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 Tuesday 28th July 2026 at 7:30 pm

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

Members of the public: 4 HDC/CCC: Cllr Ian Gardener TABFG representative: 0

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

1. A resident asked for an update on when the remaining white line repainting would be completed. Cllr Gardener stated that all junctions had been completed, as these were considered more urgent and agreed to find out when the remaining sections would be repainted.

2. A resident asked why the speed monitor had not been moved back to Globe Lane as it had only been there once. It was noted that speeds of up to 100 mph had been recorded on Rusts Lane and that the Parish Council has submitted an LHI bid for a new vehicle-activated sign (VAS) and additional signage.

3. A resident reported that the 40-mph speed limit sign from Alconbury Weston towards the village remained obscured by hedges. Cllr Gardener advised that the hedges should be cut after the bird nesting season, at the end of August.

4. A resident informed the Parish Council that he would be appealing the refusal of his recent planning application and was preparing a concise document about the site. He asked whether the Parish Council held any historical records which he could use. The Parish Council agreed to check its records and advised that Huntingdonshire District Council's archives at the library might also hold relevant information. The resident further stated that the Parish Council had not responded to his previous correspondence. The Chair advised that the Parish Council did not consider there was anything further to add.

5. A resident asked the Parish Council for permission to relocate a memorial bench on Brookside to a nearby open area, as its current location beneath a tree results in frequent bird fouling and damage to the wood. See agenda item 0726.057.2.1.

0726.046 APOLOGIES FOR ABSENCE
Apologies were received and accepted from Cllr S. Brawn.

0726.047 DECLARATIONS OF INTEREST
Cllr Button – agenda items 0726.056.1 and 0726.056.7.
Cllr Issacs - agenda item 0726.056.3.
Cllr Johnson – agenda item 0726.056.3.
Cllr MacLennan – agenda item 0726.056.1.
Cllr C. Pinn – agenda items 0726.056.1. and 0726.056.8.
Cllr Trotman – agenda item 0726.056.5.

0726.048 COUNCILLOR VACANCY
One applicant attended the meeting and expressed an interest in joining the Parish Council.
RESOLVED: To co-opt Liz Baird as a Member of Alconbury Parish Council.

0726.049 NORTH HUNTINGDON GROWTH CLUSTER WORKING PARTY
Cllr L. Pinn reported that the recent working party meeting had gone well and provided a written update from the North Huntingdon & St Ives Cumulative Impacts Group on its recent activities,

including engagement with local authorities, infrastructure planning and strategic growth matters. The update was noted.

All parish councils had been asked to circulate a residents' survey, which had received more than 500 responses. The survey closes on 23 August 2026. The Parish Council agreed to endorse the survey and publish it on the Parish Council's Facebook page. The Group had recently issued a newsletter and continues to raise awareness of its work among parish councils.

Cllr L. Pinn also reported that she had attended the recent Huntingdonshire District Council Full Council meeting.

Cllr L. Pinn presented a draft letter requesting a formal representation to the Audit and Accounts Committee seeking a Governance Assurance Review of Cambridgeshire County Council's Transport Assessment Requirements.

She also advised that the National Scheme of Delegation and the Government's proposed changes to the planning process would have implications for the proposed Brampton Cross development. Cllr L. Pinn suggested that it would be more appropriate for these implications to be considered at a separate Extraordinary Meeting of the Parish Council, which councillors agreed would be held on 25 August 2026 at 7.00 pm.

The response from Cambridgeshire County Council Highways to the Parish Council's letter regarding the transport assessment process was received and noted. Cambridgeshire County Council Highways advised that it had followed its current transport assessment policy. However, the request for a formal complaint to be raised with the Chair of the Highways Committee and the Executive Director of Place & Sustainability had not been addressed. Cllr Gardener agreed to pursue the matter further.
RESOLVED: That the draft letter requesting a Governance Assurance Review of Cambridgeshire County Council's Transport Assessment Requirements be submitted to the Audit and Accounts Committee, and that an Extraordinary Meeting of the Parish Council be held on Tuesday 25 August 2026 at 7.00 pm to consider the implications of the National Scheme of Delegation and the Government's proposed changes to the planning process, including their potential impact on the proposed Brampton Cross development.

0726.050 MEETING WITH BRAMPTON CROSS DEVELOPERS – SEPTEMEBR 2026
Cllr Gilbert reported that Brampton Cross developers had been in contact to arrange a meeting with Alconbury Parish Council. The developers stated that their transport work had been delayed due to a permitting matter with the local highways authority and were now proposing a meeting to provide an update on their transport work, the wider programme and the next stage of engagement. It was agreed that the original affected parish councils should be invited, and a provisional meeting date of 23rd September 2026 at 7.00 pm was suggested.
RESOLVED: To hold the meeting with Brampton Cross Developers on 23rd September 2026 at 7.00 pm subject to confirmation by Brampton Cross. Cllr Gilbert will confirm the date with Brampton Cross, and Cllr L. Pinn will issue invitations to all parish councils represented on the original Working Party.

0726.051 THE ALCONBURY BROOK FLOOD GROUP
The latest flood report is appended to these minutes.

0726.052 REPORTS FROM COUNTY AND DISTRICT COUNCILLOR
Cllr Gardener read out his report, which is appended to these minutes.

Cllr Gardener was informed that the Parish Council had been invited to attend the Local Highways Improvement (LHI) Member Panel Day on 5th August 2026. The feasibility study for the bid will be sent to Cllr Gardener for information. Cllr C. Pinn will attend the online session and present the study to the Panel.

Cllr Gardener was asked to find out when the next meeting for parish councils hosted by Ben Obese-Jecty MP would take place.

