

**Minutes of the Meeting of Alconbury Weston Parish Council  
held on Monday 21<sup>st</sup> November 2011 at Alconbury Memorial Hall.**

Councillors present: Mrs. J. Baker (Chairman), Mr. R. Coulson, Mr. S. Lomas, Dr. C. McGregor  
Mrs. H. Mobius, Ms. K. Sewell & Mr. L. York.

Also present: District Cllr. K. Baker, Mrs. D. Benham (Clerk) and 3 members of the public.

1. Apologies for absence: County Cllr. L. Kadic & County Cllr. P. Brown.
2. Declaration of Interests: District Cllr. K. Baker & Cllr. J. Baker both declared a prejudicial interest in planning application ref. 1101844OUT being a close relative of the applicant. Cllr. C. McGregor declared a prejudicial interest in planning application ref. 1101844OUT being a close neighbour of the site.
3. Public participation: Mr. P. Baker gave information regarding planning application ref. 1101844OUT.
4. Presentation and request for a donation from Alconbury Sports and Social Club: Mr. B. Berrington (Trustee) and Mr. L. Rickard (General Manager and trustee of Alconbury Recreation Field Charity) gave some background information on the current financial situation and requested a donation of £2333 towards the grounds maintenance costs for year ending 31<sup>st</sup> December 2011. Mr. Berrington advised that they would also require assistance next year but hoped to be breaking even by 2013. Cllr. Baker requested details of the last 3 years accounts, which are to be supplied by Mr. Rickard prior to the next meeting, when a decision on the request will be taken. Mr. Berrington and Mr. Rickard left the meeting.
5. Minutes of the meetings held on 10<sup>th</sup> October and 24<sup>th</sup> October 2011: The minutes of the meetings held on 10<sup>th</sup> October and 24<sup>th</sup> October 2011 were approved and signed by the Chairman.
6. Matters arising from the minutes:
  - a) Councillor vacancy – The Elections Officer at HDC had advised that the Parish Council could now co-opt to fill the vacancy. Cllr. Baker proposed that Mr. Laurence York be co-opted on to the Parish Council. Seconded by Cllr. Coulson, unanimously agreed. Mr. York signed a Declaration of Acceptance of Office which was witnessed by the Clerk. The Clerk handed Mr. York a Declaration of Financial and Other Interests Form to be completed and sent to HDC. Councillors agreed that the Clerk should arrange for Mr. York to attend the 3 part councillor training course run by CPALC at a cost of £105.
  - b) Alconbury Airfield – Cllr. Baker advised that there will be 4 different planning applications submitted by Urban & Civic. The first will be a temporary “Enabling application” to include a new entrance for construction traffic. The second, by April 2012, will be for new buildings – an “incubator unit”, which will cover 25 -30,000 square feet. The third will be outline planning permission for the “Masterplan” and the fourth, phase one of “further developments” outside the Enterprise Zone. Urban & Civic intend to do displays and information sessions in the parishes during February/March 2012.
  - c) Dog waste bin – Following District Cllr. Baker’s verbal confirmation from Eric Kendall that a new dog waste bin would be emptied by HDC, the Clerk had ordered and received the new bin. However, the Clerk had now received a letter from Eric Kendall stating that HDC would not empty a dog waste only bin because it would have to be treated as clinical waste. District Cllr. Baker to contact Mr. Kendall and Clerk to contact Glasdon to see if the bin can be exchanged.
  - d) Bench/paths map for the Village Green – Councillors discussed the problems associated with commissioning a permanent Parish Paths display map. For example, it would be very costly to replace when the line of footpaths changed, which had happened on several occasions recently. The

Parish Council website now included a footpath map which could be downloaded and Cllr. Sewell agreed to display a map in The White Hart. Maps could also be displayed in the notice boards. Cllr. Baker proposed that the plan to provide a permanent Parish Paths display on the Village Green should be abandoned. Seconded by Cllr. Sewell, unanimously agreed.

Cllr. Baker, Cllr. Coulson and the Clerk had met at the Village Green and agreed that the most suitable position for a new bench would be at the back right hand side, near to the notice boards, where the land was level. Councillors agreed that the Whitton 3 seater bench from Marmax Products Limited, which was made from recycled plastic, and therefore required no maintenance, would be most suitable. Clerk to obtain a quotation for a concrete base for the next meeting.

7. To discuss and agree the design for the proposed repairs to the bridge next to the Village Green, being undertaken by CCC.

The Clerk had received an e-mail from Gareth Guest (CCC) saying that major refurbishment work to the flood arches was proposed. Cllr. Baker, Cllr. Coulson and the Clerk had met with Mr. Guest and an engineer from Atkins on 25<sup>th</sup> October to discuss the design. The flood arches will be refaced with new brickwork in reclaimed bricks to match existing. There was a choice of whether to extend the brickwork above street level to a height of approximately 2 foot and have a decorative twisted steel railing above to the required height or to replace the existing painted wooden rails with new. Cllr. Baker proposed that the Parish Council should request the first option of low wall and twisted metal railing as this would be more attractive and require less maintenance. Seconded by Cllr. McGregor, unanimously agreed. Cllr. Baker to visit residents of properties overlooking the bridge to explain the planned alterations.

