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 24th September 2024 at 7:30 pm

Present: Councillors: T. Gilbert (Chair), S. Brawn, S. Button, M. Gunney, S. Isaacs, R. Johnson, T. McLennan, C. Pinn, L. Pinn, T. Trotman, 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. A resident stated that trees growing on the boundary of the Sports & Social Club were having an impact on their property – see agenda item 0924.077.

2. A resident complained that traffic was speeding on the Great North Road, especially at night and making their property shake. It was stated that the road was perhaps seeing more traffic when the A1(M) is closed for repairs.

3. A resident stated that dog mess was still an issue in the village. Cllr Gilbert stated that an article had been published in the recent Parish Pump publication asking residents to clear up after their dog.

4. The Parish Council was informed that the ditch in front of Robins Terrace was still blocked. Cllr Gilbert stated that Cambridgeshire County Council (CCC) had confirmed that they were responsible for the ditch however due to a change in personnel, the matter was taking longer to resolve. County Councillor Ian Gardener stated that he would try and apply pressure on CCC to fix the drain as soon as possible.

5. It was reported that anti-social behaviour on the Bird's Estate was still occurring. Cllr Gardener was invited to come and look at the damage which had been done to hedges. See agenda item 0924.077.4.1.b.

0924.064 APOLOGIES FOR ABSENCE
None.

0924.065 DECLARATIONS OF INTEREST
Cllr McLennan – agenda item 0924.075.1 and 0924.075.5.
Cllr. C. Pinn – agenda item 0924.075.1.

0924.066 CO-OPTION OF PARISH COUNCILLORS
No applications received.

0924.067 ALCONBURY WEALD UPDATE
Paul Murfin, Urban & Civic representative sent his apologies and will attend the next meeting.

0924.068 CROWN GARDENS
Cllr Gilbert reported that Crown Gardens was reducing their security provision to early morning and late evening and that she was waiting to hear back what the actual times would be. Feedback gathered from residents shows that there are concerns that if the current security provision is changed then it will no longer be as much as a deterrent at it is now. Residents have agreed to a trial of the reduced security provision.

0924.069 THE ALCONBURY BROOK FLOOD GROUP
Charles Dalleywater gave his report which is appended to these minutes.

0924.070 REPORTS FROM COUNTY AND DISTRICT COUNCILLOR
Cllr Gardener read out his report which is appended to these minutes.

0924.071 NEIGHBOURHOOD PLAN

Cllr Gilbert gave a verbal report on the recent meeting which had taken place with ACRE on progressing the Neighbourhood Plan. As part of the process, Cllr Gilbert stated that the Parish Council needs to comment on the proposed new Local Plan and that a separate meeting should be held to go through it, ideally after councillors have met with the Planning Officer.

RESOLVED: Councillors to meet in October to discuss and propose comments to submit to the Local Plan consultation. Charles Dalleywater as TABFG representative and Cllr Ian Gardener will be invited to attend.

0924.072 BRAMPTON CROSS DEVELOPMENT

No update.

0924.073 MINUTES FOR APPROVAL

RESOLVED: The minutes of the Alconbury Parish Council meeting held on 30th July 2024 were agreed as a correct record of the meeting and signed by the Chair.

0924.074 PLANNING APPLICATIONS

1. No planning application received.

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 – Approved.

0924.075 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

   Cllr MacLennan reported that the hall renovations are on-going. Lighting has been changed to LED. The hall will be shut 7th -25th October whilst the hall, room and hallway are painted. Once this is done, the kitchen will be modified and the upstairs meeting room will be completed. There will be a fire inspection in October.

2. Tree Warden

   Cllr MacLennan asked if another councillor could take over his Tree Warden role as he was busy with the Memorial Hall. Cllr Brawn and Cllr Gunney agreed to take a more active role.

   The Clerk reported the following from Dan Maynard on the outstanding tree works:

   - Crown Gardens basal growth – Still to be removed.
   - Trees 910 and 912 still had pigeons nesting on lower limbs as of last week, so Dan was not able to touch them yet.
   - Oak tree 909a has been mulched, fed, and watered. Dan believed that the tree had declined more since he last looked. We will need to see what happens in spring now, as the leaves should be starting to fall off anyway.
   - Dead horse chestnut 0868 on Polecat Lane has been felled. The logs were left and have been removed by ASSC.

3. Alconbury Sports and Social Club

   Cllr Johnson reported that he had attended the last meeting and the issue of who should look after the trees was discussed.

