

**Alconbury Parish Council**  
**Charlotte Copley, Parish Clerk 01487 813606**

**Minutes of Meeting:**

**Date:** Tuesday 29<sup>th</sup> October 2019

**Time:** 7.30pm

**Venue:** Alconbury Memorial Hall

Parish Councillors present: Mr C. Bodley (Chairman), Mrs. T. Gilbert (Vice Chairman), Mr. M. Gunney, Mr. T. MacLennan, Mrs. S. Brawn, Mr. R. Johnson, Mr S Tarabella

Also present: Mr I Gardener (County Councillor), Ms. C. Copley (Clerk) and 1 member of public.

Public Open Forum: The member of public present raised 2 areas of concern. The first being the condition of the road and verges along the High Street towards the sewerage farm, they believed this was due to Anglian Water tankers entering and leaving the sewerage farm, overhanging vegetation and the design of the gate forcing vehicles to drive over the verge causing damage to the verge and mud being deposited on the road. The Chairman offered to approach Anglian Water over this issue. The second concern relates to the signage on the A1, the exit sign for Alconbury off the A1 has been changed to Alconbury Weald and The Stukeleys, this they believe will lead to increased heavy goods traffic in Alconbury and traffic in general if the signage on the B1043 is not improved. County Councillor Gardener noticed that some posts have been installed and these could possibly be for new signage, the Clerk will contact the County Council Highways engineer to establish why the signs were removed and what signage is now planned.

1. Apologies for absence. No apologies received,
2. To receive declarations of interest.  
Cllr. Gunney declared an interest as a trustee of the Alconbury Recreation Field Charity, and Cllrs. Tarabella and Brawn as trustees of the Memorial Hall.
3. To approve and sign the minutes of the last meeting held on 24<sup>th</sup> September 2019.  
Cllr. Gunney proposed the Chairman sign the minutes of previous meeting 24<sup>th</sup> September 2019 as a correct record, seconded by Cllr. MacLennan, all in favour and therefore **resolved** to do so.
4. To receive a presentation from Mr O'Brian on behalf of EEAST (East of England Ambulance Service Trust) regarding the Community First Responder Group. Community first responders are volunteers who are trained by the Ambulance Service to attend certain types of emergency calls in the area where they live or work. Their aim is to reach a potential life threatening emergency in the first vital minutes before the ambulance crew arrives. Their role is to help stabilise the patient and provide the appropriate care until the more highly skilled ambulance crew arrives on scene to take over the treatment. As a Community First Responder Mr O'Brian is responsible for purchasing his own kit and recruiting up to 4 more First Responders in the area. Mr O'Brian is asking for a one off donation from the Parish Council of circa £500. Once the kit is purchased East Anglian Ambulance Service take over the maintenance of that kit. Mr O'Brian also hopes to recruit more members for the service. Should the Parish Council consider a donation to support the Group as a gesture of good will Mr O'Brian has offered to take on the responsibility of monitoring the village defibrillator. Cllr. Bodley proposed the Clerk make further enquiries with the Ambulance Trust and once the Parish Council are satisfied with the information received they should support the donation of £500 and assist with advertising the recruitment of more First Responders, the proposal was seconded by Cllr. Gunney with all in favour and therefore **resolved** to do so.
5. To receive reports from District & County Councillors. County Councillor Gardener and Cllr. Brawn attended a meeting earlier today with the County Councils Project Engineer of Cambs County Council Highway Projects & Road Safety Team to discuss the proposed new priority layout in the Local Highways Initiative bid made by the Parish Council. The bid was made by the Parish Council proposing a new priority of the junction of the High Street and Rusts Lane. The safety audit carried out on the site confirmed the junction should remain the same, the bid is unlikely to get the funding, but a freshen up of the road lines would make the junction clearer. Cllr. Bodley proposed the order be raised by the County Council for the existing lines be repainted to freshen them up and make them more visible, and that the Parish Council should consider alternative solutions, the proposal was seconded by Cllr. Tarabella with all in favour and therefore **resolved** to do so.

Cllr Gardener presented the idea of a Commercial Company Covenant which is an agreement between commercial vehicle companies and the County Council in order to approved suitable routes for commercial vehicles to travel on. This would hopefully prevent HGVs from unintentionally entering the village. Cllr Gardener offered to liaise with Urban and Civic on the Parish Councils behalf with regards to their operators on the Weald agreeing a route with the Parish Council, via the County Council, where drivers will be shown the route (in and out of the Weald) that they need to take. The first steps would be for Urban and Civic to agree to the covenant, followed by other companies on the Weald and hopefully in time the Maritime/Truckstop coming on board also. Cllr Gunney proposed he take a copy of the Covenant along to the next Urban and Civic meeting on the 5<sup>th</sup> November to establish an initial response, Cllr Gardener will also contact Urban and Civic to open up negotiations and report back when necessary.

