



Alconbury Parish Council

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Parish Clerk: Alison Brown

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Minutes of the Alconbury Parish Council meeting held in the Memorial Hall, Alconbury on Tuesday 26th July 2022 at 7.30 pm

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

Members of the public: 0 HDC/CCC: Cllr I. Gardener TABFG representative: Mr. C. Dalleywater

- 0722.050 APOLOGIES FOR ABSENCE
Apologies were received and accepted from R. Johnson (personal).
- 0722.051 DECLARATIONS OF INTEREST
Cllr Brawn – agenda item 0722.058.1
Cllr Gunney – agenda item 0722.058.3
- 0722.052 CO-OPTION OF PARISH COUNCILLORS
No applications were received for co-option.
- 0722.053 PUBLIC PARTICIPATION
No matters raised.
- 0722.054 MINUTES FOR APPROVAL
RESOLVED: The minutes of the Alconbury Parish Council meeting held on 28th June 2022 were agreed as a correct record of the meeting and signed by the Chair.
- 0722.055 REPORTS FROM COUNTY AND DISTRICT COUNCILLOR
Cllr Gardener read out his report which is appended to these minutes.
- 0722.056 CROWN GARDENS
Next meeting is on 13th September 2022 as stated in Cllr Gardener's report.
- 0722.057 BROOKSIDE PARKING ISSUES
RESOLVED: That a meeting will be arranged with Karen Lunn, CCC Highways Officer, District Councillor Ian Gardener and Cllr Tracy Gilbert, to walk Brookside and other areas of the village to discuss possible initiatives which can be implemented to alleviate issues. Possible solutions will be discussed with residents. It was agreed to compile a list of ideas raised in previous meetings.
- 0722.058 COUNCILLORS UPDATES FROM PREVIOUS MEETING
Verbal reports from the Parish Councillors on their portfolio responsibilities and matters arising from previous meeting:
1. Memorial Hall
The Clerk stated that the Church Commissioners own the hall and that it is leased to the Parish Council for 99 years as from 7th December 2000. Cllr MacLennan agreed to join the Memorial Hall committee as the second Parish Council representative.
 2. Tree Warden
Tree survey quotations are still being obtained.
 3. Alconbury Recreation Field Charity
Cllr Gunney reported that the charity is financially stable.
 4. Alconbury Sports and Social Club
No update.

5. Bramble End Play Area
Cllr Gunney continues to carry out weekly inspections. The Clerk will instruct Wicksteed Playground to carry out the main annual inspection.
6. Woolley Hill Wind Farm
Deadline for grant applications is 1st August 2022 and the meeting to discuss them will be in September/October.
7. Planning Working Group
No update.
8. Alconbury Weald – Joint Parishes Meetings
Cllr Gunney attended the recent meeting and reported that:
 - 1760 houses have been commissioned and that approxiamelty 800 homes are either completed or ccupied.
 - The new Cambridgeshire County Council Shire Hall is now open and is being used.
 - The AW1 bus service is well used in the mornings with over 350 people travelling weekly to Huntingdon train station.
 - Similar events to those at Alconbury Sports & Social club are taking place in Alconbury Weald.

0722.059

VILLAGE CRIME

The Clerk provided the following crime figures taken from www.Police.uk crime map: May 2022 – 4 reports of crime within the village.

0722.060

THE ALCONBURY BROOK FLOOD GROUP (TABFG)

1. Charles Dalleywater gave his report which is appended to these minutes.

2. CIL bid for Flood Group - TABFG proposed 2 projects in Alconbury and asked if the Parish Council would submit a CIL bid on their behalf as the deadline is 28th August 2022. The projects are to:
 - Put in sediment control measures on roads near the brook. Sediment drops into the brook which builds up making the brook shallow and overflow.
 - Lower and flatten the road going through the ford by 6-7 cm to improve the flow.

Due to the technical nature of these projects, an engineer from the Alconbury Weald development has offered to help TABFG put together the bids.

RESOLVED: TABFG will prepare the application for the sediment controls on roads near the book and the Parsih Council will submit the application either by the current deadline of 28th August 2022 or when the next round of funding is released in 6 months time. The project to lower and flatten the road going through the ford needs further disucssions as it has implications for local users.

