



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 29th August 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.

- 0823.048 **APOLOGIES FOR ABSENCE**
Apologies were received and accepted from Cllr Johnson.
- 0823.049 **DECLARATIONS OF INTEREST**
Cllr Brawn - agenda item 0823.057.1
Cllr MacLennan – agenda item 0723.057.1 and 0723.057.5.
- 0823.050 **CO-OPTION OF PARISH COUNCILLORS**
No applications were received.
- 0823.051 **THE ALCONBURY BROOK FLOOD GROUP**
1. Mr Dalleywater gave his report which is appended to these minutes.
2. HydroPlanter Raingarden projects – The Memorial Hall has stated that they would like their hydroplanters to be installed above the surface as raised planters which will be sited around the edge of the car park and footpath. Mr Dalleywater confirmed that the flood group would meet the costs of installing them and employing a gardener for 3 years to keep them tidy. The Parish Council will need to approve the final design and installation plan.
- 0823.052 **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.
- 0823.053 **BRAMPTON CROSS DEVELOPMENT**
The public meeting to discuss the proposed Brampton Cross development was proposed for 20th October 2023 at 7:00 pm in the Memorial Hall, Alconbury. Affected interested parties will be invited by the Clerk to attend the meeting. The Clerk will confirm this date with the developer.
- 0823.054 **CROWN GARDENS**
Cllr Gardener attended the recent meeting with Cllr Gilbert and Cllr Johnson. They reported that local management are working towards continued improvement for the management of the site. The next meeting is on 15th November 2023.
- 0823.055 **MINUTES FOR APPROVAL**
RESOLVED: The minutes of the Alconbury Parish Council meeting held on 25th July 2023 were agreed as a correct record of the meeting and signed by the Chair.
- 0823.056 **PLANNING APPLICATIONS**
1. Ratified submitted comments where appropriate on applications
 - 23/01378/HHFUL - Erection of a single storey rear extension at 5 The Maltings Alconbury, Huntingdon PE28 4DZ.
RESOLVED: No material observations.

- 23/01379/LBC - Erection of a single storey rear extension at 5 The Maltings Alconbury, Huntingdon PE28 4DZ.

RESOLVED: No material observations.

Resolved comments submitted on applications:

- 23/01108/FUL - Construction of a single storey extension to an existing double garage to form a new four bedroom dwelling / bungalow at Land Adjacent 9 Rusts Lane, Alconbury, **RESOLVED:** No material observations.

2. Received update on previous planning applications:

- 22/02178/S73 (16/01476/S73) - Georgian House, Great North Road, Alconbury Huntingdon PE28 4ER – Pending decision.
- 23/01208/HHFUL Erection of a single storey front infill extension 8 Coulson Way Alconbury Huntingdon PE28 4WU – Approved.

0823.057

COUNCILLORS UPDATES FROM PREVIOUS MEETING

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

1. Memorial Hall

Cllr MacLennan reported that the door shutters, security lights and leaking roof had been fixed. The pre-school now has full access to the building. The user day is taking place on 30th September 2023.

2. Tree Warden

The quotation for the tree works identified in the tree survey has not yet been received from Dan Maynard – the Clerk will chase this up. GTS Trees informed the Clerk that their surveyor was not aware that there were Parish Council trees on the south side of the green. Cllrs Gunney and MacLennan stated that they had accompanied someone from GTS and shown them all of the trees. GTS Trees can come back to survey the remainder of the trees after 11th September 2023.

3. Alconbury Recreation Field Charity (ARFC) & Alconbury Sports and Social Club

Cllr Gunney reported that there had been a good turnout at the recent inter-village cricket match with Alconbury Weston. There is a Funday on 10th September 2023.

Justification for the continuation of the donation for the maintenance of the sports field still needs to be reviewed. The Clerk has yet to contact ARFC with this request.

4. Bramble End Play Area

Wicksteed Leisure have carried out an inspection of the play area and their findings report has been received by the Parish Council.

RESOLVED: That all medium risk repairs identified in the report will be addressed in the first instance. The Clerk will contact the respective equipment manufacturers and invite them to submit quotations for the repairs.

5. Woolley Hill Wind Farm

No update.

6. Planning Working Group

No update.

7. Alconbury Weald – Joint Parishes Meetings

The Clerk reported that the July meeting had been cancelled. The next meeting is on 30th October 2023.

