

**Minutes of the meeting of Alconbury Weston Parish Council
held on Monday 15th April 2013 at Alconbury Memorial Hall.**

Councillors present: Mrs. J. Baker, Mr. M. Bryan, Mr. S. Lomas, Mrs. H. Mobius & Mr. L. York.
Also present: District Cllr. K. Baker, County Cllr. L. Kadic, County Cllr. P. Brown & Mrs. D. Benham (Clerk).

1. Apologies for absence: Cllr. R. Coulson & Cllr. C. McGregor.
2. Declaration of Interests: None declared.
3. Public participation: No parishioners were present.
4. To approve the minutes of the last meeting held on 4th March 2013 : The minutes of the meeting held on 4th March 2013 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 19th March. Kier have been appointed as the contractor to build the incubator building. Sub-contractors are to be used from within a 25 mile radius. There will be a camera mounted on a platform to film the whole construction period and this will be shown on the Urban & Civic website. The site of the secondary school has been moved to area 6 and there will be amended parameter plan issued. An amended outline application for the whole site will be submitted at the end of May/beginning of June and there will be a further consultation period of 3 weeks, with a decision by the planning committee in early autumn. The Draft Local Plan will be out for consultation for 8 weeks at the end of May. The Chairman and the Clerk will attend the next liaison meeting on 16th May 2013.
 - b) Diamond Jubilee tree planting – Still awaiting permission from the land owner. However, as the land agent had indicated that permission would most likely be granted, councillors agreed that the tree should be planted as soon as possible.
 - c) Parish Council website/communication with parishioners – Cllr. Bryan presented councillors with a draft version of a free website provided by Google which would have no ongoing costs. Cllr. Baker proposed that Cllr. Bryan should go ahead and set up a Parish Council website as per the example shown, with the sub categories as shown. Seconded by Cllr. York, unanimously agreed.
 - d) Water leak on Hamerton Road – reported to Anglian Water and Highways.
 - e) Repairs to tarmac surrounding manhole cover on Hamerton Road – Repair has been carried out. Condition to be monitored.
 - f) Anglian Water sewer replacement – work now complete. The village green has been reinstated and awaits reseeded.

6. No 46a bus service.

County Cllr. Kadic advised that Nene and Ouse were no longer in existence but that a newly formed charity HACT had taken over the 46a route with no break in the service. The first week's user numbers were promising and the service was running promptly and efficiently. Usage will be monitored for three months and the timetable may be restructured if necessary.

HACT are also running a "ring and ride" service which needs to be promoted in the villages.

County Cllr. Kadic had been able to secure a large amount towards the start up costs for HACT but was requesting a donation specifically towards the 46a service of £6000 split between Alconbury and Alconbury Weston Parish Councils to support the service until 31st March 2014.

Cllr. Baker proposed that subject to receiving a written guarantee that the 46a service will run for 1 year, that Alconbury Weston Parish Council should donate £2000 to HACT. Seconded by Cllr. Mobius, unanimously agreed.

7. Parish paths.

Carried forward to the next meeting.

8. Play area.

Cllr. Lomas had no issues to report. Item carried forward to the next meeting.

9. Planning.

a) New application:

1300363 – Two storey side extension, 20 Wheatsheaf Road, Alconbury Weston.

The Clerk advised that she had received an objection from a resident of Wheatsheaf Road. Having examined the plans Cllr. Mobius proposed that Alconbury Weston Parish Council should recommend approval of the application. Seconded by Cllr. York, unanimously agreed.

b) Update on previously discussed applications:

1300056REP – Replacement of planning permission 0900339FUL for erection of three dwellings. Land at Chestnut farm, Hamerton Road, Alconbury Weston. Permission granted by HDC.

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. Clerk reported that some glazing had been carried out to the windows and Nigel Swaby has agreed to make an inspection.

The Clerk advised that from 1st May, HDC will not send paper copies of plans to the Clerk and that therefore councillors would need to look at the plans on-line before the Parish Council meetings. The Clerk will bring printouts but these will only be A4 size.

10. Financial report.

a) Payment of outstanding debts:

Cllr. Mobius proposed retrospective approval of items (1) & (2) and approval of payment of items (3) & (4). Seconded by Cllr. Bryan, unanimously agreed.

(1) Mrs. D. Benham - £215.29, wages and expenses of Parish Clerk for March. Cq. No. 100939

(2) Inland Revenue - £31.72, PAYE. Cq. No. 100940

(3) CAPALC - £244.76, Affiliation fees. Cq. No. 100941

(4) NALC - £16.00, Local Council Review fees. Cq. No. 100942

(5) Alconbury Over 60's Club - £115, Section 137 donation. Cq. No. 100943

b) Request for a donation from the Alconbury Over 60's Club:

Cllr. Mobius proposed that a Section 137 donation of £115 towards the cost of coach hire for the August outing should be made to the Alconbury Over 60's Club. Seconded by Cllr. Lomas, unanimously agreed.

c) To agree the accounts for year ending 31st March 2013 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. York. 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 the Chairman and Clerk should sign Section 1, Statement of Accounts and Section 2, Annual Governance Statement on the completed form. Seconded by Cllr. York, unanimously agreed. Chairman and Clerk signed sections 1 and 2 on the Annual Return.

Notices advertising elector's rights to inspect the accounts will be placed on the notice boards on 26th April 2013.

d) Real Time Information:

The Clerk advised that PAYE information needed to be reported in real time, on-line, from 6th April 2013. The Clerk had received a quote of £100 per annum from S. R. Howells in Ramsey to provide payroll services and asked councillors for their agreement to this expenditure if required. Cllr.

Baker proposed agreement to this expenditure for the tax year ending 31st March 2014. Seconded by Cllr. Lomas, unanimously agreed.

11. Police matters.

February crime report shows 4 recorded crimes in/near Alconbury Weston – Anti-social behaviour near Church Way, Criminal damage and arson and vehicle crime near West Close, Anti-social behaviour at Alconbury Sports and Social Club.

12. Correspondence.

- a) letter advising service changes at Cambridgeshire ACRE – Funding from public sector now reduced resulting in some redundancies. Hard copies of Community Action magazine no longer available and support limited to phone/e-mail advice.
- b) Flood Action Group workshop – Attended by Cllr. Coulson on 6th April.
- c) Community Chest Fund – Launched by HDC and specifically targeted towards small organisations. Maximum award is £5000.
- d) Local Council Review – to be circulated.
- e) Draft Community Infrastructure Levy (CIL) Regulation 123 List – Available to view and comment on HDC website from 2/4 to 24/5. Notices have been placed on the notice boards.

13. Reports from councillors.

Cllr. Bryan advised that CCC will be holding a meeting on 17th April to discuss the timetable for implementation of Superfast Braodband.

14. Dates of the next meetings.

Monday 20th May 2013 – Annual Parish Meeting & Annual General Meeting of the Parish Council.

Monday 1st July 2013.

All meetings start at 7.30pm at Alconbury Memorial Hall.

Signed.....

Date.....