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 29th April 2025 at 7:30 pm

Present: Councillors: T. Gilbert (Chair), S. Brawn, K. Brown, 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. The resident from Ducks Nest asked whether ASSC were planning to carry out the potential tree works as stated in the tree survey report. It was noted that the report recommends to 'remove any deadwood.' Cllr Gilbert clarified that the Parish Council is responsible to keep the trees healthy which is passed through the lease to the Alconbury Recreational Field Charity (ARFC) and ASSC. ASSC must ask the Parish Council for permission to carry out any tree works however the resident could do any works themselves provided that the trees were not harmed. See agenda item 0425.205.3.

2. A resident asked on what basis was an annual grant given ARFC. Cllr Gilbert explained that ARFC were given a grant to help them with maintaining the sports field. The explanation as to why the grant was given was discussed and agreed at the meeting on 26th September 2023, see agenda item 0923.077.03.

0425.198 APOLOGIES FOR ABSENCE
Apologies were received and accepted from Cllr S. Button.

0425.199 DECLARATIONS OF INTEREST
Cllr Trotman – agenda item 0425.204.1.
Cllr McLennan – agenda item 0425.205.1 and 0425.205.5.
Cllr C. Pinn – agenda item 0425.205.1.
Cllr Isaacs - agenda item 0425.205.3.
Cllr Johnson – agenda item 0425.205.3.

0425.200 THE ALCONBURY BROOK FLOOD GROUP
Mr Charles Dalleywater gave his report which is appended to these minutes. He also stated that he had asked for the ford gates to be opened and that the debris on Sharps Lane had nearly all been removed.

The Flood Group AGM is on 21st May 2025 at 7:00 pm in the Memorial Hall. Everyone is welcome.

Alconbury Weston Village Open Gardens event on Sunday 8th June 2025, 12:00 pm – 5:30pm to raise funds for the flood group.

0425.201 REPORTS FROM COUNTY AND DISTRICT COUNCILLOR
Cllr Gardener gave the following report:

- Had contacted National Highways following an email from a resident with safety concerns that at least three of the supporting pillars to the viaduct for the A1M and B1043 had started to sink, near the house on Lordsway Park side. A structural engineer has been out to the site and confirmed that there were no issues with the structures and no signs of subsidence and that the viaduct was sound. The B1043 is a separate structure to the A1(M) and the last 2 pillars are higher due to the camber of the road above.

- Coulson Way vegetation clearance – Cambridgeshire County Council (CCC) will be going out to inspect the area. If any clearance work is required, this will be done as soon as the birds nesting season has finished (end August). Cllr Gardener will keep the Parish Council updated.

- Weight limit on B1043 - Josh Rutherford is currently on Paternity Leave. Cllr Gilbert agreed to contact his colleague Michael Martin for an update on proposed options.

- Lines and signage remarking have been completed outside the school. The Clerk has already sent Cllr Gardener a list of other lines in the parish which will be passed onto CCC.

- Planning meeting organised by Huntingdonshire District Council Chief Planning Officer Clara Kerr for Parish Council's is on Wednesday 14th May 2025 at 7:00 pm at Upton and Coppingford village hall. Any specific planning questions to be given in advance to Clara, general planning queries will be answered during the session.

- Is meeting Alan Trill from National Highways tomorrow and will ask for an update on the damaged barrier fence on the A1 with he has already raised with the MP for Huntingdon. He will also ask Alan Trill when the promised plan for the redevelopment under the A1(M) flyover will be available as this was promised for the beginning of June.

- Cllr Gardener thanked the Parish Council for all their support over the last 8 years if he is not re-elected. Cllr Gilbert reciprocated and thanked Cllr Gardener on behalf of the Parish Council.

- Cllr Gardener will send the Parish Council his Annual District and County report to the Parish Council for next month's meeting.

Cllr Gardener was informed that there was a 3-piece suite still on Globe Lane which had been fly-tipped some time ago. As the suite was in the water, CCC would not remove it. It was stated that the Internal Drainage Board would need to be contacted and they would have to remove it as it was in their watercourse.

