



## Alconbury Parish Council

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

Parish Clerk: Alison Brown

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### Minutes of the Alconbury Parish Council meeting held in the Alconbury Sports and Social Club, Great North Road, Alconbury, Huntingdon PE28 4EX on Tuesday 26<sup>th</sup> April 2022 at 7.30 pm

Present: Councillors R. Johnson (Chair), S. Brawn, M. Gunney, T. MacLennan and Mrs Brown (Clerk).

Members of the public: 2      HDC/CCC: Cllr I. Gardener      TABFG representative: Mr. C. Dalleywater

- 0422.476      **APOLOGIES FOR ABSENCE**  
Apologies were received and accepted from Cllr T Gilbert and Cllr M, Moate (personal). Cllr D. Moate was absent from the meeting.
- 0422.477      **DECLARATIONS OF INTEREST**  
Cllr Brawn – agenda item 0422.482.1  
Cllr Gunney – agenda item 0422.482.3
- 0422.478      **PUBLIC PARTICIPATION**  
1. A local resident stated concerns that Crown Gardens (CG) residents are parking their cars underneath the flyover. Cllr Gardener agreed to raise this matter at the next CG meeting.  
2. A local resident stated that they had witnessed a fire underneath the flyover. Although they did not call the fire brigade, the incident was reported to the police. Cllr Gardener agreed to raise the matter at his next meeting with Highways.
- 0422.479      **MINUTES FOR APPROVAL**  
**RESOLVED:** The minutes of the Alconbury Parish Council meeting held on 29<sup>th</sup> March 2022 were agreed as a correct record of the meeting and signed by the Chair.
- 0422.480      **REPORTS FROM COUNTY AND DISTRICT COUNCILLOR**  
Cllr Gardener read out his report which is appended to these minutes.  
  
In addition Cllr Gardener stated that he is due to meet with Maritime Transport, County Highways and National Highways. He will be suggesting that the Operator needs to look at the routing to and from a particular site.
- 0422.481      **CROWN GARDENS**  
Cllr Gardener confirmed that he will raise the matter of concern stated in the earlier Public Participation at the next CG meeting on 31<sup>st</sup> May. It was noted that any social issues occurring at CG should be reported to the Parish Council.
- 0422.482      **COUNCILLORS UPDATES FROM PREVIOUS MEETING**  
Verbal reports received from Parish Councillors on their portfolio responsibilities and matters arising from previous meeting;  
1. Memorial Hall  
Cllr Brawn reported that the Committee is looking for a new minutes secretary.  
2. Tree Warden  
Cllr Gunney reported that he has shown one contractor the trees in the parish requiring work however the quotation had not yet been submitted. The Clerk stated that one more company will be contacting Cllr Gunney to be shown the trees and provide a quotation.  
  
Two trees have been planted as part of the Queen's Green canopy – one in the orchard by the WI and one on the village green by the Parish Council. Cllr Johnson made a sign for the tree in the orchard.

The Parish Council has been given some tree straps and posts by former Cllr Tarabella.

3. Alconbury Recreation Field Charity  
Cllr Gunney reported that the charity is progressing towards the many events planned for the Jubilee weekend and that Weston residents are interested in attending. It is hoped that 300 tickets will be sold for the the Queen tribute. There was a succesful childrens party on Easter Saturday. 82 children attended the event with 11 families from Alconbry Weald, including a Ukrainean refugee family.
4. Alconbury Sports and Social Club  
Joint events are being run with the Alconbury Recreation Field Charity for the Jubilee weekend – see above agenda item.
5. Bramble End Play Area/Woolley Hill Wind Farm  
Cllr MacLennan reported that the play area is in the same condition as previously reported. He has received a pack of bolts wich will allow him to carry out minor equipment repairs. Cllr Johnson stated that he has a torque screwdriver for fixing the bolts.  
  
Cllr MacLennan attended the recent Woolley Hill Wind Farm meeting. The grant budget of approxiametly £32,000 has been split with £17,500 to be awarded now and the remainder left for the next 6 months. In Alconbury grants have been awarded to the primary school, pre-school and the Recreation Field Charity. Groups in Ellington and Spaldwick areas have also received grants.
6. Planning Working Group  
The Clerk will send Cllr Brawn information on the July CAPALC planning training sessions.
7. Alconbury Weald – Joint Parishes Meetings  
Cllr Gunney and the Clerk attended the recent meeting. Cllr Gunney reported that over 700 houses are now occupied in Alconbury Weald and that a cycleway through Stukeley and a new health centre to ease the pressure on Alconbury were mentioned. It was promised that minutes from the meeting will be circulated quicker than previously.

