



## 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 28<sup>th</sup> June 2022 at 7.30 pm

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

Members of the public: 1      HDC/CCC: Cllr I. Gardener      TABFG representative: Mr. C. Dalleywater

#### 0622.029 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr T Gilbert (personal).

#### 0622.030 DECLARATIONS OF INTEREST

Cllr Brawn – agenda item 0622.036.1

Cllr Gunney – agenda item 0622.036.3

#### 0622.031 CO-OPTION OF PARISH COUNCILLORS

No applications were received for co-option

#### 0622.032 PUBLIC PARTICIPATION

A local resident stated concerns that Crown Gardens (CG) residents are causing issues outside her property and in the village. Cllr Gardener stated that he was due to meet with CG on 31<sup>st</sup> May 2022 however no-one from Places for People was available. A new meeting is being rescheduled and he will raise this matter then.

They also stated concerns regarding a large amount of soil which has been flytipped under the bridge near their property. The soil is constantly blowing towards their property covering all their garden furniture with dust and is preventing them from opening windows. Furthermore, when it rains, soils turns to mud covering the road and making a mess which slips towards the brook. Cllr Gardener agreed to investigate the matter and get the soil removed. He will also ask Huntingdonshire District Council (HDC) to send a warning letter to the flytipper as their identity is known.

#### 0622.033 MINUTES FOR APPROVAL

**RESOLVED:** The minutes of the Alconbury Parish Council meeting held on 10<sup>th</sup> May 2022 were agreed as a correct record of the meeting and signed by the Chair.

#### 0622.034 REPORTS FROM COUNTY AND DISTRICT COUNCILLOR

Cllr Gardener read out his report which is appended to these minutes.

In addition he stated that due to legal implications, Highways will continue to control the opening and closing of the ford flood gates.

Cllr Gardener was asked if he could speak arrange for the slipways to the A1 and A1307 to be litter picked. Ringway volunteers had recently litter picked road verges but due to health and safety reasons, were not able to clear these areas. Cllr Gardener stated that would ask the National Highways Officer for this to be arranged.

#### 0622.035 CROWN GARDENS

As stated by Cllr Gardener in his report agenda item 0622.034, his meeting with CG has been rescheduled. The meeting was asked who pays for the grass cutting at CG as it is the same contractor which the Parish Council uses. The Clerk will investigate.

The Chair used his discretion and agenda item 0622.038 was brought forward for discussion.

#### 0622.036 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  
Cllr Brawn reported that the toilets are due to be refurbished. It was asked if it could be confirmed who actually owns the building. The Clerk will investigate.
2. Tree Warden  
It was reported that it has been difficult to get further like for like quotations as the specification for the works is not clear.  
**RESOLVED:** that a full tree survey is commissioned and that the Clerk will obtain quotations. As an interim measure Dan Maynard will be instructed to carry the urgent tree works in Manor Lane, the Green and Community Orchard taking into consideration any nesting birds.
3. Alconbury Recreation Field Charity  
Cllr Gunney reported that the Charity and Sports and Social Club did the community proud with the events which they had put on over the Jubilee weekend and thanked the Parish Council for its donation of £50.00. As a result, membership at the club has gone up. The weekend saw a small loss however this was off-set by fundraising which was carried out before Christmas. Events are progressing up to Christmas – a double drag act on Saturday and a Funday on 11<sup>th</sup> September. Bingo and quiz nights are being well received.
4. Alconbury Sports and Social Club  
See above agenda item 0622.036.3.
5. Bramble End Play Area  
Cllr Gunney reported that he had carried out an inspection this week and will continue with weekly inspections. He now has a log book in which to record them.
6. Woolley Hill Wind Farm  
The deadline for the next round of grants is 1st August.
7. Planning Working Group  
No update.
8. Alconbury Weald – Joint Parishes Meetings  
No update.

0622.037

VILLAGE CRIME

The Clerk provided the following crime figures taken from [www.Police.uk](http://www.Police.uk) crime map: April 2022 – 5 reports of crime within the village.

0622.038

THE ALCONBURY BROOK FLOOD GROUP

In addition to the attached written report, Mr Dalleywater stated that things are moving fast with the Flood Alleviation Scheme and serious modelling of community preferred schemes will start soon. Responses from members of the public on which scheme they would prefer are being received until 1st July 2022. Once a viable option is identified, (dependant on the option chosen), and funding is secured, works could potentially be completed by the end of 2024.

Refurbishment of a number of ponds is taking place in the autumn which has a huge impact on them. Volunteers are making bids for funding from Mick George to be able to refurbish more ponds. No maintenance is currently being carried out, so as not to disturb the moor hens. Mr Dalleywater and Cllr MacLennan are to give flooding lessons in primary schools.

The culvert on School Lane has been replaced.

0622.039

GigaClear work programme

Cllr Johnson reported that he had received a complaint about Gigaclear's lack of notice to individual properties as to when they would be starting work in their area. Gigaclear are now responding to the complaint. An email to be sent to Roisin McGettigan at Gigaclear asking if lessons have been learnt from this recent experience and stating that street to street notices should be given out prior to any works.

