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 February 2026 at 7:30 pm

Present: Councillors: T. Gilbert (Chair), S. Brawn, S. Button, M. Gunney, S. Issacs, R. Johnson, T. McLennan, C. Pinn, T. Trotman and Mrs Brown (Clerk).

Members of the public: 3 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 asked if the Parish Council was responsible for cutting the grass at the orchard. Cllr Gilbert stated that she was unsure; however, she noted that prior to the land becoming an orchard, the land had formed part of the Sports and Social Club field. Cllr Gilbert thanked the resident for his continued efforts in cutting the orchard grass.

2. A resident thanked Cllr Brawn for visiting them regarding the Sports and Social Club trees which are overhanging into their garden and asked how can they move forward with trimming them back from the Sports and Social Club ground. See agenda item 0226.158.2.b.

   The resident also stated that he had written to the Parish Council which some questions and had only received an acknowledgement back from the Chair. Cllr Gilbert stated that she would look back at the correspondence.

0226.149 APOLOGIES FOR ABSENCE
Apologies were received and accepted from Cllr. E. Joyce and Cllr. L. Pinn.

0226.150 DECLARATIONS OF INTEREST
Cllr S. Button – agenda item 0226.158.1.
Cllr McLennan – agenda item 0226.158.1.
Cllr C. Pinn – agenda item 0226.158.1.
Cllr Isaacs - agenda item 0226.158.3.
Cllr R. Johnson – agenda item 0226.158.3
Cllr C. Pinn – agenda item 0226.158.8.

0226.151 BRAMPTON CROSS DEVELOPMENT
It was noted that, due to the scale of development associated with the North Huntingdon Growth Cluster, the Group needs to expand its remit to address cumulative impacts across the North Huntingdon area.

Discussions are underway with neighbouring parish councils to establish a more formal structure with shared roles and collective ownership, placing the working party on a sustainable footing going forward.

0226.152 THE ALCONBURY BROOK FLOOD GROUP
Charles Dalleywater gave his report which is appended to these minutes.

0226.153 REPORTS FROM COUNTY AND DISTRICT COUNCILLOR
Cllr Gardener read out his report, which is appended to these minutes. He also stated that Cambridgeshire County Council (CCC) had fixed the potholes on the bridge, although he was unsure whether this was a temporary repair, as the work didn't look particularly good.

0226.154 FEEDBACK FROM THE MEETING ON 16 FEBRUARY 2026 WITH BEN OBESE-JECTY MP AND PAUL BRISTOW, MAYOR OF CAMBRIDGESHIRE AND PETERBOROUGH

Cllr Gilbert gave a verbal update on the recent meeting with Ben Obese-Jecty MP and Paul Bristow, Mayor of Cambridgeshire and Peterborough, and representatives from surrounding Parish Councils. Clara Kerr, Huntingdonshire District Council's (HDC) Head of Planning, Infrastructure and Public Protection, also attended.

The meeting focused on growth in the area, including the development of RAF Wyton. Highways matters were also discussed at length. Clara Kerr stated that infrastructure would follow in due course, as CCC needs to see the development plans first. The HDC Planning Committee meeting to determine the Hinchingbrooke Logistics Park application has been postponed.

The Education letter which had been sent by the Parish Council regarding the safety concerns of children that may walk to the new Alconbury Weald secondary school had been discussed and the Parish Council had been informed that Alconbury would not be part of the catchment area for the new school.

Cllr Gilbert stated that she would like to thank Cllr L. Pinn for all her hard work in pulling together all the information for the meeting.

0226.155 NEIGHBOURHOOD PLAN

Councillors confirmed that they were satisfied with the work carried out on the Neighbourhood Plan to date and agreed to proceed to the next stage, Regulation 16 and that proposed draft Neighbourhood Plan should be submitted by the Clerk to HDC by the end of this week. Regulation 16 is the stage at which the local planning authority publicises the submitted Plan for a statutory six-week consultation period, inviting representations from residents, statutory consultees and other stakeholders before it proceeds to independent examination.

Although the Plan will be submitted, progression to Regulation 16 will not take place until after 11th May, following the local elections. It is anticipated that a referendum will be held towards the end of the year. The Parish Council will be responsible for publicising the referendum to ensure residents are aware of, and able to vote on, the matter.

RESOLVED: That the Clerk submits the draft Neighbourhood Plan to Huntingdonshire District Council for Regulation 16 consultation.