   The request from ASSC to give permission for Gigaclear to connect the club house for superfast broadband was discussed. The cable would come in near the garage under the grass and into the clubhouse. The club will then become a community hub for Gigaclear. Gigaclear have purchased covers for the cricket club.

   RESOLVED: To give permission for Gigaclear to install superfast broadband at ASSC clubhouse.

4. Bramble End Play Area
   The Clerk reported that the new rope for the pull-up ramp was on order and would be dispatched next week. The paint for the gym equipment had been dispatched that day. The play area inspection had been put back by Wicksteed and would now be carried out by the end of October.

   Cllr Gunney reported that the handles on one seesaw were missing. Cllr MacLennan suggested that CCTV may be a good idea for the play area however this would need further investigation.
   RESOLVED: To purchase new handles for the seesaw. Cllr MacLennan and Cllr C. Pinn to investigate the implications of CCTV in the play area.

5. Woolley Hill Wind Farm
   Next meeting 16th October 2024.

6. Planning Working Group
   A meeting with the Planning Officer is anticipated which will help with the Neighbourhood Plan. Item to be removed from future agendas.

7. Neighbourhood Watch
   Cllr Button will be attending the next meeting on 25th September 2024. Cllr Button was requested to ask Neighbourhood Watch when the next Speedwatch session will be taking place.

0924.076 VILLAGE CRIME

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

- June 2024 – 7 reports of crime within the village.
- July 2024 – 6 reports of crime within the village.

0924.077 INFRASTRUCTURE

To receive updates and resolve any actions

1. Churchyard
   No update.

2. Village Green
   It was reported that a branch is down near the bridge - Cllr Brawn volunteered to remove it. A post will be put on social media asking residents not to park on the village green and to clean up after their dogs.

3. Roads and Footpaths

   1. Update of submitted CCC funding application for a 20mph speed limit in village
      Successful applications will be announced in October 2024.

   2. Overgrown footpaths in village
      a. Cllr Brawn was thanked for cutting the path from The Maltings to the slope.

      b. Cllr Gilbert is still chasing Dan Wiggs, CCC Public Rights of Way Officer regarding the cutting of the footpath up Cades Hill as this had not been cut in June as he had previously thought.

      c. Footpath no: 2 (rear of Coulson Way): Maintenance of this footpath is the responsibility of the residents living in Coulson Way however very few residents do this. The footpath is very overgrown with brambles and a hazard to pedestrians. Dan Maynard has provided an initial quotation of £1200.00 to cut back and clear the footpath.
      RESOLVED: To ask the Local Highways Officer to write to Coulson Way residents and remind them of their maintenance responsibilities. Dan Maynard will also be asked to provide the Parish Council with a firm quotation to cut back hedges/bushes and trees and state whether any trees are in danger of falling or are unhealthy. To speak with Coulson Way residents' association regarding the responsibilities of residents cutting back and maintaining the footpath.

   3. High street, overgrown hedge growing onto highway – This has still not been addressed by CCC Highways after Cllr Johnson reported this matter on-line during the summer.
      RESOLVED: The Parish Council will contact Highways for an update.

4. Trees adjacent to Duck's Nest
   The request from the resident of Duck's Nest Cottage to cut back 3 lime trees growing on the field boundary of ASSC which is shadowing their solar panels and causing large leaf fall debris in their garden was discussed. A quotation of £1200.00 had been provided by Dan Maynard to pollard the 3 lime trees or £750.00 to cut them back to the boundary. It was noted that when a tree is pollarded, it would then have to be done on a regular basis. It was stated that this would be a large sum of money to spend for the benefit of one resident when there are many other priorities regarding hedge/tree trimming that the Parish Council needs to consider and spend what is in the budget accordingly. It was agreed that further investigation was required to establish whether the Parish Council or ASSC were responsible for the trees so that a decision could be made at the next meeting regarding the resident's request.
   RESOLVED: That the Clerk will look at the ASSC lease to determine who is responsible for maintaining the trees. To ask Dan Maynard for his professional opinion on the health of the trees and to evaluate if the trees could cause danger to the neighbouring property and assess any root possible root damage.

5. Grass cutting contract renewal
   RESOLVED: To ask Anthony Abbs to confirm the end date of his grass cutting contract with the Parish Council and to meet with him to re-negotiate and amend his contract as it has become apparent in recent years that grass cutting needs to start earlier in the season.

