

Alconbury Parish Council

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Parish Clerk: Charlotte Copley

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Notice of Parish Council meeting:

Date: Tuesday 24th November 2020

Time: 7.30pm

Venue: video link

The Local Authorities and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 came into force on 04 April enabling local councils to hold remote meetings (including by video and telephone conferencing) until May 2021. This meeting took place via "Zoom"

Minutes

11-20.139 PRESENT AND APOLOGIES

Present - Councillors T Gilbert (Chair), S Tarabella (Vice Chair), M Gunney, S Brawn, D Moate, M Moate, R. Johnson, T. MacLennan

County and District Councillor Gardener

Clerk - C Copley

1 member of the public present (Mr Roger Read)

11-20.140 DECLARATION OF INTERESTS

Councillors to declare any "Disclosable Pecuniary Interests" in any items on the agenda. As detailed in Section 30 of the Localism Act 2011, along with any other interests relating to items on the agenda. Cllr. Gunney declared an interest in the Alconbury Recreation Field Charity and Cllrs. Brawn and Tarabella declared an interest in the Memorial Hall.

11-20.141 APPROVAL OF MINUTES 27th October 2020.

Resolved as a correct record of proceedings and will be signed by the Chairman outside of the meeting, due to Covid-19 restrictions.

11-20.142 PUBLIC PARTICIPATION

At the Council meeting of 27th October Mr Roger Read asked for his name to be included within the minutes from now on, for historical reference.

Mr Read referred to the minutes of 27th October, reference 10-20.124 regarding the issues around parking along Brookside, where discussions were had with regards to possible land purchase to provide parking. As the land owner of a parcel of land adjacent to Brookside, Mr Read informed the Council that he has no intention of selling the land to enable parking spaces.

Mr Read voiced his concern regarding item 11-20.149 Consultation of London Luton Flightpaths.

11-20.143 CROWN GARDENS

An update on progress regarding Crown Gardens was received from Chorus Homes, Julie May, Support Services Manager, as follows;

At the moment we are unable to confirm when the first customers will be moving in to Crown Gardens. This is due to some unexpected delays caused by the need for further compliance related checks being completed. Initially we will be staggering the intake of customers, to ensure that we can accommodate their needs and that the initial transition is smooth for all involved, including local residents.

At the moment, we do not have any one that we can put forward who could attend the monthly Parish Council meetings however we can submit a report in time for each meeting so that the Parish Council is kept informed of any developments. I have noted that you require such reports at least 7 days prior to the meeting.

Resolved To receive and note the update.

11-20.144 ROUNDUP OF ACTIONS ARISING FROM PREVIOUS MEETING

10-20.123 – An additional grass cut to all village areas will be carried out by the contractor.

10-20.123 – The Clerk continues to chase the quotation for weed spraying within Bramble End play park.

10-20.128 – The Clerk has reported littering in the village to Hunts District Council for a clean up crew to be sent out.

10-20.129 – The Clerk has forwarded copies of the lease between the Parish Council and Alconbury Recreation Field Trustees to Cllr Gunney.

10-20.131 – The adopted policies will be available on the website when the IT company have added the section to the website.

10-20.134.1 – Existing planning applications have been added to the website for the meeting 27th October 2020.

10-20.135.2 – The Clerk has purchased the necessary items and delivered to the Church for safe keeping.

10-20.135.3 – The precept application for the financial year end 2021-22 has been filed with, and receipt confirmed, Hunts District Council.

11-20.145 COUNCILLOR REPORTS

- Memorial Hall - Cllr. Tarabella and Cllr. Brawn – reports received of antisocial behaviour in and around the car park have been reported to the Police.
- Tree Warden - Cllr. Tarabella continues to complete the village tree survey. Cllrs Brawn and Tarabella will conduct a village walk round. Cllr Johnson will plot the trees on the Parish Online mapping system when completed.
- Alconbury Recreation Field Charity - Cllr. Gunney reported a drop in field rentals this month due to lockdown number 2, but it is hoped they will rise again after the 2nd December. An outdoor Christmas market is being held on Sunday 6th December from 11am. The total amount of money raised from the Local Giving fundraiser is over £8000. The funds will be spent on refurbishing the lounge area and members have been asked for their input.
- Alconbury Sports and Social Club - Cllr. D Moate reported the Club is preparing for a hopeful reopening on the 5th December.
- Bramble End Play Area & Woolley Hill Wind Farm – For Bramble End see item 148 below. Cllr. MacLennan reported the Wind Farm had seen 2 applications for funding from one organisation in the village.
- Flood Co-ordinator - Cllr. Gilbert, Deputy – Cllr. Johnson and Cllr. M Moate. Cllr Johnson reported the County Council had been chased regarding the investigation in to the pumps under the A1 flyover, as still pending.
- Planning - Cllr. Brawn, Cllr Gunney, Cllr. Johnson and Cllr. M Moate, see item 156 below.
- Alconbury Weald – Urban and Civic Joint Parishes meeting – Cllr. Gunney and Clerk. The next meeting is scheduled for the 1st December.

