

# ALCONBURY WESTON PARISH COUNCIL

[www.alconburywestonparish-pc.gov.uk](http://www.alconburywestonparish-pc.gov.uk)

Parish Clerk: Alison Brown

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## To: The Chair and Members of Alconbury Weston Parish Council

You are hereby summoned to attend the Annual Meeting of Alconbury Weston Parish Council to be held on **Monday 15<sup>th</sup> May 2023 at Alconbury Sports & Social Club, Alconbury PE28 4EX at 7.15 pm.**

*A Brown*

Alison Brown  
Proper Officer  
9<sup>th</sup> May 2023

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**Public Participation** – During the 10 minutes Public Participation, members of the public and press are invited to address the Council regarding items that are on the agenda. If you wish to discuss any other matter, please contact the Clerk outside of this meeting.

## AGENDA

### Public Question Time

#### Public Bodies (admissions to meetings) Act 1960 s 1 extended by LGA 1972 s 100

This section (at the Chair's discretion may last up to 10 minutes) is not part of the formal meeting of the Council and minutes will not be produced

### 1.0 ELECT CHAIR AND SIGN ACCEPTANCE OF OFFICE

### 2.0 ELECT VICE-CHAIR AND SIGN ACCEPTANCE OF OFFICE

### 3.0 APOLOGIES FOR ABSENCE

### 4.0 DECLARATIONS OF INTEREST

To receive Declarations of Disclosable Pecuniary and Other Interests, as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any Agenda item.

### 5.0 PARISH COUNCILLOR VACANCY

To receive and consider applications for co-option

### 6.0 PLANNING

6.1 To resolve to submit comments on applications where appropriate:

- 23/00183/FUL – Resiting due to Internal Drainage Board objection: Erection of a general-purpose agricultural storage building at Land East Of Church Way Alconbury Weston

6.2 To receive an update on previous applications:

- 22/00905/FUL- Land Rear Of 9 High Street, Alconbury Weston
- 22/02361/TRCA - Land North Of 13 North Road Alconbury Weston
- 23/00183/FUL - Land East of Church Way, Alconbury Weston
- 23/00211/FUL - Thorns Farm, Hamerton Road, Alconbury Weston
- 22/02468/FUL- Sallows Farm 86 Hamerton Road, Alconbury Weston, Huntingdon PE28 4JD

### 7.0 TO CONFIRM APPOINTMENT OF PARISH COUNCIL REPRESENTATIVES TO THE FOLLOWING GROUPS AND ORGANISATIONS FOR THE MUNICIPAL YEAR: -

- Grass cutting & village green
- Speedwatch & SID
- Communication with Parishioners
- Flood Emergency Planning
- Flood Alleviation
- Play Area

- Parish Paths & Trees
- Planning
- Neighbourhood Plan
- Highway Liaison
- Woolley Hill Wind Farm Grant Body Liaison

## 8.0 MINUTES

To confirm as a correct record the Minutes of the Meeting of the Council held on 3<sup>rd</sup> April 2023

## 9.0 REPORT FROM DISTRICT AND COUNTY COUNCILLOR

### 10.0 THE ALCONBURY BROOK FLOOD GROUP (TABFG)

10.1 To note TABFG report

10.2 To receive and resolve matter – ‘Siting of Anglian Water supplied water gardens’

10.3. Flood Watch day update

10.4. To receive and resolve any other matters

### 11.0 REPORTS FROM REPRESENTATIVES AND RESOLVE ANY ACTIONS IDENTIFIED

11.1 Highways, Speedwatch and SID – Cllrs Stone, Morton

- SID Block graph data
- LHI Bid progress report
- 20 mph LHI application
- Speedwatch report

11.2 Play area – Cllr J. Baker

- Play area repairs update

11.3 Parish Trees – Cllr Morton

- Request form resident to plant a tree on parish council land
- Dead tree – Highfield Avenue play park

