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 31st March 2026 at 7:30 pm

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

Members of the public: 1 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
None.

0326.165 APOLOGIES FOR ABSENCE
Apologies were received and accepted from Cllr. E. Joyce.

0326.166 DECLARATIONS OF INTEREST
Cllr S. Button – agenda item 0326.173.1.
Cllr McLennan – agenda item 0326.173.1.
Cllr C. Pinn – agenda item 0326.173.1.
Cllr Isaacs - agenda item 0326.173.3.
Cllr Johnson – agenda item 0326.173.3.
Cllr Trotman – agenda item 0326.173.5.
Cllr C. Pinn – agenda item 0326.173.8.

0326.167 NORTH HUNTINGDON GROWTH CLUSTER WORKING PARTY
Cllr L. Pinn updated members on the renamed working party. Following the last meeting, formal interest has been received from parish councils across the wider area, including towards St Ives and St Neots. A representative will be required from each participating parish, although the committee has not yet been formally established.

Cllr Pinn attended the Huntingdonshire District Council (HDC) Development Management Committee (DMC), regarding the Newlands Logistics Distribution Park outline application (formerly known as the Hinchingbrooke Logistics Distribution Park). The decision has been deferred pending two points: a response from the hospital and further traffic data from the developer. Only these two points will be considered at the DMC meeting on 20 April 2026.

Cllr Pinn has drafted a letter to Highways requesting details of data assessments relating to the logistics park and the North Cluster Group, as they have raised no concerns regarding the application. Cllr Gardener will also be asked to seek clarification on the available data from Highways.
RESOLVED: The Clerk to send the letter to Highways, and Cllr L. Pinn to act as the Parish Council's representative on the working party.

Cllr Gilbert reported that she had received an email from Ben Obese-Jecty MP, Member of Parliament for Huntingdon, raising concerns about a leaflet circulated by Chip Colquhoun, Green Party candidate for Alconbury, in the forthcoming elections. The email stated that the meeting had been referenced in the leaflet without prior notice, and that the candidate had not made his political affiliation clear during the session. Mr Obese-Jecty expressed disappointment that the meeting appeared to have been used for election campaign purposes and requested greater transparency for future engagement with the Parish Council.

It was noted that approximately 300 leaflets had already been distributed by the Green Party candidate, and that these households would receive an amended leaflet apologising for the error;

however, councillors agreed that it did not fully clarify the mistake. It was understood that a new leaflet would be issued to the remaining households. The Clerk read out an email of apology from the Green candidate, which she had received prior to the meeting. Cllr Gilbert will draft a response to them.

0326.168 THE ALCONBURY BROOK FLOOD GROUP

Charles Dalleywater gave his report, which is appended to these minutes, and stated that the Flood Group had been granted planning consent for two additional ponds, which are scheduled for construction in April. He noted that the area under the flyover had become a nuisance again as it was accessible to youths, and that tree-cutting debris left by the Road Management Group had ended up in the brook, which the Flood Group cleared. From 1st April 2026, management of this area and the A1(M) will revert to National Highways, as the contract has ended.

0326.169 REPORTS FROM COUNTY AND DISTRICT COUNCILLOR

Cllr Gardener read out his report, which is appended to these minutes. He also stated that he had responded to the Parish Council's letter regarding the Newlands Logistics Distribution Park and had asked Highways for a response. However, it was noted that Cllr Gardener may have asked the wrong question, as the responses received were not what the Parish Council had expected; he will therefore seek clarification and ask again. He will forward any responses received to the Parish Council.

He also said that Cambridgeshire County Council (CCC) had confirmed it will repair the damaged culvert on the village green. Cllr Gardener will forward the email confirming this to the Parish Council. It was noted that the village fete will take place on the green on 11 July 2026, and there were concerns about safety if the culvert is not repaired in time. Cllr Gardener agreed to ask CCC if the work could be completed before this date.

Cllr Isaacs asked for an update on repairs to the damaged fencing on the A1(M). Cllr Gardener said he would ask about this at the A14 Safety Group meeting he was attending the next day. It was noted that the current fencing is see-through and not suitable for a bridleway used by horses. It was also noted that Highways do not use concrete posts because of safety risks if a vehicle hits them.