0226.156 MINUTES FOR APPROVAL

RESOLVED: The minutes of the Alconbury Parish Council meeting held on 27th January 2026 were agreed as a correct record of the meeting and signed by the Chair.

0226.157 PLANNING APPLICATIONS

1. Resolved submitted comments where appropriate on applications:
   26/00241/LBC: Alterations to existing ground floor bathroom to create wet room to improve Accessibility at 12 Church Way, Alconbury, Huntingdon PE28 4DZ
   RESOLVED: No material observations.

2. Received update on previous planning applications:
   - 23/01547/FUL: Erection of Generators, Fuel Tank and Utility Building (Retrospective) at Research Centre, Woolley Road, Alconbury Huntingdon PE28 4HS – In progress.
   - 25/02237/S73: Variation of Condition 1 (Time Limit) to extend the time limit for a period of 5 years And Condition 2 (approved plans) to update approved plans list of application ref. 20/02590/FUL at Alconbury Airfield Ermine Street Little Stukeley PE28 4WX – Approved.

0226.158 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
   A recent blockage in the toilets had been cleared and preventive signage put up to stop this happening again.

2. Tree Warden
   a. To adopt Tree Replacement Planting policy
      The proposed Tree Replacement Planting Policy drafted by the Clerk was considered. The Parish Council recognises the importance of trees to the character and environmental health of the parish, including those on the village green and in the parish orchard. The Clerk stated

that she had still not heard from the Urban and Civic regarding them supplying a few trees for planting in the parish. She will contact them again.
RESOLVED: To adopt the proposed Tree Replacement Planting policy.

b. To receive any other matters
Cllr Brawn reported visiting a resident about trees overhanging from the Sports and Social Club field and had discussed them with tree surgeon Dan Maynard. Dan advised that trimming from the resident's side is better to avoid unbalancing the trees and recommended using a cherry picker placed against the resident's boundary. It was noted that residents have the right to trim branches which are overhanging into their garden from neighbouring properties.

Cllr Brawn has also asked Dan for a quote to prune the orchard trees, and it was agreed that the resident who cuts the orchard grass may meet with him regarding the work.

3. Alconbury Sports and Social Club
Cllr Johnson and Cllr Isaac reported they will now attend Alconbury Recreational Field Charity meetings instead of Sports and Social Club meetings and will contact the Charity Chair, Paul Watson, for the date of the next meeting.

4. Bramble End Play Area
Cllr Gunney reported rust on the outdoor gym equipment and said he would spray it if he had the correct paint. The Clerk stated that she will contact Creative Play for paint costs. Moss and weeds were noted as a concern although the school hedge has been cut back. It was agreed that the play area needs updating and fundraising would be required to do this. It was suggested that the school could be asked for equipment suggesting or at this year's Village Fete. Play area fundraising will be on the next agenda.

5. Woolley Hill Wind Farm
No update.

6. Planning Working Group
No update.

7. Neighbourhood Watch
No update.

8. Allotments
Cllr C. Pinn reported that founding allotment member Mick Hose had passed away and that a plaque or memorial bench will be installed in his memory, as is customary for founding members.

0226.159 INFRASTRUCTURE
Received updates and resolved actions

1. Churchyard
No update.

2. Village Green

a. Traffic driving over Village Green
It was noted that illegal parking continues the village green. Cllr Isaacs will distribute flyers again. Bollards were discussed as a possible solution, and it was suggested that HDC Enforcement visit to advise on powers to prevent parking. The Clerk will ask Cllr Gardener who to contact at HDC.

b. To receive any other matters and resolve action
None.

3. Roads and Footpaths

a. Overgrown footpath no: 2 (rear of Coulson's Way)
Cllr Gardener stated that he will confirm with Imran Khan (CCC) at their meeting next week whether he considers the extent of the cutback on the overgrown footpath to be adequate, as it appears to have been cleared only up to a height of six feet and is still overhanging. Cllr Johnson will also attend the meeting.

b. Overgrown concrete emergency access road, School Lane
The meeting was informed that the overgrown concrete emergency access road on School Lane and the nearby pond belong to Highways, who should be contacted to maintain them for safety. The Clerk will contact Highways and ask them to do this.

