

# ALCONBURY WESTON PARISH COUNCIL

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

Parish Clerk: Louise Clowery 6 Manor Farm Cottages, Warboys Road, Pidley, Cambridgeshire, PE28 3DA  
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**Minutes of the Alconbury Weston Parish Council meeting held on Monday 31<sup>st</sup> July 2023 at Alconbury Sports & Social Club, Alconbury PE28 4EX at 7.00 pm.**

**Councillors present:** Councillor A. Stone (Chairman), Councillor J. Baker, Councillor D. Wheatley, Councillor N. Morton, Councillor M. Mobius, Councillor M. Waring, District & County Councillor I. Gardener, Mrs. L. Clowery (Clerk)

**Members of the public:** 11

**44.0 APOLOGIES FOR ABSENCE:** Councillor P. Baker

## **45.0 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. None received.

## **46.0 PLANNING**

**46.1** To resolve to submit comments on applications where appropriate:

- REF: 23/01138/CLED  
Proposal: Lawful development certificate under section 191 in respect of a plant hire and sales yard.  
Address: Land adjacent to New Farm, Buckworth Road, Alconbury Weston

Parishes comments – Please see our response in the appended document.

**Decision – to reject this application. This was a unanimous decision.**

**46.2** To receive an update on previous applications:

- 22/02361/TRCA - Land North Of 13 North Road Alconbury Weston – Doesn't show, but the application has been refused.
- 23/00211/FUL - Thorns Farm, Hamerton Road, Alconbury Weston – pending
- 22/02468/FUL- Sallows Farm 86 Hamerton Road, Alconbury Weston – in progress

From next meeting we will include a planning enforcement section

## **47.0 MINUTES**

To confirm as a correct record the Minutes of the Meeting of the Council held on 26<sup>th</sup> June 2023

**Proposer - Councillor J. Baker Seconder – Councillor N. Morton**

**48.0 REPORT FROM DISTRICT AND COUNTY COUNCILLOR – Please see attached report from Councillor I. Gardener**

## **49.0 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” – April to look into the suitable plants.

**10.3** To receive and resolve any other matters.

## **50.0 REPORTS FROM REPRESENTATIVES AND RESOLVE ANY ACTIONS IDENTIFIED**

**50.0** Highways, Speedwatch and SID – Cllrs Stone, Morton

- SID Block graph data – This has been circulated.

- LHI Bid progress report – Old SID due to be removed in August, with the installation of the new one to be completed by September.

**50.2** Play area – Cllr J. Baker – No updates this month

**50.3** Parish Trees – Cllr Morton – Awaiting a response on one Tree preservation order (TPO), Councillor N. Morton to chase for this.

Signed by:

Date:

**50.4** Communication with parishioners – Cllr Stone, Wheatley – This is developing well, preparations are being made in readiness of the policies and facebook page being approved.

**51.0 COMMUNITY INFRASTRUCTION LEVY (CIL) PAYMENT**

To discuss options for the next CIL payment project - Options discussed:

- Village information board – ‘you are here’, information on the village etc.

**52.0 ALCONBURY WESTON PARISH NEIGHBOURHOOD PLAN**

To receive update and resolve actions – Update received from Councillor M. Waring:

The analysis of the resident’s survey results has been completed and writing of the first draft of the neighbourhood plan has commenced.

We received 118 responses, somewhat disappointing considering the effort we put into asking people to complete them. The village has a population of about 790 of which 135 are children. We could have had up to 655 responses to the survey, but the number that we had meant that we had a response level of 18%.

If anyone wishes to see specific data ahead of production of the first draft of the plan, then please let me know. I have brought copies of the survey with me if anyone would like to remind themselves what is in it.

Presentation of results is what takes the time, and I am using the data as best to help present the views of the parish.

Business survey data has yet to be started but will not take as much effort as for the resident’s survey and will be completed ahead of production of the ‘Supporting the local Economy Policy’.

I have had offer of help that I will be taking from three residents. One to help draft the policies, Parish History and Flood Risk and Drainage policy.