Cllr Gardener was also informed that HDC Enforcement is unable to take action on illegal parking on the village green due to the absence of yellow lines. He was asked whether he could approach the Enforcement Team to explore any possible options. It was noted that other parishes install low fencing or bollards on their village greens to prevent parking.

Cllr Gardener stated that Imran Khan (CCC) did not attend a recent scheduled meeting to discuss whether the extent of the cutback on the overgrown footpath was adequate. He will contact Mr Khan's manager in an effort to arrange a meeting, as he has been unable to contact him.

0326.170 NEIGHBOURHOOD PLAN

Cllr Gilbert reported that the Neighbourhood Plan has been submitted to HDC. Natalie Elworthy, Senior Planning Policy Officer at HDC, has reviewed the document and will submit it for Regulation 16 consultation on 8 May 2026.

The next step will be to appoint an independent examiner. It is hoped that a referendum can take place towards the end of the year.

0326.171 MINUTES FOR APPROVAL

RESOLVED: The minutes of the Alconbury Parish Council meeting held on 24th February 2026 were agreed as a correct record of the meeting and signed by the Chair.

0326.172 PLANNING APPLICATIONS

1. To resolve submitted comments where appropriate on applications
   None.

2. To receive an 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 - Permitted.
   - 26/00241/LBC:12 Church Way Alconbury Huntingdon PE28 4DZ – In progress.

0326.173 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 McLennan reported that a dehumidifier was being used in the new storeroom, and that a storage heater will be installed. Antony Abbs has been able to cut the grass at the rear of the hall now that the gate has been widened. The blocked culvert adjacent to the car park has still not been cleared by the relevant owner.

2. Tree Warden
Cllr Brawn reported that Dan Maynard had cut the tree by the brook, the burnt tree, and trees in the orchard, and that the Parish Council will be invoiced for the work. It was noted that both the Parish Council and the Sports and Social Club had given permission for Mr Smith to cut back trees overhanging into his garden from their respective land. Dan Maynard will carry out the tree work on behalf of Mr Smith.

3. Alconbury Sports and Social Club
Cllr Johnson and Cllr Isaac are awaiting confirmation of the date of the next Alconbury Recreational Field Charity meeting, having previously agreed that these meetings, which relate to the building and site, are more relevant to the Parish Council than the Sports and Social Club meetings. It was noted that Laurence Rickard is no longer the Sports and Social Club Secretary.

4. Bramble End Play Area
   a. Funding for new play equipment was discussed and it was agreed that obtaining three quotations first would be the best approach to determine the required budget. Councillors Button, Gilbert and Gunney confirmed they would be available to meet with play equipment companies.
   RESOLVED: That the Clerk will arrange for play equipment companies to attend Bramble End play area and meet with Councillors to provide quotations for new play equipment.

   b. No other matters.

5. Woolley Hill Wind Farm
Cllr Trotman will be attending the next meeting on 27th May 2026.

6. Planning Working Group
No update.

7. Neighbourhood Watch
No update.

8. Allotments
Cllr C Pinn reported that the allotments had received a skip of free compost from HDC Waste Minimisation, which had proved popular. The Clerk has requested a second skip of compost to be delivered to the allotments.

0326.174 INFRASTRUCTURE
Received updates and resolved actions

1. Churchyard
No update.

2. Village Green
   a. Traffic driving over Village Green
   The Clerk reported that the HDC Enforcement Team had advised that, as there were no parking restrictions in place (such as double yellow lines), they were unable to take enforcement action.

   Cllr Johnson reported that the area is registered as a Village Green under the Commons Act 2006 which means the land is legally protected. Under Section 12 of the Act, it is an offence to damage the green or to prevent it from being used for lawful sports and pastimes. Local authorities or affected parties can take action if this happens. See earlier agenda item 0326.169 - Cllr Gardener to go back to the Enforcement Team to seek further advice considering the Village Green status.

   b. As stated earlier by Cllr Gardener in agenda item 0326.169, CCC has confirmed that it will repair the damaged culvert on the Village Green. A request will be made to complete the repairs before the Village Fete on 11 July 2026.