0622.040

NEIGHBOURHOOD PLAN

Cllr MacLennan stated that people outside of the Parish Council need to take part in taking the idea forward and that someone needs to be identified to take the lead. He will try and identify a suitable

person. The Clerk reported that Alconbury Weston Parish Council are due have a speaker give them a talk on the Neighbourhood plan process and that Cllr Gilbert will be invited to attend.

0622.041

#### INFRASTRUCTURE

To receive updates and agree any actions

1. Churchyard  
No update.
2. Village Green  
It was noted that the hole has now been filled in. The newly planted tree appears to be dead however Cllr MacLennan agreed to water it in case it is just dormant.
3. Roads and Footpaths  
Highways have been seen cutting and sweeping the overgrowth on Rust Lane (footpath no. 2).
4. General
  1. Village pump posts and bench repair  
Quotes are still being obtained for the repairs.
  2. CCTV  
No update.
  3. Re-commissioning of Polecat Lane Ford  
Completed evidence forms of those who use of the ford still need to be submitted as part of the application. Cllr Brawn will look for the forms which she sent to the previous Clerk.
  4. Defibrillator  
The defibrillator for the shop is now with David O'Brian, the First Responder who will also maintain the unit when it is in place. The pharmacist will be putting up an opening plaque with a dedication to the Pat the Postman. Dawn Pupins has purchased a second-hand defibrillator for the Memorial Hall and this is with David O'Brian. The unit will be located under the kitchen window. The Clerk will obtain a quotation for the electrical installation at the shop and hall.

0622.042

#### LOCAL GOVERNMENT ASSOCIATION (LGA) MODEL CODE OF CONDUCT

**RESOLVED:** to continue with the existing NALC Code of Conduct,

0622.043

#### PARISH COUNCIL GROUPING

Deferred to next meeting.

0622.044

#### IMPROVE OFFER TO TEENAGERS

No update as Cllr Gunney and Cllr MacLennan are still to discuss this matter.

0622.045

#### PLANNING APPLICATIONS

1. No planning applications.
2. 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 – Approved.
  - 22/00922/HHFUL - 12 Manor Lane Alconbury Huntingdon PE28 4EH – pending decision.
  - 21/00490/FUL - Homefield Farm Great North Road Alconbury Huntingdon PE28 4ER – pending decision.
3. Office of the Traffic Commissioner (OTC) application:  
OF0218329 SN: MARITIME TRANSPORT LIMITED - Increase at existing operating centre: Maritime Transport Limited, Home Farm Drive, Alconbury, Huntingdon, PE28 4WD New authorisation at this operating centre will be: 150 vehicle(s), 150 trailer(s) – Cllr Gardener is due to meet with Maritime Transport Limited and ask for a covenant to be agreed for Maritime to use the A1307 and not the B1043.  
**RESOLVED:** to submit the following comment to OTC – Can a covenant be agreed by Maritime Transport Limited that vehicles will use the A1307 and not the B1043 when entering and leaving the site.

0622.046

#### FINANCIAL REPORTS

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

London Hearts	Defibrillator (Shop)	£1437.00
Antony Abbs	Grass cutting 3 <sup>rd</sup> Instalment S/O	£2046.00
A Brown – Clerk	Salary and Expenses June 2022	£758.32
HMRC	Clerk's Tax & NI June 2022	£208.33
NEST	Clerk's Pension June 2022 D/D	£26.15
Scribe	Accounts Annual Subscription and set up	£582.00
HAGS	Bolts/washers for play equipment repairs	£30.00
Huntingdonshire District Council	Uncontested Parish Council Election re-charges	£192.58
Evolve Tax & Accountancy	Internal audit for year end 31 March 2022	£94.50
Alconbury Memorial Hall	Meeting room hire November 2022	£8.25

2. Monies received

HDC grass cutting	£960.00
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**RESOLVED:** The Chair confirmed the receipts and bank reconciliation as correct.

3. Annual Governance and Accountability Return for year ending 31 March 2022

- (a) The effectiveness of the system of internal control was reviewed and considered satisfactory.
- (b) The Annual Governance Statement 2021/22 was approved and **RESOLVED**, for signing by the Chair and Clerk.
- (c) The Accounting Statements were considered by all members.
- (d) The Accounting Statements were approved and **RESOLVED** for signing by the Chair and Responsible Financial Officer (Clerk).

4. The Internal Auditor for 2022/23 was confirmed as Evolve Tax & Accountancy again.

0622.047 CORRESPONDENCE RECEIVED

None.

0622.048 MATTERS FOR FUTURE CONSIDERATION

Brookside parking – agenda item next month.  
Cllr Johnson gave his apologies for the next meeting.

0622.049 NEXT MEETING – Tuesday 26<sup>th</sup> July 2022, Alconbury Sports & Social Club at 7.30 pm.

Meeting closed at 9.42 pm.