

**Minutes of the Annual Meeting of Alconbury Weston Parish Council  
held on Monday 11<sup>th</sup> May 2015 at Alconbury Memorial Hall.**

Councillors present: Mrs. J. Baker, Mr. M. Bryan, Mr. R. Coulson & Dr. C. McGregor.  
Also present: County Cllr. P. Ashcroft & Mrs. D. Benham (Parish Clerk).

1. Apologies for absence: Cllr. S. Lomas (work commitment), Cllr. H. Mobius (work commitment), Cllr. L. York (personal) & District Cllr. K. Baker (attending another meeting).
2. Election of Chairman and Vice-Chairman: Cllr. Baker called for nominations for Chairman. Cllr. Coulson proposed Cllr. Baker. Seconded by Cllr. McGregor. There being no other nominations, Cllr. Baker was duly elected Chairman and signed a Declaration of Acceptance of Office. Cllr. Baker called for nominations for Vice-Chairman. Cllr. Baker proposed Cllr. Lomas. Seconded by Cllr. McGregor. There being no other nominations, Cllr. Lomas was duly elected Vice-Chairman.
3. Declaration of Interests: None received.
4. To approve the minutes of the last meetings held on 9<sup>th</sup> March & 25<sup>th</sup> March 2015 : The minutes of the meetings held on 9<sup>th</sup> March and 25<sup>th</sup> March 2015 were approved and signed by the Chairman.
5. To review Standing Orders: Councillors agreed that no amendments were required.
6. To review Financial Regulations: Councillors agreed that no amendments were required.
7. To adopt an Equal Opportunities Policy: The Clerk had forwarded a draft document to all councillors prior to the meeting. Cllr. Baker proposed that the document should be adopted unamended. Seconded by Cllr. McGregor and unanimously agreed.
8. To discuss a request for a War Memorial to be erected in the village: A request had been received at the last meeting from a parishioner wishing to fund-raise for a War Memorial. Councillors agreed that they would have no objection to a small granite war memorial being sited on the village green, near to the village sign. Cllr. McGregor agreed to research suitable wording. Cllr. Baker will update the parishioner so that she can commence fundraising.
9. Matters arising from the minutes:
  - a) Alconbury Weald – The Chairman and Clerk attended the last liaison meeting held on 19<sup>th</sup> March. The Design Code was approved by HDC on 16<sup>th</sup> March. There is lots of demolition going on in preparation for infrastructure on primary routes and the first phase of house building. Very few complaints have been received regarding noise and Urban & Civic advised that the noise levels are actually half the permitted levels. However, extra noise protection methods will be in place when the runway is broken up. The Boulevard, which has had lots of trees planted along it, was due to reopen at the end of March. New roads and utilities are being built in the Enterprise Zone. A row of conifers have been moved to the HGV entrance and additional planting of whips and seedlings from the on-site nursery, was being carried out with the help of scouts and students, along the front of the site on Ermine Street.  
The application for the new club building has been submitted and approved, feasibility studies are being carried out for three speculative buildings and designs are being discussed with several potential tenants.  
Demolition is ongoing in the residential area and they will be working on the new entrance over the summer. Urban & Civic are finalising a joint venture with the first housebuilder and will start work on the first 120 homes in July, whilst at the same time, work will start on building the first primary school.

There will be another enabling application for more roads and structural drainage in the Enterprise Zone. The application for the school is currently with CCC. Following the announcement that the bases at Alconbury and Molesworth will be closing, HDC have asked the MOD for details of what will be happening to the sites and the time frame. Information received will be shared with Parish Councils.

Urban & Civic confirmed that The Boulevard is its permanent name but future street naming will be discussed with Parish Councils. The next meeting will be held on 4<sup>th</sup> June starting at 9.30am.

b) Parish Council website – Details of the new website [www.alconburywestonparishcouncil.co.uk](http://www.alconburywestonparishcouncil.co.uk) will appear in the next Parish Pump. Cllr. McGregor advised that the provider of the old website did not want to close the site. Cllr. McGregor will try to establish what will happen to it and what information will be displayed on it going forwards.

c) Repairs to roads & footpaths – Litter picks have been requested for Hamerton Road and Vinegar Hill. An email had been sent to HDC asking for the trees on Highfield Avenue to be trimmed. Tanglewood has been resurfaced.

d) Reduction in the speed limit on North Road – A joint application for funding was made to the Woolley Hill Wind Farm Trust by Alconbury and Alconbury Weston Parish Councils. Eight applications from the surrounding parishes were considered at a panel meeting held on 13<sup>th</sup> April. Cambridgeshire Community Foundation, who manage the fund on behalf of RES, advised the panel that some of the applications failed to meet the “charitable criteria” placed on the fund and several applications were changed or had to be made by different organisations in order to qualify. The fund was oversubscribed and all applicants will receive a lesser amount than was applied for. £3900 has been put aside for the speed limit reduction, however, the money can only be accessed if Alconbury Recreation Field Charity agree to make the application instead of the Parish Councils. The Clerk has contacted Laurence Rickard to explain the situation and this will be discussed at their committee meeting tonight. The Clerk had also contacted Highways to ask for a quote. Highways have advised that if the scheme goes ahead, it will be necessary to carry out a community consultation so the Clerk has included an article in the Parish Pump to cover this.