0722.061

NEIGHBOURHOOD PLAN

Cllr Gilbert stated that she is attending a Neighbourhood Plan talk at Alconbury Weston Parish Council on 1st August 2022 at 6.45 pm. District Councillor Martin Hassall is talking through the process which Buckden Parish Council went through to produce their plan.

0722.062

INFRASTRUCTURE

To receive updates and agree any actions

1. Churchyard
No update.
2. Village Green
The Jubilee tree has died. A replacement tree will be planted in the autumn.
3. Roads and Footpaths
No update.
4. General
 1. Village pump posts and bench repair
Quotations of similar costs have been received for the pump and bench repairs. It was agreed that to save time in the future for such jobs, the Parish Council should have an approved contractor. To decide this, it was suggested that different contractors could be used for the 2 jobs.

RESOLVED: Two contractors will be appointed to carry out the repairs. The quality of the repairs will be used to decide an approved Parish Council contractor.

The Clerk reported that the damaged bench on Spinney Lane does not belong to either HDC or CCC. In view of this it was agreed that the bench must be an old memorial bench installed by the Parish Council although there is no official record for it. The Parish Council bench policy is to remove any old and damaged benches.

RESOLVED: That the Clerk will obtain a quote for the removal and disposal of the bench; and for the removal of the concrete plinth on which the bench stood, returning the ground to grass. This will then become a space for a new memorial bench.

2. CCTV
No update.
3. Re-commissioning of Polecat Lane Ford
The Clerk will provide Cllr Brawn with blank use of evidence forms.
4. Defibrillator
Mr Bryant, husband of the Memorial Hall manager is to carry out the electrical works for the unit at the hall. Cllr Johnson is to meet the contractor who will be providing an electrical installation cost at the local shop for the second unit. First Responder David O'Brian will be giving a presentation to residents on how to use a defibrillator. An official handover ceremony of the defibrillators will be arranged in September/October.

0722.063 PARISH COUNCIL GROUPING

RESOLVED: To put this item in abeyance as the Neighbourhood Plan is a higher priority.

0722.064 IMPROVE OFFER TO TEENAGERS

No update.

0722.065 PLANNING APPLICATIONS

1. No planning applications.
2. Update on previous planning applications:
 - CCC/21/262/FUL – Alconbury Weald Education Campus – Status: Permitted.
 - 22/00922/HHFUL - 12 Manor Lane Alconbury Huntingdon PE28 4EH – Permitted.
 - 21/00490/FUL - Homefield Farm Great North Road Alconbury Huntingdon PE28 4ER – Pending approval.
3. Office of the Traffic Commissioner application update
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)

The meeting was informed that the next opportunity for the Traffic Commissioner to review the operating centre's licence is 30th June 2023. Information the Traffic Commissioner will take into account includes complaints made by local residents and statutory bodies such as a local authority or the police, as long as the issues raised fall within legislative control.

RESOLVED: To submit a complaint against Maritime Transport Limited when their operating licence is reviewed on 30th June 2023. Residents from Lordsway will also be asked for their input and comments. This will be an agenda item in January 2023 to discuss this further.

0722.066 FINANCIAL REPORTS

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

Unity Trust Bank	Service charge June 2022	£18.00
Antony Abbs	Grass cutting 4 th Instalment S/O	£2046.00
A Brown – Clerk	Salary and Expenses July 2022	£744.96
HMRC	Clerk's Tax & NI July 2022	£199.19
NEST	Clerk's Pension July 2022 D/D	£26.15
Alconbury Recreation Field Charity	Meeting room hire January – June 2022	£180.00
Memorial Hall	Meeting room hire July 2022 – July 2023	£93.00

2. Monies received:

HMRC VAT refund	£1814.69
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RESOLVED: The Chair confirmed the receipts and bank reconciliation as correct.

0722.067 CORRESPONDENCE RECEIVED
None

0722.068 MATTERS FOR FUTURE CONSIDERATION
None.

0722.069 NEXT MEETING – Tuesday 27th September 2022, Memorial Hall, School Lane, Alconbury at 7.30 pm.
Meeting closed at 9:08 pm.

DRAFT