



## Alconbury Parish Council

[www.alconburyparishcouncil.gov.uk](http://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 29<sup>th</sup> November 2022 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: 0      TABFG representative: Mr. C. Dalleywater**

- 1122.108      APOLOGIES FOR ABSENCE  
None.
- 1122.109      DECLARATIONS OF INTEREST  
Cllr Brawn -agenda item 1122.118.1  
Cllr Gunney – agenda item 1122.118.3 and 1122.118.4  
Cllr MacLenna – agenda item 1122.118.1 and 1122.118.6
- 1122.110      CO-OPTION OF PARISH COUNCILLOR  
No applications for co-option were received.
- 1122.111      PUBLIC PARTICIPATION  
No matters raised.
- 1122.112      THE ALCONBURY BROOK FLOOD GROUP  
1. Charles Dalleywater gave his report which is appended to these minutes.  
  
2. Work to try and find funding for the unsuccessful CIL bid for brook improvements is continuing.  
  
3. Charles Dalleywater will be attending a Huntingdonshire District Council (HDC) training event on how to complete a CIL bid application.
- 1122.113      REPORTS FROM COUNTY AND DISTRICT COUNCILLOR  
Cllr Gardener was absent from the meeting however he submitted his report to the Clerk which is appended to these minutes.
- 1122.114      CROWN GARDENS  
The next meeting is on 7<sup>th</sup> December 2022. No update has been received as to when the new security fence will be erected.
- 1122.115      BROOKSIDE PARKING ISSUES  
Cllr Johnson and Cllr Gardener are due to meet with Karen Lunn, CCC Highways Engineer next week to come up with suggestions to improve the situation.
- 1122.116      PLANNING APPLICATIONS  
1. Resolved comments submitted on applications
- 16/01476/S73 - Variation of condition 2 (Approved Plans) of to retain the existing garage and store previously proposed to be demolished at Georgian House, Great North Road, Alconbury Huntingdon PE28 4ER  
**RESOLVED:** No material considerations.
  - 22/02301/HHFUL - Erection of single storey front extension and erection of garage to side of dwelling at 22 Rusts Lane, Alconbury, Huntingdon PE28 4DN  
**RESOLVED:** No material considerations.
2. Update on previous planning applications
- 21/00490/FUL - Homefield Farm Great North Road Alconbury Huntingdon PE28 4ER – in progress.

- 22/01799/HHFUL - 1 Manor Lane, Alconbury, Huntingdon PE28 4EH – approved.
- 22/01956/HHFUL - 1 Great North Road Alconbury Huntingdon PE28 4ES – application not on system and HDC has not responded to Clerk's email.

**RESOLVED:** That agenda item 1022.097 from the meeting on 25<sup>th</sup> October 2022 is ratified.

1122.117 MINUTES FOR APPROVAL

**RESOLVED:** The minutes of the Alconbury Parish Council meeting held on 25<sup>th</sup> October 2022 were agreed as a correct record of the meeting and signed by the Chair.

1122.118 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  
The next committee meeting is next week.

Cllr Johnson asked if it could be confirmed whether the defibrillator has been connected to the electric as this needs to be done before the first frosts. If it is not yet connected, Cllr Johnson asked if the Parish Council would consider contributing to the installation costs. Cllr MacLeannan will find out and report back.

2. Tree Warden  
Cllr MacLeannan reported that he has planted the replacement Queen's tree on the village green.

**RESOLVED:** to accept the tree survey quotation from GTS cost £1320.00 including VAT.

The Clerk reported that she has not heard back from the grass cutting contractor as to whether he wanted to provide a quotation for cutting the basal growth on the tree behind the bench on the High Street. The Clerk will chase this up and if no response is received, it was agreed that it can be addressed as part of any tree survey works.

Tree maintenance plans from HDC and CCC have been obtained by the Clerk. It was noted that any diseased trees need to be reported on-line to the relevant authority to deal with.

3. Alconbury Recreation Field Charity  
See agenda 112.118.4.
4. Alconbury Sports and Social Club  
Cllr Gunney reported that the club is reaping the benefits of Huntingdon Football Club moving their base to Alconbury which is bringing in a lot of business.

Planned December events: Ladies Pamper Evening, Children's Christmas party, New Year's Eve party.

The club has purchased new chairs.

**RESOLVED:** That a grant donation of £50.00 is awarded towards the Alconbury Sports and Social Club Children's Christmas party.

**RESOLVED:** That a grant donation of £1000.00 is awarded towards the Alconbury Sports and Social Club upkeep of the sports field.

5. Bramble End Play Area  
Cllr Gunney reported that he has carried out an inspection of the play area and has a written report for the Clerk. He has also done a litter pick.

Play area repairs: The Clerk reported that the two contractors have not come back to her with quotation breakdowns and that one of them has withdrawn his quotation as he is too busy with other work. It was agreed that the Clerk will invite Steve Mobius to quote for the play area repairs and that Cllr Gunney will speak with the other contractor who is yet to provide a quotation breakdown.

