

**Minutes of the meeting of Alconbury Parish Council
held on Tuesday 24th September 2013 at Alconbury Memorial Hall.**

Councillors present: Mrs. E. Adams, Mrs. J. Aylott (Chairman), Mr. A. Bush, Mrs. E. Elphick, Mrs. L. Isles, Mr. R. Sale, Mr. S. Tarabella, Mr. P. Watson, & Mr. A. Welsh. Also present: County Cllr. P. Ashcroft, Mrs. D. Benham (Clerk), Mr. M. Evans (Highways), Mr. A. Moore (Atkins) & 1 parishioner.

1. Apologies for absence: None received.

2. Declaration of Interests: Cllr. E. Adams declared an interest in item 9, as her husband is an allotment holder.

3. Presentation by Highways on the proposals for the A14 Cambridge to Huntingdon Improvement Scheme: Mike Evans (Highways) gave a presentation on the £1.5 billion scheme aimed at relieving congestion on the A14. Full details of the scheme can be found at www.highways.gov.uk/A14CambridgetoHuntingdon The consultation period runs from 9th September to 13th October. Comments can be made via the website questionnaire or by completing a printed copy, available at the public exhibitions being held in September and October. The Parish Council's response is to be agreed.

4. To approve the minutes of the previous meeting held on 27th August 2013: Approval of the minutes proposed by Cllr. Bush, seconded by Cllr. Adams, unanimously agreed. Approval of the minutes of the closed part of the meeting proposed by Cllr. Tarabella, seconded by Cllr. Watson, unanimously agreed.

5. Councillor vacancy: Cllr. Aylott advised that Cllr. J. Adams had resigned from his position as Parish Councillor on 2nd September 2013 and wished to thank him on behalf of the Parish Council, for all his hard work and for the many jobs that he completed around the village. A Notice of Vacancy in Office dated 4th September had been placed on the Parish Council notice board. If there are no requests for an election within 14 statutory days, HDC will advise the Parish Council that the vacancy can be filled by co-option. An amended Register of Councillor's Interests has been uploaded on to HDC's and the Parish Council's websites.

HDC have advised that there have been no requests for an election to fill the vacancy left by the resignation of Mr. Lay and that the Parish Council can now proceed with co-option. The Clerk advised that there had been no applications so far. Clerk to provide a new notice for the notice boards advertising the vacancies.

6. To discuss and agree a training policy for Parish Councillors: The Clerk had prepared and circulated a draft document to all councillors. Cllr. Welsh proposed that Alconbury Parish Council adopt the training policy with one amendment – point 8 regarding travel claims to become a note at the foot of the document. Seconded by Cllr. Isles, unanimously agreed.

Councillors discussed the options for attending CAPALC training sessions and agreed that they would prefer to have Outreach training held at the Memorial Hall for Alconbury councillors only, with all three sessions completed in one full Saturday. Clerk to contact CAPALC to see whether this would be possible.

7. Update from County Councillors: County Cllr. Ashcroft advised of overnight closures (9pm to 5.30am) on the A14 southbound A1(M)/A14 junction and at Spittals starting 8th October for 3 nights. A diversion route will be in place.

8. Update on emergency planning: Carried forward to the next meeting.

9. Update on Alconbury Weald: The Clerk and Vice-Chairman attended the liaison meeting on 17th September – the Outline planning application will be determined on 21st October. A section 106 agreement will be agreed at the end of 2013 and will contain details such as how many schools are to be built. The Design Code consultation will follow on.

Good progress is being made with the construction of the Incubator Building and the new Boulevard. Both should be completed this year. The Boulevard will be half the width of the plans to begin with (2 lanes not 4) with a smaller single storey temporary gatehouse positioned on one side. More landscaping will be carried out during the autumn and winter.

A promotional event took place on 20th September, with 50/60 property agents invited to tour the site by helicopter and open top bus.

The Clerk discussed the Parish Council's wish to have entrance features installed to distinguish Alconbury from Alconbury Weald and hopefully discourage lorry drivers from straying into the village. Rebecca Brittain had agreed that Urban and Civic may be willing to pay for this if a suitable design could be agreed with Highways. Cllr. Welsh and Cllr. Sale agreed to work on this.

Chairman and Clerk will attend the next meeting at 10am on 12th November.

10. Allotments: AGM was held on 20th September. Rents are to stay the same. AAGA are happy to continue sorting any problems with bore hole. Only one half plot and one quarter plot available for rent. Clerk to contact CCC to request that the surrounding hedge and footpath are cut.

11. ASSC: Cllr. Watson advised that ASSC still had an acute shortage of funds and had called an emergency meeting for users of the playing field. ASSC were exploring the idea of handing over the responsibility for maintenance of the land to the user groups to manage. Volunteer bar staff are going to be used for less busy sessions in order to save money on wages. Clerk to check whether the Parish Council's donation came under Section 137.

12. Community Orchard/Trees: Cllr. Tarabella advised that the tree near to the hairdressers has been taken down by HDC. Cllr. Tarabella advised that free trees would be available under HDC's parish planting scheme and agreed to produce a Tree Warden's report for the next meeting so that requirements could be discussed.

The Clerk advised that GTS were seeking permission from HDC to carry out the agreed tree works as they are in a conservation area.

Cllr. Welsh advised that HDC had inspected a tree outside his house which was interfering with telephone lines. Clerk to follow up.

Clerk to contact edf energy again regarding trees interfering with overhead power cables in Frumetty Lane.

13. Memorial Hall: Cllr. Adams and Cllr Isles had attended a committee meeting on 23rd September. Expenditure had exceeded income but there were still healthy

reserves. The committee were looking at improving marketing and updating the website. Decorating was underway and the storage area had been tidied.