Resolved that Cllrs Tarabella and Brawn will conduct a review of the trees on Parish owned land, Cllr Johnson will map them on Parish Online. Councillors reminded to encourage applications for wind farm grants.

11-20.146 DISTRICT AND COUNTY COUNCILLOR REPORTS

County Councillor Gardener confirmed he has chased the relevant department regarding the pumps under the A1 flyover.

Cllr Gardener met with Urban and Civics Rebecca Britton last week regarding the B1043 and HGV traffic causing a lot of noise nuisance to the residents of Lordsway Park. Urban and Civic are producing a new plan with regards to where and what the new signage will contain. Urban and Civic have invited the Parish Council to meet and discuss the Plan, as the document is too large to share on the screen. Cllr Gardener suggested 7th December for members who are available to attend, should government restrictions allow. Cllr Gardener has suggested an “Alconburys” sign with an arrow above the non motorway sign on the A1. The Combined Authority are looking at a demand responsive scheme. West Huntingdonshire has been selected for a 6 month scheme starting from January 2021, residents will be able to book a bus via an app or telephone call. The concern is that the new scheme is not to the detriment of the existing scheme. The Covid-19 County Wide Hub number is 0345 045 52 for anyone looking for support during these times. With regards to the virus; the Huntingdonshire rate of per 100k residents is 74.7 (as of 18th November), which puts us one of the 10 lowest districts in the country. As of last week, in Huntingdonshire 6 people had a positive test and no new deaths reported. Contact Tracing will be following up on people who have tested positive for the virus but not responded to a call or email from the national service and will ask for a list of close contacts. If they do not respond within 48 hours the Council will call round to their address and speak to them personally. When the officers make contact they will obtain the close contacts and support will be offered through the Covid Hub.

The new County Council head office is taking shape, although the effect from the virus has caused a delay to the completion date. The project will deliver a much better working environment for CCC staff.

The District Council has rolled out a CIL funding application scheme this week for Community Infrastructure within the Parish, the deadline for applications is the 14th December 2020.

11-20.147 CRIME REPORT

8 Reports of crime within the village during the month of September 2020.

Resolved That Cllr Gardener will write to the Crime Commissioner for an update on rural policing.

- 11-20.148 **PLAY AREA ANNUAL SAFETY INSPECTION REPORT**
Resolved to receive and note the contents of the safety inspection report. No high risk items reported. The Clerk will seek to obtain relevant quotations for the Medium risk items highlighted on the report and chase the weed spraying quotation.
- 11-20.149 **CONSULTATION ON LUTON AIRPORT FLIGHT PATHS**
 The District Council have asked for Parish Councils responses by the 15th December, the District Council will then take in to consideration the Parish Councils views and will compile a suitable collaborated response. The Parish Council has also received a letter from MP J Djanogly asking for its views. The Parish Councils main concern is with regards to noise and pollution over a village that already has noise levels from the adjacent major roadways, A1 and A14. Could the scheme be moved slightly to the west, away from the urban centres of St Neots, Huntingdon and Alconbury Weald.
Resolved Cllr Gardener will ensure the Parish Councils concerns are raised at the Overview and Scrutiny meeting. Cllr Gilbert will respond to MP Djanoglys letter accordingly and compile the relevant response, report directly via the consultation and forward to Cllr Gardener for the District Councils response by 15th December 2020.
- 11-20.150 **UPDATE FROM PARISH COUNCIL MERGER WORKING GROUP**
 Cllr Gilbert met with members of Alconbury Weston Parish Council last week along with Lisa Joblonska, Elections Manager Hunts DC. Lisa confirmed the villages could remain separate, but could hold one joint Parish Council meeting at a frequency to be determined during the consultation period. Parish boundaries will not change. The precept will remain separate and be allocated to the separate villages but would come together as one at meetings to discuss all matters across both villages. One Clerk would be required to work across the 2 Parish Councils.
 Next steps: Parish Council members to make a formal decision regarding the merger will be made at each PC meeting in December 2020. The outcome will be communicated to Lisa Jablonska who will initiate a Community Governance Review. Both Councils would draw up Terms of Reference with Huntingdonshire District Council. The District Council would then launch a consultation (lasting 8-10 weeks) to gather feedback from our parishioners. A final decision will then be made with regards to the formation of a joint Parish Council. Completion of the process would tie in line with the next round of Parish Council elections in 2022. The working group will meet again on the Tuesday 8th December.
Resolved Cllrs M Moate and Tarabella to draft some wording, to go on both Parish Council websites and Nextdoor, along with some frequently asked questions to try and answer parishioners questions.
- 20:46 Cllr Gardener left the meeting.
- 11-20.151 **ELECTRIC VEHICLE CHARGING POINTS UPDATE**
Resolved Cllr Johnson will chase the relevant party at the County Council for an update.
- 11-20.152 **ALLOTMENT UPDATE**
 To receive an update from the AAGA Chair and consider the request for a financial contribution towards the replacement fencing costs. Responsibility for the upkeep of the allotments boundary fence was passed to the AAGA within the lease between the Parish Council and the AAGA.
Resolved To receive and note the contents of the update and pay £80 as a one-off goodwill gesture for 50% of the fencing repair costs.
- 11-20.153 **COUNCIL POLICIES FOR ADOPTION**
 To receive an update from the Clerk regarding Parish Council policies to be adopted and placed on the Council website. The following policies have been forwarded to Councillors for their perusal (18.11.20);
 Code of Conduct
 Complaints Procedure
 Equal Opportunities
 GDPR Consent Form
Resolved to confirm receipt and agreement to formally adopt the policies, of which will be made available on the Parish Council website
- 11-20.154 **DEFIBRILLATOR**
 Cllr MacLennan confirmed the shop keepers agreement to the use of the shops electrical supply for the unit. Confirmation from the pharmacy to assist with the cost of purchasing the defibrillator has not been received so far.
Resolved to defer further discussions until the next meeting.