The additional policies that we require for the neighbourhood plan are:

- Definition of ‘Built-up Area’ (Settlement Boundary)
- Protection Heritage Assets
- Affordable Housing
- Residential Development Proposals
- Supporting the Local Economy
- Tourism
- Zero Carbon Initiatives
- Electric Car Infrastructure
- Multi-use paths
- Biodiversity and Natural Environment
- Support and provision of community facilities
- Local Green Spaces
- Flood Risk and Drainage.

A quick overview of this was given and it was agreed that a separate meeting for the neighbourhood plan alone will be held once the draft is ready.

**53.0 NOTICEBOARDS & WEBSITE**

**53.1** To discuss the location and potential to purchase an additional noticeboard.

**53.2** To discuss website updates required.

The Clerk will try and reduce the font size in the minutes so that they fit into the noticeboard with the smaller noticeboards.

It was agreed that the older noticeboard that should have previously been removed will be used for the “you are here” map project and the current board shall be removed in preparation for this project.

**54.0 MAGPAS AIR AMBULANCE GRANT APPLICATION - To consider and resolve grant application for £500.**

It was asked if we have this amount to give in the budget. The Clerk will investigate this and report back in September’s meeting.

**55.0 ORDERS FOR PAYMENT - Resolve June 2023 payments:**

L. Clowery	Clerk’s salary July 2023	£232.50
HMRC	Clerk’s Tax & NI July 2023	£58.20
L Clowery	Expenses for June 2023	£36.56
M. Waring	Flower box maintenance	£46.87
BEAM	Grass cutting – Invoice no: 01538, 01557 & 01572	£645.00

Signed by:

Date:

ASK.IT	Annual contract – Invoice no: 19227	£681.84
	Total	£1700.97

**Proposer - Councillor N. Morton**

**Secorder – Councillor A. Stone**

**56.0 FINANCE**

**56.1** Monies received and bank reconciliation.

**56.2** Review expenditure against budget – The Clerk will prepare an up-to-date report of the year so far in preparation for the September meeting.

**57.0 To consider the process when events are being held on the green.**

**57.1** To review the policy in place and discuss updates required – It was agreed that the notice should be increased to 3 months and a copy of their public liability insurance should be provided at the time of application submission. The Clerk will update the policy and present at the September meeting for adoption.

**58.0 Policies and social media**

**58.1** To review and adopt a new Media Policy. **This was approved.**

**Proposer – Councillor D. Wheatley**

**Secorder – Councillor J. Baker**

**58.2** To review and adopt a new Model Publication Scheme policy. **This was approved.**

**Proposer – Councillor N. Morton**

**Secorder – Councillor M. Waring**

**58.3 To review and adopt a new Social Media Policy** – It was asked if the Clerk could check this draft against the model template from NALC, update, circulate ahead of the next meeting. Then represent next meeting for approval.

**58.4** To review and approve creating a facebook page for Alconbury Weston Parish Council.

This was approved by all. Councillor D. Wheatley will work with the Clerk to get this up and running and then with the ongoing running of the page. This will be an information only page where comments will be turned off.

**59.0 Hedgehogs**

**59.1** Hedgehog Highway Project - Comments – deferred to next meeting.

**60.0 Call for Sites -**

**60.1** Call for Sites Spring 2023 – As discussed with Councillor I. Gardener, this is for next Spring, but Councillor Stone wanted to highlight it to all.

**61.0 MATTERS FOR INFORMATION** - To receive and note – no decisions can be made on these items.

- It was asked if the councillors could be emailed to ask if they have any agenda items to add ahead of the next meeting and the agenda being produced.
- It was also asked if we could look into taking on the responsibility of the grass cutting maintenance of the footpaths given the state of them of late.

**62.0 DATE AND TIME OF NEXT MEETING** - Monday 18<sup>th</sup> September 2023, Alconbury Sports and Social Club

**Meeting dates for the remainder of the year** - Monday 23<sup>rd</sup> October Monday 27<sup>th</sup> November

Signed by:

Date: