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 29th October 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: 9 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
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.

1. A resident asked if anything had been done about the traffic which was speeding on the Great North Road as raised in the public forum at the last meeting. Cllr Button stated that Speedwatch would be doing more monitoring sessions however they were restricted to where they can be done. The meeting was informed that the new speed indicator device being installed on the Great North Road (agenda item 1024.096.4.1.c), would record the number of cars speeding and produce data which can be passed to the police as evidence for them to take some sort of action.

2. A resident asked for an update on the ditch in front of Robins Terrace. Cllr Gilbert stated that Highways had informed her that although it was their land, they did not feel responsible for it as the Parish Council cut the land on their behalf and that perhaps volunteers could clear it. The resident stated that he would be willing to cut and clear the ditch however they would need someone to take the waste away. Cllr Gardener stated that he could try and apply pressure on Highways to supply a skip. Paul Murfin, Urban and Civic, informed the meeting that contractor Breheny, who is starting work on the new Alconbury Weald southern link road, carries out charity work and could help with clearing the ditch.

3. Residents stated that anti-social behaviour on the Bird's estate had increased since the 'No ball games' sign had gone up. See agenda item 1024.096.4.1.b.

4. A resident informed the Parish Council that one tree in particular growing on the boundary of the Sports & Social Club was giving cause for concern as it was leaning heavily towards their property. See agenda item 1024.096.3.

1024.083 APOLOGIES FOR ABSENCE
None.

1024.084 DECLARATIONS OF INTEREST
Cllr McLennan – agenda item 1024.094.1 and 0924.094.5.
Cllr C. Pinn – agenda item 1024.094.1.
Cllr Johnson and Cllr Isaacs – agenda item 1024.094.3.

1024.085 CO-OPTION OF PARISH COUNCILLORS
No applications received.

1024.086 ALCONBURY WEALD UPDATE
Paul Murfin, Urban & Civic representative attended the meeting and gave a verbal update on the continued development at Alconbury Weald as follows:

- Paul has confirmed with the Clerk that Urban and Civic will reimburse the Parish Council the cost of all four B1043 traffic surveys once they have all been completed.
- There are now 1022 occupancies on the development. In total there will be 6500 houses.
- The primary school has been extended.
- The special educational needs and disabilities (SEND) school is now open.

- Design talks are taking place for the new secondary school, due to open in September 2027.
- The closed café is being taken over by The White Hart public house in Alconbury Weston and is re-opening next month. It will be open 10:00 am – 10:00 pm.
- Work is due to start on the southern link road. The contractor is Breheny Civil Engineering.
- Remedial works are due to start in the spring on the new Grange Farm development.
- Work will be starting next year on the 150-acre Country Park.
- Talks are taking place to open the new doctor's surgery centre next spring. This will be situated at the Glade above the Coop.
- Breheny Civil Engineering have a small community fund available for volunteers and small projects.

1024.087 CROWN GARDENS

Cllr Gilbert and Johnson will be attending the meeting next week and will ask for an update on the new security provision trial.

1024.088 THE ALCONBURY BROOK FLOOD GROUP

Charles Dalleywater gave his report which is appended to these minutes.

In addition to his report, he stated that he had received an update from the Environment Agency and Defra regarding the modelling. The the 'do nothing' scenario had come out worse and that the number of houses affected by flooding would occur more often, therefore this means that by doing something, the modelling has shown that there will be a benefit which is a positive outcome.

Blocked culvert on Mill Road – Four volunteers will dig out the blockage and Cllr Gardener has arranged for Highways to jet wash it afterwards – see agenda item 1024.096.3.

1024.089 REPORTS FROM COUNTY AND DISTRICT COUNCILLOR

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

Footpath no: 2, Green Team remedial action – Cllr Gardener stated that he had chased this twice and that he will be speaking with their Director on Thursday asking why Officers are not responding to County Councillors and Parish Councils.

Cllr Johnson informed Cllr Gardener that the damaged drain on the green opposite 10 Brookside had still not been repaired by Highways – this was first reported to them 2 years ago. The drain has become disconnected and the hole is large enough for a child to fall into. Cllr Gardener said that he would contact the drainage team.

1024.090 NEIGHBOURHOOD PLAN

Cllr Gilbert reported that Rachel Hogger had sent through the amended Strength, Weakness Opportunties Threat (SWOT) analysis and that all councillors had agreed with her changes. This will form the basis of the Neighbourhood Plan. The proposed framework with tables and objectives actions gives a good basis for a grant application from Locality for the Design Codes. Cllr Gilbert stated that she had applied for this grant which Rachel will recommend for approval. Design Codes are illustrated design requirements that provide specific, detailed parameters for the physical development of a site or area which will help preserve the village and it ruralness and stipulate what needs to be maintained. To create the Design Codes, consultants will visit the village and walk round and Cllr Gilbert asked if councillors could be available to walk round with them. Cllr Johnson stated that he will ask on social media for members of the public to send him photographs of the village for use in the plan. The consultants will then issue a draft report with their findings for the plan.

