Alconbury Parish Council

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 25th June 2024 at 7:30 pm

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

Members of the public: 8 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. Residents asked for an update on the previously raised anti-social behaviour on the Bird's Estate. Cllr L. Pinn reported that she and Cllr Gardener had met with the local PCSO and visited the Bird's Estate. The PCSO had stated that the police cannot take any action if incidents are not reported to them, as evidence of anti-social behaviour is required for the police to take any form of action. It was agreed that residents will need to keep a log of all incidents and bring it to the next meeting which the Parish Council will forward to the police to consider what action to take. The Clerk will inform Places for People that a log of anti-social behaviour incidents is being kept by residents. Cllr Gilbert informed residents that she had asked Alconbury Primary School to have an assembly on anti-social behaviour. See also agenda item 0624.037.4.1.c.

2. A resident stated that the blocked drain at the front of Robins Terrace reported at the last meeting had worsened. Cllr Gilbert stated that she had emailed Karen Lunn, CCC Highways Officer after the last meeting and would follow up with her.

3. A resident asked for an update on the traffic surveys on the B1043. The were informed that the second traffic monitoring survey had been carried out between 5th May and 18th May 2024. – see agenda item 0624.037.4.1.b.

4. A resident asked for an update on the solution for the Brookside issue was requested. They were informed that no further action had been taken.

5. An update was requested on the maintenance of the overgrown footpath at the back of Coulson Way as it was almost impassable. Cllr Gilbert informed the resident that Karen Southwell, CCC Rights of Way Officer for hard footpaths had been out to investigate and had passed her report to the CCC Green Infrastructure Team to arrange a cut back of the overgrowth. Cllr Gardener stated that he would chase up the progress of this. It was noted that the previous Rights of Way Officer had written to all residents of Coulson Way reminding them of their responsibilities to maintain this area. See agenda item 0623.037.3.

0624.026 APOLOGIES FOR ABSENCE
Apologies were received and accepted from Cllr. T. MacLennan.

0624.027 DECLARATIONS OF INTEREST
Cllr. C. Pinn – agenda item 0624.035.1.
Cllr. Isaacs and Cllr. Johnson - agenda item 0624.035.3.

0624.028 THE ALCONBURY BROOK FLOOD GROUP (TABFG)
1. Charles Dalleywater gave his report which is appended to these minutes.
2. It was noted that TABFG now had their reed spraying permit and an agreement with the Environment Agency to carry out spraying between Alconbury Weston and Armstong Gorse (Brooklands Farm). Reed spraying can only be carried out in May, June, September and October.

The meeting was informed that a willow branch had broken off and fallen into the brook near the heritage bridge and was now growing. Charles Dalleywater stated that he would remove it.

0624.029 REPORTS FROM COUNTY AND DISTRICT COUNCILLOR

Cllr Gardener read out his report which is appended to these minutes.

Cllr Johnson asked Cllr Gardener to pass on his thanks to the contractors that had fixed the fencing panels on the A1(M), although not all panels had been replaced particularly where the bridle way approaches Alconbury.

0624.030 NEIGHBOURHOOD PLAN

Groundworks UK have awarded Alconbury Parish Council the full grant of £10,000 towards the costs associated with producing a Neighbourhood Plan, which must be spent by 31 March 2025. Another meeting with councillors and Rachel Hogger (Cambridgeshire ACRE consultant) is being arranged to discuss the way forward in producing the plan.

0624.031 BRAMPTON CROSS DEVELOPMENT

Cllr Gilbert reported that she had sent a chasing email asking for an update.

0624.032 CROWN GARDENS

No update.

0624.033 MINUTES FOR APPROVAL

RESOLVED: The minutes of the Alconbury Parish Council meeting held on 28th May 2024 were agreed as a correct record of the meeting and signed by the Chair.

0624.034 PLANNING APPLICATIONS

1. There were no new planning applications to comment on.

2. Received 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 – Pending decision.
- 23/01226/FUL Retrospective application for erection of a new building at Research Centre Woolley Road, Alconbury – In progress.
- 23/01547/FUL - Erection of Generators, Fuel Tank and Utility Building (Retrospective) at Research Centre, Woolley Road, Alconbury Huntingdon PE28 4HS – In progress.
- 24/00536/FUL: Retrospective application for external lighting Lorry Parking Area, Alconbury Services, Rusts Lane, Alconbury – In progress.

0624.035 COUNCILLORS UPDATES FROM PREVIOUS MEETING

Received verbal reports from the Parish Councillors on their portfolio responsibilities and matters arising from previous meeting and resolve any action;

1. Memorial Hall

   Replacement windows are being installed next week. A piano has been donated to the hall. The hall now has a projector for the new cinema club.

2. Tree Warden

   Basal growth needs removing again from the tree near Crown Gardens and at the end of Sharps Lane. The health of the oak tree on the village green needs checking.

   RESOLVED: The Clerk will contact Maynard Trees for a quotation to remove basal growth from 2 trees and to health check the oak tree.

