Alconbury Parish Council

www.alconburyparishcouncil.gov.uk
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Minutes of the Alconbury Parish Council meeting held in the Memorial Hall, Alconbury on Tuesday 28th November 2023 at 7:30 pm

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

Members of the public: 6 HDC/CCC: Cllr Ian Gardener TABFG representative: Mr Charles Dalleywater

Public Question Time
Public Bodies (admissions to meetings) Act 1960 s 1 extended by the LGA 1972 s 100

1. Resident 1 asked the Parish Council if a kerb stone could be put in from the sheep gate under the flyover to opposite their gate as this would keep the mud on the bank as mud is a big issue near their property. Cllr Gardener said that he would look inyo this request with Charles Dalleywater from The Alconbury Flood Group (TABFG) as this may already be included in the project which TABFG are involved in.

2. Resident 1 asked if the Parish Council could confirm which areas are part of the village green – this was confirmed to the resident.

3. Resident 1 asked for an update on the B1043 resurfacing of the re-painted hatches raised in the public forum at the last meeting. Cllr Gardener stated he was still awaiting a response from the Highways Officer at Cambridgeshire Couty Council.

4. Resident 1 asked if the Parish Council could write to Maritime Transport Ltd and ask if they would be prepared to work with the Parish Council for a weight limit on the B1043. The also asked if Maritime Transport Ltd had signed a covenant not to use the B1043. Cllr Gardener stated that there was no such covenant. See agenda

1123.105 APOLOGIES FOR ABSENCE
Apologies were received and accepted from Cllr Brawn and Cllr Gilbert.

1123.106 DECLARATIONS OF INTEREST
Cllr MacLennan – agenda item 1123.114.1 and 1123.114.5.

1123.107 CO-OPTION OF PARISH COUNCILLORS
Two applicants attended the meeting and expressed an interest in joining the Parish Council.
RESOLVED: To co-opt Christopher Pinn and Lynne Pinn onto Alconbury Parish Council. Christopher Pinn and Lynne Pinn signed a Parish Councillor Declaration and joined the Parish Council for the remainder of the meeting.

1123.108 THE ALCONBURY BROOK FLOOD GROUP

1. Mr Charles Dalleywater gave his report which is appended to these minutes. In addition to his report, Mr Dalleywater also stated the following:
   - Funds from Anglian Water for the Hydroplanters Rainwater Gardens project will be in the TABFG bank account tomorrow.
   - A grant is expected from the Woolley Hill Wind Farm charity for the purchase of more soil sensors for the brook and other areas to help understand flow, rainfall and soil moisture.

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2. A request had been received from the Environment Agency (EA), asking if the Parish Council would be happy for them to proceed with their plans to clear the vegetation and silt accumulating at Mill Road Bridge, Alconbury (National Grid Reference: TL1860175796).

   The EA intends to remove the silt berms that have formed on the upstream side of Mill Road Bridge with a long reach tracked excavator. The silt will then be deposited on top of the bank, where it will be spread.

RESOLVED: The Parish Council agreed for the Environment Agency to proceed with the vegetation and silt removal at Mill Road.

1123.109 REPORTS FROM COUNTY AND DISTRICT COUNCILLOR
Cllr Gardener read out his report which is appended to these minutes.

1123.110 BRAMPTON CROSS DEVELOPMENT
The Parish Council is waiting for Concilio Communication to send a copy of the Environmental Impact Assessment and details of their plans regarding the submission of any planning applications so that another public meeting can be arranged for early in the new year.

1123.111 CROWN GARDENS
Cllr Bob Johnson and Cllr Gardener met with Tammy Smith the Manager of Crown Gardens earlier this month. The age range currently for adults at Crown Gardens is 21-63. They were informed that the Police had been contacted regarding Drug usage by residents and that Caroline Terry is Places for People National Supported Housing Manager and that she overseas Crown Gardens. It was also was reported that children from Crown Gardens are attending the local primary school and are very highly thought of.

