

**Minutes of the meeting of Alconbury Weston Parish Council  
held on Monday 13 August 2018 in Alconbury Memorial Hall**

Present:

Councillors: S Brine, M Bryan, J Baker, R Powley (Chairman) and L York

Clerk: A Benfield

Others: 3 Members of the public were in attendance

**44.0 DECLARATIONS OF INTEREST**

No declarations of interest were made

**45.0 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr P Baker (other commitment)

**46.0 PUBLIC PARTICIPATION**

No members of the public present wished to address the meeting

**47.0 MINUTES**

The minutes of the Meeting of the Parish Council held on 25 June 2018 were confirmed as a correct record and signed by the Chairman

**Cllr York arrived at this point in the meeting**

**48.0 VACANCIES and CO-OPTION**

Members noted that there was a vacancy on the council following the uncontested election in May. The Clerk commented that until such time as a co-option took place the vacancy would continue to be listed on the agenda

**Resolved** That the vacancy was noted and the clerk would include the subject on the agenda for the October meeting

**49.0 FUN DAY**

Cllr York gave a brief verbal report commenting that the day had once again proved very successful with a good attendance in keeping with the previous year's event. The £631 raised had been shared equally between the Over 60's Club and FACES, with the latter donation to be used for the benefit of the school.

**50.0 PARISH PATHS AND TREES**

A written report from Cllr P Baker was received and noted. He had commented that generally there was nothing to report, although many footpaths were encroached by hedges and shrubs both on privately owned and CCC highway land. He indicated that he would be looking into ways to manage and budget for appropriate works going forward.

In respect of the tree work that had been highlighted as requiring to be undertaken, he commented that due to other commitments, he had not so far sourced alternative quotes but remained confident that comparable quotes to provide value for money would be forthcoming. He also commented that, in his view based on the recommendations in the tree survey completed in February 2018, the work highlighted as necessary for the 11 trees was not an urgent priority this year as the report indicated the work should be completed within 12-24months.

A discussion took place on the Ash tree that was encroaching on the brook and who was responsible for it. It was requested that Cllr P Baker look into this matter.

It was requested that the Clerk request an update from CCC on the footbridge by the ford as the work indicated as required last year had still not been completed.

**Resolved**

|      |   |
|------|---|
| 50.1 | That the written report from Cllr P Baker is received and noted   |
| 50.2 | That Cllr P Baker continue to source comparative quotes for tree work                                   |
| 50.3 | That Cllr P Baker be asked to investigate ownership of the Ash tree in the brook near to the footbridge |
| 50.4 | That the Clerk request an update on repair work on the footbridge from CCC                              |

**51.0 PLAY AREA**

Cllr Bryan commented that he had nothing of note to report from his inspections of the play area.

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| Chairman's<br>Initials |
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*After the meeting he provided the following information: -*

*25/6 All OK*

*26/6 Grass cut*

*17/7 Grass brown, cracks in ground, removed old wood*

*30/7 Grass cut. Removed broken branch from Ash tree in garden in the NW corner that had fallen into Play area due to high winds.*

*13/8 All OK. Filled in depression near new Notice Board and re-seeded*

It was confirmed that Cllr Bryan should purchase a grease gun for £12 on behalf of the Parish Council to assist with maintenance of the play equipment

Cllr York commented that he had approached the Woolley Hill Wind Farm grant giving body for funding for play equipment and was directed to another group. He was now awaiting further information regarding pursuing the process for obtaining money for additional play facilities.

It was agreed that it was necessary to discuss with the community what equipment was needed for the older age group, potentially a climbing frame. It was noted that as, the adult fitness equipment installed in the Alconbury play area was enjoyed by the local Brownies, such a piece of equipment might also be desirable for Alconbury Weston.

- Resolved**
- 51.1 That the report from Cllr Bryan on the state of the play area be received and noted
  - 51.2 That a grease gun be purchased by Cllr Bryan on behalf of the Parish Council for play area maintenance at a cost of £12.00
  - 51.3 That the report on investigations into grant funding for new play equipment by Cllr York is received and noted
  - 51.4 That Cllr York initiate consultation with the community to establish what additional play equipment should be provided

**Cllr J Baker arrived at this point in the meeting**

## **52.0 REPORT FROM REPRESENTATIVES**

Grass cutting & village green – Cllr P Baker had provided a written report in advance of the meeting. He commented that he had been liaising with BEAM regarding grass cutting. They were helpful and pragmatic and had not undertaken some scheduled cuts as the grass was not growing during the dry periods, and have prioritised cutting the village green when the verges have not needed it. Cllr P Baker indicated that both measures should offer savings over the year.

