

**Minutes of the Meeting of Alconbury Weston Parish Council
held on Monday 2nd April 2012 at Alconbury Memorial Hall.**

Councillors present: Mrs. J. Baker (Chairman), Dr. C. McGregor, Cllr. S. Lomas, Mrs. H. Mobius & Mr. L. York.

Also present: District Cllr. K. Baker & Mrs. D. Benham (Clerk).

1. Apologies for absence: Cllr. R. Coulson, County Cllr. L. Kadic & County Cllr. P. Brown.

2. Declaration of Interests: None declared.

3. Public participation: There were no members of the public present.

4. Minutes of the meetings held on 20th February and 5th March 2012: The minutes of the meetings held on 20th February and 5th March 2012 were approved and signed by the Chairman.

5. Matters arising from the minutes:

a) Alconbury Airfield – Cllr. Baker and the Clerk had attended a Liaison meeting on 21st February during which the Enabling application had been discussed in some detail. At the next liaison meeting on 26th March, there was further discussion on the conditions to be attached to the now approved application. The Masterplan is due to be submitted June/July and Urban & Civic are currently organizing village meetings in June to update parishioners on their plans.

b) Councillor vacancy - Notices advertising the vacancy were placed on the notice boards on 27th February. HDC have confirmed that no requests for an election have been received and that the Parish Council can now co-opt to fill the vacancy. One expression of interest had been received so far. Councillors agreed that a notice advising of the intention to co-opt should be placed in the Parish Pump and on the notice boards, with a view to filling the vacancy at the AGM in May.

c) Diamond Jubilee celebrations – A committee meeting had been held to design a leaflet, which had since been delivered to every household, inviting residents to volunteer and/or put forward ideas for a Jubilee celebration to be held on Sunday 3rd June on the Village Green.

Several donations had already been secured from local businesses and the committee will meet again on 16th April at Salix House.

6. Parish Paths.

Cllr. McGregor advised that all the stiles were now in place on footpath 5 and new steps had been installed on Vinegar Hill to access footpath 3. Cllr. McGregor had contacted Mr. Cooper regarding the slippery slope where footpath 4 had recently been diverted and it is hoped that this can be remedied by CCC in the coming financial year.

7. Play Area.

Cllr. Lomas continues to inspect the play area and reported that the goal posts required painting. Clerk to obtain a quote from Smallwork Services.

8. Planning.

a) Update on previously discussed applications.

1102094FUL Enabling works for the Alconbury Enterprise Zone Company: demolition of existing buildings; new and improved highway accesses and roads; provision of three new gatehouses and security barriers; additional perimeter fencing; structural landscaping; and ancillary drainage, utility works, lighting and removal of hardstanding. Alconbury Airfield, Ermine Street, Little Stukeley, PE28 4WX. Permission granted by HDC.

1101605FUL, Change of use for stationing a mobile home, Buckworth Lodge. Permission granted by HDC. Officer's report to be circulated.

1001741FUL, Woolley Hill Wind Farm. Appeal allowed.

b) Update on planning enforcement case.

0300179ENBCOM - Commercial building on Hamerton Road.

District Cllr. Baker is still awaiting a response from Andy Moffat. Clerk had e-mailed Nigel Swaby again, asking for an update.

9. Financial report.

a) Payment of outstanding debts.

Cllr. Mobius proposed retrospective approval of payment of items (1) to (6) and approval of payment of items (7) to (9). Seconded by Cllr. Lomas, unanimously agreed.