The 'call for sites' as part of Huntingdonshire District Council (HDC) Local Plan consultation was also discussed and it was agreed that an extra-ordinary meeting was required to collate the responses for submission to HDC as this will be taken into consideration when writing the Neighbourhood Plan.
RESOLVED: To hold an extra-ordinary meeting on Thursday 14th November 2024 at 7:00 pm to discuss and agree comments to submit to HDC's Local Plan consultation. This meeting will also be open to the public.

1024.091 BRAMPTON CROSS DEVELOPMENT

No update.

1024.092 MINUTES FOR APPROVAL

RESOLVED: The minutes of the Alconbury Parish Council meeting held on 24th September 2024 were agreed as a correct record of the meeting and signed by the Chair.

1024.093 PLANNING APPLICATIONS

1. **RESOLVED:** To ratify comments where appropriate on applications:
   - 24/01665/FUL: Proposed new enclosed and external plant and equipment areas including external works to existing building Research Centre, Woolley Road, Alconbury, Huntingdon PE28 4HS.
     RESOLVED: No material observations.
   - 24/01732/FUL: Erection of Agricultural Building at Woolley Leys Farm, Woolley Road, Alconbury, Huntingdon PE28 5BL.
     RESOLVED: No material observations.

2. **RESOLVED:** Submitted comments where appropriate on applications:
   - 24/01814/FUL: Proposed ancillary building and external canopy to existing recreational building at Research Centre, Woolley Road, Alconbury, Huntingdon, PE28 4HS.
     RESOLVED: No material observations.

3. 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 – Approved.
   - 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.

1024.094 COUNCILLORS UPDATES FROM PREVIOUS MEETING

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

1. Memorial Hall
   Most of the hall has been re-decorated. The internal doors still need to be re-stained. All downstairs lights are now LED. Vents have been completely removed and the water damaged ceiling has been repaired and insulated. An electrical point is being installed outside for Christmas tree lights. There will be now only be one noticeboard centred on the wall in the entrance area and a bookcase for book swaps. The committee Treasurer is making a bid for an outside storage unit to store the chairs, tables and users group items and has emailed the Parish Council asking for permission to do this.
   RESOLVED: To permit the Memorial Hall committee to install an outside storage unit.

2. Tree Warden
   The basal growth on the tree near Crown Gardens has been removed.

3. Alconbury Sports and Social Club
   There will be a fireworks display on Friday 1st November 2024.

4. Bramble End Play Area
   Cllr Gunney reported that he had been unable to attach the new rope for the pull up ramp as the fixings were now different and a new hole would have to be drilled. He pointed out that if the Parish Council did this, then it could be liable should an incident occur because of the repair and proposed that the manufacturer Creative Play, carries out the repair instead. The Clerk stated that the cost for this would be £95.00 plus VAT. Cllr Gunney stated that the wrong size replacement handles for the seesaw had been sent.
   RESOLVED: That the Clerk will instruct Creative Play to install the rope on the pull up ramp and request that the correct size replacement handles for the seesaw are sent.

5. Woolley Hill Wind Farm
   Cllr MacLennan reported that he attended the recent meeting and that all received grant applications had been approved.

6. Planning Working Group
   Cllr Johnson stated that he is still waiting for the HDC planning officer to arrange a presentation as it is important for the Neighbourhood plan process.

7. Neighbourhood Watch
   Cllr Button attended the recent meeting and reported that the group's main concern is that there may not be any more village fetes due to the lack of people available to run it. This would have a

knock-on effect as the fete proceeds are used to purchase the village Christmas tree. Cllr Brawn suggested that Urban & Civic may help fund a Christmas tree. There has also been a lot of anti-social behaviour under the fly-over which has been reported to the police. Carols around the Christmas tree will be on Monday 16th December. The mileage speed sign coming into Alconbury from Alconbury Weston is obscured by overgrown foliage. Cllr Button was informed to reported this online to Highways and Cllr Gardener will be asked to chase this up. The next meeting which is also the AGM is on 22nd January 2025.

1024.095 VILLAGE CRIME

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

- August 2024 – 9 reports of crime within the village.

1024.096 INFRASTRUCTURE

Received updates and resolved actions:

1. Churchyard
   Cllr Gilbert stated that the church warden had asked if an extra cut of the churchyard could be considered as the grass was long and untidy. The Clerk stated that an extra cut would cost £250.00. It was stated that the whole village would benefit from one extra cut.
   RESOLVED: The Clerk to ask Antony Abbs for a quotation for one additional grass cut of the whole village.

