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 28th April 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: 4 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 requested an update on maintenance of Footpath No. 2 as the vegetation was now overhanging the path by more than 2 metres in places. Cllr Gardener stated that he had met with Imran Khan of Cambridgeshire County Council (CCC), and was informed that no work is currently taking place due to the bird nesting season and maintenance is unlikely until August/September. The resident stated that birds do not nest in that type of hedge along the footpath. Cllr Gardener agreed to seek a commitment from Mr Khan that the work would be carried out in August.

2. The resident of Ducks Nest Cottage stated that he had not yet received a response from the Parish Council to his letter dated 3 December 2025 regarding planning matters. Cllr Gilbert advised that a response would be sent shortly.

   The resident also stated that the centre white lines on Mill Road and the Great North Road require repainting. Cllr Gardener stated that Highways are currently undertaking white line painting, however different teams are responsible for the centre lines and junction markings.

3. A resident referred to the previous minutes, in which yellow lines on Brookside had been suggested to address parking issues, and asked whether this could be considered. The Parish Council responded that it did not believe this would be well received by residents.

   The resident also asked when the ford gates would be reopened. Cllr Gardener stated that Highways had been chased and there were concerns regarding weeds and algae on the surface, which could cause vehicles to slip if water levels are low. Charles Dalleywater offered to clear the algae and then ask Cllr Gardener to inform Highways that the surface was clear.

0426.182 APOLOGIES FOR ABSENCE
Apologies were received and accepted from Cllr. E. Joyce.

0426.183 DECLARATIONS OF INTEREST
Cllr S. Button – agenda item 0426.189.1.
Cllr McLennan – agenda item 0426.189.1.
Cllr C. Pinn – agenda item 0426.189.1.
Cllr Isaacs - agenda item 0426.189.3.
Cllr Johnson – agenda item 0426.189.3.
Cllr Trotman – agenda item 0426.189.5.
Cllr C. Pinn – agenda item 0426.189.8.

0426.184 NORTH HUNTINGDON GROWTH CLUSTER WORKING PARTY
Councillor L. Pinn gave a verbal update on the Huntingdonshire District Council Development Management Committee meeting held on 20th April 2026 regarding the Newlands Logistics Park application, which was approved by 6 votes to 5, with 2 abstentions. She stated that the decision demonstrated the Committee's willingness to challenge Officer recommendations and supporting

evidence, however a concern has arisen regarding comments from the Cambridgeshire County Council Highways Officer, who confirmed that junction capacity modelling had not been undertaken for certain local junctions because the development was expected to generate fewer than 30 additional peak-time vehicle movements. It was also noted that a 'no response' from a consultee is treated as no objection.

For clarification, Cllr L. Pinn stated that the 30-vehicle threshold derived from 2007 guidance issued by the Department for Transport and the former Department for Communities and Local Government, which was withdrawn in 2014 and replaced by the current National Planning Practice Guidance framework. Although the Officer acknowledged this during the debate, the threshold was still relied upon to exclude detailed junction modelling and assessment.

Councillor L. Pinn suggested seeking clarification on the current transport assessment process and agreed to draft a formal letter of complaint for Councillor Gardener to submit on behalf of the Parish Council to the Highways Authority. The letter would raise concerns that outdated 2007 modelling guidance had been used in assessing the Newlands application, despite it having been superseded, particularly in light of the forthcoming Brampton Cross development application.

Councillor Gilbert stated that the Brampton Cross developers were due to undertake their transport modelling in the second quarter of 2026 and that she would initiate a follow-up on this. Councillor Gardener advised that discussions with developers should begin as early as possible in the planning process to address potential issues.

The next meeting of the Working Group is on 20th May 2026 where the committee structure and key priorities will be formally discussed.
RESOLVED: That Councillor L. Pinn draft the letter to the Highways Authority for the Clerk to send to Cllr Gardener, and that Councillor Gilbert follow up with the Brampton Cross developers regarding the transport modelling timetable.

0426.185 THE ALCONBURY BROOK FLOOD GROUP
Charles Dalleywater gave his report, which is appended to these minutes. He also stated that the flood group would be undertaking reed spraying on Thursday.

