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 30th July 2024 at 7:30 pm

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

Members of the public: 7 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 the Parish Council why Cambridgeshire County Council (CCC) was being involved with the 'No ball games' signs as the land in question on which anti-social behaviour was taking place, belonged to Huntingdonshire District Council (HDC). It was explained to residents that the signs would be attached to the nearest streetlight as this was a better option than putting signs up on HDC land. However, as the streetlight belonged to CCC, their permission had to be obtained beforehand. Residents asked if the Parish Council could send out a letter to all households on the estate informing them of the signs once they were up.This was noted.

2. Residents handed Cllr Gilbert their anti-social behaviour evidence logs listing all incidents that had occured on the Bird's estate since the last Parish Council meeting. The evidence logs will be passed over to the Police Community Support Officer to decide on the next course of action. Residents were informed that Places for People Housing Association were willing to meet with them to discuss the anti-social behaviour issues occuring on the estate. The Clerk will organise a meeting.

3. A resident asked for an update on the the blocked drain at the front of Robins Terrace. Cllr Gilbert stated that she had reported the matter to Karen Southwell at CCC who had passed it onto the correct person to deal with.

4. Residents stated that dog mess was getting worse in the village. Cllr Gilbert stated that the poster which had been on display at the recent village fete was going to be published in the next edition of the Parish Pump.

0724.044 APOLOGIES FOR ABSENCE
Apologies were received and accepted from Cllr S. Isaacs, Cllr R. Johnson and Cllr T. MacLennan.

0724.045 DECLARATIONS OF INTEREST
Cllr. C. Pinn – agenda item 0724.053.1.

0724.046 CO-OPTION OF PARISH COUNCILLORS
One applicant attended the meeting and expressed an interest in joining the Parish Council.
RESOLVED: To co-opt Timothy Trotman onto Alconbury Parish Council. Timothy Trotman signed his Parish Councillor Declaration and joined the Parish Council for the remainder of the meeting.

0724.047 THE ALCONBURY BROOK FLOOD GROUP
1. Charles Dalleywater gave his report which is appended to these minutes.
2. No other matters.

0724.048 REPORTS FROM COUNTY AND DISTRICT COUNCILLOR
Cllr Gardener read out his report which is appended to these minutes.

Cllr Gardener also stated that he had been in contact with Dan Wiggs, CCC Public Rights of Way Officer who was going to visit footpath no: 4 near The Maltings as this has still not been cut. Cllr Gilbert stated that she would send Dan Wiggs photographs of the uncut footpath.

0724.049 NEIGHBOURHOOD PLAN

Cllr Gilbert thanked all councillors for helping at the village fete and stated that she had written an article for the Parish Pump with a summary of all the comments made by residents who had visited the Parish Council stall as this fell under ' Community Engagement' which is a requirement for the plan.

The next step of the plan is to draw up pictorial graphs of the 2023 survey results and to write a summary for each one. Another virtual meeting with Rachel Hogger in August will be organised to get things moving further along, plus an in-person workshop with everyone in September.

Cllr Gilbert stated that she had received the contract from ACRE for their Neighbourhood Plan consultancy service and had signed it on behalf of the Parish Council. Invoices from ACRE will be required to demonstrate how the Neighbourhood Plan grant money from Groundwork UK is being spent.

It was noted that there had been a parish boundary change in 2010 supposedly for the Alconbury Weald development which started in 2016.

RESOLVED: Cllr Gilbert will propose some dates for a virtual meeting with Rachel Hogger in August and an in-person workshop for September. The Clerk will send ACRE a copy of the signed Neighbourhood Plan consultancy service contract.

0724.050 BRAMPTON CROSS DEVELOPMENT

The Environmetnal Impact Statement has still not been received. Cllr Gilbert stated that she will chase this up over the summer.

0724.051 MINUTES FOR APPROVAL

RESOLVED: The minutes of the Alconbury Parish Council meeting held on 25th June 2024 were agreed as a correct record of the meeting and signed by the Chair.

0724.052 PLANNING APPLICATIONS

1. No new planning applications.

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 PE28 4HS – 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.

0724.053 COUNCILLORS UPDATES FROM PREVIOUS MEETING

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

1. Memorial Hall

   Cllr Pinn reported that the new windows had been fitted in the hall and in the new room upstairs. The new room will eventualy be carpeted. The hall and downstaris room is being painted in October. The recent craft fair was successful and it is hoped there will be another one in November.

2. Tree Warden

   The Clerk reported that Dan Maynard had been out to look at the trees which had been reported at the last meeting and quoted the following:

   - Trim basal growth on tree near Crown Gardens - £60.00.
   - Trees at the end of Sharps Lane 910 and 912 on tree survey – These were already quoted for a crown raise to 3m and basal growth clearance. The trees have been deadwooded but Dan has not yet cleared the basal growth.
   - Young oak on village green 909a on tree survey – To try and improve the chances of survival: strip back grass in a circle around the tree, tidy up and mulch with bed of woodchip - £60.00.

