Alconbury Parish Council

www.alconburyparishcouncil.gov.uk
Parish Clerk: Alison Brown
46 Oakdale Avenue, Peterborough, Cambs PE2 8TA
parishclerk@alconburyparishcouncil.gov.uk

Minutes of the Alconbury Parish Council meeting held in the Memorial Hall, Alconbury on Tuesday 19th December 2023 at 7:30 pm

Present: Councillors: T. Gilbert (Chair), S. Button, M. Gunney, R. Johnson S. Isaacs, C. Pinn, L. Pinn and Mrs Brown (Clerk).

Members of the public: 2 HDC/CCC: 0 TABFG representative: Mr Charles Dalleywater

Public Question Time
Public Bodies (admissions to meetings) Act 1960 s 1 extended by the LGA 1972 s 100
A resident asked the Parish Council why a traffic monitoring survey was required for the B1043 weight limit CIL bid application when a survey was done for the sound barrier. Cllr Gilbert explained that the weight limit application requires data from 4 survey's carried out over a period of 12 months.

The resident also stated that:

- They will continue to liaise with Cllr Gardener regarding the re-painted hatches on the B1043 as Highways have said that they are the same size as previously however the residents says that this is not the case.
- They had put in a complaint to Anglian Water as their contractors are continually speeding past their property.
- For the last 2 ½ weeks, there has been a mains water leak outside a property on Lords Way.
- The salt grit bin has not been refilled on the High Street, near the sheep field gate. The Parish Council will report this to Cambridgeshire County Council.

1223.124 APOLOGIES FOR ABSENCE
Cllr MacLennan was not present.

1223.125 DECLARATIONS OF INTEREST
Cllr Brawn – agenda item 1223.133.1.

1223.126 CO-OPTION OF PARISH COUNCILLORS
No applications received.

1223.127 THE ALCONBURY BROOK FLOOD GROUP
Mr Charles Dalleywater gave his report which is appended to these minutes.

The Clerk stated that she had reported the two weak points in the brook bank between the heritage bridge and the ford Brookside. The EA had responded and stated that the land owner was responsible for the repair and that a permit from them was needed to carry out the works. Charles Dalleywater informed the meeting that The Alconbury Brook Flood Group (TABFG) were willing to carry out the repair works and obtain the relevant permit. TABFG will submit a quotation for the works to the Parish Council.

A drain alongside Brookside has detached from its original position and the water flow is pushing it further away from the brook bank and into the middle of the brook leaving a large hole into which a small person could fall. This has been reported twice to Highways.
RESOLVED: That the Clerk will report this issue to Highways on behalf of the Parish Council.

1223.128 REPORTS FROM COUNTY AND DISTRICT COUNCILLOR
Cllr Gardener submitted his report prior to the meeting which was read out by Cllr Gilbert and is appended to these minutes.

1223.129 BRAMPTON CROSS DEVELOPMENT
Defer to next meeting as no update.

1223.130 CROWN GARDENS
Defer to next meeting as no update

1223.131 MINUTES FOR APPROVAL
RESOLVED: The minutes of the Alconbury Parish Council meeting held on 28th November 2023 were agreed as a correct record of the meeting and signed by Cllr Johnson as the Chair was not present at that meeting.

1223.132 PLANNING APPLICATIONS
1. Resolved comments where appropriate on applications:
    - 23/01879/HHFUL- Replace garage with car port and new garage (Retrospective) at 2B Rusts Lane Alconbury Huntingdon PE28 4DN
      RESOLVED: No material observations.

    - 23/02290/FUL - Change of use of a agricultural barn to form an extension to the existing farmhouse, creation of connecting link between the existing farmhouse and proposed extension, demolition of the farmhouses porch and replacement with a more sympathetic porch, change of use of agricultural land to residential garden, and other associated infrastructure and works at Homefield Farm Great North Road Alconbury Huntingdon PE28 4ER
      RESOLVED: No material observations.

2. Received updates on previous planning 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 – Approved.
    - 23/80349/COND: Discharge of condition 10 (Key Phase 2 Framework) for 201158OUT Alconbury Airfield, Ermine Street, Little Stukeley PE28 4WX – In progress.
    - 23/01226/FUL Retrospective application for erection of a new building at Research Centre Woolley Road, Alconbury – In progress.
    - 23/01907/HHFUL: Single storey rear extension at 5 The Maltings, Alconbury, Huntingdon PE28 4DZ – Approved.
    - 23/01908/LBC: Single storey rear extension at 5 The Maltings, Alconbury, Huntingdon PE28 4DZ – Approved.

1223.133 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 Brawn informed the meeting that she wished to step down as a Parish Council Trustee on the Memorial Hall committee due to personal circumstances. Cllr C. Pinn agreed to take over the role.

2. Tree Warden
    - **RESOLVED:** To ratify acceptance of the tree works quotations from Maynard Trees for works identified in the recent Parish Council tree survey – cost £5320.00.

3. Alconbury Recreation Field Charity & Alconbury Sports and Social Club
   Cllr Gunney reported that the Children's Christmas party had been a success with 36 attendees. The Sports and Social club have a full programme of events over the Christmas period.