0422.483

#### VILLAGE CRIME

The Clerk provided the following crime figures taken from [www.Police.uk](http://www.Police.uk) crime map: February 2022 – 1 report of crime within the village.

0422.484

#### THE ALCONBURY BROOK FLOOD GROUP

In addition to the attached written report, Mr Dalleywater stated that he had been given the passwords for the monitoring cameras and will be distributing them. The keys for the ford gates in Alconbury and Alconbury Weston as mentioned at the previous meeting will be formally discussed at the flood group meeting on 10<sup>th</sup> May.

0422.485

#### DEFIBRILLATOR

The Clerk reported that she was waiting for a reply from the grant awarding body as to whether the Parish Council can use the funds to install a defibrillator at a different location. It was noted that Dawn Pupins should find out at the end of the month whether Tesco will allow her to amend her defibrillator location on her grant application.

0422.486

#### PARISH COUNCIL ELECTIONS 5<sup>th</sup> May 2022

The Parish Council election is uncontested.

**RESOLVED:** Members will actively seek to encourage the recruitment of members to the Council.

0422.487

#### NEIGHBOURHOOD PLAN

**RESOLVED:** That a Neighbourhood Plan is needed to protect the village from over development. Thought is needed to regenerate the idea which needs to be community led.

0422.488

#### RINGWAY EMPLOYEE VOLUNTEERS FOR COMMUNITY PROJECTS

Ringway has offered its employees to volunteer on projects within the community.

**RESOLVED:** That litter picks on roadside verges is proposed to Ringway. The Clerk will confirm with Ringway that they are able to do this. Cllr Brawn will inform the Clerk which areas require litter picking.

0422.489

#### INFRASTRUCTURE

Received updates and agreed actions

1. Churchyard  
No update.

2. Village Green

One quotation of £1500 + VAT for restoration of the village sign has been received by the Clerk. Two more quotations have been requested, but not yet received. Cllr Johnson provided the Clerk with details of the company which had previously restored the village sign.

The Clerk reported that she had sent out an application for a memorial bench. It was noted that there is one spare bench space on the northside of the village green near Rusts Lane.

Cllr Johnson reported that he is trying to find out who is responsible for dealing with a hole on the village green opposite 10 Brookside which was caused by a washed away drainage pipe.

3. Roads and Footpaths

Footpath no: 2 at Bell Lane is overgrown. Highways have written to households as it is their responsibility to maintain it. Cllr Gardener agreed to look into this matter.

4. General

No matters.

0422.490 VILLAGE PUMP POSTS  
No update.

0422.491 CCTV  
No update.

0422.492 PLANNING APPLICATIONS

1. No applications were submitted.

2. Received update on previous planning applications

- CCC/21/0262/FUL – Alconbury Weald Education Campus – Status: Pending decision
- 22/00560/TREE - 1 Great North Road, Alconbury, Huntingdon PE28 4ES – Pending decision
- 21/01846/HHFUL -18A Brookside, Alconbury, Huntingdon PE28 4EP – Permitted

0422.493 FINANCIAL REPORTS

1. **RESOLVED:** Payment of outstanding debts:

Antony Abbs	Grass cutting 1 <sup>st</sup> Instalment S/O	£2046.00
A Brown – Clerk	Salary and Expenses April 2022	£732.82
HMRC	Clerk's Tax & NI April 2022	£208.33
NEST	Clerk's Pension D/D	£26.15
ICO	Data Protection renewal 22/23 D/D	£35.00
R Harding & Son Landscaping	Bramble End play area bushes cutback	£175.00

2. Refunds of overpayments received:

C. Copley - £169.31

Human Capital Department £120.00

**RESOLVED:** The Chair confirmed the receipts and bank reconciliation as correct.

3. To consider request for Accounting software package

Rialtas Business Solutions: £376.50 first year set-up and support. £129.00 on-going annual cost - support and maintenance. PC based.

Scribe: £147.00 first year set-up and support. £.228.00 on-going annual cost - support and maintenance. Cloud based. All prices exclusive of VAT.

Item deferred to next meeting.

0422.494 CORRESPONDENCE RECEIVED  
None.

0422.495 MATTERS FOR FUTURE CONSIDERATION  
Improve offer to teenagers – sport and play facilities.  
Potential memorial garden sites.

0422.496

NEXT MEETING – Annual Parish Meeting 7.00 pm on Tuesday 10<sup>th</sup> May 2022 in the Memorial Hall, Alconbury followed directly by the Annual Meeting of the Parish Council.

Meeting closed at 9.21 pm.

DRAFT