4. General
1. LHI bid strategy
a. Weight limit on B1043
It was agreed that changing the B1043 weight limit is not realistic and that an HGV covenant should be pursued, asking hauliers to use Spittals Way instead. Forming a working party, including residents with relevant expertise was suggested and may prove worthwhile. It was noted that resident Chris Butler has already expressed interest in being involved with this matter, and Stuart Skingsley was suggested as a possible resident expert.

b. LHI bid application for a raised zebra crossing on Great North Road
The CCC design for the new zebra crossing has still not been received. Cllr Gardener will chase this up on behalf of the Parish Council.

c. To receive update on submitted LHI bid
No update.

2. 20-mph scheme application
Cllr Button stated that she would submit the application towards the end of March.

3. Blocked culvert on School Lane
It was noted that the Clerk had reported the blocked culvert on School Lane to CCC and that they had notified the owner and reminded them of their responsibility to maintain it.

4. Ffion Marshall-Roberts, Community Resilience Officer at HDC, emailed the Parish Council to introduce herself, gather up-to-date information on emergency planning arrangements, and offer support in developing local resilience, including Community Resilience Groups and create a list of Emergency Liaison Points (ELPs) which can be opened during any incident to share verified information, gather local concerns, and act as a trusted contact point for residents. They operate similarly to the Flood Plan locations but can be used for any type of emergency, with overnight facilities provided by the District Council if required.

The Parish Council noted it would use its Flood Plan as a template for the wider emergency plan and confirmed it holds two emergency kits. Cllr Bob Johnson offered to meet with Ffion to discuss communication channels and provide updated ELP contact details.
RESOLVED: Cllr Johnson to take the matter forward and meet with Ffion Marshall-Roberts, HDC Community Resilience Officer.

0226.160 FINANCE

1. **RESOLVED:** Payments of outstanding February 2026 debts:

Glasdon	Grit bin for Hillfield	£165.53
A Brown – Clerk	Clerk's salary February 2026	£869.17
HMRC	Clerk's Tax & NI February 2026	£308.12
NEST	Clerk's Pension February 2026	£37.59
Unity Trust Bank	Bank charges January 2026	£6.00
Cambridgeshire Acre	Neighbourhood Plan support – Task 15	£2180.00

2. Monies received

Huntingdonshire District Council – Grass cutting reimbursement	£960.00
Alconbury Allotments Association - Allotment rent 2026	£1200.00

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

0226.161 VILLAGE MEMORIAL TO COMMEMORATE A LATE ACTIVE MEMBER OF THE COMMUNITY
A memorial to commemorate a late active member of the community was discussed. It was agreed that the family should first be consulted and asked if they would like something.
RESOLVED: Cllr Gilbert to contact the family.

0226.162 CHILDRENS FAIR ON VILLAGE GREEN 13TH JULY – 20TH JULY 2026

The request to hold a children's fair on the Village Green was considered. The Clerk reported that the fair would arrive on Monday 13th July and depart on Monday 20th July. It would be open on Friday and Saturday from 6.00 pm to 8.30 pm, and on Sunday from 3.00 pm to 5.30 pm. Proposed attractions include three children's rides, a Helter skelter, trampolines, and two to three stalls. Three to four caravans would remain on site for the duration. The organiser has confirmed that all waste would be removed from the site, public liability insurance is in place, and all relevant safety certificates are held. Highways approval is not required as there will be no road closures. It was suggested that the corner of High Street and Mill Road may be a more suitable location. The Clerk was asked to contact Godmanchester Town Council to enquire about the rent they charge, as the fair is already held there.
RESOLVED: That permission in principle be granted for the children's fair to be held on the Village Green from 13th to 20th July, subject to agreement on a suitable location and the payment of an agreed rental fee. The Clerk to contact Godmanchester Town Council to ascertain the rent they charge for hosting the fair, so that a rental fee can be determined.

0226.163 MATTERS FOR FUTURE CONSIDERATION

It was noted that the contractor had accepted the Parish Council's quotation of £100.00 for clearing vegetation on the strip of land to the left-hand side of the Heritage Bridge. Agenda item 0126.143.3.b.

March 2026 agenda items:

- Play area fund raising
- HGV Covenants
- Parish Council Facebook page
- Solar panel for MVAS

0226.164 NEXT MEETING Tuesday 31st March 2026, Memorial Hall, School Lane, Alconbury at 7.30 pm.

The meeting closed at 8:59 pm.