   The Clerk stated that she had still not heard back from the club whether there was a requirement in the constitution to have a Parish Council representative on their committee. Cllr Gunney will continue to report back to the Parish Council for the time being until all responsibilities are reviewed in May 2024.

   A new big, as agreed at the last meeting has not yet been progressed by the Clerk. Cllr Gardener will be asked if he can investigate whether the 'dogs on leads' area in the parish can be extended from the church to include the Sports and Social Club field.

4. Bramble End Play Area
   Cllr Gunney and Cllr Johnson will investigate whether the ladder repair needs to carried out by the supplier and will inform the Clerk of their findings.

5. Woolley Hill Wind Farm
   No update.

6. Planning Working Group
   No update.

7. Alconbury Weald – Joint Parishes Meetings
   The Clerk reported that she had attended the recent Alconbury Weald Joint Parishes meeting. As the meeting was poorly attended, a discussion took place as to whether the meetings are still relevant in their present format as attendance has dwindled especially in the last year. Urban and Civic will be sending out an all-parishes email with options of future meetings/briefings.

   The Clerk had asked at the meeting if Urban and Civic could help with funding towards the traffic survey costs for the weight limit on the B1043 which will cost £4000. Urban and Civic have since agreed to give £2000 towards the total cost, and will also provide the Parish Council with any historic data monitoring they may have for the B1043.

   Points mentioned during the presentation:
   - 890 homes are now occupied. Phase 1 will deliver 1700 homes.
   - There has been an increase in people using the AW1 bus. On average, 800 passengers are using the service.
   - The business case for a train station is still progressing.
   - The Special Education Needs school is anticipated to open in September 2024.
   - Primary school - The 1st form is full and the second is half full which means it can now extend to 3rd form entry.
   - Secondary School – A decision on who will be building the school should be made in January 2024. The school will open in either September 2026 or September 2027.
   - Demolition work has begun on Phase 3.

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1223.134 VILLAGE CRIME

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

- October 2023 –11 reports of crime within the village.

1223.135 NEIGHBOURHOOD PLAN

Cllr Gilbert stated that she will have graphs and charts ready for the working party meeting on 9th January 2024. Cllrs were asked to summarise their allocated topic comments ready for the meeting. The Clerk will send the spreadsheet link to all new councillors.

1223.136 INFRASTRUCTURE

Received updates and resolved actions:

1. Churchyard
   No update.

2. Village Green
   Village Green registration - The Clerk reported that Roythornes solicitors are not holding any deeds relating to the Village Green nor are there any in the Parish Council filing cabinet. This means that Roythornes will go down the lost deeds route.

3. Roads and Footpaths
   - Cllr Button and Cllr Isaacs are working on putting together the application for implementing a 20-mph speed limit in village. The 20-mph speed limit area was confirmed as being all entries into the village from Rusts Lane, Mill Road, and Sharps Lane. This makes the scheme cheaper as less signage is required.

4. General
   1. LHI bid strategy
      a. Brookside parking issues and HGV access
         No update.

b. Weight limit on B1043
To submit an LHI bid for a weight limit on the B1043, a traffic monitoring report carried out 4 times over a 12-month period must accompany the application. The cost for this is £4000. It was noted in agenda item 1223.133.7. that Urban and Civic had agreed to donate £2000 toward the cost. An LHI bid application can then be submitted in January 2025.
RESOLVED: To instruct Cambridgeshire County Council Highways to carry out the required traffic monitoring 4 times over a 12-month period starting in January 2024 – cost £4000 of which Urban and Civic are contributing £2000.

2. Update on CCC LHI application bid January 2023
Cllr Gilbert reported that had met with Ross Lewis from CCC Highways and had agreed with him the locations for the signs. The works will be completed by the end of this financial year

3. Cllr Johnson is putting together the LHI bid to replace the Speed Indicator Device (SID), on Great North Road and a new one going downhill on Rusts Lane near Manor Lane. The Clerk has SID costs which she will send to Cllr Johnson.

1223.137 FINANCE

1. **RESOLVED:** Payment of outstanding December debts:

Alconbury Hall	Room hire 09/01/2024	£28.00
ASKit	Microsoft 365 annual subscription – additional councillor emails	£129.36
ASKit	Webhosting annual support to 30/11/2021	£300.00
ASKit	New parish council laptop and set up	£529.80
CAPALC	Cllr Training – Cllr Isaacs	£75.00
A Brown – Clerk	Clerk's salary December 2023	£834.36
HMRC	Clerk's Tax & NI December 2023	£231.10
NEST	Clerk's Pension December 2023	£33.15

2. Monies received – None.
RESOLVED: The Chair confirmed the receipts and bank reconciliation as correct.

1223.138 CORRESPONDENCE RECEIVED
None.

1223.139 MATTERS FOR FUTURE CONSIDERATION
Defibrillators to go back on the agenda.

1223.140 NEXT MEETING – 30th January 2024, Memorial Hall, School Lane, Alconbury at 7.30 pm.

The meeting closed at 8:45pm.