0425.202 NEIGHBOURHOOD PLAN

The next meeting to discuss the final stages of the process for preparing for starting Regulation 14 so that the draft neighbourhood plan proposal can be the subject of a pre-submission consultation before it is submitted to the local authority for independent examination is on 7th May 2025. Cllr Gibert listed the outstanding tasks which councillors had to complete before the meeting. A proposed logo for the Neighbourhood Plan drawn by Cllr Johnson's daughter was discussed and agreed her suggestion that the primary school children could design the logo instead, which could then be incorporated.
RESOLVED: Cllr Brown will contact Alconbury Primary School and ask if their Eco Council can design a logo for the Neighbourhood Plan. This will be required by the end of May half-term.

0425.203 MINUTES FOR APPROVAL

RESOLVED: The minutes of the Alconbury Parish Council meeting held on 25th March 2025 were agreed as a correct record of the meeting and signed by the Chair.

0425.204 PLANNING APPLICATIONS

1. Resolved submitted comments where appropriate on applications
   - 25/00605/FUL: Erection of single storey rear extension at The Memorial Hall, School Lane, Alconbury
     RESOLVED: No material observations.

   - 25/00763/TREE: Tree Preservation Order works T5 Oak - reduce Height by 15m and crown radius to 6m, TG1 Cypress group [x5] – Fell, TG2 Cypress group [x12] – Fell, W1-Mixed spp. woodland of mostly Sycamore, Ash and Oak with shrub and scrub under storey – Fell. The works are proposed to stop the influence of the tree(s) on the soil below building foundation level and provide long term stability to Spinney House at Spinney House, Rusts Lane, Alconbury, Huntingdon PE28 4DN
     RESOLVED: No material observations.

2. Received update on previous planning applications:

- 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.
- 24/01814/FUL: Proposed ancillary building and external canopy to existing recreational building at Research Centre, Woolley Road, Alconbury, Huntingdon, PE28 4HS – Approved.
- 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 – Approved.
- 25/00057/S73: Variation of condition 1 (Approved Plans) of 22/02178/S73 at Georgian House, Great North Road, Alconbury, Huntingdon PE28 4ER – Pending decision.
- 25/00119/TREE: Tree works - Clear corner of house at Alconbury House, Rusts Lane, Alconbury, Huntingdon PE28 4DN – Approved.
- 24/02194/HHFUL: Demolition of existing garage, side extension and rear flat roof extension at The Hollies 3 Frumetty Lane Alconbury Huntingdon PE28 4DR – Approved.
- 25/00377/HHFUL: Demolition of existing conservatory and a rear single-storey and link extension with part garage conversion at 7 Beech End, Alconbury, Huntingdon PE28 4DQ – Approved.
- CCC/24/121/VAR: Full permission for part of a new secondary school and associated works at (Alconbury Weald Education Campus), Ermine Street, Alconbury Weald, Cambridgeshire PE28 4WX – Pending consideration.

0425.205 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
   The Alconbury Memorial Hall Annual General Meeting with will be held at the Memorial Hall at 7:30 pm on Wednesday 28th May. The delivery of the carpet tiles for the new upstairs room has been delayed.

2. Tree Warden
   No issues reported.

3. Alconbury Sports and Social Club (ASSC)
   ASSC are planning defibrillator training sessions to be given by MAGPAS. The location for the storage box for the Emergency Resilience Response Kit bag has been decided. VE Day celebrations are taking place on 11th May which will be mainly for children. A dog wash station is being installed where the storage cabinet is - £8.00 to get your dog washed. The tree survey report was discussed. It was agreed that a copy of these minutes should be seen by the Parish Council.
   RESOLVED: The Clerk will ask ASSC for a copy of the minutes from their recent meeting to clarify what was discussed and agreed regarding the tree survey report.

4. Bramble End Play Area
   a. Playground survey
      The last inspection of the play area was carried out on 31st October 2024. The handle bars on the seesaw are looking a bit worn. The paint on the outdoor equipment is chipped and Cllr Gunney stated that he would be touching them up with grey furniture paint. It was noted that the grass and hedges had been cut and that the weeds had been dealt with.

   b. HDC CIL funding
      RESOLVED: That in June the Parish Council will start progressing with looking at new play equipment and see what funding is available.

5. Woolley Hill Wind Farm
   Cllr MacLennan reported that £23,500.00 has been awarded to various groups in the latest funding round. The next founding round starts in August. It was noted that the Parish Council could apply for funding towards Bramble End play equipment.

6. Planning Working Group
   Planning meeting organised by Huntingdonshire District Council Chief Planning Officer Clara Kerr for Parish Council's is on Wednesday 14th May 2025 at 7:00 pm at Upton and Coppingford village

hall. Any specific planning questions to be given in advance to Clara, general planning queries will be answered during the session. Cllr Johnson and Cllr Issacs will attend.