1123.112 MINUTES FOR APPROVAL
RESOLVED: The minutes of the Alconbury Parish Council meeting held on 31st October 2023 were agreed as a correct record of the meeting and signed by the Chair.

1123.113 PLANNING APPLICATIONS
1. No applications received this month.

2. Received update 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 – In progress.
- 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 – In progress.
- 23/01908/LBC Single storey rear extension at 5 The Maltings, Alconbury, Huntingdon PE28 4DZ – In progress.

1123.114 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 committee is installing CCTV and that the outside roller blind has now been fixed making the building secure. A fence is also planned to secure an area outside the hall. They are also speaking to suppliers in a bid to make the building greener and would like to install heat pumps and solar panels to reduce heating and electricity bills. The committee now pays for the play school's energy bills. There are plans to open the hall as a warm space and volunteers are needed. The committee is putting in a bid to the Woolley Hill Wind Farm charity for funds to put in a window and lay carpet in the upstairs room to turn it into another meeting room.

2. Tree Warden
Cllr MacLennan stated that the replaced Queen's oak had died.

3. Alconbury Recreation Field Charity & Alconbury Sports and Social Club
Dog Control Measures – Cllr Johnson stated that dog mess not being picked up by dog owners using the field to exercise their dogs was an issue and that the field must be checked and cleared before any games can be played on it. It was suggested that action at Huntingdon District Council level might be needed with the dog warden (if there was one) being more visible in the area. Additional dog waste bins were also discussed and it was agreed that one could be put in at the entrance to the club.

RESOLVED: That an additional bin for dog waste will be installed near the entrance to the Alconbury Sports and Social Club on the grass verge. Huntingdonshire District Council will be asked to provide the cost of installing and emptying the bin.

The Clerk stated that Sports & Social Club had not yet confirmed whether there was a requirement in their constitution for a Parish Council representative at their meetings.

Cllr Gunney reported that Christmas events at the Sports and Social Club are going ahead and that the club is well supported with memberships still going up.

4. Bramble End Play Area
The surface area under the swing has been repaired, however the company repairing the ladder had stated that they were unable to tighten the rungs and that they would need to be replaced and submitted a quotation of £430.00 + VAT. Cllr Johnson offered to check the ladder to see if this was correct before the company is instructed to go ahead and replace the parts.

5. Woolley Hill Wind Farm
Cllr MacLennan reported that he had attended the recent meeting and that 5 grants had been awarded. The next round of grant bids opens in February 2024.

6. Planning Working Group
Cllr Johnson gave an update from the recent HDC Planning Development Management Training which he attended and stated that Parish Council responses should state whether they support, object or are neutral on applications. The Clerk stated that slides from the training had been circulated to all councillors.

7. Alconbury Weald – Joint Parishes Meetings
Next meeting is on 14th December 2023 at The Club, Alconbury Weald.

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1123.115 VILLAGE CRIME

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

- September 2023 –10 reports of crime within the village.

1123.116 NEIGHBOURHOOD PLAN

Councillors will be attending a working party meeting on 9th January 2024 to discuss and analyse the written comments collated from the householder surveys.

1123.117 INFRASTRUCTURE

Received updates and resolved actions

1. Churchyard
No update.

2. Village Green
The Clerk reported that Roythornes Solicitors had quoted approximately £1200.00 + VAT, plus any disbursements and Land Registry costs to register the Village Green to the Parish Council.
RESOLVED: To accept the quotation from Roythornes Solicitors and instruct them to register the Village Green with Land Registry.

3. Roads and Footpaths

- Implementing 20mph speed limit in village
Applications for the next round of 20 mph LHI bids opens in January 2024. Cllr Button and Cllr Isaacs agreed to put together the application. The Clerk will send them a link to the application form on Cambridgeshire County Council website.

