

**Minutes of the meeting of Alconbury Weston Parish Council
held on Thursday 10 May 2018 in Alconbury Memorial Hall**

Present:

Councillors: J Baker, P Baker, M Bryan & R Powley

Clerk: A Benfield

Others: S Lomas (Chairman) to item 2.0 on the agenda
2 members of the public were also in attendance

1.0 ELECTION OF CHAIRMAN

It was proposed and seconded that Cllr Bob Powley be elected as Chairman for the forthcoming civic year. With no further nominations,

Resolved That Cllr Bob Powley be elected as Chairman of Alconbury Weston Parish Council for the 2018/19 Civic Year

2.0 DECLARATION OF OFFICE

Resolved That Cllr Bob Powley sign his Declaration of Office

3.0 ELECTION OF VICE CHAIRMAN

It was proposed and seconded that Cllr Jane Baker be elected as Vice Chairman for the forthcoming civic year. With no further nominations,

Resolved That Cllr Jane Baker be elected as Vice Chairman of Alconbury Weston Parish Council for the 2018/19 Civic Year

4.0 DECLARATIONS OF INTEREST

There were no declarations made

5.0 APOLOGIES FOR ABSENCE

No apologies for absence were received

6.0 PUBLIC PARTICIPATION

Those members of the public in attendance did not wish to address the Council on any matters

7.0 MINUTES

The minutes of the meeting held on 16 April 2018 were confirmed as a correct record and signed by the Chairman

8.0 REVIEW OF COUNCIL POLICIES, PROCEDURES, REGULATIONS AND DELEGATED POWERS

It was agreed that the updated Standing Orders should be presented to Council for formal adoption at the next meeting to allow time for them to be read.

It was agreed that membership of CAPALC should continue for the following year and that the Council would support the Clerks membership of the SLCC.

Resolved

- 8.1 That updated Standing Orders be represented to the next meeting for formal adoption.
- 8.2 To note that Financial Regulations are up to date and effective
- 8.3 That a Co-option Policy is presented for formal adoption at the June meeting
- 8.4 That all other policies and procedures considered to be necessary would be present for consideration at the July meeting for formal adoption in August
- 8.5 That membership of CAPALC should continue for a further year at a cost of £263.37
- 8.6 That the Council would support the Clerk's membership of the SLCC but would not contribute financially at the current time to the annual membership costs.

9.0 RISK ASSESSMENT

Members reviewed the Risk Assessment and considered that it was comprehensive in so much as it covered all possible risks and that those risks were mitigated.

Resolved That the risk assessment be received and adopted

10.0 WOOLLEY HILL WIND FARM

Consideration was given to who should represent the Parish Council on the Woolley Hill Wind Farm Community Fund Panel. It was agreed that due to the current vacancies following the recent election that this should be deferred to the next meeting.

Resolved That the appointment of a representative from the Parish Council on the Woolley Hill Wind Farm Community Fund Panel should be deferred to the next meeting.

Wind Farm Initials

11.0 FUNDAY – 4 JUNE 2017

Cllr J Baker provided a verbal report. She indicated that a risk assessment has been produced and there are no risks that are of concern. She also confirmed that Brehenny had agreed to provide toilet facilities for the day.

It was confirmed that the main contact for the day would be Mrs Foster and that the Management Plan was complete and would be forwarded to the Clerk in advance of the event to comply with insurance requirements.

Resolved That the verbal report is received and noted

12.0 PARISH PATHS AND TREES

Consideration was given to who should be the Parish Council footpath and tree warden. It was agreed that due to the current vacancies following the recent election that this should be deferred to the next meeting.

Cllr Powley agreed to supply contact details to the Clerk for Dan Maynard to enable her to get a quote for tree work in advance of the next meeting

Resolved That the appointment of a Parish Council footpath and tree warden should be deferred to the next meeting.

13.0 ALCONBURY WESTON FLOOD MANAGEMENT

Cllr Bryan provided a verbal report on the Alconbury Weston Flood Management Group meeting that had taken place earlier in the day. He commented that the consultants who had been appointed to review the previous natural flood management plan were now installing flow gauges across to the area and reviewing the old plans.