7. Neighbourhood Watch
No update.

8. Allotments
No update. Cllr Gilbert will chase Nigel Murphy, Chair of the Allotments Association yet again regarding a Parish Council representation attending allotment committee meetings.

0425.206 VILLAGE CRIME
The Clerk provided the following crime figures taken from www.Police.uk crime map:
February 2025 – 4 reports of crime within the village.

0425.207 INFRASTRUCTURE
Received updates and resolved actions

1. Churchyard
The first and second grass cuts of the year have been carried.

2. Village Green
   a. Damaged village green by Temples Transport HGV
   The repair has still not been done. The Clerk will contact the contractors for an update.

   b. Illegal parking on village green
   Cars parking illegally on the village green continues despite Cllr Isaacs placing flyers on several cars asking them not to park there.
   RESOLVED: Cllr Issacs to continue with placing flyers on cars to discourage parking on the village green. The issue will be highlighted at the village fete in July.

   c. To receive any other matters and resolve action

3. Roads and Footpaths
   a. Overgrown footpath no: 2 (rear of Coulson's Way)
   As stated in Cllr Gardener's earlier report, CCC will be going out to inspect the area. If any clearance work is required, this will be done as soon as the birds nesting season has finished (end August). It was noted that contractors are prohibited to carry out any tree/hedge works during the nesting season unless an expert assessment is carried out first.

   b. It was noted that Cllr L Pinn had submitted online maintenance requests to CCC for the footbridge and kissingate.

   c. A boardwalk for the footpath from Great North Road was suggested as a future LHI bid.

4. General
   1. LHI bid strategy
      a. Weight limit on B104
      No update. Josh Rutherford is currently on Paternity Leave. Cllr Gilbert agreed to contact his colleague Michael Martin for an update on proposed options.

      b. Speed Indicator Devices LHI bid
      No update.

   2. Speed limit bin stickers
   A suggestion was made for issuing residents with speed limit stickers for their bins to remind drivers of the village speed limit. It was agreed to wait until the outcome of the Parish Council's 20mph speed limited LHI bid application before investigating this further.

   3. Cllr Gilbert stated that she had submitted the Parish Council's LHI bid application for a zebra crossing on Great North Road. CCC will be carrying out a feasibility assessment on Friday 2nd May at 10.30 am.

   4. The lack of dropped pavement kerbs and difficulty in crossing roads in the village by those with disabilities was discussed. It was agreed that such needs should be a consideration when any new developments happen in the village.

0425.208 ALCONBURY PRESCHOOL GRANT REQUEST

RESOLVED:

Item deferred to next meeting due to representatives not being able to attend the meeting.

0425.209 FINANCE

1. **RESOLVED:** Payments of outstanding April 2025 debts:

Unity Trust Bank	Bank charges March 2025	£6.00
CAPALC	Affiliation and renewal	£564.88
Four Seasons (Antony Abbs)	Parish grass cutting 1st instalment	£2076.00
Ground Works UK	Refund of unspent Neighbourhood Plan grant funds	£26.50
A Brown – Clerk	Clerk's salary April 2025, including reimbursement of storage box purchase for Emergency Response kit bag at ASSC	£940.24
HMRC	Clerk's Tax & NI April 2025	£295.85
NEST	Clerk's Pension April 2025	£35.28
Memorial Hall	Annual grant donation for general running costs of hall - Grant S137 LGA 1972	£2000.00
Alconbury Recreational Field Charity	Annual grant donation for field maintenance - Grant S137 LGA 1972	£2000.00

2. Monies received

HDC precept 1st Instalment	£21700.00

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

0425.210 CORRESPONDENCE RECEIVED

- Temporary Traffic Regulation Order – Repairs to B1043 Over The A1 To Rusts Lane and Ermine Street, Alconbury. Road closures: 08:00 – 20:00, 30 June – 4th July 2025.

- Town and Parish Forum, St Ives on 19th June 2025.

0425.211 MATTERS FOR FUTURE CONSIDERATION

None.

0425.212 NEXT MEETING

Annual Meeting of the Parish Council Tuesday 27th May 2025, Memorial Hall, School Lane, Alconbury at 7:30 pm, preceded by the Annual Parish Meeting at 7:15 pm.

The meeting closed at 9:14 pm.