8. To discuss a suggestion by Alconbury Parish Council to install street lighting between the two villages on North Road and along the footpath from the Maltings to Church Way.

Councillors discussed the suggestion but concluded that they did not wish to urbanize the village by having additional lighting. Cllr. Baker agreed to respond to Alconbury Parish Council's Chairman.

9. Parish Paths.

Cllr. McGregor reported that the work on footpath 4 was now complete, with the new line of the footpath cleared, conifers removed and hedges trimmed. Stiles replaced, surface cut, manhole covered, waymarked and arisings cleared. Cllr. McGregor to contact John Cooper (CCC) regarding a small area of sloping ground.

Footpath 3 had been cleared and signed in the correct location off Vinegar Hill. Mr. Cooper is awaiting a quote to install some steps. The path has been measured and the route marked across the field and down to the paddocks. Mr. Cooper will meet with the landowners to finalize the route.

Footpath 5 – order issued to change 2 stiles for gates.

Footpath 2a – Culvert now installed. Order issued to install a 2 in 1 gate.

10. Play Area.

The Clerk advised that 2 small areas of the chain link fence had been cut. Repairs had been arranged by the Chairman at a cost of £25. Cllr. Coulson proposed approval of the action taken by the Chairman and the Clerk in arranging for Smallworks Services to repair the damage. Seconded by Cllr. Lomas, unanimously agreed.

11. Planning.

a) New application – ref. 1101844OUT Proposed equine related dwelling, Salix Stud, Hamerton Road, Alconbury Weston.

Cllr. Baker, District Cllr. Baker & Cllr. McGregor all left the meeting having declared a prejudicial interest in this item. Mr. P. Baker also left the meeting.

Cllr. Lomas proposed that Alconbury Weston Parish Council should recommend approval of the application as the building was required for an existing business. Seconded by Cllr. Coulson,

unanimously agreed.

b) Update on previously discussed applications.

1101605FUL, Change of use for stationing a mobile home, Buckworth Lodge.

Pending decision by HDC.

c) Update on planning enforcement case.

0300179ENBCOM - Commercial building on Hamerton Road.

District Cllr. Baker is awaiting a response from Andy Moffat.

## 12. Financial report.

a) To consider a request for a donation towards CCTV from HDC.

Councillors unanimously agreed that no donation should be made.

b) To consider a request for a donation from the Citizens Advice Bureau.

Councillors unanimously agreed that no donation should be made.

c) Payment of outstanding debts.

Cllr. Coulson proposed approval of payment of items (1) to (3). Seconded by Cllr. Sewell, unanimously agreed.

(1) Mrs. D. Benham - £318.17, wages and expenses of Parish Clerk for October. Cq. No. 100886

(2) A.C.Green - £25.00, repairs to the fencing at the play area. Cq. No. 100887

(3) Royal British Legion - £25.00, poppy wreath. Cq. No. 100888 Section 137 payment.

d) Current position.

A copy of the receipts and payments was handed to each councillor. Copy to be attached to the minutes.

e) Budget & precept for 2012/13

The Clerk provided figures showing the predicted balance at 31<sup>st</sup> March 2012 and a draft budget for 2012/13 for councilors to consider. Cllr. Baker proposed that Alconbury Weston Parish Council should set a budget and precept of £9500. Seconded by Cllr. Mobius, unanimously agreed.

## 13. Police matters.

September crime report shows 1 criminal damage and arson and 1 burglary.

## 14. Correspondence to be circulated:

a. Information on Localism and the Localism Bill.

b. Press relief – Cambridge news charity.

c. CCC - Small grants for events created to celebrate the 2012 London Olympics and Paralympics.

d. CPRE guide - How to respond to planning applications, an 8 step guide.

e. Jigsaw Cambridgeshire – Heritage Lottery funding given to enable people to get involved in archaeology. Poster handed to Cllr. Lomas for the notice board.

f. Cambridgeshire Future Transport initiative – looking to set up three local pilots trialing a franchising approach to providing local public transport.

## 15. Reports from councillors.

Clerk to ask Smallworks Services to attend to the notice board on Highfield Avenue.

Cllr. Baker to report damaged verge on High Street and damaged kerb on Highfield Avenue to County Cllr. Kadic.

District Cllr. Baker advised that HDC were looking closely at the level of cuts proposed for the voluntary sector.

Cllr. Mcgregor advised that Alconbury Telecom would like to give an update at the next meeting.

16. Date of next meetings: Monday 9<sup>th</sup> January 2012 & Monday 20<sup>th</sup> February 2012 (To be confirmed) All meetings will start at 7.30pm at the Alconbury Memorial Hall.

Signed..... Date.....