



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 July 2023 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 Ian Gardener TABFG representative: 1

Public Question Time

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

- 0723.026 **APOLOGIES FOR ABSENCE**
Apologies were received and accepted from Cllr Johnson.
- 0723.027 **DECLARATIONS OF INTEREST**
Cllr Brawn - agenda item 0723.035.1
Cllr MacLennan – agenda item 0723.035.1 and 0723.035.5.
- 0723.028 **CO-OPTION OF PARISH COUNCILLORS**
No applications were received.
- 0723.029 **THE ALCONBURY BROOK FLOOD GROUP (TABFG)**
1. Mr Dalleywater gave his report which is appended to these minutes.

2. Detailed plans regarding design and placement of the HydroPlanter Raingardens at the Memorial Hall and Alconbury Sports and Social Club are outstanding. They will be available for the next Parish Council meeting. Anglian Water will be maintaining the hydroplanters for 3 years and TABFG will pay for a gardener to maintain them.
- 0723.030 **REPORTS FROM COUNTY AND DISTRICT COUNCILLOR**
Cllr Gardener read out his report which is appended to these minutes including an update on the Local Plan. He also informed the Parish Council that its Highways LHI bid had been successful – see agenda item 0723.038.4.2.

Cllr Gardener agreed to chase up Cambridgeshire County Council (CCC) with regard to the current overgrown state of footpath no: 19 – agenda item 0723.038.3.a. and also to ask Highways to clear the gulleys in Mill Road – agenda item 0723.038.3.b.
- 0723.031 **BRAMPTON CROSS DEVELOPMENT**
Cllr Gilbert reported that she, Cllr Johnson and the Clerk had attended a meeting with Concilio, developers of the proposed Brampton Cross development, a new 1000 acre world class enterprise centre for Huntingdonshire. There are concerns that a development of this size will have a detrimental effect on flooding and local infrastructure in the area. Particularly with regards to traffic flow through Alconbury. It was agreed with Concilio, that there will be a public meeting attended by them, the Parish Council and local interested parties in October 2023. The meeting will give the opportunity to ask questions and raise concerns about the proposed Brampton Cross development.
- 0723.032 **CROWN GARDENS**
No update.

The Chair used her discretion and suspended the meeting to carry out the Neighbourhood survey prize draw, drawn by Cllr Gardener at 8:38 pm.

The Chair re-opened the meeting at 8:40 pm.

0723.033 MINUTES FOR APPROVAL

RESOLVED: The minutes of the Alconbury Parish Council meeting held on 30th May 2023 were agreed as a correct record of the meeting and signed by the Chair.

0723.034 PLANNING APPLICATIONS

1. Resolved comments submitted on applications:

- 23/01208/HHFUL Erection of a single storey front infill extension 8 Coulson Way Alconbury Huntingdon PE28 4WU

RESOLVED: No material considerations.

2. Received update on previous planning applications

- 22/02178/S73 (16/01476/S73) - Georgian House, Great North Road, Alconbury Huntingdon PE28 4ER – Pending decision.

0723.035 COUNCILLORS UPDATES FROM PREVIOUS MEETING

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

1. Memorial Hall

Cllr MacLennan reported that the recent 'Users' meeting went well and that there will be a 'Users Day' on 30th September 2023 – the Parish Council have been invited to attend and have a stall. The Committee are seeking funding from CCC Cambridgeshire Priorities Capital Fund to make improvements to the Hall.

2. Tree Warden

The recent tree survey was reviewed. It was reported that the cherry tree planted by the WI was dead and that the crab apple tree on Manor Lane needed the basal growth removing. It was noted that the tree survey report only showed the trees surveyed on the south side of the green. The Clerk will contact GTS Ltd and ask them why the trees are missing from the report. The Clerk has asked Dan Maynard to provide a quotation for the works stated in the report.

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

Cllr Gunney stated that he had resigned from the Alconbury Recreation Field Charity (ARFC), however he was still willing to continue being the Parish Council representative. At the recent AGM a new Chair had been elected. There will be a Funday in September.

The Clerk reported that the full donation of £2000.00 had not been given to ARFC in 2022/2023, therefore the back payment of £1000.00 has been included for payment this month with this year's first instalment. The Parish Council has paid ARFC a donation of £2000 since 2014 to help with the maintenance costs of the sports field and it was suggested that this should be reviewed.

RESOLVED: That the donation to ARFC will be reviewed. The Clerk will contact ARFC and ask them to justify continuation of the donation for the maintenance of the sports field.

4. Bramble End Play Area

The Clerk reported that the barrel roll will be repaired at the start of August. Wicksteed Leisure will carry out the play equipment annual survey in September. It was agreed that the whole play area needs attention. This will be addressed after the survey has been completed.

5. Woolley Hill Wind Farm

No update.

6. Planning Working Group

No update.

7. Alconbury Weald – Joint Parishes Meetings

Next meeting – 31st July 2023.

0723.036 VILLAGE CRIME

The Clerk provided the following crime figures taken from www.Police.uk crime map:

- April 2023 – 9 reports of crime within the village.
- May 2023 – 15 reports of crime within the village.