3. Roads and Footpaths

a. Overgrown footpath no: 2 (rear of Coulson's Way)
As stated in Cllr Gardener's earlier report, Imran Khan (CCC) did not attend a recent scheduled meeting to discuss whether the cutback of the overgrown footpath was sufficient. Cllr Gardener will continue to pursue this matter.

b. No other matters.

4. General

1. LHI bid strategy

a. HGV Covenant for B1043
Cllr Gilbert reported that she had been in contact with residents Chris Butler and Stuart Skingsley, who had both agreed to join a working party. They will look at pursuing an HGV covenant for the B1043, encouraging hauliers to use Spittals Way rather that pursing a weight limit on the B1043.

b. LHI bid application for a raised zebra crossing on Great North Road
No update has been received. Cllr Gilbert will contact the CCC Highways Designer for an update.

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

2. 20-mph scheme application
Cllr Button confirmed that she had submitted the 20-mph scheme application.

3. MVAS (Mobile Vehicle Activated Signs) Solar panel
As agreed at the September 2025 meeting - agenda item 0925.075.4.2a, an additional solar panel for the MVAS post on Great North Road had been purchased. Cllr Johnson was asked whether any further data from the MVAS was available.
RESOLVED: That Cllr Johnson will provide MVAS data every couple of months.

4. Community Emergency Resilience
Cllr Johnson reported that he had met with Ffion Marshall-Roberts, HDC Community Resilience Officer, and had been provided with several documents to assist in developing an Emergency Plan which can sit alongside the Emergency Flood Plan.

0326.175 FINANCE

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

Mallatite	Solar panel for VIASIS unit	£554.98
SLCC	Clerk's annual membership renewal	£101.66
CAPALC	Annual renewal: Affiliation and Data Protection Officer Scheme	£582.66
SR Howell & Co	Six months payroll service	£90.00
A Brown – Clerk	Clerk's salary March 2026	£865.60
HMRC	Clerk's Tax & NI March 2026	£308.12
NEST	Clerk's Pension March 2026	£37.59
Unity Trust Bank	Bank charges February 2026	£7.00
Wicksteed Leisure Ltd	Annual play inspection	£180.00

2. Monies received

Unity Trust – Bank interest	£195.04

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

0326.176 ALCONBURY PARISH COUNCIL FACEBOOK PAGE

Councillors discussed setting up an official Alconbury Parish Council Facebook page. It was agreed that the page will only be used to share information, such as updates, agendas and minutes. Comments will be turned off. All councillors will be given access to the page.
RESOLVED: To create an official Parish Council Facebook page for information only, with comments disabled and access for all councillors. Cllr Johnson will set up the Facebook page.

0326.177 VILLAGE MEMORIAL TO COMMEMORATE A LATE ACTIVE MEMBER OF THE COMMUNITY

Further to the previous meeting agenda item 0226.161, it was noted that Cllr Gilbert had been unable to contact the family.
RESOLVED: No further action to be taken and the item to be removed from the agenda.

0326.178 NEIGHBOURHOOD WATCH VILLAGE FETE
RESOLVED: That Neighbourhood Watch can hold their annual fete on the Village Green on Saturday 11th July 2026 on the Village Green.

0326.179 CHILDRENS FAIR ON VILLAGE GREEN 13TH JULY – 20TH JULY 2026
As agreed at the previous meeting, the Clerk reported back following contact with Godmanchester Town Council. Councillors agreed to set the rental fee at £150.00. It was also agreed that the fair should be located at the corner of High Street and Mill Road.
RESOLVED: To charge a rental fee of £150.00 for the children's fair and for it to be located at the corner of High Street and Mill Road. The Clerk to inform the organiser.

0326.180 MATTERS FOR FUTURE CONSIDERATION
Correspondence to be a standing agenda item on future agendas.

0326.181 NEXT MEETING Tuesday 28th April 2026, Memorial Hall, School Lane, Alconbury at 7:30 pm.

The meeting closed at 8:52 pm.