

ALCONBURY WESTON PARISH COUNCIL

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Parish Clerk: Louise Clowery 6 Manor Farm Cottages, Warboys Road, Pidley, Cambridgeshire, PE28 3DA
parishclerk@alconburyweston-pc.gov.uk Tel: 07368 271 251

Minutes of the Alconbury Weston Parish Council meeting held on Monday 18th September 2023
at Alconbury Sports & Social Club, Alconbury, PE28 4EX at 7.00pm.

Councillors present: Councillor A. Stone, Councillor N. Morton, Councillor M. Waring, Councillor M. Mobius, Councillor P. Baker, Councillor J. Baker, Councillor D. Wheatley, Mrs L. Clowery (Clerk)

Members of the public x 12

Public Question Time

The meeting started at 7.15pm

63.0 APOLOGIES FOR ABSENCE – Councillor I. Gardener

64.0 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

65.0 PLANNING

65.1 To resolve to submit comments on applications where appropriate:

Appeal application

- REF: 22/01350/OUT

Proposal: Proposed Rural Exceptions Residential Development for up to 15 Dwellings with all matters reserved except access and layout (re-submission of 21/01343/OUT)

Address: Land North West Of 1 Chequers Close Alconbury Weston

Parish comments – This caused a great debate. Councillor A. Stone is looking to seek the support of our district and county councillor Councillor I. Gardener and is trying to meet with our local MP Jonathan Djanogly. Once she has the response on that along with Councillor M. Waring's comments a response will be formulated and circulated to all councillors to approve.

- REF: 23/80349/COND

Proposal: Discharge of condition 10 (Key Phase 2 Framework) for 1201158OUT

Address: Alconbury Airfield, Ermine Street, Little Stukeley, PE28 4WX

Parish comments – It was felt that as this was out of the village that the parish neither supports or objects to this application.

- REF: 23/01417/FUL

Proposal: Conversion of two existing outbuildings to provide two short term holiday lets, including creation of new access

Address: The Bungalow Old Vinegar Hill, Alconbury Weston, Huntingdon, PE28 4JG

Parish comments – The latest version of google maps does not have the buildings constructed. There was a condition put in place for the previous application and this application is in breach of this. The new access is already in place, and parking was a general concern for all councillors.

It was agreed by all councillors to object on this basis of the way the application was raised, the timings of the new application and the old buildings being constructed, the parking and the condition put in on the previous application.

Proposer – Councillor D. Wheatley, Seconder – Councillor P. Baker

65.2 To receive an update on previous applications:

- 22/02361/TRCA - Land North Of 13 North Road Alconbury Weston – We seek Councillor Gardener's support as there is no updates on the portal.
- 23/00211/FUL - Thorns Farm, Hamerton Road, Alconbury Weston – Approved 23rd August 2023 with 20 conditions.

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- 22/02468/FUL- Sallows Farm 86 Hamerton Road, Alconbury Weston- This has been approved with 5 conditions.
- It was noted that the following application was missing from the agenda.
- 23/0111h/CLED – No update on the portal for this one.
The kerbs on Vinegar Hill are also damaged – Councillor A. Stone will photograph and report to highways.

65.3 To track applications raised with the enforcement team.

| Site reference | Planning Reference (if known) | Brief Description | Date of initial reporting to enforcement | Progress notes |
|--|-------------------------------|---|--|---|
| 48 North Road (land at the junction of North Road and Buckworth Road | None | Land clearance and removal of trees | | |
| Buckworth Lodge, Buckworth Road | None | Clearance of pasture land with hardcore access | 28/02/2023 | 28/02/23 - NM Email to Ian Gardener with site details and location map. 05/07/23 - NM Information resent to IG following an email from Alison Twyford. 01/08/23 NM - Follow up email to IG for update. 01/08/23 email reply from IG to say no update. |
| Land at the top of Vinegar Hill | None | Siting of 3 static caravans, 40ft container and security fencing. | 04/07/23 | 04/07/23 - AS emailed information to Ian Gardener. |
| Agricultural store at the top of Vinegar Hill | 16/02674/AGDET | The building is being used as a garage | 06/04/23 | 06/04/23 - MW emailed enforcement following the PC meeting 03/04/23. |
| 50 Hamerton Road | 22/00145/S73 | Removal of conditions | | |

It was agreed that the information in the table is informative and a good tracker for the Parish to keep on top of the outstanding issues.