Cllr Powley who had also attended the meeting provided the following notes on issues arising from the recent floods:-

1. **General Communication**. The recent floods provided an opportunity to test communication between flood group members and participating residents within each warden area. Whilst some procedural lessons were learned, the WhatsApp approach worked well. Newly acquired 'Walkie-Talkie' radios were not used on this occasion; their use awaits the development of operating procedures and their testing, something to be addressed in the coming months.
2. **Property Flooding Levels**. There was a need to attempt to identify the order in which each vulnerable property floods and, where practical, at what ODN level. The flood group would address this where possible during any future events.
3. **Road Closures (Including the Ford)**. The ford gates were closed well ahead of forecast bad weather and were reopened too soon after water levels started to recede; whomever opens and closes them also activates a road closed sign by the Upton turn-off on Hamerton Road, to the North of the village. However, Hamerton Road and High Street were not closed as the waters rose, and it was not clear who had the authority, or responsibility for, undertaking this role. Subsequently, approaches had been made to the Environment Agency and Cambridgeshire County Council who are to set up a joint meeting to establish appropriate procedures and responsibilities, both for closures and the use of signage.
4. **Ford Camera**. As there was a limited number of concurrent log-ins available to the Brook camera above the Ford, wardens had advised all at risk of flooding details of how to access it and at the same time request that they should not share the details with others.
5. **Post-Flood Clean-up**. There was a need to establish who was responsible for cleaning roads and paths following a flood and how resources were activated. Approaches would be made to Huntingdonshire District Council.
6. **Trees Upstream**. The Environment Agency had been requested to ascertain the extent to which they could assist with regular checks for fallen trees upstream and to undertake their removal prior to periods of inclement weather.
7. **Issue of Flood Alerts and Warnings by EA**. There was a lack of confidence in the Environment Agency's flood warning system; warnings were issued for a wider catchment area than just for the Alconburys so not always being locally accurate. The Environment Agency were reviewing their procedures and would advise whether future warnings could be issued more specifically for the Alconburys. In this event, it was hoped to agree at what Brook depth levels alerts and warnings were issued and whether the Hamerton and Alconbury Weston depth levels could be promulgated more frequently via the web during inclement weather than at present.

Resolved That the verbal report from Cllr Bryan and the written notes from Cllr Powley are received and noted

14.0 PLAY AREA

Resolved That Cllr Bryan is appointed as the Parish Council representative with responsibility for reporting on the state of the village play area until the next scheduled election in 2022.

Chairman's
Initials

15.0 MEETING DATES

Resolved That the dates for the civic year are set as 25 June, 13 August, 22 October, 3 December, 14 January, 18 February, 1 April, 13 May with draft budgets submitted to the October meeting.

16.0 PLANNING

Following discussion, it was agreed that no further comment should be made to the Planning Inspectorate in connection with the planning appeal in connection with – 1200181ENPLAN - Land at Buckworth Lodge, Buckworth Road, Alconbury Weston, Huntingdon PE28 4JX

Resolved That a letter is sent to the Planning Inspectorate commenting that the Parish Councils view had not changed from that already submitted to Huntingdonshire District Council

17.0 POLICE REPORT

It was noted that no items relating to crime in Alconbury Weston have been reported on the Police Neighbourhood Alert Crime updates since the last meeting.

Cllr Bryan informed the meeting that he would provide an update on security plans for the recycling site following the Liaison Group meeting scheduled to be held next week.

18.0 ORDERS FOR PAYMENT

The following payments were noted as requiring to be made:-

BEAM – Grass cutting	£285.00
Payroll & HMRC – April Salary	£235.62
Amberol Ltd – village planters	£809.10
Cllr Bryan – refund for plants	£29.95
CAPALC – Annual Membership	£263.37
AskIT – website maintenance	£43.20
AskIT – web hosting & email	£123.60

Resolved That the above payments are agreed and made

19.0 BANK RECONCILIATION

Resolved That the Bank Reconciliation up to 1 May 2018 is received and noted

20.0 BUDGET REPORT

Resolved 20.1 That the Budget Report up to 31 April 2018 is received and noted
20.2 That the 2% pay rise negotiated by NALC/SLCC for Town and Parish Council staff appointed on the national terms and conditions and the back payment of the rise from 1 April 2018 is received and noted

21.0 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

No reports had been received for either District or County Cllrs in advance of the meeting. It was agreed that they would be invited to future meetings as and when there was a matter relevant to the village to discuss with them

22.0 MATTERS FOR INFORMATION

The Clerk brought to Members attention the 'letter from WSP regarding A1(M) Major Maintenance J17 – J16 taking place between 11 May and 8 June

Cllr Bryan made comment linked to the flooding that had taken place in the field that was proposed for development by Copeshill Investments during the Easter rain.

Comment was made that the grass cut in the village had been left too long and the length of the grass when it had been cut had been poor. It was agreed that Cllr Bryan should be given delegated authority to deal with the company directly over this matter

Resolved That Cllr Bryan is given delegated authority to deal with the grass cutting contractor directly over the frequency of grass cuts

SIGNED: _____

Chairman - Alconbury Weston Parish Council

Chairman's
Initials