



# 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 28<sup>th</sup> March 2023 at 7:30 pm**

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

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

## Public Question Time

**Public Bodies (admissions to meetings) Act 1960 s 1 extended by the LGA 1972 s 100**  
None.

0323.194      APOLOGIES FOR ABSENCE  
None.

0323.195      DECLARATIONS OF INTEREST  
Cllr Brawn -agenda item 0323.202.1  
Cllr Gunney – agenda item 0323.202.3  
Cllr MacLennan – agenda item 0323.202.1 and 0323.202.5

0323.196      CO-OPTION OF PARISH COUNCILLOR  
No applications for co-option were received.

0323.197      THE ALCONBURY BROOK FLOOD GROUP  
Mr Dalleywater gave his report which is appended to these minutes.

0323.198      REPORTS FROM COUNTY AND DISTRICT COUNCILLOR  
Cllr Gardener read out his report which is appended to these minutes.

It was noted that Huntingdonshire District Council (HDC) are due to send out consultation notices for Draft Settlement Hierarchy Methodology and Draft Land Availability Assessment Methodology as part of the Local Plan update. Cllr Gardener stated that the Parish Council should consider comment on the consultations to try and protect the village from being over developed. It was agreed that this will be an main agenda at the next meeting.

0323.199      CROWN GARDENS  
No update.

0323.200      PLANNING APPLICATIONS  
1. There were no planning applications.

2. Updates on previous planning applications:

- 22/02178/S73 (16/01476/S73) - Georgian House, Great North Road, Alconbury Huntingdon PE28 4ER – Pending.
- 2/80374/COND Discharge of condition 10 (Key Phase 3 Framework) for 1201158OUT at Alconbury Airfield Ermine Street Little Stukeley PE28 4WX – In progress.
- 22/80383/COND Discharge of condition 9 (Key Phase 2 Definition) for 1201158OUT Alconbury Airfield Ermine Street Little Stukeley PE28 4WX - Condition reply.
- 22/02551/HHFUL 14 Chapel Street Alconbury Huntingdon PE28 4DY – Approved.

3. New Premises Licence at Grange Farm, Abbots Ripton. Premises licence to cover events on the field. Maximum of 3 festivals per year with the extended times detailed in the application, but also to have an unlimited amount of other events but only between the times of 10am to 11pm.

**RESOLVED:** No comments to be submitted to HDC.

0323.201

**MINUTES FOR APPROVAL**

**RESOLVED:** The minutes of the Alconbury Parish Council meeting held on 28<sup>th</sup> February 2023 were agreed as a correct record of the meeting and signed by the Chair.

0323.202

**COUNCILLORS UPDATES FROM PREVIOUS MEETING**

Verbal reports from the Parish Councillors on their portfolio responsibilities and matters arising from previous meeting and resolve any action;

1. Memorial Hall

The Alconbury Memorial Hall Committee AGM is on 10<sup>th</sup> May 2023. Any resident can attend.

2. Tree Warden

No update.

3. Alconbury Recreation Field Charity & Alconbury Sports and Social Club

Cllr Gunney reported that a couple of major events have helped the clubs finances. The Children's Easter party is nearly fully booked. The cricket season is starting and the ground is being hired out to teams without their own ground, even to teams from Peterborough.

He also stated that he had raised the matter of installing an all weather tennis court at the club with the committee. This had been discussed several years ago and it was decided then that it was not feasible and that nothing had changed since then.

Alconbury Colts Football Team have agreed to take the lead on organising defibrillator training for members of the public during one of their future events.

It was noted that Club membership has grown since the membership fee had been streamlined so that each person pays £8 membership per year, regardless of their age.

4. Bramble End Play Area

Cllr Gunney submitted his inspection report to the Clerk and stated that the brambles are overgrowing and require cutting back. The Clerk will ask Antony Abbs when he will be doing this as it is now part of his contract to do this twice a year.

There is now a pothole in the surface underneath the swing and permission was given to Cllr Gunney to remove the swing until it has been repaired. The Clerk will ask contractor Richard Harding, when he will be carrying out the repairs.

5. Woolley Hill Wind Farm

Cllr MacLennan reported that the charity has received two bids for funding.

6. Planning Working Group

No update.

7. Alconbury Weald – Joint Parishes Meetings

The next meeting is on 24<sup>th</sup> April 2023.

0323.203

**VILLAGE CRIME**

The Clerk provided the following crime figures taken from [www.Police.uk](http://www.Police.uk) crime map: January 2023 – 7 reports of crime within the village.

0323.204

**NEIGHBOURHOOD PLAN**

Cllr MacLennan reported he had found an old village plan which he will be using as a template to write the Neighbourhood Plan. He is also working on drafting a resident's survey. The Clerk stated that funding is available from HDC to help with producing a plan and will find out the application process.

0323.205

**INFRASTRUCTURE**

Updates received and actions resolved

1. Churchyard

No update.

