

ALCONBURY WESTON PARISH COUNCIL

www.alconburywestonparish-pc.gov.uk

Parish Clerk: Alison Brown

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Minutes of the Alconbury Weston Parish Council meeting held on Monday 3rd April 2023, Alconbury Sports & Social Club, Alconbury PE28 4EX at 7:00 pm.

PRESENT: Councillors: M. Waring (Chair), J. Baker, K. Brine, N. Morton, A. Stone, D. Wheatly and A. Brown (Clerk).

Members of public: 13 **HDC/CCC:** Cllr Ian Gardener **TABFG Representative:** Mr C. Dalleywater

Public Question Time

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

1. Residents requested an update on agenda item 169.3 – Clearance/demolition 48 North Road, Alconbury Weston. Cllr Waring explained that the Parish Council has reported the matter of concern to Huntingdonshire District Council (HDC) Environmental Team however no update has been received from them.
2. A resident expressed concern that speeding traffic up Vinegar Hill is excessive especially between 7:00 am and 8:30 am. Cllr Stone stated that she is aware of the issue and that data can be collected via the SID and the information passed onto the relevant authorities to prove that there is a speeding issue in this area. She also stated that Speedwatch is to resume in the village and that the 40 mph buffer zones are waiting to be implemented.
3. A resident was attending to seek permission to plant a tree in the village – agenda item 173.3.

167.0 APOLOGIES FOR ABSENCE

Apologies were received and noted from Cllr P. Baker (personal).

168.0 DECLARATIONS OF INTEREST

Cllr J. Baker – agenda item 169.1 planning application 22/02468/FUL.

Cllr J. Baker left the meeting.

169.0 PLANNING

169.1 To resolve to submit comments on applications where appropriate:

- 22/02468/FUL- Construction of a flood attenuation and wildlife pond at Sallows Farm 86 Hamerton Road, Alconbury Weston, Huntingdon PE28 4JD.
RESOLVED: To submit a comment of support to HDC.
- 16/02674/AGDET, Agricultural store, Land South East Of 1 To 4 Hill Top Cottage Alconbury Hill Alconbury Weston, Huntingdon – Item erroneously placed on agenda – see agenda item 169.3 – Barn type building at the top of Alconbury Hill.

Cllr J. Baker re-joined the meeting.

169.2 Updates received on previous applications:

- 22/01350/OUT - Land North West Of 1 Chequers Close, Alconbury Weston – Refused.
- 22/00905/FUL- Land Rear Of 9 High Street, Alconbury Weston – Pending decision.
- 22/02042/FUL- Sallows Farm, 86 Hamerton Road, Alconbury Weston, Huntingdon PE28 4JD – Withdrawn.
- 22/02361/TRCA - Land North Of 13 North Road Alconbury Weston – In progress.
- 22/80383/COND Discharge of condition 9 (Key Phase 2 Definition) for 1201158OUT at Alconbury Airfield Ermine Street Little Stukeley – Condition reply.

- 22/80374/COND Discharge of condition 10 (Key Phase 3 Framework) for 1201158OUT at Alconbury Airfield Ermine Street Little Stukeley – In progress.
- 22/02585/TRCA – Tree works application - Poplar House, Vinegar Hill, Alconbury Weston – Approved.
- 22/00298/FUL –Stables, Hamerton Road, Alconbury Weston – Approved.
- 23/00179/HHFUL - 12 Wheatsheaf Road Alconbury Weston Huntingdon PE28 4LF – Approved.
- 23/00183/FUL - Land East of Church Way, Alconbury Weston – In progress.
- 23/00211/FUL - Thorns Farm, Hamerton Road, Alconbury Weston – In progress.

169.3 To receive matters of concern at the following sites:

- Barn type building at the top of Alconbury Hill – Approval was given for an agricultural Store under planning application 16/02674/AGDET however there is concern that the building is being used for other commercial purposes.
RESOLVED: That the Parish Council will write to HDC Enforcement and ask them to investigate the operations being carried out at the site.
- Lay-by where the road from Vinegar Hill and the recycling centre meets the B1043 – The Parish Council has received a concern from a resident that the lay-by is being used for mobile car/van repairs and sales. It was noted that the lay-by is a public highway and as such it is illegal to use the area for such purposes. In the first instance, Cllr Morton will contact the Police and raise the matter with them.
- Clearance/demolition 48 North Road, Alconbury Weston – Cllr Waring informed the meeting that a number of residents have emailed the Parish Council with concerns to the clearance of the trees from the site. Cllr Waring stated that HDC had confirmed to him that none of the trees on the site had any Tree Preservation Orders on them. Burning on the site has been reported to HDC Enforcement and that when HDC had visited the site, no-one had been present. HDC has issued residents with log sheets to record any further incidents of burning or noise from the site. As things stand, the Parish Council has no further information as to why the site has been cleared and is limited in the actions which it can take other than bring it to the attention of HDC or Cambridgeshire County Council (CCC) which has the powers to intervene.

