

# ALCONBURY WESTON PARISH COUNCIL

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**Parish Clerk: Louise Clowery**

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**Minutes of the Alconbury Weston Parish Council meeting held on Monday 23<sup>rd</sup> October 2023 at Alconbury Sports & Social Club, Alconbury PE28 4EX at 7.00 pm.**

**Councillors present:** Councillor A. Stone, Councillor N. Morton, Councillor M. Mobius, Councillor J. Baker, Councillor D. Wheatley.

Also present: Mrs L. Clowery (**Clerk**), (**HDC/CCC**) Councillor I. Gardener **Members of the public: 2**

## Public Question Time

**86.0 APOLOGIES FOR ABSENCE** – Councillor M. Waring and Councillor P. Baker

**87.0 DECLARATIONS OF INTEREST** – 91.3 - Councillor A. Stone will abstain from the vote due to being a member of the TABFG.

## 88.0 PLANNING

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

### Appeal application

- **REF:** 22/01712/S73

**Proposal:** Variation of Conditions 2 and 3 of 21/01369/FUL – change of external materials and proposed external fire escape staircase and change of the drawings.

**Address:** Land North adjacent New Farm Buckworth Road Alconbury Weston – Not thought to affect highways or environment. No public comments made – No objection

## Parish Council Comments

**Decision** – No objections to the proposed changes.

**Proposer** - Councillor N. Morton **Seconder** – Councillor A. Stone

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

- 22/02361/TRCA - Land North Of 13 North Road Alconbury Weston – In progress
- 23/011LH/CLED – Vinegar Hill - In progress
- 23/01138/CLED - SJH-All Plant Limited – Licence refused.

Consideration to be given for a second Councillor to be available in the event Councillor Waring unable to attend.

**88.3** To track applications raised with the enforcement team.

This item was deferred until next month due to Councillor M. Waring not being present.

- 48 North Road (land at the junction of North Road and Buckworth Road
- Buckworth Lodge, Buckworth Road
- Land at the top of Vinegar Hill
- Agricultural store at the top of Vinegar Hill
- 50 Hamerton Road

## 89.0 MINUTES

Resolved: That the Minutes of the Alconbury Weston Parish Meeting held on 18<sup>th</sup> September 2023 were agreed as a correct record of the meeting and signed by the Chairman.

**Proposer** – Councillor J. Baker **Secunder** – Councillor N.Morton

## **90.0 REPORT FROM DISTRICT AND COUNTY COUNCILLOR**

**Resolved** – Councillor I. Gardener read out his report which is appended to these minutes.

## **91.0 THE ALCONBURY BROOK FLOOD GROUP (TABFG)**

**91.1** To note TABFG minutes 27<sup>th</sup> September 2023 minutes received which were circulated prior to the meeting.

**91.2** Alconbury Weston Ford update – There was a team of volunteers helping to clear the Ford. The machinery was unable to get down there so this was done manually by the volunteers.

**91.3** The council have been asked to contribute to an archaeological survey for a new pond which is a planning stipulation. This is being installed in the village to help with the flood alleviation. It was agreed that this is of benefit to the village for flood prevention and was approved by all councillors. It was agreed that this money would be reallocated in the budget from the elections budget which is not needed this year.

**Proposer** – Councillor M. Mobius **Secunder** – Councillor D. Wheatley

Councillor A. Stone abstained from the vote due to being a member of the TABFG.

**91.4** No other matters were raised.

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

**92.1** Highways, Speedwatch and SID

- SID Block graph data – This was circulated to all. We are awaiting the update from the I.T. Consultant to add this data to the website. The Clerk will follow up with him.
- The mobile SID needs to be installed on Hamerton Road but the post needs the hedging cut from around it before this can happen. Councillor Mobius offered to do this.
- Local Highways Initiative (LHI) Bid – deadline 12<sup>th</sup> January 2024. Councillor Stone to work on this.

**92.2** Play area –

- No update was given for the outstanding works for the play area.
- Approval of inspection – Cllr J. Baker. The Clerk asked if Councillor Baker is happy to go ahead with the inspection, Councillor Baker confirmed she is. The Clerk will arrange this with the inspector.

**92.3** Play Park land – Councillor Morton has been investigating the historical records with Councillor Stone. It was confirmed that we own the land where the play park is located. This was bought in 1986. The second part of the land is still to be confirmed. He has been speaking to a solicitor who has confirmed that our next steps would be to submit a FR1 Form. The cost of this next step is yet to be determined.

**92.4** Parish Trees – There are two TPO's in progress at the moment.

- The junction of Buckworth Road/North Road – Awaiting update
- The hedge boundary to the Chequers.

**92.5** Weeds – Following on from the council agreeing to sign the petition on behalf the parish there is a requirement for 3000 signatures so it has been asked that individuals could also sign the petition.

**92.6** Village Maintenance

- Water pump update – It was agreed that the Clerk would liaise with the handyman to obtain a quote for the works required to repair this along with the noticeboard. The Clerk will report back at the next meeting.

**92.7** Communication with parishioners

- Facebook page update - Councillor Wheatley is progressing well with our facebook page. Requests to join the page are being received regularly and posts are being added to the page frequently.