#### 10. Parish paths.

Cllr. McGregor will look into several issues on footpath 5 which had been reported by a parishioner.

#### 11. Play area.

No report available.

#### 12. Planning – update on previous applications.

15/00408/REP – Replacement of application TWA/99/APP/13 for proposed rail facilities and rail link to East Coast mainline to extend the timescale for commencement, as set in condition 2 (planning ref. 9701500OUT as replaced by 1000692REP). In progress.

15/00259/REM – Approval of access, appearance, landscaping, layout and scale relating to outline planning permission 1201158OUT for construction of Enterprise Zone Club Building comprising B1, D1, D2 and A3 uses, with car parking, landscaping, lighting, signage, minor ground remodelling and associated works (advanced outside of a key phase). Alconbury Weald, Ermine Street, Little Stukeley. Approved by HDC.

1401979REM – Application for approval of appearance, layout, landscaping, layout and scale in respect of primary infrastructure (to support delivery of primary school), comprising construction of new highways, new junction to Ermine Street, hard and soft landscaping, new electricity substation(s), gas governors, water pressure booster pump, foul and surface water drainage systems, foul water pumping station, utilities infrastructure, all associated earthworks, including ground remodelling and ancillary works (advanced outside of a key phase). Alconbury Weald. Approved by HDC.

1300666FUL, Change of use from vacant land to provide six permanent pitches for gypsies and

travellers. Former Megatron site, Ermine Street. Enquiry reconvened 6<sup>th</sup> May 2015.  
15/00243/FUL, Replacement of permitted mobile home (log cabin) with existing building to include reduced ridge height, reduced footprint and additional timber cladding. Buckworth Lodge Stud, Buckworth Road, Alconbury Weston. In progress.

### 13. Financial report.

- a) Result of the internal audit – all complete with no issues raised.
- b) To agree and sign the accounts for year ending 31<sup>st</sup> March 2015 – All councillors had received a copy of the accounts prior to the meeting and the Clerk had completed the Annual Return ready for external audit. Cllr. Bryan proposed that the accounts should be approved and signed by the Chairman and Clerk. Seconded by Cllr. Coulson and unanimously agreed.
- c) To complete and sign the Annual Return – Cllr. Coulson proposed that the Chairman and Clerk should sign Section 1, Statement of Accounts and Section 2, Annual Governance Statement. Seconded by Cllr. McGregor and unanimously agreed. Chairman and Clerk signed the Annual Return.
- d) Payment of outstanding debts.  
Cllr. Bryan proposed retrospective approval of payment of items (1) & (2) and approval of payment of items (3) to (5). Seconded by Cllr. Coulson and unanimously agreed.
  - (1) Mrs. D. Benham - £172.40, wages & expenses for April. Cq. No. 101018
  - (2) HMRC - £39.20, PAYE/NI. Cq. No. 101019
  - (3) Brian Cox & Co. - £72.00, internal audit fee. Cq. No. 101020
  - (4) NALC - £17.00, Local Council Review subscription. Cq. No. 101021
  - (5) CAPALC - £245.57, affiliation fees. Cq. No. 101022
- e) Current position - A copy of the receipts and payments was handed to each councillor.
- f) Request for a donation from East Anglia's Children's Hospices – Councillors agreed that no donation should be made.

### 14. Police matters.

The February crime report shows no recorded crime in Alconbury Weston. The March crime report shows 1 recorded crime.

### 15. Correspondence.

- a) Quarterly Stakeholders update on the A14 scheme – forwarded to councillors on 26/3
- b) NHS Uniting Care Bulletin – forwarded to councillors on 30/3
- c) Gran Fondo Cycle Event on 7/6/15 will involve road closures in Alconbury Weston for a couple of hours.
- d) CCC proposed 3<sup>rd</sup> revision of the Local Validation List for applications for planning permission.
- e) Letter from Hilary Purbrick thanking the Parish Council for the donation of £1000 towards Project 21.

### 16. Reports from Councillors.

Cllr. Bryan advised that the new timetable for the 46a was due to start soon. Cllr. Bryan had received a complaint about cars parked opposite the White Hart. The Clerk confirmed that issues regarding parking need to be reporting directly to the police.

Cllr. Baker was concerned that bumps are once again appearing in the road surface over the bridge and will monitor this. Clerk to report that the wooden post outside 4 Hamerton Road was lying on the ground.

### 17. Dates of the next meeting.

Monday 29<sup>th</sup> June 2015 starting at 7.30pm at Alconbury Memorial Hall.

Signed.....

Date.....