

**Minutes of the meeting of Alconbury Weston Parish Council
held on Monday 20th May 2013 at Alconbury Memorial Hall.**

Councillors present: Mrs. J. Baker, Mr. M. Bryan, Mr. R. Coulson, Mr. S. Lomas, Dr. C. McGregor, Mrs. H. Mobius & Mr. L. York.

Also present: District Cllr. K. Baker, County Cllr. P. Ashcroft, County Cllr. P. Brown & Mrs. D. Benham (Clerk).

1. Apologies for absence: None received.

2. Election of Chairman and Vice-Chairman: Cllr. Coulson proposed Cllr. Baker for Chairman. Seconded by Cllr. York. There being no other nominations, Cllr. Baker was duly elected Chairman and signed a Declaration of Acceptance of Office which was witnessed by the Clerk. Cllr. Baker proposed Cllr. Lomas for Vice-Chairman. Seconded by Cllr. Mobius. There being no other nominations, Cllr. Lomas was duly elected Vice-Chairman.

3. Declaration of Interests: Cllr. J. Baker and District Cllr. K. Baker both declared a discloseable pecuniary interest in planning application ref. 1201584FUL, being a close relation of the applicant. Cllr. McGregor declared an interest in the same application, being a close neighbour.

4. Public participation: No parishioners were present.

5. To review Standing Orders: Councillors agreed that no amendments were necessary.

6. To review Financial Regulations: Councillors agreed that no amendments were necessary.

7. To approve the minutes of the last meeting held on 15th April 2013 : The minutes of the meeting held on 15th April 2013 were approved and signed by the Chairman.

8. Matters arising from the minutes:

a) Alconbury Airfield – Cllr. Baker and the Clerk had attended a liaison meeting on 16th May. Attendees were given a tour of the site where the incubator building is being constructed. Local sub-contractors are being used and an apprentice will be employed shortly. Chairman and Clerk will attend the next meeting on 2nd July.

b) Diamond Jubilee tree planting – Cllr. McGregor to organise the planting of the oak tree.

c) Parish Council website – Cllr. Bryan had sent councillors an e-mail with a link to enable them to view the new draft website. Unfortunately this information had been sent too late and most councillors had not had an opportunity to view it. The Clerk raised concerns regarding the accuracy of the information shown on the website and councillors agreed that access should be restricted to Parish Councillors and the Clerk only, until the content had been agreed by Council and checked for accuracy by the Chairman, Vice-Chairman and the Clerk.

d) Water leak on Hamerton Road – repairs complete. District Cllr. Baker advised that the manhole cover near to Spires End will be raised up in June.

e) Water leak on Vinegar Hill – Leaks apparent on both sides now. Anglian Water vehicles have been in attendance. Clerk to obtain an update.

f) 46a bus service – The Clerk advised that she was still waiting for confirmation from Ms. Kadic that the service would run for a year, before the donation of £2000 could be made to HACT. County Cllr. Brown agreed to follow this up.

9. Repainting of the parapets to the road bridge over the brook: The Clerk had received an e-mail from Gareth Guest asking what colour the Parish Council would like the parapets to be painted. 4 councillors voted for white, 2 councillors voted for black, 1 abstained. Clerk to request that the

parapets remain white.

10. Local Infrastructure needs: HDC had requested a list of local infrastructure needs for Alconbury Weston. This information will be used to help guide the work on the Local Plan to 2036 and the Infrastructure Business Plan 2014/15.

Councillors agreed that the following should be listed: Upgrade to the A14, improvements to Broadband, Rural Community Transport, financial assistance for Alconbury School, increased GP and dentist services when new homes are built at Alconbury Weald.

11. Parish paths.

Cllr. McGregor advised that only two grass cuts would be carried out to the footpaths this year. Cllr. McGregor had attended a recent warden's meeting and it was clear that there would be a lot less support available from CCC in the future.

12. Play area.

Cllr. Lomas advised that the recently pollarded willow tree had started to sprout and the goal posts had now been painted. Clerk to find out when the next grass cut will be done.