169.4 New Premises Licence at Grange Farm, Abbots Ripton. Premises licence to cover events on the field. Maximum of 3 festivals per year with the extended times detailed in the application, but also to have an unlimited amount of other events but only between the times of 10 am to 11 pm – This was noted.

170.0 THE ALCONBURY BROOK FLOOD GROUP (TABFG)

170.1. The March TABFG report was circulated prior to the meeting and is appended to these minutes.

170.2. TABFG representative Mr Charles Dalleywater gave information on the 'Siting of Anglian Water supplied water gardens'. £100,000 has been offered to TABFG to install several soakaway units within the village designed to help with surface flooding. The units are crates, filled with permeable soil and sunk down to ground level, and then planted with any vegetation, even grass. They are generally laid near existing gully's. Mr Dalleywater asked the Parish Council to consider locations in the village where they could be placed. The siting of a water garden on Vinegar Hill was seen as appropriate and councillors were requested to make further siting suggestions at the next parish council meeting.

170.3. Mr Dalleywater gave an update on the Flood Watch Day which is due to take place on 29th April 2023 however this is still to be confirmed. The flood van, which has a kitchen and living room showing flood damage will be parked on the village green. CCC is organising the event and will produce flyers which the flood group will distribute.

170.4. Cllr Morton reported that the flood boxes had been delivered and that the flood plan had been updated with their locations. Flood wardens have also been updated with this information.

171.0 MINUTES

RESOLVED: That the minutes of the Alconbury Weston Parish Council meeting held on 27th February 2023 were agreed as a correct record of the meeting and signed by the Chair.

172.0 REPORT FROM DISTRICT AND COUNTY COUNCILLOR

Cllr Gardner read out his report which is appended to these minutes.

173.0 REPORTS FROM REPRESENTATIVES AND RESOLVE ANY ACTIONS IDENTIFIED

173.1 Highways, Speedwatch and SID

- SID Block graph data

Cllr Stone reported that the data from the SID had been corrupted therefore no report was available. The SID was going to be moved to Hamerton Road.

- **Speedwatch**
Cllr Stone informed the meeting that Speedwatch sessions were going to take place on 12th and 14th April.
- **Update on current LHI 40mph buffer zones**
Cllr Stone stated that she had circulated to all councillors the update on the new buffer zone installation. It is thought that some of the decommissioned equipment can be sold to reduce the cost of the scheme.
- **Proposed road closure, (TTRO) Alconbury Hill, B1090, B1043 & vice versa 23/05/2023 – 25/05/2023 - This was noted with no comments.**

173.2 Play area

- **Play area repairs update**
Cllr J.Baker reported that there was no litter in the play area. It was noted that Councillors are not elected to clear litter from the play area as has been suggested by a former Councillor in an email to the Clerk. Cllr Waring stated that he will respond to the resident.
- **Play equipment cleaning**
Cllr J.Baker stated that she had been contacted by Wild Blessings and asked for permission to clean the play equipment as it was due again.
RESOLVED: That permission is given to Wild Blessings to clean the play equipment.

173.3 Parish Trees

Cllr Morton informed the meeting that a request from a resident to plant a tree on parish council land in memory of their late relative has been received. Cllr Morton was unsure as to any suitable locations and was concerned that this may set a precedence for other residents wanting to do the same and that ultimately the maintenance of the tree would be left to the Parish Council.

Locations for a new tree were discussed and it was suggested that the willow tree near the brook, which the flood group were due to remove and replace, could be funded by the resident. Another suggested location was adjacent to the new pond as mentioned in agenda item 169.1 however permission from the landowner would need to be sought. Cllr Waring agreed to ask Mr Dalleywater whether this would be a suitable location.