66.0 MINUTES

To confirm as a correct record the Minutes of the Meeting of the Council held on 31st July 2023

This was approved by all councillors.

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

67.0 REPORT FROM DISTRICT AND COUNTY COUNCILLOR – No report received.

68.0 THE ALCONBURY BROOK FLOOD GROUP (TABFG)

68.1 To note TABFG report – The report will be appended to the minutes.

68.2 Fallen willow tree to be discussed and replacement – It was confirmed that this was previously discussed and £50 was agreed as a donation.

68.3 To receive and resolve matters – No other matters relating to this were raised.

68.4 To receive and resolve any other matters – No other matters raised.

69.0 REPORTS FROM REPRESENTATIVES AND RESOLVE ANY ACTIONS IDENTIFIED

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69.1 Highways, Speedwatch and SID – Cllrs Stone, Morton

- SID Block graph data
- LHI Bid progress report – The new SID is going to be installed in October.
- Wheelie bin speed watch stickers- Councillor A.Stone made the suggestion of purchasing wheelie bin stickers for parishioners to display, but as the 20mph application is still to be confirmed, it was agreed that this matter be put on hold for now.

69.2 Play area – Cllr J. Baker

- Gigaclear have dropped some debris when doing the works recently. It was asked if the Clerk could contact them to remove this.
- The large tree with the metal seat round the middle needs trimming.
- Land at the front of the play area. Councillor P. Baker confirmed that he looked into this previously and this is not registered. Some follow up work is required on this matter to confirm if this is owned.

69.3 Parish Trees – Cllr Morton has one TPO which he waiting a response on. The timeline was 4-6 weeks. He should hopefully have an update at the next meeting.

69.4 Weeds – petition – There has been a petition drafted and circulated to all Parish councils with respect to Cambridgeshire County Council no longer spraying the weeds along the kerbsides. It was approved by all councillors to sign up to this petition.

69.5 Communication with parishioners – Cllr Stone, Wheatley

- To receive an update on the progress of creating a Facebook page – Councillor D. Wheatley has been working on the page and would like Councillor A. Stone and the Clerk to review.
- Parish pump update – Councillor A. Stone asked if anyone had any items, they would like to include in the next edition to email her.

70.0 COMMUNITY INFRASTRUCTURE LEVY (CIL) PAYMENT

To discuss options for the next CIL payment project – This item is deferred until the next meeting. The chairman did ask for any ideas/suggestions to be put forward before the next meeting.

71.0 ALCONBURY WESTON PARISH NEIGHBOURHOOD PLAN

To receive update and resolve actions. This plan is progressing well, Councillor M. Waring now has two co-authors who have joined to offer their support.

Councillor M Waring would like to have a meeting with the councillors to discuss the plan so far. The clerk will book a meeting room and confirm the date. A projector will be needed.

72.0 NOTICEBOARDS & WEBSITE

72.1 To discuss the location and potential to purchase an additional noticeboard – Councillor D. Wheatley has obtained two quotes so far and is working on the third. There is different size noticeboards and sometimes the minutes do not fit. It was suggested that the minutes be printed in A5 for this month to see if they are legible and fit better into the noticeboard.

The left noticeboard only has damaged Perspex. The composite posts also require cleaning and painting. It was suggested and agreed that they would ask the handyman to repair and paint.

The water pump was also raised as this is in bad condition. It was asked if the handyman could see if he can repair this too.

Approver – Councillor J. Baker, **Seconder** Councillor D. Wheatley

The “You are here” lecturn quotes are £980 + VAT so far.

72.2 To discuss website updates required. Councillor D. Wheatley had given the Clerk a few suggestions for updates, The Clerk is working through these with the I.T. consultant, they had also discussed the possibility of additional tab for the speed watch data. Councillor A. Stone is going to send him some examples.

At the Clerk conference it was confirmed that PDFs are not always user friendly, and it was approved to add word versions and for the Clerk to save them as “draft” and “agreed minutes”.