6. To receive verbal reports from Councillors on their portfolio of responsibilities.

Sports and Social Club – Cllr Bodley reported all is going well. Cllr. Gunney confirmed several events are planned up to the end of the year;

Indoor Bowls every Wednesday

Bingo every Thursday

Friday 8<sup>th</sup> November 6pm - Fireworks

Saturday 9<sup>th</sup> November 8.30am - Rugby World Cup

Friday 13<sup>th</sup> December 6pm – Christmas Family Bingo

Friday 20<sup>th</sup> December 8.30pm – Christmas Quiz and Squares Draw

Saturday 21<sup>st</sup> December 3pm – Childrens Christmas Party

Tuesday 31<sup>st</sup> December 7pm – New Years Eve Party

Memorial Hall – Cllr Tarabella confirmed a regular users meeting was held where regular users were invited along to sign up to the regular invoicing system. Funding opportunities are being looked at.  
Trees/Orchard – Cllr Tarabella asked if the Parish Council would consider taking on the responsibility of care to the trees between Lordsway Park Homes and the flyover, the trees have grown so large they have become intrusive. The Clerk confirmed that Cambs County Council Highways department are not responsible for the trees. It was agreed to investigate the ownership further before agreeing to carry out any works on the trees. Cllr Tarabella is looking at suitable trees to plant in the orchard replacing the 2 fruit trees that have been lost this year.

Bramble End Playground – Cllr MacLennan confirmed all is well at the play park.

Woolley Hill Wind Farm – Cllr MacLennan will be attending the next funding meeting on Tuesday 5<sup>th</sup> November.

7. To receive an update regarding the Local Highways Initiative bid. See agenda item 5 above.

8. To receive latest correspondence from Chorus Homes regarding works to Crown Gardens. The Council has received correspondence from Simon Leher, Communications Manager of Chorus Homes informing of internal refurbishment works commencing at the end of October, along with a site plan of the work. The site plan does not indicate any additional parking spaces to be made on the site to accommodate enough cars for the 22 flats (7 parking spaces only). Cllr Bodley proposed the Clerk contact Mr Leher again to ask for clarification on the parking spaces and take up his offer of the attendance of one of the members of the Development Team at a future meeting. The proposal was seconded by Cllr Tarabella with all in favour and **resolved** to do so.

9. Police crime report – The August crime report showed 3 reports of crime within the village.

10. Infrastructure report:

(a) Churchyard.

(b) Village Green. Due to not receiving the quotation from Hunts District Council in time for the village CCTV Cllr. Johnson proposed he approach an alternative company to achieve the 3 quotations required.

(c) Roads & footpaths. To receive notification of temporary traffic order for road closure 23 High Street, Alconbury from 16<sup>th</sup> – 19<sup>th</sup> December, the diversion route is attached to these minutes.

(d) General. Cllr. Bodley proposed the Council acknowledge the quotation from Beam for the flail mowing to Polecat Lane but as the grass cutting season is now over the Council consider taking up the offer in the new year. The proposal was seconded by Cllr. Gilbert and with all in favour therefore

**resolved** to do so. The Clerk confirmed she is in discussion with the current grass cutting contractor to establish costs for the removal of grass cutting to Polecat Lane, as he has been unable to maintain it this year due to the unevenness of the grass verges along with costs relating to the additional cuts to the Churchyard, as previously requested, see minute reference 14a of meeting 24<sup>th</sup> September 2019.

## 11. Planning.

### a) Planning applications:

**19/80094/COND** – Conditional information for 12/01158/OUT Condition 9 and 10, Alconbury Airfield, Ermine Street, Little Stukeley - Cllr. Gilbert proposed the council vote no observations either in favour or against the application, seconded by Cllr. Bodley, with all in favour it was therefore resolved to do so.

**19/01997/HHFUL** – Proposed single storey extension and new front porch, 2 High Street, Alconbury - Cllr. Bodley proposed the council vote no observations either in favour or against the application, seconded by Cllr. Gilbert, with all in favour it was therefore resolved to do so.