13. Planning.

a) New applications:

Cllr. J. Baker, District Cllr. K. Baker and Cllr. McGregor all left the room having declared a pecuniary interest in the following planning application.

1201584FUL – Extension of lamp columns from 4 metres to 7 metres. Retention of flood lights mounted on posts. Salix Stud and Livery, Hamerton Road, Alconbury Weston. Cllr. Coulson proposed that Alconbury Weston Parish Council recommend approval. Seconded by Cllr. York, unanimously agreed.

Cllr. J. Baker, District Cllr. K. Baker and Cllr. McGregor rejoined the meeting.

1300363FUL – Two storey side extension, 20 Wheatsheaf Road, Alconbury Weston. Amendment to footprint of the extension. Councillors agreed that they had no further comments to return to HDC.

1300677FUL – Installation of all weather equestrian manage. Land west of Sailor's Rest, Vinegar Hill, Alconbury Weston. Cllr. York proposed that Alconbury Weston Parish Council should recommend approval. Seconded by Cllr. Coulson, unanimously agreed.

b) Update on previously discussed applications:

1201024OUT – Erection of equine dwelling with access. Salix Stud and Livery, Hamerton Road, Alconbury Weston. Pending consideration by HDC.

b) Update on planning enforcement case:

0300179ENBCOM – Commercial building, Hamerton Road. No further information received.

14. Financial report.

a) Real Time Information:

The Clerk advised that she had downloaded some free software from HMRC and had managed to do the first monthly return without the need to employ a payroll provider. As discussed at the last meeting, a fixed number of hours based on last year's earnings will be put through each month but the Clerk will also keep a record of actual hours worked in order to adjust the overall earnings as necessary in month 11/12. The Clerk reminded councillors that the new requirement was additional work and would be shown in the hours worked. Councillors agreed that if the Clerk encountered difficulties with the new system, that a payroll provider could be used, as agreed at the last meeting.

b) Payment of outstanding debts:

Cllr. Coulson proposed retrospective approval of item (1) and approval of payment of item (2). Seconded by Cllr. Lomas, unanimously agreed.

(1) Mrs. D. Benham - £215.29, wages and expenses of Parish Clerk. Cq. No. 100944

(2) Brian Cox & Co. - £72.00, Internal audit fee. Cq. No. 100945

- c) Current position: A copy of the receipts and payments was handed to each councillor. The Clerk advised that the grass cutting grant had been increased by 5% to £1289.32.
- d) Result of the internal audit: Completed by Brian Cox & Co. with no issues raised.
- e) Risk assessment: Completed by the Clerk on 20/5/13. A copy will be attached to the minute book.

15. Police matters.

March crime report shows 1 recorded crime in/near Alconbury Weston – Criminal damage near to the B1090.

16. Correspondence.

- a) New councillor training dates from CAPALC – Cllr. McGregor to attend Part 2 on 2nd July.
- b) Huntingdonshire Health Walks leaflets.
- c) Planning Forum – Tuesday 18th June at The Civic Centre. Cllr. Bryan and the Clerk to attend.

17. Reports from councillors.

Cllr. Bryan advised that he had attended the meeting on 17th April to discuss the implementation of Superfast Broadband. A detailed plan giving timescales for the work should be available at the end of the month.

Cllr. Mobius raised concerns about the new payment of £40 which was being introduced for emptying second green bins. Councillors felt that this was contrary to the original intention of increasing recycling and would encourage fly-tipping. Councillors agreed that the Clerk should write a letter of complaint to HDC.

Cllr. York advised that two very large lorries had parked overnight, on the pavement along Buckworth Road, before going on to SJH Plant Hire the following morning. This had been reported to the police but they had failed to attend. The lorries had caused an acute safety problem as pedestrians had to walk in the road for some distance to get past them. County Cllr. Brown agreed to look into this.

County Cllr. Brown reported that work on the new link road and the new multi storey car park had started in Huntingdon.

18. Dates of the next meetings.

Monday 1st July 2013.

Monday 12th August 2013

Monday 23rd September 2013

Monday 16th December 2013

All meetings start at 7.30pm at Alconbury Memorial Hall.

Signed.....

Date.....