0426.186 REPORTS FROM COUNTY AND DISTRICT COUNCILLOR
Councillor Gardener read out his report, which is appended to these minutes. He also reported that repairs to the fencing along the A1(M) were finally being undertaken, with additional posts being installed where sections were unstable. Cllr Brawn stated that some of the replacement fencing was open-slatted, which horses do not like. Councillor Gardener stated that he believed the gaps were intended to allow wind to pass through, but that he would raise the matter with Alan Trill, National Highways.

Councillor Button reported that the 40 mph signs near the Sports and Social Club, when approaching from Alconbury Weston, remained obscured by overgrown hedges.

Councillor C. Pinn informed Councillor Gardener that Footpath No. 4 near the vicarage had become slippery due to the concrete surface. Councillor Gardener agreed to report the issue.

Cllr Gardener gave his apologies for the next meeting.

0426.187 MINUTES FOR APPROVAL
RESOLVED: The minutes of the Alconbury Parish Council meeting held on 24th March 2026 were agreed as a correct record of the meeting and signed by the Chair.

0426.188 PLANNING APPLICATIONS
1. To resolve submitted comments where appropriate on applications
None.

2. Received update on previous planning applications
- 26/00241/LBC:12 Church Way Alconbury Huntingdon PE28 4DZ – In progress.

0426.189 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

Councillor L. Pinn reported that the disabled toilet is regularly being blocked with toilet paper. Councillor Gilbert asked if the committee might consider hiring a hall manager again - the committee may consider this in the future. Councillor MacLennan asked the Clerk to find out when the grass at the back of the hall would be cut now that the gate had been widened, which the Clerk agreed to do.

2. Tree Warden
Cllr Brawn reported that the oak on the village green was still alive. The Clerk informed the meeting that Global Tree Services had quoted £1,560.00 incl. VAT to carry out a survey of all Parish Council owned trees. It was agreed that a further quote should also be obtained for the trees at the Sports and Social Club.
RESOLVED: That the quotation from Global Tree Services in the sum of £1,560.00 incl. VAT for the survey of all Parish Council owned trees be accepted, and that an additional quotation be obtained for surveying the trees at the Sports and Social Club.

3. Alconbury Sports and Social Club
Cllr Isaacs and Cllr Johnson reported that the Sports and Social Club meeting was due to take place the following evening. It was noted that there was usually little of direct interest to the Parish Council discussed at these meetings and attendance would only be necessary where relevant matters were to be considered. Cllr Gilbert suggested that the Club be encouraged to introduce formal agendas and that the minutes continue to be monitored. It was also noted that the Club currently had no Chair.

4. Bramble End Play Area
Cllr Gunney asked for clarification on the scope of the play area project, including whether this would involve a full replacement of equipment and surfacing, as he was due to meet with play equipment companies to obtain proposals and quotations. He reported that the see-saw had been repaired using spare grips following further damage. It was noted that the target age range was primary school children and that views could be sought from parents and children at the Village Fete. Cllr Gilbert agreed to provide Cllr Gunney with a list of suggested equipment.
RESOLVED: Cllr Gilbert to provide Cllr Gunney with a list of suggested play equipment.

5. Woolley Hill Wind Farm
Cllr Trotman reported that the next meeting of the charity to consider grant applications from the Woolley Hill Wind Farm Fund would take place at the end of May 2026. It was noted that the Parish Council would apply for funding towards new play equipment. Cllr Trotman was asked whether there was a time limit for spending any awarded grant funding and agreed to check.
RESOLVED: That Cllr Trotman find out whether there is a time limit for spending Woolley Hill Wind Farm grant funding.

6. Planning Working Group
   a. It was noted that Huntingdonshire District Council (HDC) are investigating the erection of a mobile home at a residential address on Manor Lane and will update the Parish Council once further information is available. A query was raised as to whether HDC could also consider whether the mobile home may constitute a separate dwelling, as it appears to have been enclosed by fencing
   RESOLVED: Cllr Gilbert to write to HDC

7. Neighbourhood Watch
No update.

8. Allotments
Cllr C Pinn reported that the allotments had received a second skip of free compost from HDC Waste Minimisation and asked whether a further load could be provided.
RESOLVED: The Clerk to try and order another compost delivery for the allotments.