73.0 ORDERS FOR PAYMENT

Resolve August 2023 payments:

| | | |
|------------|---|---------|
| L. Clowery | Clerk's salary August 2023 | £232.50 |
| HMRC | Clerk's Tax & NI August 2023 | £58.20 |
| L Clowery | Expenses for August 2023 | £28.28 |
| Drax | Unmetered street lighting | £9.83 |
| BEAM | Grass cutting – Invoice no: AWPC (2022) 6 & 7 | £570.00 |
| CAPALC | Councillor Baker training | £75.00 |
| CAPALC | Councillor Mobius training | £75.00 |
| CAPALC | Annual conference – attendance for Clerk & Chairman | £150.00 |

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| A. Stone | Reimbursement for tree guard | £13.99 |
| | Total | £1212.80 |

74.0 FINANCE

74.1 Monies received and bank reconciliation.

74.2 Review expenditure against budget – The Clerk confirmed where we are to date. Most budget lines are on target with a couple of lines where there had no spending on them.

74.3 To approve the contribution to the Chairman’s Microsoft 365 annual subscription. This item is deferred until next meeting.

75.0 MAGPAS AIR AMBULANCE GRANT APPLICATION

75.1 To consider and resolve grant application for £500. Given the update in 74.2 it was agreed that the £500 could be re-allocated from the elections budget line as this is not being used this year. All councillors were in favour.

Approver – Councillor P. Baker, **Seconder** – Councillor N. Morton

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

76.1 To approve and sign the updated policy with changes suggested.

This was approved by all councillors.

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

77.0 Policies and social media

77.1 To review and adopt a new Media Policy.

77.2 To review and adopt a new Model Publication Scheme policy.

77.3 To review and adopt a new Social Media Policy.

It was approved by all councillors to adopt these policies.

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

78.0 Hedgehogs

78.1 Hedgehog Highway Project

It was felt that whilst this is a lovely project, £250 is too much for the Parish to contribute at this time.

79.0 Insurance Policy renewal

79.1 To discuss and approve the insurance policy renewal quotes. The Clerk and Chairman sought another quote at the Clerk’s conference the previous week where the competitor told us to stay with our current supplier as the quote was competitive and they could not match it.

All were in favour to renew with the current supplier.

Approver – Councillor D. Wheatley, **Seconder** – Councillor A. Stone

80.0 Electricity Supplier

80.1 To discuss supplier contract renewal.

The Clerk informed the councilors of the renewal of the electricity contract which is due to run out at the end of September is not available for us to fix with Drax due to the low usage. The Clerk was told that anyone who uses less than 30,000 units will not be signed up for a new contract. It was unclear what the costs would be going forward. The Clerk was told by Drax to find another supplier and see what tariff they could offer and then come back to them.

It was suggested to contact Councillor Gardener on this matter to ascertain if he has experienced similar with any of his other parishes in the area.

81.0 Remembrance

81.1 Remembrance Sunday celebrations – No celebrations have been arranged.

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81.2 Approve the purchase of a wreath. – The Clerk confirmed that there is £110 allocated in the budget for the purchase of the wreath. This was approved by all councillors.

Approver – Councillor A. Stone, **Seconder** – Councillor D. Wheatley

81.3 To discuss and approve the purchase of a Memorial Tommy Soldier. The funding is coming from another source, but they would like to seek approval for the placement of the memorial in the village. This was met with approval from all councillors other than Councillor M. Waring who abstained.

82.0 Budget & Precept

82.1 To discuss next year's budget and precept. The Chairman asked for all councillors to consider any specific items that they would like to be included in the next budget. Councillor Stone also asked for consideration to be given to the precept and if we should increase this or not this year, 4% was suggested. The Clerk will prepare a draft budget for the next meeting based on last year's.

83.0 LHI 2024-25

83.1 To discuss the submission of an expression of Interest – It was agreed to submit an expression of interest for the Buckworth Road/North Road junction. Works to the junctions and other improvements to help with the speed reduction.

84.0 MATTERS FOR INFORMATION

To receive and note – no decisions can be made on these items.

- It was asked if Allotments could be added to the next agenda.
- Play Park – The ownership of the land of the playpark was raised. Councillor Morton agreed to look into this and report back at the next meeting.
- The bus stop on Old North Road is in disrepair, this is not a council asset, but can be reported on CCC website.

85.0 DATE AND TIME OF NEXT MEETING - Monday 27th November

Future meeting dates - Monday 15th January 2024, Monday 26th February 2024, Monday 15th April 2024

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