- 0723.037 NEIGHBOURHOOD PLAN
The Neighbourhood survey has been distributed. 191 completed surveys have been returned, a response rate of 27%. Cllr Gilbert has produced a spreadsheet to record survey responses. There is still time to respond. A post will be put on social media reminding residents to complete the survey.
- 0723.038 INFRASTRUCTURE
To receive updates and resolve any actions
1. Churchyard
No update.
 2. Village Green
Registering the green with Land Registry was discussed. The Clerk will investigate this.
 3. Roads and Footpaths
 - a. A further complaint had been received regarding the overgrown state of footpath no: 19/Cades Hill. Cllr Gardener will chase CCC and ask them to cut it back. He will also ask if CCC will pay back the Parish Council if it cuts the footpath on their behalf.
 - b. It was stated that Mill Road requires maintenance as puddles are forming on the road after heavy rain fall. Cllr Gardener agreed to ask Highways to clear the gulley's in Mill Road. It was suggested that Mill Road should be reprofiled so that the surface water runs towards the brook. It was agreed to discuss reprofiling of the Ford between Mill Road and the brook at the next meeting.
 - c. The Parish Council implementing a self-funded 20mph speed limit in village was discussed. It was suggested that the 20mph limit could start from the junction turning into Sharps Lane and Mill Road from the Great North Road, and Rusts Lane as you enter the village.
RESOLVED: The Clerk will find out the costs of implementing a 20mph speed limit in Alconbury.
 4. General
 1. LHI bid strategy
 - a. Brookside parking issues and HGV access
No update.
 - b. Weight limit on B1043
No update.
 2. The Parish Council's CCC LHI application bid January 2023 for pedestrian warning signage for Rusts Lane had been successful.
 3. The purchase of Speed Indicator Device (SID) was discussed.
RESOLVED: To purchase three Speed Indicator Devices for the village warning vehicles to slow down if driving over the limit. The Clerk will ask CCC what permissions are required for the signs to be erected before purchasing the devices.
- 0723.039 DEFIBRILATOR REPORTS
The two defibrillators reports submitted by Alconbury/Buckworth CFR Group Coordinator David O'Brian were noted. No action required.
- 0723.040 ALLOTMENTS
Amendments to the draft revision of the Allotment Agreement Rules incorporating the inclusion of Alconbury Weston residents suggested by the Allotments Association was discussed.
RESOLVED: To accept the suggested amendments to the Allotment Agreement Rules which will allow 10% of allotment plots to be rented to Alconbury Weston residents.
- 0723.041 ROYAL BRITISH LEGION REMEMBRANCE WREATH
RESOLVED: The donation of £50.00 for the purchase of remembrance day wreath for the parish was ratified.
- 0723.042 COMMEMORATION OF THE KINGS CORONATION
The Clerk will obtain bench quotations for the next meeting.

0723.043

PARISH COUNCIL INSURANCE RENEWAL

The Parish Council insurance renewal quotation of £864.91 was discussed. The premium is £45.61 cheaper than last year. The Clerk stated that at this moment in time, the Parish Council is not eligible for a 3 year long term agreement, where the premium is reduced and fixed for a 3 year period, due to the history of its previous claims.

RESOLVED: To accept the insurance quotation of £864.91.

0723.044

FINANCE

1. **RESOLVED:** Ratified June payments and payment of July outstanding debts:

Antony Abbs	Grass cutting 3rd instalment (SO)	£2076.00
Unity Trust Bank	Bank charges 05/03/2023 – 03/06/2023	£18.00
Global Tree Solutions	Parish tree survey	£1320.00
Magpas Air Ambulance	Grant S137 LGA 1972 – Medication/ specialist equipment	£500.00
Royal British Legion	Grant S137 LGA 1972 – Remembrance Day Wreath	£50.00
A Brown - Clerk	Salary & expenses June 2023	£763.96
HMRC	Clerk's Tax & NI June 2023	£214.20
NEST	Clerk's Pension June 2023	£29.65
Antony Abbs	Grass cutting 4th instalment (SO)	£2076.00
Alconbury Recreation Field Charity	Donation S137 LGA 1972 towards upkeep of sports field June 2022 and June 2023	£2000.00
Business Services at CAS Ltd	Parish Council insurance	£864.91
A Brown - Clerk	Salary & expenses July 2023	£779.96
HMRC	Clerk's Tax & NI July 2023	£214.40
NEST	Clerk's Pension July 2023	£29.65
CAS Limited	Parish Council insurance renewal	£864.91

2. Monies received

Cambridgeshire County Council – grass cutting reimbursement	£2613.50
Unity Trust Bank interest	£198.60

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

0723.045

CORRESPONDENCE RECEIVED

None.

0723.046

MATTERS FOR FUTURE CONSIDERATION

None.

0723.047

NEXT MEETING – 29th August 2023, Memorial Hall, School Lane, Alconbury at 7.30 pm.

The meeting closed at 9:47 pm.