It was agreed to note the offer of the tree and to discuss the matter further at the next meeting.

174.0 COMMUNITY INFRASTRUCTION LEVY (CIL) PAYMENT

Prior to the meeting Cllr Stone had circulated the quotation for the new concrete table tennis table for Highfield Avenue play area. As the quotation is just for the supply of the table, she will obtain quotations for the surface area underneath for the next meeting. A location in the play area for the table has been decided. Cllr Stone stated that she will respond to the resident that asked for a table tennis table at Alconbury Sports and Social Club and will suggest that they approach the Woolley Hill Farm Charity for funding a table there.

175.0 ALCONBURY WESTON PARISH NEIGHBOURHOOD PLAN

Cllr Waring reported that the letters requesting parishioners to complete the residents survey were delivered week ending 31 March 2023. The request was that surveys are completed online, but that paper surveys will be delivered as required. All requested to complete surveys by 14 April 2023. Cllr Brine has been asked to put a suitable reminder on Facebook and Nextdoor requesting people to complete the surveys.

The timescale for spending the grant that was provided has been met. The unspent funds will be returned, and a new bid will need to be put in again for funding for 2023/24.

Next actions are to email all businesses within the parish to request that they complete the business survey. Analysis of responses will start towards the end of April, once it is felt that no further responses will be received.

It was noted that HDC has sent out 3 consultations concerning the review of the HDC Local Plan. They are significant documents, and it will be decided at the next meeting if a response is worthwhile.

176.0 WASTE BIN ON NORTH ROAD

The Clerk reported that she had received no further information from HDC on the matter.

RESOLVED: That the matter will not be pursued any further and to remove the item from the agenda.

177.0 INFORMING THE PUBLIC OF PARISH COUNCIL RESPONSIBILITIES

Cllr Stone informed that meeting, that since becoming a Parish Councillor, feels that residents are misguided on what the Parish Council does and its responsibilities.

RESOLVED: That Cllr Stone will circulate a document outlining Parish Council responsibilities for councillors to comment on and then produce an article for the next edition of the Parish Pump.

178.0 CORONATION OF KING CHARLES III EVENT

Cllr Stone reported that she had purchased the coronation lamppost signs and bunting. The coronation bench was also on order and the quotation for the bench base was discussed.

RESOLVED: That the quotation of £193.50 for the coronation bench base be accepted. The bench will be located on the green, opposite Bridge Garage.

179.0 CAPALC AFFILIATION 2023/24

RESOLVED: To renew the CAPALC affiliation 2023/24 at a cost of £393.03. This includes the additional fee of £50 for the Data Protection Office Member Scheme.

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

The request to discuss allowing SHAWL to have their event on the green on Sunday 4th June 2023 was discussed. This will be a fundraising event with raffles and tombola's. There was a debate as to whether SHAWL should be allowed to provide food and drink as this may affect a business in the village.

RESOLVED: That SHAWL are permitted to hold their fund-raising event on the green on Sunday 4th June 2023 as long as it does not include the sale of alcohol and no retail businesses are contracted to provide food and beverages during the event. Cllr J. Baker abstained from the resolution vote.

181.0 ORDERS FOR PAYMENT

181.1. RESOLVED: Ratify March 2023 payments and resolve April 2023 payments:

Morgan's Handyman Services	Refurbishment village pump	£122.22
Drax	Street Lighting March 2023 (DD)	£8.87
Mrs A Brown	Clerk March 2023 salary & expenses	£305.65
HMRC	Clerk PAYE March 2023	£61.20
SR Howell & Co	Payroll service October 2022 – March 2023	£60.00
CAPALC	Councillor training – Cllr Wheatly	£75.00
Maynard Trees	Grind field maple stump & cherry stump, Highfield Avenue	£190.00
Maynard Trees	Various trees works in the parish	£600.00
OMC Associates	Arboricultural condition report	£513.00
Ultimate Fabrication Ltd	Coronation bench	£1218.00
Cllr N. Morton	Reimbursement - purchase of storage bins for emergency flood equipment	£260.00
Unity Trust Bank	Bank charges 05/12/2022 – 04/03/2023	£18.00
Cllr A. Stone	Reimbursement - coronation lamppost signs and bunting	£269.06
ASKit	Assistance with transferring information from Google to Excel and other works relating to Neighbourhood plan survey	£240.00
Parrot Print Ltd	Printing of residents Neighbourhood survey	£475.20

181.2. Resolve April 2023 payments:

CAPALC	Affiliation & DPO fee 2023/2023	£393.04
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182.0 FINANCE

182.1 RESOLVED: That the bank reconciliation be confirmed as correct.

Monies received:

The Public Sector Deposit Fund dividend payment February – March 2023	£84.11
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182.2 RESOLVED: Expenditure against budget was reviewed.