- Resolved** 52.1 That the report from Cllr P Baker be received and noted

Speedwatch – Cllr Brine provided a verbal report including knowledge gained by joining the Alconbury team recently to see what issues and challenges they have. The session was held between 7.30am and 9.00am and saw 200 vehicles pass in 1.5hrs. with 10% exceeding the speed limit. This highlighted that there is a need for 4 people in each team. Currently there are 3 sites allocated in Alconbury Weston where the teams can operate. Four volunteers had received training and 4 more were waiting to be trained. He was currently waiting to hear about how the group could access the necessary monitoring kit.

Discussion took place regarding the feasibility of having a joint scheme with Alconbury and looking for funding a dedicated set, of equipment from the windfarm or A14 Legacy project. It was agreed that the existence of an Alconbury Weston team should be promoted on 'next door' but that members, as individuals, would not get into any discussion on social media platforms but would direct commenters or the Parish Council.

- Resolved**
- 52.2.1 That the report from Cllr Brine be received and noted
  - 52.2.2 That Cllr Brine contact the Alconbury Scheme Co-ordinator to discuss the feasibility of joint working.
  - 52.2.3 That Cllr Brine contact Cllr P Baker informally regarding advice on possible sources of funding
  - 52.2.4 That Cllr Bryan advertise the Alconbury Weston team on 'Next Door', with any resulting comments being directed to the Parish Council

Communication with Parishioners – Cllr Bryan commented that the village had received good coverage in the Hunts Post for the Funday and that it was also the only village mentioned as being supportive of the Grand Fondo. He further commented that he has submitted an article for the Parish Pump

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Initials

- Resolved** 52.3 That the report from Cllr Bryan be received and noted

Flood Planning – Cllr Powley reported that the 1<sup>st</sup> version of the flood plan was complete but there were some outstanding issues on road closures. Communication was now taking place with the relevant bodies about the procedures for road closures. Following a recent meeting with external agencies, progress was being made on road closure procedures. Once ratified, these procedures would be incorporated in the plan., Currently, CCC highways held all road closure signs at a remote location; finding storage space in the village would greatly facilitate their speedy deployment. Cllr J Baker indicated that she would be able to make space available for this purpose. Cllr Powley also reported on the issues with the depth gauge readings where readings were only available once a day normally whereas, during flooding, readings needed to be much more frequent. Cllr Powley was involved with ongoing discussion with the Environment Agency on this issue

**Resolved** 52.4 That the report from Cllr Powley be received and noted

Alconbury Weald Parish Liaison – Cllr J Baker provided an update from the meeting held on 10 July 2018:-

- Housing – The Boulevard, Parcel 5 & Parcel 4 were in the process of construction, sale or occupation with currently 128 houses across the site occupied and a further 42 sold.
- Commercial – Incubator Unit 2 was complete and occupied with the Combined Authority operating from the top floor. Kinlaird had officially opened and MAGPAS had submitted an application to relocate to the Weald. Urban & Civic were looking to launch a higher-level apprenticeship scheme along with Peterborough and Huntingdon Regional Colleges
- Community – The Summer fete went well, raising money for the school. There was now a multi denominational Priest working on the Weald who would also be working with other local churches. Some of the pre-war footpaths throughout the site would be reopened once some difficulties with theft and antisocial behaviour had been resolved.
- Transport – Work was continuing to get work to reprioritise traffic on Ermine street signed off. A contractor had been appointed and the work would take approximately 1 month. Plans for a new railway station were moving forward slowly although Network Rail were again asking for justification. May 2021 was the latest proposed date. There was a proposal to put a Southern entrance to the Weald from the Huntingdon Outer Ring Road just west of where it crossed the railway line. This would involve the construction of a new roundabout and should reduce traffic through the Stukeleys.

**Resolved** 52.5 That the report from Cllr J Baker be received and noted

A14 Legacy Fund – Cllr York commented that he had not yet investigated access to the fund but agreed to move things forward by the next meeting

**Resolved** 52.6 That the report from Cllr York be received and noted

Amey Waste Transfer Station – Cllr Bryan commented that no meeting had been held so there was nothing to report at the current time.

### 53.0 PLANNING

The written report from Cllr Bryan on the Buckworth Lodge Appeal hearing that had taken place at HDC was received. It was noted that the decision notice from the Inspector was still to be made public so the outcome was still awaited.

