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 30th January 2024 at 7:30 pm

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

Members of the public: 1 **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
A resident thanked Cllr Gardener for quickly arranging the mud to be cleared off the road near their property after the January flooding.

The resident also:

- Asked the Parish Council for an update regarding a weight limit on the B1043 – see agenda item 0124.153.4.1.b.
- Stated that the grit bin outside their property had not been refilled after raising it with the Parish Council at the last meeting and that due to flooding, there was solidified grit in the bottom of the bin which needs to be removed before the bin is refilled. The Clerk will report this to Cambridgeshire County Council (CCC).
- Asked why kerb stone between Frumetty Lane and the A1/M flyover, and between the A1/M flyover and Sheep gate had not been put in as promised by Highways. Cllr Gardener stated that he would investigate and speak with Mr Trill in Highways. It was noted that the section of road under the A1/M flyover belongs to National Highways. It was suggested that the Parish Council could submit an LHI bid next year (2025) for kerb stone to be put in.

0124.141 APOLOGIES FOR ABSENCE
Apologies were received and accepted from Cllr. L. Pinn.

0124.142 DECLARATIONS OF INTEREST
Cllr MacLennan – agenda item 0124.150.1. and 0124.150.6.
Cllr C. Pinn – agenda item 0124.150.1.

0124.143 CO-OPTION OF PARISH COUNCILLORS
No applications received.

0124.144 THE ALCONBURY BROOK FLOOD GROUP (TABFG)
1. Mr Charles Dalleywater gave his report which is appended to these minutes. He also stated that the Environment Agency (EA) is chasing Gigaclear regarding the bank which they had dug along side the brook. The EA is also trying to resolve the issue of Anglian Water tankers going through the village and making a mess on the roads. It was noted that the installation of the Hydrogarden units in the Memorial Hall car park was nearing completion.

2. It was reported that the Brook bank that had subsided on the Alconbury Village Green near Brookside has been partly filled by TABFG (with an EA permit exemption) and will be surfaced to the normal height with top-soil and appropriately re-seeded.

Mr Dalleywater stated that he had costed a reed spraying course at £456 + VAT for TABFG volunteers to attend. The EA would then allow TABFG to control reed growth throughout the year. Mr Dalleywater asked if the Parish Council would consider helping with the funding of this course.

The detached drain alongside Brookside raised in the previous meeting has still not been repaired by Highways. Mr Dalleywater and Cllr Gardener are due to meet with Karen Lunn, CCC Highways Officer, and offered to show her the issue. However, Cllr Gardener stated that he would also chase this up with Highways prior to this meeting.

0124.145 REPORTS FROM COUNTY AND DISTRICT COUNCILLOR

Cllr Gardener read out his report which is appended to these minutes. He also stated that he will ask Huntingdonshire County Council (HDC), to carry out a litter pick along the B1043.

The old A14 (A1307), including the route between Swavesey and Huntingdon, has been officially handed over from National Highways to CCC. CCC have funds to carry out repairs on this stretch of road, therefore Cllr Gardener will ask CCC if they will consider using the funding to repair the footpath near Maritime Ltd and consider paying for the B1043 weight limit.

0124.146 BRAMPTON CROSS DEVELOPMENT

Cllr Gilbert gave the following update from Concilio Communication regarding the Brampton Cross Development: 'Whilst we have made some good progress in the evolution of the Master Plan and drafting of the EIA Scoping Report, there are a number of areas that require further input to allow us to move forward with more confidence. Not least of these is the news that the publication of the EA Flood Modelling Data we had been anticipating has been delayed. We are therefore currently reviewing how best to move forward, but there will inevitably be an impact on programme. We will keep the Parish Council updated as we move forward.'

0124.147 CROWN GARDENS

Next meeting is on 28th February 2024.

0124.148 MINUTES FOR APPROVAL

RESOLVED: The minutes of the Alconbury Parish Council meeting held on 19th December 2023 were agreed as a correct record of the meeting and signed by the Chair.

0124.149 PLANNING APPLICATIONS

1. Resolved comments where appropriate on applications:
   - 23/01547/FUL - Erection of Generators, Fuel Tank and Utility Building (Retrospective) At Research Centre, Woolley Road, Alconbury Huntingdon PE28 4HS.
     RESOLVED: No material observations.
   - 24/00102/S73 - Removal of Condition 2 (Plans listed in table above) of 23/01908/LBC at 5 The Maltings, Alconbury, Huntingdon PE28 4DZ.
     RESOLVED: No material observations.

