



# Alconbury Parish Council

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

Parish Clerk: Alison Brown

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## Notice of meeting:

**Date:** Tuesday 10<sup>th</sup> May 2022

**Time:** 7.30pm

**Venue:** Alconbury Memorial Hall

**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.**

During the 15 minutes Public Participation, 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*

A Brown  
Parish Clerk

4<sup>th</sup> May 2022

## AGENDA

- 0522.001      ELECTION OF CHAIRMAN  
To elect a Chairman followed by signing of the Acceptance of Office
- 0522.002      ELECTION OF VICE CHAIRMAN  
To elect a Vice Chairman followed by signing of the Acceptance of Office
- 0522.003      CONFIRM PARISH COUNCILLORS AND SIGN DECLARATIONS OF ACCEPTANCE
- 0522.004      APOLOGIES FOR ABSENCE
- 0522.005      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.
- 0522.006      CO-OPTION OF PARISH COUNCILLORS  
To receive and consider any application for co-option
- 0522.007      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
- 0522.008      MINUTES FOR APPROVAL  
To approve minutes of the meeting 26<sup>th</sup> April 2022
- 0522.009      ADOPTION OF POLICIES AND PROCEDURES, REGULATIONS AND DELEGATED POWERS  
To agree to review all policies and procedures of the council
- 0522.010      To confirm appointment of Parish Council Representatives to the following groups and organisations for the municipal year:-  
Memorial Hall  
Tree Warden  
Alconbury Recreation Field Charity  
Alconbury Sports and Social Club  
Bramble End Play Area/Wolley Hill Wind Farm  
Flood Working Group

- 0522.011 REPORTS FROM COUNTY AND DISTRICT COUNCILLOR
- 0522.012 CROWN GARDENS  
To receive any matters of concern and agree action
- 0522.013 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/Woolley 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                    |
- 0522.014 VILLAGE CRIME  
To receive crime figures from Clerk
- 0522.015 THE ALCONBURY BROOK FLOOD GROUP  
To receive updates
- 0522.016 DEFIBRILLATOR  
To receive update and agree action
- 0522.017 NEIGHBOURHOOD PLAN  
To discuss and agree action
- 0522.018 INFRASTRUCTURE  
To receive updates and agree any actions
1. Churchyard
  2. Village Green
  3. Roads and Footpaths
  4. General
- 0522.019 VILLAGE PUMP POSTS  
To receive any updates on the replacement/refurbishment of the pump posts/surround.
- 0522.020 CCTV  
To receive update and agree any actions
- 0522.021 IMPROVE OFFER TO TEENAGERS  
To discuss improvement of sport and play facilities and agree any action
- 0522.022 MEMORIAL GARDEN  
To discuss potential sites and and agree action
- 0522.023 PLANNING APPLICATIONS
1. To resolve to submit comments where appropriate on applications
    - 22/00922/HHFUL demolish UPVC rear porch. demolish rear UPVC conservatory and replace with brick and flat roof structure at 12 Manor Lane Alconbury Huntingdon PE28 4EH
  2. To receive an 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
- 0522.024 FINANCIAL REPORTS
1. To resolve payment of outstanding debts:

Antony Abbs	Grass cutting 2 <sup>nd</sup> Instalment S/O	£2046.00
A Brown – Clerk	Salary and Expenses May 2022	£
HMRC	Clerk's Tax & NI May 2022	£208.33
NEST	Clerk's Pension May 2022 D/D	£26.15

2. Monies received and resolve bank reconciliation.
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.

0522.025 CORRESPONDENCE RECEIVED

0522.026 MATTERS FOR FUTURE CONSIDERATION  
To receive any matters - decisions cannot be made under this item

0522.027 NEXT MEETING – Annual Meeting of the Parish Council Tuesday 10<sup>th</sup> May 2022, Memorial Hall, Alconbury at 7.00pm preceded by the Annual Parish Meeting