It was noted that 2 new planning applications had been submitted for the site prior to the appeal. One was for a change of use back to the original use and the Inspector had been keen to establish if it was currently being used as a 'dwelling' or 'storage'. The 2<sup>nd</sup> application was for a 3-bed workers, bungalow as there was a need for an onsite worker 24/7.

Members were concerned that they had not received communication from HDC regarding either of these planning applications and it was agreed that the Clerk should contact HDC indicating the Council's dissatisfaction with not receiving notification of all planning applications within the village.

**Resolved** 53.1 That the report from Cllr Bryan be received and noted

53.2 That the Clerk contact HDC regarding lack of notice of Planning Applications

### 54.0 FLOODING BEHIND CHEQUERS COURT

Cllr P Baker provided a written report commenting that he had established through HDC that the culvert was the responsibility of CCC but that he was yet to identify the relevant person. He would continue to pursue this and provide a further update to the next meeting.

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**Resolved** That the report from Cllr P Baker be received and noted

#### 55.0 CCTV INSTALLATION

Cllr Bryan commented that he had written to HDC 6 weeks ago but had not yet received a reply. He understood that the relevant Officer had left and he was awaiting new contact details to be provided.

**Resolved** That the report from Cllr Bryan be received and noted

#### 56.0 SPAM FILTERS

Cllrs Bryan, Powley and the Clerk indicated that they were having difficulties with SPAM. It was agreed that SPAM filters should be purchased with the money coming out of reserves for the current year. Ongoing provision should then be budgeted for in the following years.

**Resolved** That SPAM filters for Council email accounts should be funded at a cost of £12 per year per email address, with the funds being taken from general reserves for this year and included in the budgets for the 2019/20 financial year and thereafter (if appropriate)

#### 57.0 NOTICE BOARDS

Following discussion, it was agreed in principle that another notice board was needed, possibly being sited near the Brook. Cllr Bryan agreed to assess other options along Church Way and at the Hamerton Road side of the Brook, before a final decision was made on siting.

It was commented that the notice board on village green would need to be replaced in the next 12 months.

**Resolved**

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| 57.1 | That Cllr Bryan investigate the principle of siting additional notice boards for public use, with cost proposals being obtained in time for inclusion in next year's budget |
| 57.2 | That the Clerk investigate the cost of replacing the Council notice board on the village green on a like-for-like basis.  |

#### 58.0 RESIDENTIAL PROPERTIES OPERATING AS BUSINESSES

Concern was raised regarding the sale of cars from private properties at the corner of North Road and Highfield Avenue. Discussion took place regarding the matter and it was agreed that the Clerk should contact the Licencing Dept at HDC to establish the legal position.

**Resolved** That the Clerk contact Licencing at HDC to establish the legal situation regarding cars being offered for sale outside residential properties on a regular basis

#### 59.0 ORDERS FOR PAYMENT

It was noted that no payments had been made between meetings

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

|   |         |
|---|---------|
| BEAM – Grass cutting                              | £285.00 |
| Payroll & HMRC – August & Sept Salary             | £462.38 |
| Balfour Beatty – street light maintenance 2017/18 | £72.00  |
| HDC – election cost                               | £105.00 |
| A Benfield – August expenses                      | £59.70  |
| SR Howell – Payroll charges                       | £60.00  |

**Resolved** That the above payments were agreed and were to be made.

#### 60.0 BANK RECONCILIATION

**Resolved**

|      |  |
|------|--|
| 60.1 | That the bank reconciliation up to 1 August 2018 be received and noted   |
| 60.2 | That the Parish Council bank accounts be transferred to Unity Trust as soon as practicable with all Councillors as signatories and with facilities to allow the operation of online banking. |

#### 61.0 BUDGET REPORT

**Resolved** That the Budget Report up to August 2018 be received and noted

#### 62.0 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

No reports were received from District or County Councillors

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**63.0 MATTERS FOR INFORMATION**

63.1 Those matters circulated by the Clerk in advance of the meeting were received and noted

63.2 The following matters were raised by Members:-

- Dog mess on Hamerton Road, North Road and Church Way. It was noted that this was an ongoing problem and agreed that communication would take place with the village directly and that dog poo bags would be hung up in strategic places.
- Speeding farm machinery – it was agreed that contact would be made with the person responsible.
- State of footpath between the 2 villages – Clerk was requested to bring this to the attention of the Rights of Way Officer.

63.3 It was agreed that the Clerk would include the following matter the agenda for the next meeting:-

- State of the footpath between the 2 villages

SIGNED: \_\_\_\_\_

**Chairman - Alconbury Weston Parish Council**

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