



Alconbury Parish Council

www.alconburyparishcouncil.gov.uk

Parish Clerk: Alison Brown

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Minutes of the Alconbury Parish Council meeting held in the Memorial Hall, Alconbury on Tuesday 25th October 2022 at 7:30 pm

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

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

- 1022.089 APOLOGIES FOR ABSENCE
Apologies were received and accepted from Cllrs S. Brawn R. Johnson (personal).
- 1022.090 DECLARATIONS OF INTEREST
Cllr Gunney – agenda item 1022.099.3
Cllr MacLenna – agenda item 1022.099.1 and 1022.099.6
- 1022.091 CO-OPTION OF PARISH COUNCILLORS
No applications for co-option were received.
- 1022.092 PUBLIC PARTICIPATION
No matters raised.
- 1022.093 THE ALCONBURY BROOK FLOOD GROUP
1. Charles Dalleywater gave his report which is appended to these minutes.
2. It was noted that the CIL bid for the Flood Group brook improvement works was unsuccessful however with the help of the Huntingdonshire District (HDC) Chief Planning Officer, it is hoped to resubmit the bid and obtain funds from other sources.
- 1022.094 REPORTS FROM COUNTY AND DISTRICT COUNCILLOR
Cllr Gardener read out his report which is appended to these minutes.

He also stated that a joint Neighbourhood plan with Alconbury Weston would cover flood issues much better when developments are put forward not just for housing, but also for economic developments.

The next round of Local Highway Improvement (LHI) bids opens on 31st October 2022 and runs through to January 2023. Cllr Gardener will ask Civic & Urban at the next Joint Parishes Meeting on Monday if they would pay towards any complex schemes.
- 1022.095 CROWN GARDENS
Bi-monthly meetings are on-going. 18 of the 22 flats are occupied. Unauthorised visits to the building are still occurring and improvements are being made to the external security to prevent recurrence.

If anyone sees residents behaving in an anti- social manner, then they should call the police in the first instance and report it to the Community Safety and Anti Social Behaviour team at HDC led by Rob Mitchell. The teams email address is crm_cpe@huntingdonshire.gov.uk
- 1022.096 BROOKSIDE PARKING ISSUES
Cllr Gardener is due to meet with Cllr Gilbert and Karen Lunn, HDC Highways Engineer on site to come up with suggestions to improve the situation.
- 1022.097 PLANNING APPLICATIONS
1. Resolved comments submitted on applications
 - 22/01956/HHFUL Erection of single-storey flat-roof rear extension. Extension will be 5.5m deep from outer edge of existing exterior wall to outer edge of new exterior wall), and 14.3m wide to cover the full rear of the existing building including the garage at 1 Great North Road Alconbury Huntingdon PE28 4ES – HDC has not uploaded the application on their portal

therefore the Parish Council has not been able to assess it and provide comments. The Clerk will bring this to their attention.

2. Update on previous planning applications

- 21/00490/FUL - Homefield Farm Great North Road Alconbury Huntingdon PE28 4ER – pending.
- 22/01799/HHFUL - 1 Manor Lane, Alconbury, Huntingdon PE28 4EH – pending.

3. HDC Planning: Notification of changes to the planning application process were discussed. It was noted that HDC will now be less likely to grant extensions of time on applications until the next Parish Council meeting.

RESOLVED: that in the event that an extension of time is not granted by HDC, the planning working group will assess the application and if it is deemed contentious, an Extra-Ordinary Parish Council meeting will be called to allow members of the public to attend. If the application is deemed to be straightforward, all councillors will be consulted via email and comments will be submitted to HDC Planning via the Clerk.

1022.098 MINUTES FOR APPROVAL

RESOLVED: The minutes of the Alconbury Parish Council meeting held on 27th September 2022 were agreed as a correct record of the meeting and signed by the Chair.

1022.099 COUNCILLORS UPDATES FROM PREVIOUS MEETING

Verbal reports received from the Parish Councillors on their portfolio responsibilities and matters arising from previous meeting and actions resolved;

1. Memorial Hall

Cllrs MacLennan attended the recent meeting and reported that the toilets are currently undergoing refurbishment and that the committee urgently requires new members.

2. Tree Warden

RESOLVED: that the Clerk will order a tree survey from GTS. It was noted that the Parish Council owns 47 trees on the green, 4 trees on Manor Lane and all the trees in the community orchard. The Clerk will also ask Cambridgeshire County Council (CCC) and HDC to send the Parish Council a copy of their tree maintenance plan for all of their trees within the parish.