0426.190 INFRASTRUCTURE

1. Churchyard
No update.

2. Village Green
   a. Traffic driving over Village Green
   No update on HDC Enforcement involvement or preventative measures.

b. Several complaints had been received regarding a recent Pony Club event at Home Farm, with concerns about horse boxes ignoring the over the 3-ton limit and using the village bridge and narrow roads such as Brookside and Sharps Lane, despite “not suitable for HGVs” signage. It was also reported that some vehicles drove onto the village green to turn around due to parked cars restricting access.

Cllr Brawn stated that she had spoken to the Pony Club, with the next event scheduled for 18 June. The club have agreed to erect signage in the village directing traffic. Members suggested that Pony Club representatives could also be present to help direct vehicles and that the Parish Council’s Transport Policy is put on Facebook.
RESOLVED: Cllr Gilbert will post on Facebook reminding residents that the Parish Council has a transport policy and complaints procedure.

3. Roads and Footpaths
   a. Overgrown footpath no: 2 (rear of Coulson’s Way)
   As mentioned in the earlier public forum that Cllr Gardener had met with Imran Khan of Cambridgeshire County Council and was informed that no work will take place due to the bird nesting season, with maintenance unlikely until August or September. Cllr Gardener agreed to seek a commitment from Mr Khan that the work will be carried out in August.

   b. No other matters received.

4. General
   1. LHI bid strategy
      a. HGV Covenant for B1043
      No update.

      b. LHI bid application for a raised zebra crossing on Great North Road
      Cllr Gilbert reported that CCC Highways will be sending the plans for the zebra crossing to her by Friday.

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

   2. MVAS (Mobile Vehicle Activated Signs)
      a. Additional solar panel
      Cllr Johnson stated that the new additional solar panel would be delivered at the end of the week.

      b. Downloaded data
      Cllr Johnson stated that downloaded MVAS data is passed to Debbie Hose from Speedwatch and said that the data can be extracted for specific times, which may help identify patterns in speeding occurrences. Cllr L Pinn offered to ask Spaldwick Parish Council and Buckden Parish Council who they forward their data to. It was also suggested to change the wording on the MVAS to make drivers take notice.
      RESOLVED: Cllr Johnson to ask Debbie Hose how the MVAS data is used and change the wording on the MVAS. Cllr L Pinn to speak with Spaldwick and Buckden Parish Councils to find out who they send their data to.

   3. Blocked culvert on School Lane
   It was noted that although the culvert is still blocked, the tenant is aware of the issue and it is on their ‘to-do’ list.

   4. No other matters received.

0426.191 FINANCE

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

Alconbury 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
Four Seasons	Parish grass cutting 1st instalment	£2248.00

Four Seasons	Hedge trimming and weed control Bramble End play area twice a year	£200.00
R Harding & Son Landscaping	Manor Lane - Repair damaged green Mill Road – Cut back overgrown verge	£400.00
A Brown – Clerk	Clerk's salary April 2026	£888.59
HMRC	Clerk's Tax & NI April 2026	£308.12
NEST	Clerk's Pension April 2026	£37.59
Unity Trust Bank	Bank charges March 2026	£7.00
Scribe	Scribe accounts renewal	£532.80
Defib Supplies	Replacement battery for Hall defibrillator	£264.00

2. Monies received

HDC precept 1st Instalment	£21,700.00

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

0426.192 ALCONBURY PARISH COUNCIL FACEBOOK PAGE
Cllr Johnson was thanked for setting up the new Facebook page.

0426.193 CORRESPONDENCE
None.

Cllr Gilbert left the meeting.

0426.194 MATTERS FOR FUTURE CONSIDERATION
Cllr Johnson stated that he had found a suitable frame for Charles Dalleywater's Parish Council award certificate and would circulate it to all members for approval before purchasing it.

Agenda items for next meeting:

- Parish Pump future publications
- Village fete plan for Parish Council stand
- MVAS for Globe Lane cost – Cllr Johnson
- Co-option of Cllr Joyce

Cllr Issacs gave her apologies for the next meeting.

0426.195 NEXT MEETING Tuesday 26th May 2026, Memorial Hall, School Lane, Alconbury at 7:30 pm.

The meeting closed at 9:04 pm.