6. White line markings on part of the Great North Road have worn away. Cllr Brawn will report this on-line to CCC Highways.

4. General
   1. LHI bid strategy
      a. Weight limit on B1043
         The third traffic survey was due on 16th September 2024. The Clerk will contact the contractor to find out if this had been carried out. The last survey is due w/c 2nd December 2024.

      b. Bird's Estate
         It was noted that the Housing Associations with properties on the estate want to try and resolve the ant-social behaviour issues which are occurring. Balfour Beaty are in the process of putting up the 'No ball games' sign. Once this has been done, a letter from the Parish Council will be distributed to all households on the estate informing residents that ball games are not permitted on the grassed area.

      c. Speed Indicator Devices LHI bid
         Cllr Johnson reported that the LHI bid for Speed Indicator Devices had been successful and that the Parish Council now had to agree the locations for the devices before his meeting with the CCC Highways Project Officer on Friday. A preferred supplier for the devices was also discussed. It was suggested that the current device on the Great North Road coming into Alconbury from the A1could be left and instead install a new device at the other end of Great North Road near Mill Road.
         RESOLVED: Not to replace the existing Speed Indicator Device on the Great North Road but instead install an additional device on the Great North Road, near Mill Road. Also install a device on Rusts Lane after the flyover/past Manor Lane. Devices to be purchased from ElanCity as they appear to meet all the requirements of the Parish Council.

      d. LHI bid 2025/26
         CCC Highways are requesting Parish Council's submit expressions of interest for the next round of LHI bids in 2025/26. The weight limit on the B1043; repairs to the footpath to the church and putting in a 30-mph limit from the roundabout were suggested.
         RESOLVED: To submit an expression of interest to CCC Highways that the Parish Council intends to submit an LHI bid in the next bidding round.

0924.078 DEFIBRILLATORS
Defibrillator reports for the Memorial Hall and shop submitted by Alconbury/Buckworth CFR Group Coordinator David O'Brian were noted as no action required.

0924.079 FINANCE

1. Ratified August payment and resolved payments of outstanding September debts:

Cambridgeshire Acre	Neighbourhood plan support/advice July 2024	£1308.00
Alconbury Hall	Meeting room hire 24 September 2024	£14.00
PKF Littlejohn LLP	External auditor AGAR 31 March 2024	£252.00
Creative Play	Replace ramp pull up rope for climbing frame	£126.00
Royal British Legion	Remembrance Day Poppy Wreath	£50.00
Parish Online	Annual renewal mapping software	£120.00
A Brown – Clerk	Clerk's salary August 2024	£811.64
HMRC	Clerk's Tax & NI August 2024	£231.10
NEST	Clerk's Pension August 2024	£33.15
Four Seasons (Antony Abbs)	Parish grass cutting 6th instalment (SO)	£2076.00
A Brown – Clerk	Clerk's salary September 2024	£817.96
HMRC	Clerk's Tax & NI September 2024	£231.10
NEST	Clerk's Pension September 2024	£33.15
Unity Trust Bank	Bank charges 04/06/2024 – 03/09/2024	£18.00
Alconbury Hall	Meeting room hire 29 October 2024	£14.00

2. Monies received

HDC precept – 2nd instalment	£19558.00

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

3. The conclusion of audit for the Annual Governance and Accountability Return year end 31st March 2024 was noted. No remarks were made by the External Auditor. The notice has been placed on the website.

4. **RESOLVED:** To add Cllr Trotman to Unity Trust Banking mandate to authorise payments.

0924.080 CORRESPONDENCE RECEIVED

- Unity Trust Bank – Bank charges to be invoiced monthly as from 22nd September 2024.
- Huntingdonshire District Council is calling on the community to participate in the Local Plan Engagement 2024, a crucial consultation process, running from 18th September to 27th November, that will shape the future of Huntingdonshire.
- CCC Community Gritting scheme winter 2024/25 – Volunteers can help to keep their community moving in freezing weather. Under this scheme, the parish or town council decides on specific routes in their area which are important to the local community and agrees them with the county council.

0924.081 MATTERS FOR FUTURE CONSIDERATION

Agenda items for next meeting:

- Grit bins which need refilling.
- Appointment of Allotment Parish Council rep.
- Future budget considerations.

0924.082 NEXT MEETING 29th October 2024, Memorial Hall, School Lane, Alconbury at 7:30 pm.

The meeting closed at 21:09 pm.