- Tree on Polecat Lane 0868 on tree survey – The bark has been stripped off a fairly wide band a couple of years ago which looks like mechanical damage, best action is to fell tree - £200.00.
- Still outstanding tree works from tree survey: The limes 910 and 912, fell the big horse chestnut 908, and the broken branch in ash 901 at the far end of the green. These will be done in September after the bird nesting season.
  RESOLVED: To instruct Dan Maynard to carry out the tree works as quoted above – total cost £320.00. The felled tree at Polecat Lane 0868, to be left in place and cut up into manageable logs for the Sports and Social Club to dispose/sell the logs.

3. Alconbury Sports and Social Club
   No update.

4. Bramble End Play Area
   It was reported that there had been an incident where a child had cut their arm on a small spike protruding from the rope on the climbing frame pull up ramp. The rope had been immediatley removed by councillors to prevent further accidents. The Clerk had obtained a quote for a replacement rope -£105.00 + VAT. Cllr Gunney reported that the brambles and grass at the play area had been recently cut, however he was unsure whether this had been carried out by the grass cutting contractor - the Clerk agreed to find this out. It was noted that the matting could do with being replaced in certain areas.
   RESOLVED: That the Clerk will purchase a new replacement rope for the climbing frame pull up ramp which will be delivered to Cllr Gunney. A decision on new matting will be made after the forthcoming annual play area inspection report has been received.

5. Woolley Hill Wind Farm
   No update.

6. Planning Working Group
   No update.

7. Neighbourhood Watch
   Next meeting on 25th September 2024.

0724.054 VILLAGE CRIME
The Clerk provided the following crime figures taken from www.Police.uk crime map:
May 2024 – 10 reports of crime within the village.

0724.055 INFRASTRUCTURE
Received updates and resolved actions:

1. Churchyard -No update.

2. Village Green - The First Registration application is still with Land Registry.

   Cllr Gilbert will inform residents via the Parish Pump that parking on the village green is not permitted.

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 – Conversations are taking place with Dan Wiggs regarding the overgrown footpaths at Coulson Way and Cades Hill. Cllr Gunney stated that he wanted to join Dan Wiggs if there was going to be a walkthrough at Coulson Way.

4. General
   1. LHI bid strategy
      a. Brookside parking issues and HGV access – no update as no action taken.
         RESOLVED: To remove this as an agenda item.

      b. Weight limit on B1043 – 3rd traffic survey due in September 2024.

      c. Bird's Estate – The Clerk reported that she is still trying to obtain permission from CCC to put up 'No ball games' signs on the streetlamp on the Bird's estate which is nearest to the land on which anti-social behaviour is occurring. CCC have informed

her that someone with G39 accreditation is required to attach the signs as the streetlight can become live at any time. G39 is the model code of practice covering electrical safety in the planning, installation, commissioning and maintenance of public lighting and other street furniture. As no councillors have G39 accreditation, the Clerk has asked if CCC can attach the signs on behalf of the Parish Council. The Clerk is waiting for CCC to respond to this request.

d. LHI application for speed indications - – successful applicants will be notified in September 2024.

0724.056 DEFIBRILLATORS
The bi-montlhy defibrillators' report for the units at the Memorial Hall and shop submitted by Alconbury/Buckworth CFR Group Coordinator David O'Brian were noted. No action required.

0724.057 ROYAL BRITISH LEGION REMEMBRANCE WREATH
RESOLVED: To donate £50.00 for the purchase of a remembrance day poppy wreath for the parish.

0724.058 PARISH COUNCIL INSURANCE RENEWAL
The Parish Council insurance renewal quotation of £999.23 was discussed. The premium is £134.32 more than last year. The Clerk was asked to find out if the Parish Council is now eligible for reduced fixed 3 year long term agreement as it has been 3 years since a claim on the insurance was last made.
RESOLVED: To accept the insurance quotation of £999.23. The Clerk to find out when the Parish Council will be eligible again for a fixed 3 year long term agreement.

0724.059 FINANCE
1. Resolved payment of outstanding July debts:

Four Seasons (Antony Abbs)	Parish grass cutting 4th instalment (SO)	£2076.00
Four Seasons (Antony Abbs)	Parish grass cutting 5th instalment (SO)	£2076.00
Alconbury Hall	Meeting room hire	£14.00
CAS Ltd - Ansvar Insurance	Parish Council annual insurance renewal	£999.23
A Brown – Clerk	Clerk's salary July 2024	£818.16
HMRC	Clerk's Tax & NI July 2024	£231.10
NEST	Clerk's Pension July 2024	£33.15

2. Monies received

Unity Trust Bank – interest	£248.19

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

0724.060 DECEMBER 2024 PARISH COUNCIL MEETING
The Clerk asked if the Parish Council could consider moving its December meeting from Tuesday 17th December 2024 to another date as she would not be available that evening for personal reasons.
RESOLVED: To hold the December meeting on Monday 16th December 2024.

0724.061 CORRESPONDENCE RECEIVED

- HDC – Free compost for residents. The Clerk has arranged for 5 tonnes of compost to be delivered to the allotments. Any resident will be able to help themselves to the compost.
- Email from resident regarding overgrown verge on High Street near Lordsway – The Clerk has reported this on 'Fix my street'.
- CCC email – notification that weed spraying of verges is due to recommence however no date has been given for the parish yet.

0724.062 MATTERS FOR FUTURE CONSIDERATION
None.

0724.063 NEXT MEETING 24th September 2024, Memorial Hall, School Lane, Alconbury at 7.30 pm.

The meeting closed at 8:36 pm.