0823.058

VILLAGE CRIME

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

- June 2023 – 7 reports of crime within the village.

0823.059

NEIGHBOURHOOD PLAN

Approximately 200 surveys have been returned and responses are being recorded on a spreadsheet. It was agreed that this will be completed by the next meeting after which the information will be assembled into tables and the data can then be analysed.

0823.060

INFRASTRUCTURE

To receive updates and resolve any actions

1. Churchyard
No update.
2. Village Green
The Clerk is still investigating registering the green with Land Registry.
3. Roads and Footpaths
 - a. Cllr Gardener had stated in his earlier update that Cambridgeshire County Council (CCC) had informed him that footpath no: 19/Cades Hill had been cut back. He was informed by councillors that this was not the case. Cllr Gardener agreed to investigate this matter again.
 - b. Implementing a 20mph speed limit in village was further discussed. The Clerk stated that CCC charge a non-refundable payment of £250.00 to start the process and provide a cost for implementing the scheme and required signage. Although a reduced limit will not stop cars speeding, it does appear to slow drivers down. If the Parish Council wanted to apply for such a scheme through an LHI bid, then proof of incidents would be required.
RESOLVED: That Alconbury Parish Council will apply for a self-funded 20 mph speed limit in the village and pay the application fee of £250.00 to CCC to start the process.
4. General
 1. LHI bid strategy
 - a. Brookside parking issues and HGV access – no update.
 - b. Weight limit on B1043 – no update.
 2. Update on CCC LHI application bid January 2023 – CCC have prioritised lists by district area for all approved LHI schemes. Officers have been assigned to each project and they will be providing Parish Councils with updates as to when their projects will be delivered.

Future LHI bids were discussed and it was agreed that Cllr Gilbert will speak to Cllr Gardener and Karen Lynn (CCC Highways) of possible projects to improve pedestrian safety on Rusts Lane.
 3. Funding for the purchase 3 Speed Indicator Device (SID) for the village, as agreed at the last meeting was discussed. It was suggested that the Parish Council could apply to the Woolley Hill Wind Farm charity for the required funding.
RESOLVED: That Cllr Gunney will submit a Parish Council bid to the Woolley Hill Wind Farm Charity for funding for the purchase of 3 Speed Indicator Devices. The Clerk will confirm the required amount of funding.

0823.061

DEFIBRILATOR REPORTS

No reports this month.

0823.062

COMMEMORATION OF THE KINGS CORONATION

To resolve purchase of suitable item for the parish – deferred to next meeting.

0823.063

CARESCO GRANT APPLICATION

A grant application for £250.00 towards the running of the charity including increased food, transport, utilities, and overhead costs which Alconbury residents can benefit from was discussed. The charity already helps a number of residents in the village with transport and Foodbank parcels

RESOLVED: That CARESCO is awarded the full grant of £250.00 and that they are asked to increase their advertisement of their services in the Parish Pump, Facebook and Nextdoor.

0823.064

FINANCE

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

Antony Abbs	Grass cutting 5 th instalment (SO)	£2076.00
Parrot Print Ltd	Neighbourhood plan survey printing	£990.00
Creative Play	Treadmill repairs	£204.00
Alconbury Hall	Meeting room hire	£12.00
Parish Online	Digital mapping renewal	£120.00
PKF Littlejohn LLP	External Auditor fee	£252.00
A Brown – Clerk	Clerk's salary August 2023	£780.16

HMRC	Clerk's Tax & NI August 2023	£214.20
NEST	Clerk's Pension August 2023	£29.65
Wicksteed Leisure Ltd	Bramble End play area annual inspection	£316.80
CAPALC	Writing grant application training – Cllr Gilbert	£40.00

2. Monies received:

Huntingdonshire District Council – grass cutting reimbursement	£960.00
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RESOLVED: The Chair confirmed the receipts and bank reconciliation as correct.

3. The conclusion of audit for year end 31 March 2023 was noted. No remarks were made by the External Auditor. The notice has been placed on the website.

0823.065 CORRESPONDENCE RECEIVED
None.

0823.066 MATTERS FOR FUTURE CONSIDERATION
None.

0823.067 NEXT MEETING – 26th September 2023, Memorial Hall, School Lane, Alconbury at 7.30 pm.
The meeting closed at 9:40 pm.