2. Village Green  
No update.
3. Roads and Footpaths
  1. Proposed TTRO application Globe Lane, Alconbury 1<sup>st</sup> May 2023 – 30<sup>th</sup> September 2024. Road Closures to carry out pre-Surface Treatment, Surface Treatment and post Surface Treatment works in the carriageway. The Clerk will clarify the dates for the road closure as it is unclear on the TTRO notice.
  2. Fallen leaves have not yet been cleared from footpath number 2. The Clerk will report this to HDC again.
  3. The B1043 from Rust Lane towards the A1 is strewn with litter and would benefit from being cleared. The Clerk will report this to the relevant authority.
4. General
  1. LHI bid strategy
    - a. Brookside parking issues and HGV access - Cllr Gilbert is still working on the on-line poll and mailshot.
    - b. 20mph limit within village – Cllr Gilbert reported that applications must be supported with evidence in the form of incident reports where there have been either accidents or near misses on the road for which the speed reduction is being applied for. Councillors agreed that they were not aware of any such reports, therefore it was decided that for this round of bids, an application for a 20mph limit near the school should be considered.
    - c. Weight limit on B1043 – The Clerk reported that she had not yet received a reply to the email which she had sent to Rachel Arnold at Urban and Civic reminding them about the traffic survey which they had agreed to fund. Cllr Gunney and the Clerk were asked to bring this up at the next Alconbury Weald Joint Parishes Meeting on 24<sup>th</sup> April 2023.
  2. There was no update on the Parish Council's Cambridgeshire County Council (CCC) LHI application bid which was made in January 2023.
  3. Re-instatement of Polecat Lane Ford - The Clerk reported that she had received one further evidence form making a total of 4 forms.  
**RESOLVED:** That the Clerk will resubmit the Polecat Lane ford re-instatement application to CCC.
  4. The light on the village pump is still not working. The Clerk will contact Terry's Electrical and request an update as to when it will be fixed.
  5. It was noted that the Neighbourhood Watch bench has been installed on North Road.
  6. Cllr Johnson asked if the Parish Council could plant daffodil bulbs in the parish. He suggested that local community groups could be asked to come forward to plant the bulbs which the Parish Council could purchase. The Parish Council agreed to consider such requests.

0323.206

#### DEFIBRILATOR REPORTS

Defibrilators reports submitted by Alconbury/Buckworth CFR Group Coordinator David O'Brian were received and noted. The two units are in working order and no action is required. It was agreed to consider sourcing funding for another defibrilator in the village.

0323.207

#### MARTIME TRANSPORT OPERATING LICENCE RENEWAL (DUE JUNE 2023)

Cllr Gilbert stated that the current operating licence is for 150 cabs and 150 trailers. Residents complaints will need to be collated and the Urban and Civic Traffic survey needs to be carried out so that the results can be included in the Parish Council's response to the licence renewal.

0323.208

#### ALLOTMENTS

The Chair of the Allotment Association has reassured the Parish Council that it continuously advertises vacant plots, via Nextdoor and posters on the village notice boards, plus occasional

messages via the Parish Pump. Their intention is always is to find Alconbury based tenants in the first instance but seek a back up plan of very limited access of up to 10% of the plots (5 of 47 plots) to be made available to Alconbury Weston residents, if plots cannot be let after repeated advertising. An addendum to the lease would be required.

**RESOLVED:** That in principle 10% of the plots (5 of 47 plots) can be made available to Alconbury Weston residents, if plots cannot be let after repeated advertising. Priority must always be given to Alconbury residents for vacant plots. Alconbury Weston should not be charged any start up fees but their tenants should be charged a higher rent as this avoids any claims against costs if there are no Alconbury Weston tenants on the site. Clarification is required as to who will pay the legal costs associated with an addendum to the lease and confirmation that the Allotments Association is agreeable to the Parish Council's terms before final permission is granted.

0323.209 REQUEST TO MOVE BUS STOP ON CORNER OF SPINNEY LANE/MANOR LANE

Further to agenda item 1222.143.4.1. 1, another request has been received from the same resident asking the Parish Council to have moved the bus stop from outside their property as the anti-social behaviour by students waiting for the Sawtry School bus is still occurring. In the first instance, it was agreed that the Clerk will find out if the bus stop in question is used by any regular bus service or just by the school bus company.

0323.210 NEIGHBOURHOOD WATCH VILLAGE FETE

The Clerk will ask Neighbourhood Watch to submit their request to hold the village fete on the green on 8<sup>th</sup> July 2023. Stall requests need to be made by 1<sup>st</sup> May.

0323.211 FINANCIAL REPORTS

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

Scribe	Year-end health check	£46.80
CAPALC	Planning training – Cllr Brawn	£50.00
Unity Trust Bank	Bank charges 05/12/2022- 04/03/2023 (DD)	£18.00
A Brown - Clerk	Salary & expenses March 2023	£779.96
HMRC	Clerk's Tax & NI March 2023	£214.40
NEST	Clerk's Pension March 2023	£29.65

3. Income – nil

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

0323.212 CORRESPONDENCE RECEIVED

PKF Littlejohn LLP: Notification of external audit for year-end 31<sup>st</sup> March 2023.

0323.213 MATTERS FOR FUTURE CONSIDERATION

CAPALC affiliation 2023/24 notification.

0323.214 NEXT MEETING – Tuesday 25<sup>th</sup> April 2023, Memorial Hall, School Lane, Alconbury at 7.30 pm.

The meeting closed at 9:30 pm.