11.4 Communication with parishioners – Cllr Stone, Wheatley

- Content for Social Media - Parish Pump, Facebook and Nextdoor

11.5 Woolley Hill Wind Farm Grant Body Liaison– Cllr Stone

- Fund Report

### 12.0 COMMUNITY INFRASTRUCTURE LEVY (CIL) PAYMENT

To receive update on costings for permanent table tennis table for Highfield Avenue play area and resolve

### 13.0 ALCONBURY WESTON PARISH NEIGHBOURHOOD PLAN

To receive update and resolve actions

### 14.0 QUEUING ON ROAD AT HOUSEHOLD RECYCLING CENTRE

To receive matter of concern from resident regarding traffic using the site and resolve action

### 15.0 CORONATION OF KING CHARLES III EVENT

To receive update on recent event

### 16.0 SHAWL – PERMISSION TO HOLD ACTIVITIES ON THE GREEN DURING ANNUAL CYCLE RACE

16.1 To reverse the resolution made under agenda 180 at the meeting held on 3<sup>rd</sup> April 2023 to hold an event on Sunday 4<sup>th</sup> June 2023

16.2 To re-consider and resolve request

### 17.0 ORDERS FOR PAYMENT

Ratify April 2023 payments and resolve May 2023 payments:

|                                  |  |          |
|----------------------------------|--|----------|
| Drax                             | Street Lighting March 2023 (DD)                        | £8.87    |
| Cllr A Stone                     | Chairman's allowance – reimbursement for get well gift | £29.79   |
| BEAM                             | Village grass cutting April 2023                       | £285.00  |
| Scribe                           | Accounts annual subscription                           | £345.60  |
| Mrs A Brown                      | Clerk April 2023 salary & expenses                     | £270.85  |
| HMRC                             | Clerk PAYE April 2023                                  | £61.20   |
| Groundwork UK                    | Repayment of unspent Neighbourhood Plan grant          | £889.00  |
| Huntingdonshire District Council | Litter bin emptying 2023/24                            | £1819.01 |
| Wicksteed                        | Play area repairs                                      | £615.48  |
| Alconbury Hall                   | Room hire for Clerk interview                          | £9.00    |
| BEAM                             | Village grass cutting May 2023                         | £285.00  |
| Morgan's Handyman Services       | Installation of Coronation bench                       | £193.50  |
| Drax                             | Street Lighting April 2023 (DD)                        | £9.56    |
| Mrs A brown                      | Clerk May 2023 salary & expenses                       | £270.85  |
| HMRC                             | Clerk PAYE May 2023                                    | £61.20   |

**18.0 FINANCE**

**18.1** Monies received and bank reconciliation

**18.2** Review expenditure against budget

**19.0 ANNUAL RETURN AND STATEMENT OF GOVERNANCE**

Annual Governance and Accountability Return for year ending 31 March 2022

(a) Carry out a review of the effectiveness of the system of internal control and consider any findings

(b) Approve by resolution the Annual Governance Statement

(c) Consider the Accounting Statements

(d) Approve by resolution the Accounting Statements for signing by the Chair and Responsible Financial Officer (Clerk)

**20.0 APPOINTMENT OF INTERNAL AUDITOR FOR THE FINANCIAL YEAR 2023/24**

To confirm the re-appointment of Evolve Accountancy as Internal Auditors for the financial year 2023/24

**21.0 MATTERS FOR INFORMATION**

To receive and note

**22.0 DATE AND TIME OF NEXT MEETING**

Monday 26<sup>th</sup> June 2023, Alconbury Sports and Social Club

**23.0 PUBLIC BODIES (Admission to Meetings) Act 1960 Exclusion of the Press and the Public**

To resolve that in accordance with Section 1(2) of the Public Bodies Admission to meetings Act 1960 and by reason of the confidential nature of the business, the Press and the Public be excluded from the meeting

**24.0 CLERK RECRUITMENT**

To receive and resolve

**25.0 PUBLIC BODIES (Admission to Meetings) Act 1960 Exclusion of the Press and the Public**

To resolve that the confidential business having been concluded, the Press and Public be readmitted to the meeting