### b) To receive an update on previous planning applications

**18/02499/REM** – Reserved matters in respect of construction of new highway and re-use of existing runway/taxi way to form part of a link from the A141, Alconbury Weald – IN PROGRESS

**18/02275/REM** – Reserved matters in respect of the construction of a new highway to form a link from the A141 to Key Phase 1 and all associated works. Land west of the East Coast Mainline Railway and work of Spittals Way - IN PROGRESS

**18/01217/FUL** – invitation from Development Services, Hunts DC, to attend the MAGPAS operating base at RAF Wyton to observe the Air Ambulance helicopter being operated at the base.

**18/01577/REM** - Submission of reserved matters (appearance, access, landscaping, layout and scale) in respect of the construction of a new roundabout from the A141 including drainage, landscaping and associated works. - IN PROGRESS

**18/00707/FUL** - Alconbury Services Rusts Lane Alconbury Huntingdon PE28 4WD

Demolition of motel, services and petrol filling station and change of use from lorry park, motel, services and petrol filling station, to lorry park, incorporating container transshipment storage (within the existing lorry park) and erection of office building with associated car parking and replacement lighting – IN PROGRESS

**19/01320/S73** – Variation of conditions 1, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 18, 20, 24, 26 and 28 for application 1201158OUT - Amended wording (see covering letter, appendix 1) and Key Phase Submission - KP2 - The Country Park (Hybrid Element) Alconbury Weald – IN PROGRESS

**19/01341/OUT** - Outline planning permission (all matters reserved) for a mixed-use phased development to include - residential development of up to 1,500 dwellings (C2 and C3), local centre including retail and community facilities (A1-A5 and D1), primary school, open space, play areas, recreation facilities, landscaping, associated demolition, ground works and infrastructure. – IN PROGRESS

**19/01416/FUL**- Construction of chalet bungalow in rear garden fronting Manor Lane, land south of 22 and 24 School Lane – IN PROGRESS

## 12. Financial report

a) Payment of outstanding debts: Cllr. Gunney proposed the payments numbered 1-5 for October 2019 be approved, seconded by Cllr. Tarabella with all in favour and resolved to do so, the 2 signatories signed the cheques;

October 2019

1.	Ms C Copley	Clerks wages and expenses for August 2019	£ 733.50
2.	HMRC	Clerk PAYE	£ 36.60
3.	Global Tree Solutions	Tree works	£ 216.00
4.	askIT	Antivirus software and Cloud backup annual fee	£ 40.95
5.	SRHowell & Co	Maintenance of Monthly Payroll provision	£ 60.00

### b) Current position. Monies received;

Receipt in to the bank of 2<sup>nd</sup> precept payment £15,000.00

The Chairman checked and confirmed the bank reconciliation as correct

c) The Clerk provided councillors with a draft budget prior to the meeting. Cllr. Bodley proposed Alconbury Parish Council set a budget and precept of £30,000 for 2020/21, seconded by Cllr. Brawn and unanimously agreed to do so. A copy of the agreed budget will be attached to the minute book and will be available on the website.

Cllr. Bodley proposed as the Council now has a healthy reserve that viable projects within the village be considered and discussed at the next meeting, the proposal was seconded by Cllr. Tarabella with all in favour it was **resolved** the Clerk agenda the item for the November meeting.

d). Cllr Tarabella proposed to not support a donation to Rural Cambs Citizens Advice Service towards the cost of operating the service as the village does not have immediate access to the service, and would either have to travel to Huntingdon or online, therefore a donation would not immediately benefit the majority of its parishoners. The proposal was seconded by Cllr. Johnson with all in favour and therefore **resolved** to do so.

13. To receive correspondence;

14.10.19 – Cambs County Council, Confirmed Definitive Map Modification Order for footpath No.2, Alconbury is now complete.

16.10.19- Cambs County Council, Operation London Bridge, Parish Council involvement

17.10.19- Environmental Services, Embrace Your Space

22.10.19 – Cambs and Peterborough Clinical Commissioning Group – “The Big Conversation” survey can be completed here <https://bit.ly/NHSBigConversation>

24.10.19 – CAPALC – AGM 4<sup>th</sup> December 2019

23.10.19- Highways Open Days, drop in sessions 28<sup>th</sup> – 31<sup>st</sup> October, Due to the short notice of this event a councillor is not available to attend

14. New agenda items for the next meeting.

Apologies from the Chairman, the meeting will be chaired by Vice Chairman Cllr. Gilbert.

15. Date of the next meeting – Tuesday 26<sup>th</sup> November, 7.30pm, Alconbury Memorial Hall

Meeting closed 9.30pm

