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 Monday 16th December 2024 at 7:30 pm

Present: Councillors: T. Gilbert (Chair), S. Button, S. Issacs, T. McLennan, C. Pinn, L. Pinn and Mrs Brown (Clerk).

Members of the public: 2 HDC/CCC: 0 TABFG representative: 0

Public Question Time
Public Bodies (admissions to meetings) Act 1960 s 1 extended by the LGA 1972 s 100

Residents gave an update on the continuing anti-social behaviour on the Bird's estate and stated that the Longhurst Housing Officer had informed them that they were still dealing with the matter and gave an update on the action which they had taken so far. See agenda item 1224.135.4.2.

1224.126 APOLOGIES FOR ABSENCE
Apologies were received and accepted from Councillors S. Brawn, K. Brown, M. Gunney, R. Johnson, and T. Trotman.

1224.127 DECLARATIONS OF INTEREST
Cllr McLennan – agenda item 1224.134.
Cllr C. Pinn – agenda item 1024.134.

1224.128 EMERGENCY RESILIENCE
RESOLVED: That the church will be the Community Resilience emergency response location with information display board and emergency kit bag. Alconbury Sports and Social Club (ASSC) to house the second emergency kit bag. The Clerk will contact both locations to confirm that they are agreeable to this. Councillors C. Pinn and L. Pinn will take delivery of the emergency kit bags.

1224.129 THE ALCONBURY BROOK FLOOD GROUP
No report.

1224.130 REPORTS FROM COUNTY AND DISTRICT COUNCILLOR
No report.

1224.131 NEIGHBOURHOOD PLAN
Cllr Gilbert reported that a walkabout of the village had taken place with councillors and the consultants for the Neighbourhood Plan Design codes. A draft Neighbourhood Plan has been produced by Rachel Hogger which needs to be reviewed by councillors prior to a meeting with Rachel. It was stated that the Parish Council website needs a Neighbourhood Plan presence.
RESOLVED: That Cllr Gilbert will inform Rachel that the draft plan will be reviewed by councillors by 6 January 2025 and will meet with her w/c 11th January 2025. Cllr Gilbert and the Clerk will look at putting a Neighbourhood Plan presence on the Parish Council website.

1224.132 MINUTES FOR APPROVAL
RESOLVED: The minutes of the Alconbury Parish Council meeting held on 26th November 2024 were agreed as a correct record of the meeting and signed by the Chair

1224.133 PLANNING APPLICATIONS
RESOLVED: To ratify comments where appropriate on applications:

24/02147/TRCA: Tree works subject to a Tree Preservation Order: Remove entire tree, to provide a clear CCTV view of Mill Road bridge for flood risk management purpose at Land North of Mill Road bridge between Alconbury Brook and High Street, Alconbury
RESOLVED: No material observations.

1224.134 COUNCILLORS UPDATES FROM PREVIOUS MEETING

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

1. Bramble End Play Area
   The pull up rope on the ramp has now been fixed.

2. Neighbourhood Watch
   Cllr Button reported that she and Cllr L. Pinn had met with Joan Hall, Trustee and Chair of Huntingdonshire Neighbourhood Watch Association. She stated that local Neighbourhood Watch groups can be set up for specific areas which can bring communities together and suggested that such a group could be set up on the Bird's Estate.
   RESOLVED: To invite Joan Hall to the residents' anti-social behaviour meeting to discuss setting up a Neighbourhood Watch group on the Bird's Estate.

3. Allotments
   The Clerk reported that she had received an email from the allotments land owner with a formal complaint that an allotment tenant had on numerous occasions leaving the farm gate wide open into the village along with the allotment gates despite asking them not to. Even though there are currently no livestock in the field, this can change at any time. The Clerk stated that she had forwarded the email to Nigel Murphy, Chair of the Allotments Association.

1224.135 INFRASTRUCTURE

Received updates and resolved actions:

1. Churchyard
   No update.

2. Village Green
   No update.

3. Roads and Footpaths
   a. Overgrown footpath no: 2 (rear of Coulson's Way)
      No update.

   b. Grass cutting contract renewal
      Cllr Gilbert stated that she had spoken with Antony Abbs and had asked him to add in a couple of extra cuts to do when necessary. The current contract ends at the end of 2025. It was noted that Anthony Abbs no longer cuts the grass at the Memorial Hall therefore the funds should be reallocated to the extra grass cuts. The Clerk will contact Antony Abbs about this.

