

**Minutes of the meeting of Alconbury Weston Parish Council
held on Monday 18th April 2011 at Alconbury Memorial Hall.**

Councillors present: Mr. S. Lomas (Chairman) , Mr. R. Coulson, Mrs. H. Mobius, Mrs. M. Morgan & Ms. K. Sewell.

Also present: Mrs. D. Benham (Clerk) & 2 parishioners.

1. Apologies for absence: County Cllr. L. Kadic, County Cllr. P. Brown, District Cllr. K. Baker, Cllr. J. Baker & Cllr. C. McGregor.

2. Declaration of Interests: None received.

3. Minutes of the meeting held on 7th March 2011 :The minutes of the meeting held on 7th March 2011 were approved and signed by the Chairman.

4. Review of Standing Orders: Having reviewed Standing Orders, Cllr. Sewell proposed that no amendments were necessary. Seconded by Cllr. Coulson, unanimously agreed.

5. Review of Financial Regulations: Having reviewed Financial Regulations, Cllr. Sewell proposed that no amendments were necessary. Seconded by Cllr. Coulson, unanimously agreed.

6. Matters arising from the minutes:

a) Youth Club funding - The Clerk had received a copy of the Youth Club Committee's three year business plan and a request for funding of £1709 for the first year. The Clerk and Cllr. Baker had met on 5th April to examine the business plan and a number of issues/questions had been raised and subsequently answered by Nigel Murphy. The Clerk had also been advised by County Cllr. Kadic that she was very hopeful of securing funding from local business and that the Parish Council should delay making a decision until the financial situation was clear. The Clerk handed copies of the business plan and correspondence from Nigel Murphy to councillors for information. Item to be discussed at the next meeting.

b) Maintenance of the cemetery - Cllr. Mobius confirmed that she was still prepared to cut the hedges and tidy the cemetery grounds.

7. Parish Paths.

Cllr. Sewell advised that she had displayed a number of posters supplied by the Clerk asking dog owners to be more responsible in clearing up after their pets. Some had been removed but the action had been generally well received. Councillors agreed that more posters should be displayed later in the year.

8. Play Area.

Cllr. Lomas advised that the play area had been inspected with no problems found. Cllr. Baker has contacted the owners of 3 neighbouring properties and the owners have agreed to cut back their overgrown trees and hedges.

9. Planning.

a) New applications.

Planning application ref. 1100214FUL, Erection of farm building. New Farm, Hamerton Road, Alconbury Weston. Applicants are Mr. & Mrs. K. Baker (District Cllr. & Parish Council Chairman - not present at this meeting). Circulated and returned recommending approval. The application was

referred to the Development Management Panel as one of the applicants is a District Council member.

Planning application ref. 1100436FUL, Double garage with storage loft above. 3, Spires End, Alconbury Weston. Circulated and returned recommending approval.

b) Update on previous applications.

Planning application ref. 1100052FUL, Extension to form entrance lobby and addition of pitched roofs to garages. 10 Buckworth Road, Alconbury Weston. Permission granted by HDC.

c) Update on planning enforcement case.

Case no. 0300179ENBCOM - Commercial building on Hamerton Road. The planning enforcement officer, Nigel Swaby, has visited the site and inspected the building but was asked to leave by the landowner and to arrange an appointment for any future visits. Mr. Swaby complied with the owner's request, although the planning department has rights of entry to land without a warrant under section 196a of the Town and Country Planning Act 1990, to ascertain whether there is or has been any breach of planning control. Mr. Swaby will provide an update in time for the next meeting.

10. Financial report.

a. Payment of outstanding debts.

Cllr. Mobius proposed retrospective approval of payment of items (1) to (4). Seconded by Cllr. Coulson, unanimously agreed.

(1) Mrs. J. Baker - £100, purchase of sundry items for the Royal Wedding Celebration (money donated by SJH - All plant hire group, for this purpose only). Cq. No. 100862

(2) Leeds Day - £500, payment on account for work being done in connection with registration of common land. Cq. No. 100863

(3) Mrs. D. Benham - £174.86, wages & expenses of Parish Clerk for March. Cq. No. 100864

(4) Inland Revenue, PAYE. - £88.06. Cq. No. 100865

b. Current position.

A copy of the receipts and payments was sent to all councillors prior to the meeting.

c. To approve the accounts for year ending 31st March 2011 and complete the Annual Return.

The Clerk had sent copies of the year end accounts, bank reconciliation and receipts and payments to all councillors prior to the meeting and copies will be attached to the minutes. Cllr. Coulson proposed that the accounts should be approved and signed by the Chairman and Clerk. Seconded by Cllr. Morgan, unanimously agreed. Chairman and Clerk signed the accounts.

The Clerk had completed the Annual Return from the Audit Commission ready for external audit.

Cllr. Mobius proposed that the Chairman and Clerk should sign section 1, Statement of Accounts and section 2, Annual Governance Statement on the completed form. Seconded by Cllr. Coulson, unanimously agreed. Chairman and Clerk signed sections 1 and 2 on the Annual Return.

Notices advertising elector's rights to inspect the accounts will be displayed on the notice boards on 21st April 2011.

d. Risk assessment.

Completed by the Clerk on 18th April. Copy to be attached to the minutes.

e. Street lighting maintenance.

From 1st July, the maintenance of Parish Council owned street lights will no longer be carried out by CCC. Street lights owned by CCC will be maintained by Balfour Beatty, who are also prepared to maintain lights owned by Parish Councils under a separate contract at £18.98 per light per annum for reactive repairs or £20.05 per light per annum to include reactive repairs plus 3-yearly lamp change, cover clean and 6 yearly electrical inspection. CCC currently charges £18.93 per light per annum for reactive repairs only. Cllr. Lomas proposed that Alconbury Weston Parish Council should take up the enhanced maintenance contract with Balfour Beatty for the 2 Parish Council owned street lights in Alconbury Weston. Seconded by Cllr. Morgan, unanimously agreed.

11. Police matters.

February crime report shows 1 reported crime - burglary near to Church Way.

12. Correspondence.

To be circulated:

a) Local Council Review.

b) Community Action magazine.

13. Reports from councillors.

Cllr. Baker and the Clerk, along with the Chairmen from Abbots Ripton and Woodwalton Parish Councils, met with Urban & Civic on 9th March at Alconbury Airfield for an update on their plans for the site. Urban & Civic have purchased a further 1500 acres of land which will connect the site to Huntingdon. The site will be "employment led" with hi-tech industry, 5000 new homes and a potential new passenger railway station. It is still hoped that there will be 50 -60% open space and they plan to reinstate bridleways and footpaths around the site. The Stukeleys Parish Council are to have a planning consultant paid for by Urban & Civic. The Parish Council chairman present, agreed after the meeting, that it would be useful to invite representatives from Alconbury Parish Council and The Stukeleys Parish Council to get together for an open discussion away from Urban & Civic. A meeting had therefore been arranged for Tuesday 19th April.

Clerk to report damage to grass verges on Buckworth Road to County Cllr. Kadic.

Clerk to report continuing problems of water running down Vinegar Hill and hedge encroaching on the footpath to Highways.

Cllr. Sewell advised that the committee arranging the Royal Wedding Celebration were doing a very good job, with various activities planned including children's races and country dancing and refreshments. The celebration will take place from 3pm till 7pm on the Village Green.

14. Date of next meeting: Monday 23rd May 2011, Annual Parish Meeting followed by the Annual General Meeting of the Parish Council, starting at 7.30pm at the Alconbury Memorial Hall.

Signed.....

Date.....