183.0 DATE AND TIME OF NEXT MEETING

Monday 15th May 2023, Alconbury Sports and Social Club at 7:00 pm. This will be the Annual Meeting of the Parish Council and the Annual Parish Meeting will precede this meeting.

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

RESOLVED: 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.

185.0 CLERK RECRUITMENT

The Clerk's resignation was noted. The Clerk's vacancy is being advertised on CAPALC's website and the closing date for applications is 21st April 2023. Cllrs Waring, Stone and Morton will sift any applications and will be on the interviewing panel.

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

RESOLVED: That the confidential business having been concluded, the Press and Public be readmitted to the meeting.

The meeting closed at 9:13 pm.

Agenda item 172.0 District and County Councillor report

Alconbury Weston Parish Council Meeting – March 2023

The Lib Democrats won the St Neots Eaton's seat in the recent By Election, Taking the seat from the Independents. Which means the makeup of the Council is now Conservative 26, Lib Dems 22, Labour 8, Independents 3 with two vacancies following the resignation of Labour and Conservative Councillors.

I have arranged a meeting between the EA, Lead Flood Authority, Cambs Highways, The Parish Council and the Flood Group to discuss solutions regarding the ford at the top end of High Street, where it crosses to the corner of Hamerton Road. This meeting will be on the 24th April.

The County Council's Children's and Young Persons Committee decided at its meeting on the 8th March to continue with the Closure consultation for Great Gidding School. The final decision regarding the closure of the school will be at the CYP meeting on the 18th April.

Due to this closure process Parents are already looking at alternative schools for their children, which I can fully understand. As parents want their children to be settled and happy at their new school.

Further to the Kimbolton Annual Parish meeting I am in the process of organising a Roadshow with the new Ting Operator Vectare. This roadshow is likely to be at the end of May, early June. I will keep you posted regarding the date. It will be an opportunity for residents to see the new Ting Bus, to discover how to order the bus etc and the area it covers.

The County Council has produced its Active travel plan for Huntingdonshire. Which includes a proposed new section of Cycleway into Alconbury from its end at roundabout at the top of the A1 Slip road. The only other proposed Active Travel Routes in West Hunts are between Tilbrook & Kimbolton, Buckden to Grafham & Ellington

The construction of these routes is reliant on monies from Government.

The County Council voted on the proposed Busway from Cambourne to Cambridge, which will partly be on existing roads as well as on a dedicated Busway. The council voted to commence a works order for the construction of the off-road busway. The proposal will see the removal of part of the 100 year old Cotton Orchard and the interruption of views from the American Cemetery south. Even though campaigners say a bus lane could be constructed on Madingley Road.

The County Council also voted not to have a referendum on the proposed Congestion Charge in Cambridge. This tax would see residents/workers in Cambridge having to find an additional £1300 per annum, per car

Applications for a 20mph schemes has opened on the 27th February and will close on 30 April. The application must have the support of the Parish Council and the County Councillor. Once an application has been submitted, it will be processed and prioritised until all schemes have been delivered.

A 20mph limit will be prioritised against the following criteria-

Evidence of traffic incidents or potential dangers within an existing 30/40mph zone

Vulnerable Road users

Visible Homes, shops and businesses

A school or a school route

A cycling Route

An area that would benefit from more active travel such as cycling and walking.

The application form is on the County Council website: <https://www.cambridgeshire.gov.uk/20mph-funding>

HDC has launched its Call for Sites consultation as part of the second phase of engagement in a full update of the Local Plan

The Call for Sites is a process in which developers, landowners and members of the public are invited to put forward potential sites across the District such as :-

Residential (such as housing, specialist homes, moorings, care homes etc)

Commercial (such as retail, leisure, industrial, logistics)

Infrastructure (such as Health uses, community facilities, renewable energy)

Open Space Use (such as Sports & Recreation, allotments, flooding, biodiversity net gain)

The suitability of these sites will be assessed for potential allocation for their proposed use in the Local Plan Update.

