Alconbury Parish Council

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

Notice of Annual Parish Council meeting:

Date: Tuesday 28th May 2024 **Time:** 7.30pm **Venue: Memorial Hall, School Lane, Alconbury**

All members of the council are hereby summoned to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below.

During the 15 minutes Public Participation, Members of the public and press are invited to address the Council regarding items that are on the agenda. If you wish to discuss any other matter, please contact the Clerk outside of this meeting.

A Brown

A Brown
Parish Clerk
22nd May 2024

AGENDA

Public Question Time
Public Bodies (admissions to meetings) Act 1960 s 1 extended by the LGA 1972 s 100
This section (at the Chair's discretion may last up to 15 minutes) is not part of the formal meeting of the Council and minutes will not be produced.

0524.001 ELECTION OF CHAIRMAN
To elect a Chairman followed by signing of the Acceptance of Office

0524.002 ELECTION OF VICE CHAIRMAN
To elect a Vice Chairman followed by signing of the Acceptance of Office

0524.003 APOLOGIES FOR ABSENCE

0524.004 DECLARATIONS OF INTEREST
Councillors to delcare any Disclosable Pecuniary Interests as detailled in S.30 Localism Act 2011, along with any other interests relating to items on the agenda.

0524.005 CO-OPTION OF PARISH COUNCILLORS
To receive and consider any application for co-option

0524.006 ADOPTION OF POLICIES AND PROCEDURES, REGULATIONS AND DELEGATED POWERS
To agree to review all policies and procedures of the council

0524.007 TO CONFIRM APPOINTMENT OF PARISH COUNCIL REPRESENTATIVES TO THE FOLLOWING GROUPS AND ORGANISATIONS FOR THE MUNICIPAL YEAR:-

- Memorial Hall
- Tree Warden
- Alconbury Recreation Field Charity/Alconbury Sports and Social Club
- Bramble End Play Area
- Wolley Hill Wind Farm
- Flood Working Group
- Any other groups/organisations

0524.008 THE ALCONBURY BROOK FLOOD GROUP
1. To receive latest report
2. To receive and resolve any other matters

0524.009 REPORTS FROM COUNTY AND DISTRICT COUNCILLOR
To receive verbal report

0524.010 NEIGHBOURHOOD PLAN
To receive update and resolve any action

0524.011 BRAMPTON CROSS DEVELOPMENT
To receive update and resolve action

0524.012 CROWN GARDENS
To receive any matters of concern and resolve action

0524.013 MINUTES FOR APPROVAL
To approve minutes of the meeting held on 30th April 2024

0524.014 PLANNING APPLICATIONS
1. To resolve to submit comments where appropriate on applications

2. To receive an update 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
- 23/01226/FUL Retrospective application for erection of a new building at Research Centre Woolley Road, Alconbury
- 23/01547/FUL - Erection of Generators, Fuel Tank and Utility Building (Retrospective) at Research Centre ,Woolley Road, Alconbury Huntingdon PE28 4HS

0524.015 COUNCILLORS UPDATES FROM PREVIOUS MEETING
To receive verbal reports from the Parish Councillors on their portfolio responsibilities and matters arising from previous meeting and resolve any action;

1.	Memorial Hall	Cllr MacLennan, Cllr C. Pinn
2.	Tree Warden	Cllr MacLennan, assist Cllr Gunney
3.	Alconbury Recreation Field Charity & Alconbury Sports and Social Club	Cllr Gunney
4.	Bramble End Play Area	Cllr Gunney, assist Cllr MacLennan
5.	Woolley Hill Wind Farm	Cllr MacLennan
6.	Planning Working Group	Cllr Brawn, Cllr Johnson

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0524.016 VILLAGE CRIME
To receive crime figures from Clerk

0524.017 INFRASTRUCTURE
To receive updates and resolve any actions
1. Churchyard
2. Village Green
3. Roads and Footpaths
- To note any update of submitted CCC funding application for a 20mph speed limit in village

4. General
    1. LHI bid strategy
        a. Brookside parking issues and HGV access – to receive update and resolve action
        b. Weight limit on B1043 – to receive update and resolve action

0524.018 DEFIBRILLATORS
To note bi-monthly reports

0524.019 CONDITION OF GLOBE LANE
To receive matter of concern and resolve action

0524.020 BUSES SHAKING HOUSES ON SCHOOL LANE AND THE PADDOCK
To receive matter of concern and resolve action

0524.021 D DAY TOMMY STATUE IN MEMORY OF CECIL DELLER
To consider request from Neighbourhood Watch to erect statue in the parish

0524.022 FINANCE
1. To resolve payment of outstanding May debts:

Four Seasons (Antony Abbs)	Parish grass cutting 2nd instalment (SO)	£2076.00
Alconbury Hall	Meeting room hire 25/06/2024	£14.00
Alconbury Memorial Hall	Grant S137 LGA 1972 – Memorial hall improvements in upstairs room	£2000.00
Alconbury Recreation Field Charity	Annual grant donation for field maintenance S137 LGA 1972	£2000.00

Evolve Tax & Accountancy LLP	Internal audit for year end 31 March 2024	£TBC
Information Commissioner's Office	Data Protection renewal (DD)	£35.00
Cambridgeshire Acre	Support/advice meeting for Neighbourhood Plan	£787.50
A Brown – Clerk	Clerk's salary May 2024	£836.16
HMRC	Clerk's Tax & NI May 2024	£231.10
NEST	Clerk's Pension May 2024	£33.15

2. Monies received and resolve bank reconciliation
3. Annual Governance and Accountability Return for year ending 31 March 2024
   (a) Carry out a review of the effectiveness of the system of internal control and consider any findings
   (b) Approve by resolution the Annual Governance Statement
   (c) Consider the Accounting Statements
   (d) Approve by resolution the Accounting Statements for signing by the Chair and Responsible Financial Officer (Clerk)
4. To confirm Internal Auditor for 2024/25

0524.023 CORRESPONDENCE RECEIVED

0524.024 MATTERS FOR FUTURE CONSIDERATION
To receive any matters - decisions cannot be made under this item

0524.025 NEXT MEETING 25th June 2024, Memorial Hall, School Lane, Alconbury at 7.30 pm