

**Minutes of the meeting of Alconbury Weston Parish Council
held on Monday 3 December 2018 in Alconbury Memorial Hall**

Present:

Councillors: J Baker, P Baker, S Brine, J Evans, R Powley (Chairman) and L York

Clerk: A Benfield

Others: 1 member of the public was in attendance

85.0 DECLARATIONS OF INTEREST

No declarations of interest were made

86.0 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr M Bryan (ill health)

87.0 PUBLIC PARTICIPATION

No members of the public present wished to address the meeting

88.0 MINUTES

The minutes of the Meeting of the Parish Council held on 22 October 2018 were confirmed as a correct record and signed by the Chairman

A discussion took place on the meaning of Pecuniary and Other interests linked to Planning Applications. The Clerk commented that she had requested advice from HDC Monitoring Officer on the declarations recorded at the last meeting and they had confirmed that in that instance they had been recorded correctly taking into account the relationships between Cllrs and Applicants.

Cllr York arrived at this point in the meeting

89.0 STORAGE OF ROAD CLOSURE SIGNS AND BOLLARDS

Cllr Powley discussed with those present the difficulties of moving the road closure signs and Traffic cones to the Upton turn-off on Hamerton Road in inclement weather. He requested that an 'in principle agreement' was given to make provision to store undercover the road closure equipment on the verge close to where the equipment would need to be deployed. Before any storage solution was purchased, agreement was to be sought from Upton PC and CCC.

Should the necessary agreements be received, the cost of purchase and installation of suitable storage was expected to be approximately £650 and Cllr Powley requested that this sum was included in the budget for next financial year in anticipation.

Various options and styles of storage were discussed and it was generally agreed that a metal lockable container that is secured to a concrete plinth would be the best option. It was further suggested that what is stored in the container is displayed on the outside to deter the likelihood of theft and damage.

Cllr P Baker offered assistance in the interim with the moving of the equipment

- Resolved**
- 89.1 That the verbal report was received and noted
 - 89.2 That agreement in principle for roadside storage of road closure equipment was given with Cllr Powley delegated to investigate the feasibility further.

90.0 PARISH PATHS AND TREES

Cllr P Baker provided a verbal report on the current state of the parish paths and trees

Church Way footpath – he commented that in general terms the footpath was acceptable but that the Tanglewood fields gate needed to be repaired. He had no further information on the footpaths but was investigating the possibility of raising a work party of residents to do some undergrowth clearance.

CCC Rights of Way Officer – Having spent some time investigating the options of repair to the tarmac path between the villages with the Rights of Way Officer he had been informed that some of the path was not recorded as a public right of way. Cllr P Baker confirmed the he would continue to try and arrange a site visit and discuss the matter further with the Officer concerned. He was hopeful that a pragmatic solution could be found in the longer term. Discussion took place on the matter and it was agreed that, if the maps were correct, the Parish Council should work with the neighbouring parish to adopt it as a public right of way. Cllr Powley agreed to put Cllr P Baker in contact with the Footpath Rep from Alconbury Parish Councils for liaison. It was agreed that this matter was not urgent but was deteriorating and work on resolving the issue should be initiated and progressed now.

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

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91.0 PLAY AREA

Due to ill health Cllr Bryan was not in attendance but it was agreed that his report should be added to the minutes retrospectively for record:-

15/10 Grass cut

17/10 OK

4/11 OK

13/11 OK. Greased equipment

3/12 OK

It was asked if there was a documented list of what actions Cllr Bryan included in his play area inspection and the Clerk agreed to discuss this with Cllr Bryan and let members know.

Cllr York commented that he was still having difficulty getting information on play area funding. It was agreed that the Clerk should investigate the Wooley Hill Wind Farm Grant application process and let Members know.

- Resolved**
- 91.1 That the report from Cllr Bryan on the state of the play area be included in the minutes subsequent to the meeting
 - 91.2 That the Clerk request a documented list of actions taken by Cllr Bryan during his play area inspections and pass this information to Cllr York
 - 91.3 That the Clerk to check on the details of the Woolley Hill Wind Farms grants and inform members.

92.0 REPORT FROM REPRESENTATIVES

Grass cutting & village green – Cllr P Baker commented that he had nothing to report

Speedwatch – Cllr Brine: commented that he had organised a live training session for 12 December and that this would include all Alconbury Weston Speedwatch team members who have received training along with those who still need to be trained. They will be using the Speedwatch kit that is shared between a number of local villages, including Alconbury. Although some funding (£2,000) had been made available for Alconbury to buy their own kit, that sum had been insufficient to purchase all the necessary items. Subsequently, the PCC, Jason Ablewhite, had offered to fund a full kit for sharing between Alconbury and Alconbury Weston and this would allow more flexibility for both communities in the future.

He also indicated that the team were looking to include more check-point sites in Hamerton Road as some residents considered that it was a speeding hotspot. Finally, he requested a sum of £200 to be included in the budgets for next year towards PPE.

In terms of the Speed Indication Signs Cllr Brine commented that he had contacted CCC to find out how often the signs are calibrated.