0726.053 NEIGHBOURHOOD PLAN
Cllr Gilbert reported that the Neighbourhood Plan Examiner had submitted a number of queries requiring review and response. A response is required by 3rd August 2026. It was agreed that Cllr Gilbert and Cllr Johnson would meet with Jacqueline Veater, the Neighbourhood Plan Consultant, to review the Examiner's queries and prepare a response.

0726.054 MINUTES FOR APPROVAL

RESOLVED: The minutes of the Alconbury Parish Council meeting held on 23rd June 2026 was agreed as a correct record of the meeting and signed by the Chair.

0726.055 PLANNING APPLICATIONS

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

2. To receive an update on previous planning applications
   - 26/00241/LBC:12 Church Way Alconbury Huntingdon PE28 4DZ – In progress.
   - 26/00878/HHFUL: Ducks Nest Polecat Lane, Alconbury, Huntingdon PE28 4EX – Refused.

0726.056 COUNCILLORS UPDATES FROM PREVIOUS MEETING

Received verbal reports from the Parish Councillors on their portfolio responsibilities and matters arising from previous meeting and any resolved actions;

1. Memorial Hall
   Cllr MacLennan reported that the AGM had taken place and that a new member had joined the committee. The projector had been received, and new curtains are being purchased.

2. Tree Warden
   It was noted that the tree survey had been carried out and the Parish Council is awaiting the report.

3. Alconbury Recreational Field Charity
   No update.

4. Bramble End Play Area
   Cllr Gunney reported that he had met with a further play equipment contractor and that the next step would be to identify potential funding sources and hoped that a decision on the preferred quotation could be made at the September meeting. He also reported that the hedge around the play area could do with cutting back. The Clerk agreed to check when this work is next scheduled to be carried out.

5. Woolley Hill Wind Farm
   No update.

6. Planning Working Group
   No update.

7. Neighbourhood Watch
   Cllr Button reported that the recent fete had been successful and had raised approximately £553.50.

8. Allotments
   Cllr C. Pinn reported that the tenants' barbecue had taken place and that there had been some water issues on the site.

0726.057 INFRASTRUCTURE

1. Churchyard
   No update.

2. Village Green
   1. Relocation of memorial bench
      The request to relocate the memorial bench from under the tree on Brookside was considered. It was noted that the bench is frequently affected by bird droppings, causing damage to the wood and making it difficult to use. The resident requesting the relocation will undertake the work at their own cost and labour. The Parish Council agreed to the relocation of the bench, on the right-hand side when turning from Rusts Lane onto High Street.
      RESOLVED: That the relocation of the memorial bench to the village green, on the right-hand side when turning from Rusts Lane onto High Street, be approved, with the work to be undertaken by the resident at their own cost and labour.

2. There were no other matters of concern.

3. Roads and Footpaths
To receive any matters and resolve action

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

b. LHI bid application for a raised crossing on Great North Road
Cllr Gilbert reported that the project for a raised crossing on Great North Road was still in progress but has yet to go out for consultation with neighbours and then contractors for the build.

c. To receive update on submitted LHI bid
It was noted that the Parish Council had been invited to attend the Local Highways Improvement (LHI) Member Panel Day on 5th August 2026. The feasibility study for the bid will be circulated to members for information. Cllr C. Pinn will attend the online session and present the study.

2. MVAS (Mobile Vehicle Activated Signs)
Cllr Johnson reported that he was still awaiting a response from Debbie Hose, so there was no further update regarding the use of the downloaded data.

3. Blocked culvert on School Lane
No update.

4. There were no other matters resolved.

0726.058 FINANCE

1. **RESOLVED:** Payments of outstanding July 2026 invoices:

Four Seasons	Parish grass cutting 4th instalment	£2248.00
Huntingdonshire District Council	Civic suite hire for North Huntingdon Growth Cluster working party meeting 13/07/2026	£327.82
Royal British Legion	S137 LGA 1972 Remembrance Wreath	£50.00
Roythornes Solicitors	Land Registry disbursement fees for First Registration of Village Green	£53.40
CAS insurance Services Ltd	Parish Council insurance renewal (LTU)	£1032.43
A Brown – Clerk	Clerk's salary July 2026	£871.02
HMRC	Clerk's Tax & NI July 2026	£308.12
NEST	Clerk's Pension July 2026	£37.59
Unity Trust Bank	Bank charges June 2026	£7.00

2. Monies received

Unity Trust Bank interest	£184.80

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

0726.059 PARISH PUMP FUTURE PUBLICATIONS

Cllr MacLennan reported that the Parish Pump requires a new Editor for the publication to continue, as the last edition has now been published. It was noted that a committee remains in place should a new Editor be identified. The publication had previously been financially supported by the church. It was also noted that CARESCO may be able to assist with the production of future editions, and this option is currently being explored.

0726.060 CHILDREN'S FAIR ON THE VILLAGE GREEN

The Clerk reported that she had not yet received a response from the organiser regarding whether they would still be attending. The Clerk had requested a copy of their insurance certificate, risk assessments, and proposed layout of the fair to assist with preparing a risk assessment for the event. The Clerk will follow this up with the organiser.

0726.061 DEFIBRILLATORS

The bi-monthly defibrillators' report for the units at the Memorial Hall and shop submitted by Alconbury/Buckworth CFR Group Coordinator David O'Brian were noted.

0726.062 CORRESPONDENCE

None.

0726.063 MATTERS FOR FUTURE CONSIDERATION

None

0726.064 NEXT MEETING

Extraordinary Parish Council meeting Tuesday 25th August 2026, Memorial Hall, School Lane, Alconbury at 7:00 pm.

Ordinary Parish Council meeting on Tuesday 29th September 2026, Memorial Hall, School Lane, Alconbury at 7:30 pm.

The meeting closed at 8:44 pm.