4. General
   1. LHI bid strategy
      a. Weight limit on B1043
         The 4th and final traffic survey has been completed and all data circulated to councillors. Pheonix Traffic Surveys have offered to produce a free summary report on headed paper for any specific data.
         RESOLVED: To ask Pheonix Traffic Surveys for a summary report for HGVs over 7.5 tonnes over the 24/7 periods. Not to pursue this matter until all the required data had been received.

      b. Speed Indicator Devices LHI bid
         Various projects were discussed and it was agreed that a raised zebra crossing on The Great North Road would benefit residents walking to and from the Birds Estate. This would be a complex project and cost in the region of £35,000. The Parish Council would be expected to contribute at least 10% of the total costs.
         RESOLVED: To submit an LHI bid application for a raised zebra crossing on The Great North Road. Cllr Gilbert will start putting the application together.

      c. New funding round open for Community Infrastructure Levy (CIL)
         The deadline for applications is 19th January 2025. It was suggested that refurbishing Bramble End play area could be a future application.
         RESOLVED: In April 2025 to start the process for refurbishing the play area.

2. Bird's Estate – The Clerk stated that the Longhurst Housing Officer had given her an update on the action which they had taken so far and had suggested that another meeting is arranged with all residents from Wren close, the other Housing Association properties as well as the private residents to discuss this matter altogether.
RESOLVED: To ask the Longhurst Housing Officer to arrange a meeting with all residents.

3. Drainage ditch outside Robin Terrace
The Clerk will ask Urban & Civic if they are still willing to provide residents with a skip to take away the debris when the ditch is cleared.

4. Trees adjacent to Duck's Nest
The received tree survey report of the 3 trees on the field boundary of Alconbury Sports and Social (ASSC) field, adjacent to Duck's Nest Cottage was discussed. The report states that the trees are healthy but could benefit from some deadwood removing from the crown. It was noted that the resident of Duck's Nest Cottage and informed the Parish Council that they were willing to contribution a substantial amount towards the cost of removing at least one of the trees. It was stated that the trees are the responsibility of ASSC and therefore the report should be sent to them for consideration on what action, if any, to take.
RESOLVED: The Clerk will forward the tree survey report to the ASSC committee for their consideration as according to the lease, the maintenance of the trees is the responsibility of ASSC. Future Parish Council trees surveys will include these trees. The resident of Duck's Nest Cottage will be asked to contact ASSC regarding any action on the trees.

1224.136 FINANCE

1. **RESOLVED:** To payments November debts:

ASKit	Microsoft 365 Business Basic Annual Subscription for new councillor	£67.85
Cambridgeshire ACRE	Neighbourhood Plan support task 8 and 10	£2289.00
Creative Play	Labour charge to fit pull up ramp rope	£114.00
Maynard Trees	Tree survey tree works	£680.00
A Brown – Clerk	Clerk's salary December 2024	£841.24
HMRC	Clerk's Tax & NI December 2024	£241.51
NEST	Clerk's Pension December 2024	£35.28
Unity Trust Bank	Bank charges November 2024	£6.00
Phoenix Traffic surveys Limited	B1043 Alconbury Traffic Study Tranche 4	£528.00

2. Monies received - Nil.
RESOLVED: The Chair confirmed the receipts and bank reconciliation as correct.

3. To resolve budget and precept for next financial year 2025–2026
RESOLVED: Due to increased Parish Council budget requirements, to set the budget and precept for the 2025/26 financial year at £43,400. Band D charge level will increase to £78.98 per household. The Clerk will complete the precept request form and return to the Revenue and Benefits Manager at HDC.

549.5

1224.137 CORRESPONDENCE RECEIVED
None.

1224.138 MATTERS FOR FUTURE CONSIDERATION
Future agenda item – Parish Awards.

1224.139 NEXT MEETING Tuesday 28th January 2025, Memorial Hall, School Lane, Alconbury at 7.30 pm.

The meeting closed at 9:11 pm.