He also informed members that he had investigated the cost of various speed reduction measures. Unfortunately, the costs involved are outside the viability of the parish council at the moment as the costs would be between £6,000 and £20,000 depending on what measures were put in place

- Resolved** 92.2 That the report from Cllr Brine be received and noted

Communication with Parishioners – Cllr Bryan: no report given and Cllr Bryan not in attendance

Flood Planning – Cllr Powley reported that the flood plan had been sent out to a number of people and he had only received one set of comments so far. Once these and other anticipated input had been incorporated, the plan would be reissues, with a copy being posted on the Parish website. The road closures signs had not arrived yet, and storage location had been discussed earlier in the meeting. He further stated that the EA had been asked to remove excess foliage from the Brook, immediately downstream of the main ford.

It was requested that the Clerk obtain an update on the repairs to the bridge from CCC as this work was still outstanding

- Resolved** 92.3 That the report from Cllr Powley be received and noted
That the Clerk contact CCC and request an update on when repair work will be completed on the bridge.

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Alconbury Weald Parish Liaison – Cllr J Baker: No report given as no meetings held.

Resolved 92.4 That the report from Cllr J Baker be received and noted

A14 Legacy Fund – Cllr York: No report to give as no information received

Resolved 92.5 That the report from Cllr York be received and noted

Amey Waste Transfer Station – Cllr Bryan had nothing to report. Cllr J Baker commented that the area adjacent to the site was very messy and requested that Cllr Bryan be asked to investigate. Cllr Evans undertook to discuss with Cllr Bryan

93.0 PLANNING

Cllr P Baker provided a report on the HDC Planning Training event he had attended on 29 November on behalf of the Parish Council. He commented that he had found it fascinating in parts but that not all was relevant to the village.

In terms of enforcement action, he commented that the Enforcement team do rely on the public to report incidences of breaches of planning permissions. When contacting them it is important that they are informed of the details of any breach and why there was a cause for concern. For any enforcement to be carried out, the contact details of the person reporting the alleged breach was needed although this information would not be passed on to the person alleged to have broken the rules. It was suggested that the person with the concerns request the Parish Council to make the report to further support anonymity.

In terms of built up areas, there used to be definitive boundaries around developments but this had been removed and now new development within existing settlements is looked at more holistically, being considered on a case by case basis.

As the Local Plan was still to be adopted formally in early 2019 with the previous one obsolete and the new one not adopted there was currently a ‘tilted balance’ with the criteria for planning permissions biased towards development until the new plan is formally adopted.

The Clerk was asked to request an update from Enforcement on the actions they intended to take in relation to the in-ground swimming pool that had been reported to them

Resolved 93.1 That the report from Cllr P Baker be received and noted

93.2 That the communication from HDC regarding the Examiners comments on the Local Plan be received and noted

93.3 That the Clerk request an update from Enforcement on the in-ground swimming pool development

94.0 FLOODING BEHIND CHEQUERS COURT

Cllr P Baker informed those present that he had attended a meeting at the culvert with members of the Operations team from CCC, Unfortunately they could not inspect fully as the grass and ditch between the dwellings was inaccessible at the time. The visibility had since improved and he had then inspected again. It appeared that, as the water flows from Chequers Court into the culvert under the road into the ditch, the silt in the ditch is higher than the level of the culvert - so causing the problem. He reported that the ditch did need cleaning but that he was not sure how to action this.

Resolved That the report from Cllr P Baker be received and noted and that he discuss options for clearing the ditch with Cllr Bryan

95.0 PRECEPT

The draft estimates of income and expenditure circulated by the Clerk were considered in detail.

A serious discussion took place on the reason for the projected increase. Members agreed that the increase was warranted and that it was the right thing to do. They noted that, having run reserves down to an acceptable level, future spending plans now needed to reflect realistically the village’s requirements on a year-to-year basis.

Resolved 95.1 That the draft Estimates of Income and Expenditure as circulated be received and noted

95.2 That a precept of £14,191.00 be set for the 2019-20 Financial Year

96.0 ORDERS FOR PAYMENT

It was noted that no payments had been made between meetings

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

Room Hire – year to date	£39.95
Payroll & HMRC – December Salary	£231.19
Poppy Wreath – s137 donation	£50.00
Defibrillator maintenance – s137 donation	£30.00
Laptop Antivirus – annual renewal	£20.95

Resolved That the above payments be made.

97.0 **BANK RECONCILIATION**

The Clerk informed the meeting that the Barclays accounts are now fully closed.

Resolved That the bank reconciliation up to 10 November 2018 be received and noted

98.0 **BUDGET REPORT**

Resolved That the Budget Report up to 30 November 2018 be received and noted

99.0 **REPORTS FROM DISTRICT AND COUNTY COUNCILLORS**

No reports were received from District or County Councillors

100.0 **MATTERS FOR INFORMATION**

100.1 Those matters circulated by the Clerk both in advance and at the meeting were received and noted

100.2 The following matters were raised by Members: -

- Dog Poo signs – it was agreed that signs should be replaced with ones that included the Parish Council letterhead.
- A5 leaflets on the flood warnings – it was agreed that Cllrs Brine and Powley should discuss in advance of the next meeting

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

- Flood leaflets.

SIGNED: _____

Chairman - Alconbury Weston Parish Council