11-20.155 INFRASTRUCTURE

(a) Churchyard.

(b) Village Green.

(c) Roads & footpaths.

(d) General.

(d) 1. A14 Trunk Road in the Counties of Northamptonshire and Cambridgeshire to enable resurfacing, road markings, safety barrier, drainage and other routine maintenance works to be carried out in safety. The works would take place overnight (8pm – 6am) and are expected to last for approximately 7 weeks starting on or after 4 December 2020. The Order will be appended to the minutes.

(d). 2. Road Traffic Order – Micro asphalt resurfacing works to the District, Great North Road Alconbury from jct of Mill Road and Buckworth Road, including diversion routes.

Resolved to receive and note above reports. The Clerk to report the surface condition of the roundabout at Maritime/Truck Stop to County Council Highways.

11-20.156 PLANNING APPLICATIONS

20/02096/FUL Single storey front extension to shop, 1 Bell Lane, Alconbury

Resolved to support the application.

11-20.156.1 To receive an update on previous planning applications

Resolved to receive and note the current planning applications, appended to these minutes.

11-20.157 FINANCIAL REPORTS

Payment of outstanding debts and monies received:

November payments:

Reference	Payee	Description	Amount £
1	C Copley	Wages and expenses	£754.32
2	HMRC	PAYE – Clerk	£ 66.64
3	Wicksteed Leisure	Bramble End safety inspection	£144.00
4	PKF Littlejohn	External Audit of year end 31.03.20	£240.00
5	askIT	2 year Domain renewal	£240.00
6	askIT	Website annual maintenance	£ 44.40
7	askIT	Microsoft Office 365 mailboxes	£499.68
8	Savills	Memorial Hall ground rent PCC	£ 91.20
9	ARFC	Donation	£1000.00

Resolved that the above payments for November be approved for payment. Cllrs Gilbert and Tarabella will authorise the payments via the online banking system.

11-20.157.1 To receive and note bank reconciliation from November 2020

Resolved to receive and confirm the November bank reconciliation as correct

11-20.157.2 To confirm receipt of external audit report for the financial year end 31st March 2020.

Resolved to receive and confirm the external audit report from PKF Littlejohn has been completed with no matters of concern arising.

11-20.157.3 To receive opportunity to apply for Hunts DC CIL fund for local projects.

Resolved The Clerk to contact Active Lives at Hunts District Council with regard to a possible new sports installations at the recreation ground

11-20.158 CORRESPONDENCE RECEIVED.

NALC and CAPALC Bulletins

Email request from Thursday Club outlining current issues they are experiencing.

Email received from Cambs Police and Crime Commissioner briefings for Councillors: toolkit for encouraging reporting online and inviting Councillors to Group Meetings:

Future planned councillor briefings as follows;

Huntingdonshire District – 10th November 18:30-20:30

East Cambridgeshire – 11th January 2021 18:30-20:30

Peterborough District – 9th March 2021 18:00-20:00

Email of complaint received from a resident regarding the Anglian Water vehicles exiting the water treatment site on to the High Street at Lordsway Park Homes area and subsequent damage to the village green area.

To receive an Operational Summary from AMEY March – November 2020.

Email received from Peterborough City and Cambridgeshire County Council regarding Cambridgeshire and Peterborough Minerals and Waste Local Plan - Proposed Main Modifications Consultation.

Email from Cambridgeshire County Council – People and Communities - Community Reach Fund – Supporting Communities COVID-19 Enabler Grant

Email received from the Office of National Statistics regarding the 2021 Census and ways the Parish Council can help with promoting the census.

11-20.159 MATTERS FOR FUTURE CONSIDERATION (decisions cannot be made under this item)
CCTV

11-20.160 NEXT MEETING – Tuesday 22nd December 2020, from 7.30pm via Zoom *PLEASE NOTE EARLIER DATE

DRAFT