2. Received updates on previous planning applications:
   - 23/80349/COND: Discharge of condition 10 (Key Phase 2 Framework) for 201158OUT Alconbury Airfield, Ermine Street, Little Stukeley PE28 4WX – Pending decision.
   - 23/01226/FUL Retrospective application for erection of a new building at Research Centre Woolley Road, Alconbury – In progress.
   - 23/01879/HHFUL- Replace garage with car port and new garage (Retrospective) at 2B Rusts Lane Alconbury Huntingdon PE28 4DN – In progress.
   - 23/02290/FUL - Change of use of a agricultural barn and other associated infrastructure and works at Homefield Farm Great North Road Alconbury Huntingdon PE28 4ER – In progress.

0124.150 COUNCILLORS UPDATES FROM PREVIOUS MEETING

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

1. Memorial Hall
   - Cllr C. Pinn has replaced Cllr Brawn on the Memorial Hall Executive Committee.
   - A bid has been put in to CCC for solar panels to change the heating system to electric.
   - A bid has also been put in to the Woolley Hill Wind Farm charity to replace the wooden windows with UPVC ones; and to put in a window and carpet in the upstairs loft area to create another meeting room.
   - CCTV is being installed and entrance into the hall for users is changing to the front doors.
   - The Executive Committee is considering putting in a bid to the Parish Council for funding to help with the hall running costs and considering hiring a hall manager again.
   - The pre-school has a new Manager and they will be asked if they can help with planting up the new Hydroplanters in the car park. Disabled spaces in the car park will be tarmacked and the remainder of the car park will be gravelled.
   - A food market is taking place in the hall in April which could become a monthly event.

2. Tree Warden
   No update.

3. Alconbury Recreation Field Charity & Alconbury Sports and Social Club
The Sports and Social Club has not yet informed the Clerk whether its constitution requires Parish Council representatives to attend its committee meetings. Cllr Gunney stated that the Club Chair has been forwarded the Clerk's email request. He also reported that the Club is financially stable and that a variety of events are taking place.

4. Bramble End Play Area
Cllr Gunney reported that he had carried out the monthly inspection and that no issues were found. It was noted that Bramble End play area needs upgrading.
RESOLVED: That the ladder highlighted in last year's inspection report is not an urgent repair and will be reviewed after the next inspection later this year.

It was suggested that the Birds Estate would benefit from a few pieces of play equipment. However, it would be necessary to first establish who the land owner was. The Clerk will make some enquiries.

5. Woolley Hill Wind Farm
The deadline for the current funding round is 1st February 2024. Decisions on received applications will be made in June/July 2024.

6. Planning Working Group
No update.

7. Alconbury Weald – Joint Parishes Meetings
The recent meeting had been cancelled and an email sent to all Parish Councils asking them how frequently they would like future meetings and in what format.
RESOLVED: Urban and Civic will be asked to attend Parish Council meetings every 6 months to provide an update.

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0124.151 VILLAGE CRIME

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

- November 2023 –11 reports of crime within the village.
- December 2023 –8 reports of crime within the village.

0124.152 NEIGHBOURHOOD PLAN

Neighbourhood Plan Consultants quotations obtained by the Clerk were discussed. It was agreed that the service provided by ACRE would be the most cost effective.
RESOLVED: To engage the services of ACRE as consultants for writing a Neighbourhood Plan. The Clerk will organise the first meeting for April 2024. Cllr Gilbert will submit an article for the Parish Pump with an update on the progress of the Neighbourhood Plan.

0124.153 INFRASTRUCTURE

Received updates and resolved actions:

1. Churchyard
No update.

2. Village Green

- Cllr Gilbert stated that she had signed a 'Statement of Truth' to accompany the Village Green registration which Roythorne's Solicitors are submitting to Land Registry on behalf of the Parish Council.

3. Roads and Footpaths

- Cllrs Button and Isaacs reported that they had completed the draft CCC funding application for a 20mph speed limit in village. It was agreed that all Councillors will read the draft application and give feedback by the next meeting so that it can be submitted by the deadline of 15th March 2024.

