

# Alconbury Parish Council

[www.alconburyparishcouncil.gov.uk](http://www.alconburyparishcouncil.gov.uk)

Locum Parish Clerk: Alison Brown

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## Notice of meeting:

**Date:** Tuesday 29<sup>th</sup> March 2022      **Time:** 7.30pm      **Venue:** Alconbury Sports and Social Club

**All members of the council are hereby summoned to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below.**

Public Open Forum – Members of the public and press are invited to address the Council regarding items that are on the agenda. **If you wish to discuss any other matter, please contact the Clerk outside of this meeting.**

*A Brown*

Alison Brown  
Proper Officer

23<sup>rd</sup> March 2022

## AGENDA

- 0322.449      APOLOGIES FOR ABSENCE
- 0322.450      DECLARATIONS OF INTEREST  
Councillors to declare any Disclosable Pecuniary Interests as detailed in S.30 Localism Act 2011, along with any other interests relating to items on the agenda.
- 0322.451      PARISH CLERK RECRUITMENT  
To confirm and resolve appointment of new Clerk
- 0322.452      PUBLIC PARTICIPATION  
To allow up to 15 minutes (3 minutes per person) for any members of the public and Councillors declaring the existence and nature of a prejudicial interest to address the meeting in relation to business on the agenda.
- 0322.453      PARKING AT BROOKSIDE  
To receive matter of concern and agree action
- 0322.454      MINUTES FOR APPROVAL  
To approve minutes of the meeting 22<sup>nd</sup> February 2022
- 0322.455      REPORTS FROM COUNTY AND DISTRICT COUNCILLOR
- 0322.456      CROWN GARDENS  
To receive any matters of concern and agree action
- 0322.457      COUNCILLORS UPDATES FROM PREVIOUS MEETING  
To receive verbal reports from the Parish Councillors on their portfolio responsibilities and matters arising from previous meeting;
- |  |  |
|--|--|
| 1. Memorial Hall                               | Cllrs Brawn and D Moate                  |
| 2. Tree Warden                                 | Cllrs MacLennan and Gunney               |
| 3. Alconbury Recreation Field Charity          | Cllr Gunney                              |
| 4. Alconbury Sports and Social Club            | Cllr Gunney                              |
| 5. Bramble End Play Area/Wolley Hill Wind Farm | Cllr MacLennan                           |
| 6. Planning Working Group                      | Cllrs Gunney, Brawn, Johnson and M Moate |
| 7. Alconbury Weald – Joint Parishes Meetings   | Cllr Gunney and Clerk                    |
| 8. HR Committee                                | Cllr Gilbert, Johnson, MacLennan         |
- 0322.458      VILLAGE CRIME  
To receive crime figures from Clerk
- 0322.459      THE ALCONBURY BROOK FLOOD GROUP  
To receive updates

- 0322.460 DEFIBRILLATOR  
To receive update and agree action
- 0322.461 PARISH COUNCIL ELECTIONS 5<sup>th</sup> May 2022  
To receive and note
- 0322.462 CAPALC AFFILIATION 2022/23  
To discuss and resolve renew affiliation
- 0322.463 REFURBISHMENT OF VILLAGE SIGN  
To receive matter and agree action
- 0322.464 INFRASTRUCTURE  
To receive updates and agree any actions  
1. Churchyard  
2. Village Green  
3. Roads and Footpaths  
4. General
- 0322.465 VILLAGE PUMP POSTS  
To receive any updates on the replacement/refurbishment of the pump posts/surround.
- 0322.466 CCTV  
To receive update and agree any actions
- 0322.467 PLANNING APPLICATIONS  
1. To resolve to submit comments where appropriate on applications:
- 22/00560/TREE: Tree works: T1 to T5 - Elder 3m in height, complete removal. T6 Cypress Leylandii 8m in height, complete removal. T7 Cypress Leylandii 6m in height, complete removal. T8 Cypress Leylandii 5m in height complete removal at 1 Great North Road, Alconbury, Huntingdon PE28 4ES
  - 21/01846/HHFUL: Revised plans - Demolition of conservatory. Reduction in size of garage. Erection of two storey rear extension and amendments to fenestration of existing dwelling at 18A Brookside, Alconbury, Huntingdon PE28 4EP
2. To receive an update on previous planning applications
- 22/00330/HHFUL – 18 Rusts Lane - Status: Pending decision
  - CCC/21/0262/FUL – Alconbury Weald Education Campus – Status: Pending decision
- 0322.468 FINANCIAL REPORTS  
1. To resolve payment of outstanding debts:
- |                          |   |         |
|--------------------------|---|---------|
| C.Copley previous Clerk  | Salary back pay award from April 2021           | £TBC    |
| A Brown – Clerk          | Salary and Expenses                             | £TBC    |
| HMRC                     | Employer contributions                          | £TBC    |
| Cllr T MacLennan         | Reimbursement for purchase of Jubilee oak tree  | £42.99  |
| CAPALC                   | Locum Clerk service                             | £TBC    |
| CAPALC                   | Affiliation renewal 2022-23 with DPO Membership | £518.21 |
| Human Capital Department | HR Pack of Policies and Procedures              | £120.00 |
2. Monies received and resolve bank reconciliation.  
3. Ratify update of banking details - remove Ms C Copley as administator and replace with new Clerk details  
4. To resolve internal audit arrangements  
5. Confirmation of HDC precept 2022-23 payment
- 0322.469 CHANGE OF MAY 2022 MEETING DATE  
To agree new date
- 0322.470 CORRESPONDENCE RECEIVED
- 0322.471 MATTERS FOR FUTURE CONSIDERATION  
To receive any matters - decisions cannot be made under this item
- 0322.472 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 EXCLUSION OF THE PRESS AND THE PUBLIC  
To resolve that in accordance with Section 1(2) of the Public Bodies Admission to Meetings) Act 1960 and by reason of the confidential nature of the business, the Press and the Public be excluded from the meeting

- 0322.473 OFFER OF THE PURCHASE OF A SECTION OF PARISH COUNCIL OWNED LAND  
To consider and resolve
- 0322.474 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 RE-ADMISSION OF THE PRESS AND  
THE PUBLIC  
To resolve that in accordance with Section 1(2) of the Public Bodies Admission to Meetings) Act 1960  
and by reason of the confidential nature of the business having been concluded, the Press and the Public be  
re-admitted to the meeting
- 0322.475 NEXT MEETING – Tuesday 26<sup>TH</sup> April 2022, Alconbury Sports and Social Club at 7.30pm