2. Village Green
   As mentioned in the earlier public forum, Cllr Gardener will contact Highways regarding the drain.

3. Roads and Footpaths

- It was noted that the CCC funding application for a 20mph speed limit in village had been unsuccessful.
  RESOLVED. To reapply for the 20mph speed limit in the village in the next round of LHI bids and to include a 30mph limit to the roundabout.

- Overgrown footpath no: 2 (rear of Coulson's Way)
  It was reported that there was no Coulson Way residents' association. Cllr Gardener is chasing CCC's Green Team regarding the agreed remedial clearance works.
  RESOLVED: That the Parish Council will write to Coulson Way resident's reminding them that it is their responsibility to maintain footpath no: 2. Cllr Gilbert will draft the letter.

- High street, overgrown hedge growing onto highway
  Highways have written to the householder and requested that they cut back the hedge.

- Trees adjacent to Duck's Nest
  The concerns of the resident's stated in the earlier public forum was discussed.
  RESOLVED: To ask GTS to provide a survey report of the tree in question which is on the boundary of ASSC field.

- Grass cutting contract renewal
  The Clerk stated that the current grass cutting contract ends in September 2025 and that Antony Abbs was willing to meet with councillors to discuss the contract renewal now.

- Drainage problems on Mill Road
  The meeting was informed that the Parish Council had already been asked and had given permission for TABFG to clear an area of overgrown vegetation to gain access to clean out the blocked drain and culvert which was constantly overflowing onto Mill Road.
  RESOLVED: To ratify the decision to allow TABFG to clear an overgrown area of vegetation to allow access to clean the blocked drain and culvert outlet on Mill Road.

4. General

1. LHI bid strategy
   a. Weight limit on B1043 – The results of the third traffic survey have been received. Councillors stated their concerns that no-one had seen the survey monitors on the road unlike on the previous two surveys.
      RESOLVED: That the Clerk will bring this concern to the attention of Phoenix Traffic Surveys.

b. Bird's Estate
The Clerk stated that she had organised a meeting on 30th October 2024 at 11:00 am at ASSC for residents, Parish Councillors, Hyde Housing and Longhurst Group to discuss the anti-social behaviour on the estate.

c. Speed Indicator Devices LHI bid
Cllr Trotman updated councillors with the locations for the new Speed Indicator Devices (SID). Rusts Lane coming from the flyover into the village and the other near the existing old SID on Great North Road which was being decommissioned. It was also proposed that the third SID location could be situated on Globe Lane however an engineer from Highways would need to confirm if this location was suitable. SID suppliers were also discussed.
RESOLVED: To purchase two SIDS from Morelock Signs Ltd as these were cheaper, lighter, and easier to use, and install three posts. SID locations: Rusts Lane, Great North Road, and Globe Lane subject to CCC Highways approval.

1024.097 GRIT BINS REQUIRING REFILLING
It was reported that most grit bins were full however the one on Sharps Lane needed checking.
RESOLVED: Cllr Brawn to check if Sharps Lane grit bin needs refilling.

1024.098 TO RESOLVE APPOINTMENT OF PARISH COUNCIL REPRESENTATIVE TO A GROUP/OGANISATION FOR THE REMAINDER OF THE MUNICIPAL YEAR
RESOLVED: To appoint Cllr. L. Pinn as Allotments Parish Council representative until May 2025.

1024.099 FINANCE
1. **RESOLVED**: To pay outstanding October debts:

Creative Play	Replacement handlebar for seesaw	£84.00
Alconbury Hall	Meeting room hire 19th September 2024	£17.50
Alconbury Hall	Meeting room hire 26th November 2024	£14.00
ASKit	Domain Renewal - 18/11/2024 - 17/11/2025	£12.00
Cambridgeshire Acre	Neighbourhood plan support/advice Task 6	£1962.00
Cambridgeshire Acre	Neighbourhood plan support/advice Task 3b	£2616.00
Phoenix Traffic Surveys Limited	B1043 Alconbury Traffic Study Tranche 3	£528.00
A Brown – Clerk	Clerk's salary October 2024	£818.16
HMRC	Clerk's Tax & NI October 2024	£231.10
NEST	Clerk's Pension October 2024	£33.15
Unity Trust Bank	Bank charges	£18.00

2. Monies received

Unity Trust Bank interest	£252.64

3. Budget considerations for 2025 – 2026
Item deferred to next meeting.

1024.100 CORRESPONDENCE RECEIVED
NALC: Notification of national pay award as from 1st April 2024. Clerk to clarify backpay calculations with CAPALC.

1024.101 MATTERS FOR FUTURE CONSIDERATION
November agenda item - Additional defibrillator for Sharps Lane.

1024.102 NEXT MEETING 26th November 2024, Memorial Hall, School Lane, Alconbury at 7.30 pm.

The meeting closed at 09:42 pm.