14. Neighbourhood Watch: No meeting had taken place. Neighbourhood Watch would like to pay for 3 permanent Speedwatch signs to be erected on the Great North Road from A1 north, Great North Road from Alconbury Weston and at Rusts Lane, from The Stukeleys, but need the Parish Council's approval and for the Clerk to sign the application forms. Cllr. Aylott proposed approval, seconded by Cllr. Bush, unanimously agreed.

Police Crime report for July – Anti-social behaviour x 2 – Bell lane and The Leys. Cllr. Aylott advised that there had been 6 cars broken into on August 27th.

15. Playgrounds: The Clerk advised that there were a few low priority repairs to be carried out. Playsafely, who carried out the inspections, do not do repairs and Wicksteed Leisure had declined to quote without their own inspection. Clerk to contact Smallworks Services and Day Today Maintenance Ltd to see if they would be interested in the work.

16. Youth Group: Cllr. E. Adams advised that the September Youth Group session had been well attended by the younger age group but not so well by the older children. There had been three new helpers but volunteers were still needed.

17. Website: Nothing to report.

18. Woolley Hill Wind Farm: the Clerk had attended a meeting on 16th September. The project is currently 6 weeks delayed with construction to start early November. Gridworks have already started. The blades will arrive May 2014 and the slip road from the A14 will be closed whilst they are lifted over the brook by crane. Residents within a 2km radius of the site will receive £100 p.a. towards their electricity bill. RES will also pay £20,000 p.a. into a Community Fund which will be open to bids from Alconbury, Alconbury Weston, Buckworth, Barham & Woolley, Easton and Ellington. A panel consisting of one councillor from each of the six Parish Councils will decide who receives funding. RES are currently suggesting that Cambridgeshire Community Foundation manages the Fund but they will take 10% in administration fees and so it was suggested that other options are explored.

19. Brook clear and wildlife survey: The brook clear and tidy had been featured in the Parish Council newsletter and 3 volunteers had contacted the Clerk and Cllr. Isles. Unfortunately, Andrew Walters from Keep Britain Tidy, is unable to organise the event until late winter/early spring due to staff shortages but has suggested that he meet with the Clerk and Cllr. Isles in the New Year. Meanwhile, the Environment Agency has cut the banks.

20. Newsletter: Newsletter has been printed and delivered to all households. Councillors to confirm to the Chairman how many copies they require for their round.

21. Infrastructure report:

a) Churchyard – Tidy taking place on Saturday October 12th at 9.30am.

b) Village Green – The Clerk has continued to press Mr. Childs of London House Signs for a start date for the refurbishment of the Village Sign.

c) Roads and footpaths –

Footpath behind Coulson Way: Highways have agreed to take responsibility for clearing the footpath behind Coulson Way and the Clerk will press for this work to be done.

Minor repairs and repaint of Alconbury Footbridge and the Ford Footbridge: These will require a 12 week footpath closure notice. The work will now be programmed into 2014/15.

Permanent Speedwatch signs: Neighbourhood Watch would like to pay for 3 signs to be attached to 30 mph signs on The Great North Road from the A1 and from Alconbury Weston and at Rusts Lane coming from the Stukeleys. Councillors agreed that the Clerk should complete the application form.

Maypole Footbridge on footpath no. 4: Repairs due to be carried out at the end of October.

d) General – Clerk to report that Coulson Way street sign needs replacing.

22. Planning - Update on previously discussed applications:

1301109FUL – First floor side extension, 12 Hillfield, Alconbury, PE28 4WA.

Pending consideration by HDC.

1300993FUL – Erection of detached house and garage on former car park land. The Mill Public House, Mill Road, Alconbury. Refused by HDC.

23. Correspondence:

a) Connecting Cambridgeshire leaflet.

b) e-mail from Huntingdon Area Money Advice Service advising of their launch on Friday 11th October. www.huntsmoneyadvice.co.uk

c) e-mail from parishioner asking whether the Parish Paths map could be put in the notice boards and in the Parish Pump. Councillors agreed that the map was not suitable for reducing and printing in the Parish Pump. Clerk to advise parishioner that the map was available as a link from the Parish Council website and could be viewed at Huntingdon Library.

d) Letter from Jonathan Djanogly MP regarding the difficulties in obtaining insurance for properties in flood risk areas. Cllr. Aylott to arrange a meeting with Mr. Djanogly and the Clerk to discuss further.

24. Financial report:

a) Payment of outstanding debts.

Cllr. Adams proposed payment of items (1) to (6). Seconded by Cllr. Isles, unanimously agreed.

(1) Cq. No. 734 Mrs. D. Benham, wages & expenses of Clerk for September. £601.90

(2) Cq. No. 735 HMRC, PAYE for September. £55.40

(3) Cq. No. 736 Mrs. D. Benham, carrying out financial investigation & expenses. £1232.60

(4) Cq. No. 737 Easiprint, newsletters. £151.80

(5) Cq. No. 738 SR Howell & Co, maintenance of payroll to 30th September. £60.00

(6) Cq. No. 739 askiT Services Ltd., healthcheck to Clerk's computer. £42.00

b) Review of Parish Council's insurance cover.

Cllr. Welsh has produced a list and map of the village assets. The Clerk is currently in the process of identifying ownership and value and will then contact Came & Co. for a quote to increase the current cover.

25. Date of the next meeting: 29th October 2013, starting at 7.30pm at Alconbury Memorial Hall.

In accordance with section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted at the next agenda item, public and press were excluded from the meeting at this point. Minutes of agenda item 24 will be available in due course.

Signed.....

Date.....