HDC is encouraging local communities, landowners and developers to put forward potential sites and their proposed use.

This consultation opened on Wednesday 29th March and runs for 10 weeks to Wednesday 10th June.

Launching at the same time is the consultation on two methodologies that will be used during the full update of the Local Plan, these are:-

Settlement Hierarchy Methodology

This document has been developed to assess the sustainability of settlements and aid decision making on their suitability for future growth in the next Local Plan

Land Availability Assessment Methodology (LAA)

The Primary purpose of the LAA is to set out a clear methodology by which to assess potential development sites and provide a consistent way in which to assess their suitability, availability, achievability, deliverability, and potential capacity.

The consultation on these 2 documents runs from Wednesday 29th March for 6 weeks until Wednesday 10th May.

Comments can be made on the Council's Planning Portal

For further information on the Local Plan update go to HDC's webpage.

Contact Email on Ian.Gardener@cambridgeshire.gov.uk

Kind regards

Ian

Cllr Ian Gardener

County & District Councillor for Alconbury Weston

Agenda item 170.1

Alconbury Brook Flood Group Report March 2023

FAS

- Survey data including over 150 cross sections and over 1000 photographs has been published and shared with Flood Group.
- Meeting with EA modellers (JBA) held March 17th to discuss issues that might affect the base-line model including for example sediment, sinuosity, soils, run-off etc. (discussion paper by FG available on request)
- Base line model will be ready by July and available to test options.
- JP now has two additional EA colleagues working on the project.
- EA understands concern about progress but argue that its worth spending time on creating the best outcome.

Pond Projects

- Planning proposal has now been accepted for Buckworth Scrape. County Archaeologist has written to say no further objections to new plans. Hopefully work will take place during late April/May 23/00429/AGDET
- Alconbury Weston Pond planning application has been accepted and is now available for public consultation. AW Parish Council considering next week. 22/02468/FUL
- Meeting next week with Milton Estate Manager will include Great Gidding Pond
- Outline sketches of Great Gidding Pond positively received by farmer.
- Landowner in Hamerton has approached the flood group with a view to creating a pond on their land near the brook.

Flood Mobile

- Scheduled to visit Alconbury Weston on April 29th. More info to follow.

Gabions

- Still awaiting plans

Sensor Project

- Gateway now working and receiving data from sensors and nodes. Hard work by B to get communication code working
- c-Things working with us to ensure system working well
- Next step will be installation of trial equipment in Alconbury Weston. Soon after that mobile app for Alconbury Catchment data will become available to community.

Herbal Ley Project

- Numerous meetings with experts and possible collaborators to assist design of the experiment and methods for base line testing
- Some baseline testing already being done
- Discussion with other farmers about plant species which prosper on heavy soil
- Approach made to Natural England for catchment partnership funding to extend the project and dissemination of results to farmers.

Blue Green Urban (Modular surface water retention system which incorporates natural processes)

- Meeting of Flood Group identified a number of possible places.
- Cambridgeshire Highways have said they will help FG evaluate possibilities with a view to creating a short-list
- Short list will be prepared for PCs for further discussion and refinement.

Ashden Award (£10,000) for communities working with water- next step if we are successful will be an assessor visit in the summer.

Alconbury Weston Parish Council

Prepared by: Alison Brown (Clerk & RFO)
Name and Role (Clerk/RFO etc)

Date: 15th March 2023

Approved by: Clr Mark Waring (Parish Council Chair)
Name and Role (RFO/Chair of Finance etc)

Date: 3rd April 2023

	Bank Reconciliation at 04/03/2023			
	Cash in Hand 01/04/2022			30,096.72
	ADD Receipts 01/04/2022 - 04/03/2023			30,959.70
				61,056.42
	SUBTRACT Payments 01/04/2022 - 04/03/2023			14,371.23
A	Cash in Hand 04/03/2023 (per Cash Book)			46,685.19
	Cash in hand per Bank Statements			
	Petty Cash	28/02/2023	0.00	
	The Public Sector Deposit Fund	28/02/2023	28,498.50	
	Unity Trust Bank	04/03/2023	18,186.69	
				46,685.19
	Less unrepresented payments			
				46,685.19
	Plus unrepresented receipts			
B	Adjusted Bank Balance			46,685.19
	A = B Checks out OK			