, and will offer larger office space. IMET building due to open in May, with courses starting in September 2018. ICO building to be finished in January and John Adams Toys to be finished in February.

Residential – Hopkins have 55 units occupied, Morris have 2 units occupied and Redrow will have first occupancy around Christmas. Redrow have been delayed due to not meeting the standards in the design brief, with areas of brickwork requiring remedial work. The temporary access for Parcel 4 is now open. 138 flats and townhouses will be built first, by a new subsidiary of Urban & Civic, called Civic Living. Parcels 5 and 6, near to the cricket pitch, will be the next areas to be built on, with a planning application expected next year. An application for the first community building will also go in next year.

There has been no progress on the secondary school or the special school. The traffic calming plans for the Stukeleys is awaiting Highways sign-off. Work is due to commence in January/February and will finish in June 2018. Plans will be on show at Great Stukeley Village Hall on 7th December, 5pm - 8pm, and Little Stukeley Village Hall on 11th December, 5pm-8pm. Urban & Civic are meeting with Network Rail in December to discuss the proposed new railway station and there will be a potential planning application for this and the southern access next year. The planned country park will cover approximately 10% of the total site area.

Local Plan – The consultation draft is out now with submission early next year. With RAF Wyton removed from the plan due to inadequate infrastructure, the plan now provides for 1800 additional homes at Alconbury Weald and the redevelopment of RAF Alconbury.

Carol service – To be held on 15th December at the school, 6pm – 7.30pm. All residents of Alconbury are welcome to attend. Cllr. Aylott and the Clerk to attend the next meeting on 30th January 2018.

10. Alconbury Sports & Social Club: Cllr. Bodley reported that the club is doing well with takings higher than ever, due to successful events, including Firework Night and the introduction of card payments.

11. Alconbury Recreation Field Charity: Cllr. Adams advised that all the recent events had been very successful, profitable and well received, especially the fireworks display. The Childrens Christmas Party takes place on 16th December. Councillors agreed that the remaining £1000 agreed in the budget as a donation towards grounds maintenance should be paid today.

12. Community Orchard/Trees: Cllr. Bodley to arrange for the proposed orchard extension to be added to the agenda for the next ASSC committee meeting on Monday 4th December. Cllr. Tarabella to attend.

13. Memorial Hall: Cllr. Isles advised that a number of committee members had resigned and that a new Hall Manager had been appointed. The Pre-school's planned extension to the garden area had been agreed in principle and a statement on how they would return the land to it's original condition should Pre-school close, had been received by the committee.

14. Bramble End playground: The Clerk has placed an order with HAGS/SMP for the outdoor gym equipment. Cllr. Aylott and the Clerk have agreed the layout and the contact details on the information board. Installation should be complete before Christmas. N.B. It is recommended that adult equipment is placed 25 metres away from children's play equipment. However, the children's play equipment is fenced off and the Parish Council want parents/guardians to be able to use the outdoor gym equipment and be close enough to be able to see their children in the playground.

Cllr. Aylott has sent additional information requested by Cambridgeshire Community Foundation, reference the grant from Woolley Hill Wind Farm Trust. It is hoped that the monies should now be received in the next two weeks so that the new roundabout can be ordered.

15. Youth Group: Cllr. Adams advised that there was now an even balance of numbers in the younger and older age groups. The Christmas Party night takes place on Friday 1st December.

16. Police crime report: The September crime report showed 6 reported crimes .

17. Infrastructure report:

a) Churchyard – Nothing to report.

b) Village Green – Mr. Bannister has confirmed that he will be returning to carry out the removal of the circular bench and concrete base before Christmas.

c) Roads and footpaths – Highways have ordered a new “Alconbury” sign for Globe Lane and will be ordering a new HGV sign for Brooklands roundabout. Karen Lunn from Highways, has been appointed to assess the Parish Council’s bid for funding to improve the weight limit signage in the village and has made some suggestions for the wider area, which are being followed up with Highways and Urban & Civic.

d) General – No issues to report.

18. Planning.

a) New applications.

17/02343/FUL Proposed new dwelling. Land adj. to 9 Rusts Lane.

Cllr. Johnson proposed that Alconbury Parish Council recommend refusal. Seconded by Cllr. Sale and unanimously agreed. Reasons – The new driveway is in a dangerous position on the bend, the proposed bungalow will be too close to the footpath and to 9 Rusts Lane. Over development of the plot and poor design.

17/02367/S73 Variation of condition 2i (omit wording), 2iii (reword), 2iv (remove) and condition 5 (substitute drawings) of application 16/02493/FUL.

The Clerk had confirmed by email with the Case Officer, Sheila Lindsey, that the containers would remain one storey and not be stacked. Cllr. Bodley proposed that Alconbury Parish Council return “No observations either in favour or against the proposal”. Seconded by Cllr. Welsh and unanimously agreed.

b) Update on previous applications.

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. In progress. Awaiting further information from the agent. There has been no further news on the proposed opening of a pharmacy at 1 Bell Lane or the surgery’s application to open a pharmacy.

19. Financial report:

a) Payment of outstanding debts - Cllr. Tarabella proposed approval of items (1) to (6). Seconded by Cllr. Isles and unanimously agreed.

(1) Cq. No. 1007 askiT Services Ltd., website annual maintenance. £43.20

(2) Cq. No. 1008 Mr. J. Holme, weed spraying at Bramble End playground. £30.00

(3) Cq. No. 1009 HAGS/SMP Ltd., repairs to motorbike springer. £198.00

(4) Cq. No. 1010 Savills (UK) Ltd., Alconbury Hall rent. £91.20

(5) Cq. No. 1011 Mrs. D. Benham, wages & expenses of Parish Clerk for November. £675.50

(6) Cq. No. 1012 Alconbury Recreation Field Charity, donation towards grounds maintenance.
£1000.00

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.

c) Budget & Precept 2018/19 – The Clerk had provided councillors with a draft budget prior to the meeting. Cllr. Isles proposed that Alconbury Parish Council set a budget and precept of £32,000 for 2018/19. Seconded by Cllr. Tarabella and unanimously agreed. A copy of the agreed budget will be attached to the minute book and will be available on the website.

20. Correspondence.

Forwarded to councillors:

a) A14 planned closures.

b) Winter health packs.

c) Emails from an Alconbury Weston resident regarding the Local Plan, crime figures and Alconbury Brook.

d) Opportunity for a councillor to influence planning at HDC – Cllr. Johnson to apply.

e) Tour of Cambridgeshire information.

f) Roadworks and events bulletin 16th – 30th November.

g) Latest A14C2H news release.

h) A14 Cambridge to Huntingdon monthly Parish Council bulletin.

i) A14 temporary Bailey bridge removal.

j) Copy of a Notice of Appeal made by Energy 10 Huntingdon Ltd., against suspension notices issued by the Environment Agency that require the removal of waste materials by the appellant at Woodhatch Farm, Ellington.

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

22. Date of the next meeting: 30th January 2018 starting at 7.30pm at Alconbury Memorial Hall.

Signed.....

Date.....