3. Alconbury Sports and Social Club

   Cllrs Issacs and Johnson attended the recent committee meeting and reported that a decision still needed to be made as to whether they should be attending the Trustees meetings. The Parish Council were asked if it had received any complaints from the recent motorbike meet – it was confirmed that none were received. Trees which are neighbouring the bungalow were discussed at the meeting and it was confirmed that they are in good health and should remain in place. The 9th tree up from the north end of Pole Cat Lane is diseased and needs removing however these are not Parish Council trees.

   RESOLVED: The Clerk will ask Maynard trees to provide a quotation to assess the diseased tree and suggest the best course of action.

4. Bramble End Play Area

   Cllr Gunney reported that he had cleaned the swing as it was covered in pigeon poop and that the brambles were overgrowing into the play area and needed cutting back. He also stated that the handle bars on a piece of the adult gym equipment needed repainting and that he was willing

to do this if the Parish Council gave him authorisation to buy the specialist paint. It was also noted that the Parish Council should consider replacing the matting under the play equipment. The Clerk stated that Wicksteed Leisure had not yet given her a date as to when they would be carrying out the annual inspection of the play and gym equipment.
RESOLVED: That the Clerk will obtain a quotation for cutting back the brambles from Richard Harding who had carried out the works previously. Cllr Gunney was given permission to purchase the specialist paint for him to repaint the handle bars on the adult gym equipment.

5. Woolley Hill Wind Farm
No update.

6. Planning Working Group
Cllr Johnson was asked to find out from Cllr Gardener if the Planning Officer at HDC was still proposing to offer planning training for councillors.

7. Neighbourhood Watch
Cllr Button stated that the next meeting is at the end of September.

0624.036 VILLAGE CRIME
The Clerk provided the following crime figures taken from www.Police.uk crime map:
April 2024 – 6 reports of crime within the village.

0624.037 INFRASTRUCTURE
Received updates and resolved actions

1. Churchyard
The Clerk stated that she would speak with the grass cutting contractor regarding the state of the churchyard after the grass has been cut. Cllr Gilbert stated that she had asked the grass cutting contractor if the grass cuttings could be taken away. However, was told this would prove too costly. A compost bin/area would be a cheaper alternative.

2. Village Green
No update.

3. Roads and Footpaths

- Update of submitted CCC funding application for a 20mph speed limit in village – successful applicants will be notified in September 2024.

- Overgrown footpaths in village – Following the update given to residents in the earlier public forum regarding the overgrown footpath at the rear of Coulson Way, where Cllr Gardener had stated that he would chase up Highways on the progress of them cutting back the overgrowth, it was suggested that the Parish Council could get a costing for maintaining certain footpaths in the village.

- Cllr Gilbert stated that she had been unable to contact Dan Wiggs the Rights of Way Officer to ask if the grass could be cut on the footpath on Cades hill.
RESOLVED: That the Clerk will find out from CCC what additional funding they could give if the Parish Council cut all the soft footpaths in the village.

- It was noted that the poor condition of the footpath going past the vicarage had already been reported to Cambridgeshire County Council.

- Condition of Globe Lane – As agreed at the last meeting, agenda item 0524.019, Cllr Issacs stated that she is still in the process of drafting the letter to Highways to ask if signage can be put up to indicate where the passing bays are.

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

        b. Weight limit on B1043
        Next traffic survey - w/c 16th September 2024.

c. Bird's Estate
The Clerk reported that she had been unable to complete the Cambridgeshire County Council (CCC) on-line application for permission to attached 'No ball games' stickers to a lamp post on the Birds Estate as it required technical information on the type of stickers which were going to be attached and that the Parish Council had to have various policies in places. Cllr Gardener stated that he would ask CCC if there was an alternative way for the Parish Council to apply for this permission. It was noted that 'No ball games' signs cannot be erected on the Birds Estate green as this belonged to Huntingdonshire District Council.
RESOLVED: That the Clerk will ask if CCC attach 'No ball games' stickers on the lamp post and invoice the Parish Council.

0624.038 DEFIBRILLATORS
No reports.

0624.039 UPDATED FINANCIAL REGULATIONS ISSUED BY NALC
RESOLVED: To accept and adopt the updated Financial Regulations issue by NALC.

0624.040 FINANCE
1. **RESOLVED:** Payment of outstanding June debts:

Four Seasons (Antony Abbs)	Parish grass cutting 3rd instalment (SO)	£2076.00
Unity Trust Bank	Bank charges 05/03/2024 – 03/06/2024	£18.00
Alconbury Hall	Meeting room hire 30/07/2024	£14.00
Cambridgeshire Acre	Support/advice meeting for Neighbourhood Plan – balance of payment (VAT)	£157.50
A Brown – Clerk	Clerk's salary June 2024	£818.16
HMRC	Clerk's Tax & NI June 2024	£231.10
NEST	Clerk's Pension June 2024	£33.15

2. Monies received

Cambridgeshire County Council - Grass cutting grant	£2613.50
HMRC – VAT refund 2023-2024	£1339.81
Groundworks UK – Neighbourhood Plan grant	£10,000.00

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

0624.041 CORRESPONDENCE RECEIVED
None.

0624.042 MATTERS FOR FUTURE CONSIDERATION
Cllr Johnson gave his apologies for the next meeting.

0624.043 NEXT MEETING 30th July 2024, Memorial Hall, School Lane, Alconbury at 7.30 pm.

The meeting closed at 8:36 pm.