- Cllr Gilbert reported that she had met with the new CCC Public Rights of Way Officer. The Officer was made aware of the issues with the overgrown footpath at the rear of Coulson Way however was not able to promise any action. The Officer did state that they would engage with Karen Southwell, CCC Highways Officer and discuss the footpath between Alconbury and Alconbury Weald and the cutting back of footpath No: 19 at Cades Hill which should still have a maintenance plan in place even if there is no Officer in post.

4. General
    1. LHI bid strategy
        a. Brookside parking issues and HGV access
        RESOLVED: Cllr MacLennan will put together a resident's survey asking for ideas and solutions on the parking issues and HGV access in Brookside.

        b. Weight limit on B1043
        Quotations from four traffic survey companies for four traffic surveys during 2024 on two points on the B1043 were discussed.
        RESOLVED: To accept the quotation from Phoenix Traffic Surveys - £1790 + VAT.

    2. Update on works resulting from January 2023 CCC LHI application bid
    CCC has confirmed that the signage will soon be installed.

    3. Update on 2024 LHI application bid for Speed Indicator Devices
    Cllr Johnson reported that he had submitted the application to CCC.

0124.154 DEFIBRILLATORS

1. Defibrillators reports for the units in the Memorial Hall and shop had been received from Alconbury/Buckworth CFR Group Coordinator David O'Brian. It was noted that AED pads had an expiry date of 28/02/2024 and needed replacing.
RESOLVED: To ask Alconbury/Buckworth CFR Group Coordinator David O'Brian to purchase a new set of AED pads for the defibrillator at the Memorial Hall.

2. Cllr Johson reported that he is still trying to find a power source for an additional defibrillator near Sharps Lane and stated that he is investigating whether the unit can go on the new Speed Indicator Device pole and share the power source.

0124.155 COMMUNITY RESILIENCE

Cllr Johnson reported that he had been meeting with CCC and a police representative over a few sessions with both his Flood Warden hat and Parish hat on. Charles Dalleywater has also been attending as a Flood Group representative.

A police representative, Alex Wood-Davis - a retired inspector, is driving an initiative, with CCC support (Hilary Tandy), under the banner of the Cambridge and Peterborough Local Resilience Forum using a Community Resilience Working Group to develop local resilience groups for each community across Cambridgeshire. Alex Wood-Davis, is using two existing arrangements that have been identified as "gold standards" to model a working plan: Alconbury flood management and a similar set up in St Ives, and intends to evolve both into a single, county-wide proposal.

The intent is to strengthen and formalise local ability to be able to cope with various emergencies - flooding as a lead example but developed to cover others such as a severe fire, a multi-day power outage, an aircraft crashing into the village and so on. The eventual plan will incorporate local teams with the police, fire service and all the other statutory authorities to provide a total force.
RESOLVED: That the Parish will support the Community Resilience initiative towards attendance at a working group later this year and to take this forward with representatives from the various key players in the village who may wish to engage. Cllrs Brawn, Gilbert, Issacs and MacLennan expressed an interest in being involved.

0124.156 FINANCE

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

Unity Trust Bank	Bank charges 04/09/23-04/12/2023	£18.00
ASKit	Internet security for laptop/Livedrive cloud	£55.00
Mr Ayres	Allotment rent 2024	£1200.00
CAPALC	Cllr trainings – Cllrs Button, C. Pinn, L. Pinn	£225.00
Alconbury Hall	Room hire 27/01/2024	£14.00
Society of Local Council Clerks	Clerk's annual membership renewal	£104.40
A Brown – Clerk	Clerk's salary January 2024	£834.16
HMRC	Clerk's Tax & NI January 2024	£231.30
NEST	Clerk's Pension January 2024	£33.15
Parrot Print	Flood plan leaflet printing	£123.00

2. Monies received

Unity Trust Bank interest	£247.50

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

0124.157 CORRESPONDENCE RECEIVED

- HDC email: Launch of inaugural Festival of Huntingdonshire in April 2024 - a celebration of what makes Huntingdonshire special, which will coincide with some key dates for the district.

- CAPALC: Update on Section 137 limit 2024/2025 - The Department for Levelling Up, Housing and Communities has notified the National Association of Local Councils (NALC) that the appropriate sum for section 137(4)(a) of the Local Government Act 1972 (the 1972 Act) for local (parish and town) councils in England for 2024/25 is £10.81.

0124.158 MATTERS FOR FUTURE CONSIDERATION
None.

0124.159 NEXT MEETING – 27th February 2024, Memorial Hall, School Lane, Alconbury at 7.30 pm.

The meeting closed at 9:26 pm.