**RESOLVED:** That agenda item 1022.099.5 from the meeting on 25<sup>th</sup> October 2022 is ratified.

6. Woolley Hill Wind Farm  
Closing date for next round of grant funding is 1<sup>st</sup> February 2022.
7. Planning Working Group  
No update.
8. Alconbury Weald – Joint Parishes Meetings  
Minutes from the meeting on 31<sup>st</sup> October 2022 have been received. It was noted from the minutes that Cllr Ian Gardener had informed Urban and Civic that Alconbury Parish Council are considering a possible bid to CCC Local Highway Improvement (LHI) Panel for a weight limit on the B1043 between the A1 and A1307 and asked if they would be happy to support with the monitoring of the B1043 to calculate the number of HGV movements for this initiative. To which they agreed.

- 1122.119 VILLAGE CRIME  
The Clerk provided the following crime figures taken from [www.Police.uk](http://www.Police.uk) crime map: September 2022 – 8 reports of crime within the village.
- 1122.120 NEIGHBOURHOOD PLAN  
No update.
- 1122.121 INFRASTRUCTURE  
Updates received and agreed actions
1. Churchyard  
No update.
  2. Village Green  
Replacement Queen's tree has been planted – see agenda item 1122.118.2.
  3. Roads and Footpaths  
CCC has confirmed receipt of the Clerk's online report that the security fencing leading on to the Ford footbridge from Brookside is broken. No further updates have been received.
  4. General  
**RESOLVED:** That agenda item 1022.102.1 from the meeting on 25th October 2022 is ratified.
- 1122.122 CIL FUNDING ROUND 2 2022/23  
Huntingdonshire District Council is now accepting requests for funding from the 'Strategic Portion' of the Community Infrastructure Levy (CIL) funds which have been collected by HDC as a CIL Charging Authority. Applications may be submitted up to 23:59 on the 9th January 2023. HDC are holding online drop-in sessions on how to complete application forms and Cllr MacLennan stated that he will try and attend.  
  
**RESOLVED:** Should the Memorial Hall Committee agree to structural alterations to the hall, the Parish Council as Landlords will support a CIL application to fund the project.
- 1122.123 DEFIBRILATOR REPORT  
Teaching session for members of the public on using the defibrillator still needs to be organised at the Sports and Social Club. First Responder David O'Brian will be doing the training. Cllr Gunney agreed to bring this to the attention of the Sports and Social Club Entertainment Committee.  
  
Cllr Johnson to contact David O'Brian for defibrillator reports.
- 1122.124 POSTING PARISH COUNCIL INFORMATION ON SOCIAL MEDIA  
**RESOLVED:** Parish Council agenda's, minutes and events will be posted on Facebook for information purposes only. Councillors will rotate this task. If any post is used for purposes other than it was intended for, it will be switched off.
- 1122.125 IMPROVE OFFER TO TEENAGERS  
**RESOLVED:** Ideas are to be sought from members of the public as to what the Parish Council can do to entertain teenagers in the village.
- 1122.126 FINANCIAL REPORTS  
1. **RESOLVED:** Payments of outstanding debts:

A Brown – Clerk	Salary and Expenses November 2022	£1002.50
HMRC	Clerk’s Tax & NI November 2022	£362.16
NEST	Clerk’s Pension November 2022 D/D	£54.15
Maynard Trees	Grind out horse chestnut stump and make good	£180.00
Alconbury Recreation Field Charity	Donation S137 LGA 1972 – up keep of field	£1000.00
Alconbury Recreation Field Charity	Donation S137 LGA 1972- Childrens christmas party	£50.00
ASKiT	Antivirus annual subscription/Livedrive Cloud Backup	£53.91
ASKiT	Microsoft 365 Business Basic Annual subscription	£582.20
Savills	Village hall rent 07/12/2022 – 06/12/2023	£91.20

2. Monies received – Nil.

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

3. To resolve budget and precept for next financial year

**RESOLVED:** To receive and confirm that the proposed budget for the 2023/24 financial year will be set at £39,000 again. The Clerk will complete the precept request form and return to the Revenue and Benefits Manager at HDC before the deadline of 16<sup>th</sup> December 2022.

4. **RESOLVED:** That the Lloyds Bank bank account is closed as it appears there is still £0.81 in the account. The Clerk will contact Lloyds Bank.

5. **RESOLVED:** That the National Joint Council for Local Government Services (NJC) new pay scales for 2022-23 be implemented from 1 April 2022.

1122.127

#### CORRESPONDENCE RECEIVED

- HDC Christmas and New Year period waste collection days.
- Huntingdon Police community meeting
- Neighbourhood Watch will be erecting the Christmas tree on Maypole Square on Friday 2nd December. Carols around the tree will be held on Monday 19th December at 6.30pm. Chosen charity this year is EACH. (East Anglian Children Hospices).
- HDC: Warm spaces in Huntingdonshire.
- Combined Authority Transport Team: Consultation on a strategy to speed up the switch to electric, hydrogen and other renewable fuelled vehicles in Cambridgeshire and Peterborough.

1122.128

#### MATTERS FOR FUTURE CONSIDERATION

December agenda items:

- £ 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.

1122.129

NEXT MEETING – Tuesday 20<sup>th</sup> December 2022, Memorial Hall, School Lane, Alconbury at 7.30 pm.

The meeting closed at 9:16 pm.