The Clerk reported that a resident had made an enquiry with regards to planting a tree in Old Glebe. She has contacted HDC and asked them to provide contact details for the resident so that they can submit their request.

3. Alconbury Recreation Field Charity

See agenda 1022.009.4.

4. Alconbury Sports and Social Club

Cllr Gunney reported that the recent UB40 night was very successful and that Huntingdon Football Club now rent out the pitch every Saturday. The Children's Christmas party is being advertised and Cllr Gunney asked if the Parish Council could donate £50.00 towards it. The sale of 2000 raffle tickets has begun and all proceeds will go towards next year's children entertainment. The cost of tickets is £1.00 each.

5. Bramble End Play Area

Quotations for the hedge cutting and weed spraying of play area matting twice a year was discussed.

RESOLVED: that the contract for cutting the hedge and weed spraying the play area matting at Bramble End play area is awarded to the existing grass cutting contractor Four Seasons – cost £180.00 per annum.

Quotations from contractors for the repairs to the trip hazards and ground surface under the swing as highlighted in the recent play area inspection report were discussed. As the quotations submitted did not show a full breakdown of the works to be carried out, it was agreed that the Clerk will ask the contractors to re-submit their quotations with the required details in time for the next meeting.

6. Woolley Hill Wind Farm
Cllr MacLennan gave a verbal report from the recent meeting. All the available grant money has been awarded to projects. Some projects received full funding, whilst others only part funding. The closing deadline for the next round of grant applications is 1st February 2023.
7. Planning Working Group
No update
8. Alconbury Weald
The next meeting is on 31st October 2022.

1022.100

VILLAGE CRIME

The Clerk provided the following crime figures taken from www.Police.uk crime map:
July 2022 – 11 reports of crime within the village.
August 2022 - 12 reports of crime within the village.

1022.101

NEIGHBOURHOOD PLAN

Cllr Gilbert stated that she will be contacting the Chair of Alconbury Weston Parish Council to ask if a joint plan for both villages can be produced.

1022.102

INFRASTRUCTURE

Updates received and agreed actions

1. Churchyard
No update.
2. Village Green
Cllr MacLennan has ordered a replacement oak tree.
3. Roads and Footpaths
 1. The security fencing leading on to the Ford footbridge from Brookside that is broken has been reported to the Parish Council by a member of the public. The Clerk has reported this to CCC.
4. General
 1. Re-commissioning of Polecat Lane Ford
RESOLVED: that the Clerk will submit the required forms and questionnaires to CCC to reinstate the ford.
 2. The concrete base of the old bench on Spinney Lane has been removed and the area has been seeded with grass.
 3. The Clerk is still waiting for a quotation to remove the basal growth annually from the tree behind the bench on the High Street (near Crown Gardens).

1022.103

IMPROVE OFFER TO TEENAGERS

No update.

1022.104

FINANCIAL REPORTS

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

| | | |
|-----------------|------------------------------------|---------|
| A Brown – Clerk | Salary and Expenses October 2022 | £754.65 |
| HMRC | Clerk's Tax & NI October 2022 | £178.80 |
| NEST | Clerk's Pension October 2022 D/D | £26.15 |
| Steve Mobius | Remove concrete base and make good | £135.78 |
| AskIT | Website domain 2 year renewal | £240.00 |

2. Monies received – Nil.
RESOLVED: The Chair confirmed the receipts and bank reconciliation as correct.
3. The Clerk asked councillors to consider the budget and precept for the next financial year as it will be presented at the next meeting for approval. Cllr Gilbert stated that the Parish Council should keep any increases to a minimum.

1022.105

CORRESPONDENCE RECEIVED

None.

1022.106

MATTERS FOR FUTURE CONSIDERATION

Defibrillator training as agreed at the last meeting still needs to be organised.

November agenda items:

- £50.00 donation towards the Children's Christmas party at the Sports and Social Club.
- Budget approval for 2023.
- £ 350.00 Grant application from Cambridgeshire Search and Rescue (CamSAR) for the purchase of a dry suit.
- To explore opportunities for co-ordinating charity activities within the village.

1022.107

NEXT MEETING – Tuesday 29th November 2022, Memorial Hall, School Lane, Alconbury 7:30 pm

The meeting closed at 9:22 pm.

DRAFT