(1) Project 21 - £100, section 137 donation to Alconbury Church Flower Festival. Cq. No. 100897

(2) Mrs. D. Benham - £217.70, wages and expenses of Parish Clerk for February. Cq. No. 100898

(3) HDC - £3523.80, village grass cutting. Cq. No. 100899

(4) Alconbury Parish Council Youth Club Fund - £360.00, (replaces cheque 100871) Cq. No. 100900

(5) Mrs. D. Benham - £115.74, wages and expenses of Parish Clerk for March. Cq. No. 100901

(6) Inland Revenue - £9.25, PAYE. Cq. No. 100902

(7) NALC - £15.50, Local Council Review subscription. Cq. No. 100903

(8) CALC-CTP - £70.00, Councillor training course for Cllr. York. Cq. No. 100904

(9) CAPALC - £234.53, affiliation fee. Cq. No. 100905

b) Current position.

A copy of the receipts and payments, accounts and bank reconciliation for year ending 31st March 2012 and a copy of the receipts and payments for financial year commencing 1st April 2012 were handed to each councillor. Copies to be attached to the minutes.

c) To appoint an internal auditor.

Councillors unanimously agreed that the internal audit should be carried out by Brian Cox & Co.

d) To approve the accounts for year ending 31st March 2012 and to complete the Annual Return.

Cllr. Lomas proposed that the accounts should be approved and signed by the Chairman and Clerk. Seconded by Cllr. McGregor, unanimously agreed. Chairman and Clerk signed the accounts.

The Clerk had completed the Annual Return from the Audit Commission ready for external audit.

Cllr. Lomas proposed that Chairman and Clerk should sign Section 1, Statement of Accounts and Section 2, Annual Governance Statement on the completed form. Seconded by Cllr. McGregor, unanimously agreed. Chairman and Clerk signed sections 1 & 2 on the Annual Return.

Notices advertising elector's rights to inspect the accounts will be displayed on the notice boards on 18th April 2012.

e) Risk Assessment.

Completed by the Clerk on 2nd April. Copy to be attached to the minutes.

f) Request for a donation towards Alconbury C of E Primary School's year 6 end of term activity event.

Councillors unanimously agreed that a donation should not be made. Clerk to respond.

10. Police matters.

January crime report shows no reported crimes in Alconbury Weston

February crime report shows 2 vehicle crimes near the B1090, close to the A1

11. Correspondence.

a. Letter of thanks from Hilary Purbrick for the donation towards the Alconbury Church Flower Festival.

b. Notice of Anglian Water's hosepipe ban starting Thursday 5th April 2012.

c. Street naming and numbering – Old Forge Cottage, 7 Vinegar Hill to be known as Blacksmiths, 7 Vinegar Hill.

d. Information regarding ACRE Community Oil Buying Scheme – posters to be placed on the

notice boards.

e. Local Council Review – to be circulated.

f. Invitation to attend the Queen’s Diamond Jubilee Picnic at Burghley House, Stamford – Cllr. Baker and guest and the Clerk and guest to attend.

g. Letter from CCC advising that the grass cutting grant will be the same as last year - £1227.92

12. Reports from councillors.

District Cllr. Baker advised that nominations for the new role of Police Commissioner would be made in October, followed by an election in November. The new national planning policy had been issued which aims to simplify the planning process.

Cllr. Baker advised that Alconbury’s Diamond Jubilee celebration will take place on Monday 4th June and that she had received an e-mail from the Alconbury Parish Council Chairman asking for a donation towards the costs. Councillors agreed that as the Alconbury Weston event was being financed with donations from local business rather than with Parish Council funds, it would be inappropriate to make a donation. Clerk to reply.

Clerk to request that the pump, railings and bollards on Hamerton Road are refurbished by CCC or to obtain a quote from Smallwork Services.

Clerk to report that the replacement footbridge on the High Street needed the sawn ends treated.

Cllr. Mobius asked the Clerk to report to Alconbury PC that the new street light near to the bridge in Alconbury needed adjusting to prevent it from blinding drivers as they came over the bridge.

13. Date of next meetings:

Monday 14th May 2012 – Annual Parish Meeting and Annual General Meeting of the Parish Council.

Monday 25th June 2012 – Parish Council Meeting.

All meetings will start at 7.30pm at the Alconbury Memorial Hall.

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