4. General

1. LHI bid strategy
    a. Brookside parking issues and HGV access
    Cllr MacLennan agreed to take this forward by submitting an LHI bid when the next round opens.

    b. Weight limit on B1043
    It was stated that Cllr Gardener and Cllr Gilbert Chair had met with Josh Rutherford from CCC Highway Projects Team regarding putting in an LHI Bid for a weight limit on the B1043. They were informed that the Parish Council would need to undertake

quarterly monitoring of the road for 12 months, to determine the volume of HGV's using the route, before a bid could be submitted. The cost would likely be in the region of £100,000 as signage would be required on the A1M. As the cost is prohibitive to the Parish Council, they are looking at other sources of funding.

It was agreed that the Parish Council should move forward and gather traffic monitoring evidence over the course of next year with a view to submitting an LHI bid in January 2025 for a weight limit on the B1043. The cost for traffic monitoring £4000.00. This will be an agenda item for resolving at the next meeting so that monitoring can start in the new year. It was noted that Urban and Civic should be approached and asked to help fund the traffic monitoring.

c. Speed Indicator Devices (SID's) locations were identified for Great North Road, Rusts Lane coming into the village after the flyover and replacing the old SID on Sharps Lane, end of Great North Road before Globe Lane. Cllr Johnson agreed to put together the LHI application which closes at 5 pm on 12th January 2024.

2. Update on CCC LHI application bid January 2023
Cllr Gilbert will be meeting the project manager on 1st December 2023 regarding the positioning of the signs.

1123.118 FLOOD WATCH

The request for funding to help with printing costs of the revised flood plan leaflet to be issued to approximately 100 affected households was discussed. The leaflet has been updated with flood warden contact details and gives residents instructions on what to do during a flood.
RESOLVED: That a budget of £100.00 will be allocated to print the flood plan leaflet. Cllr Johnson will send the Clerk a copy of the leaflet so that she can find out the printing cost.

1123.119 DEFIBRILLATOR REPORTS

1. Defibrillators reports for the units in the Memorial Hall and shop had been submitted by Alconbury/Buckworth CFR Group Coordinator David O'Brian were noted as no action required.

2. Cllr Johnson reported that he was still trying to find a suitable location with a power supply for another defibrillator around the Sharps Lane area. This item to be held in abeyance.

1123.120 FINANCE

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

The Alconbury Brook Flood Charity	Grant S137 LGA 1972	£500.00
ASKit	Microsoft 365 annual subscription - emails	£635.04
	Annual ESET Internet Security subscription and Livedrive Cloud Backup for PC laptop	£55.00
Alconbury Hall	Meeting room hire 19/12/2023	£12.00
Savills	Memorial Hall ground rent in advance 07/12/2023-06/12/2023	£123.60
HAGS-SMP Ltd	Repair surface under swing at Bramble End	£449.28
A Brown – Clerk	Clerk's salary November 2023	£1048.50
HMRC	Clerk's Tax & NI November 2023	£385.06
NEST	Clerk's Pension November 2023	£57.65

2. Monies received

Lloyds Bank – account closure outstanding balance	£0.81

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

3. **RESOLVED:** That the National Joint Council for Local Government Services (NJC) new pay scales for 2023-24 be implemented and backdated from 1 April 2023.

4. To resolve budget and precept for next financial year 2024/25
RESOLVED: To accept the proposed budget for the 2024/25 financial year and that the Band D charge level will be set at the same level as last year at £71.56. The Clerk will complete the precept request form and return to the Revenue and Benefits Manager at HDC.
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5. **RESOLVED:** That all new councillors will be added to the Unity Trust Bank mandate as signatories to authorise online payments and sign cheques.

1123.121 CORRESPONDENCE RECEIVED
None.

1123.122 MATTERS FOR FUTURE CONSIDERATION
The Clerk reported that the Parish Council laptop battery was no longer able to hold any charge and that the laptop had to be permanently plugged in. As the laptop was over 5 years, a quotation of £441.50 +VAT had been obtained from ASKit for a new laptop and set-up. It was agreed that a new laptop should be purchased and will be an agenda item at the next meeting.

1123.123 NEXT MEETING – 19th December 2023, Memorial Hall, School Lane, Alconbury at 7.30 pm.

The meeting closed at 9:43 pm.