- Parish pump update – Councillor Stone circulated the last report to all councillors prior to the meeting.
- There has been a new editor recruited for the Parish Pump which was received well from the councillors as this is a useful publication to have in circulation.
- The website is slowly having sections updated. It was noted that there is no link to the new facebook page. The Clerk will ask for this to be linked. A news bar was suggested along with an accessible search bar. The Clerk will investigate these requests with the I.T. Consultant.
- Councillor Mobius offered to be an additional support to put the notices up if required.

### 93.0 COMMUNITY INFRASTRUCTION LEVY (CIL) PAYMENT

To discuss options for the next CIL payment project

- Lectern – 1 quote received so far for £1200 + VAT.
- New noticeboard – No longer required, as previously agreed to repair the one we have.
- Social Prescriber – To be referred to as “Community Hub” going forward. It was suggested that this be set up for the village to provide support to all, to combat loneliness, foodbank, carers tea, first aid sessions, to provide help and support for people with dementia and their carers.
- Flagpole – To purchase and install a flagpole in the village with a selection of flags to be flown throughout the year. Quote to be sourced.

### 94.0 Budget and Precept

94.1 To agree and approve the precept for 2024//25

94.2 To agree and approve the budget for 2024/25

The Clerk went through the draft budget. There were a couple of points items included that it was felt were not required for the next financial year. The Clerk will reconfigure and circulate ahead of the next meeting for consideration.

The Chairman asked all councillors to give further consideration to the budget and precept and to let the Clerk know ahead of the next meeting.

### 95.0 ALCONBURY WESTON PARISH NEIGHBOURHOOD PLAN

To receive update and resolve actions – This item was deferred until the November meeting due to Councillor M. Waring not being present.

The councillors meeting for the pre presentation has been re-scheduled to the 5<sup>th</sup> December.

### 96.0 ORDERS FOR PAYMENT

Resolve September 2023 payments:

|            |  |         |
|------------|--|---------|
| L. Clowery | Clerk's salary September 2023              | £232.50 |
| HMRC       | Clerk's Tax - September 2023               | £58.20  |
| L.Clowery  | Clerk's expenses                           | £78.66  |
| Drax       | Unmetered street lighting                  | £9.56   |
| A.Stone    | Reimbursement for postage & ink cartridges | £41.06  |
| BEAM       | Grass cutting – October – AWPC – 2022 – 8  | £285.00 |
| L. Clowery | Clerk's salary October 2023                | £232.50 |
| HMRC       | Clerk's Tax - October 2023                 | £58.20  |

### 97.0 FINANCE

97.1 Monies received and bank reconciliation.

97.2 Review expenditure against budget – This was reviewed in agenda item 94.0. It was agreed that the monies allocated to Elections last year will be re-allocated and split into two for the agreed Magpas and Archaeological survey contributions.

97.3 The contribution to the Chairman's Microsoft 365 annual subscription had been previously approved in August 2022. All councillors felt that this was of use to the Chairman with all of the work she does for the Speed Indicating Device data and general contributions to the council. It was also agreed to backdate the payment to August 2022.

97.4 The Clerk gave the feedback received from the external auditor PKF Littlejohn on the AGAR. Their main area of concern was the variation of spend on staffing costs. This was high due to previously having a locum clerk whilst the clerk was replaced.

The Clerk gave the Conclusion of audit to Councillor Wheatley to display on the noticeboard. It was also approved for the invoice to be paid.

**98.0 Electricity Supplier**

**98.1** The Clerk confirmed that the bill for this month remained the same. It was also confirmed that all old Drax accounts automatically get transferred to SSE Electricity when they are out of contract. The Clerk will monitor the bills for this and seek an alternative should the amounts increase significantly.

**99.0 Allotments**

**99.1** As a donation has not been asked for directly from the Allotment Association it was felt that a small donation would be suitable at this time. £100 was approved.

Proposer - Councillor A. Stone    Seconder – Councillor N. Morton

**100.0 100.0** To review the frequency of meetings.

The Sports and Social Club can offer a block booking of the 4<sup>th</sup> Monday of the month from January. This suggestion was well received. Councillor I. Gardener confirmed that this date each month would be preferable to him. It was agreed to trial the new frequency for 6 months starting from January. No meeting will be held in December, but should we receive any planning applications for approval in between for which we cannot get an extension then an extraordinary meeting will be held.

It has been suggested that a Councillor attend the Club Committee meeting – Councillor J. Baker offered to attend the meeting and it was suggested that other councillors be on standby to attend the meeting if Councillor Baker cannot attend.

**101.0 To accept notices and matters for the next agenda**

Please note that no decisions can lawfully be made under this item. LGA 1972 s12 10(2) (b) states that the business must be specified.

The Weald meeting – This should now be attended by Councillor I.Gardener. Councillor Stone will follow up with him to discuss.

Woolley Hill Fund meeting will be coming up soon. Date to be confirmed.

**102.0 DATE AND TIME OF NEXT MEETING**

Monday 27<sup>th</sup> November 2023, Alconbury Sports and Social Club

Meeting closed at 9.15pm.

## Councillor I. Gardeners report - Alconbury Weston Parish Council Meeting – October 23

I am also pleased to report that our new Local Highways Officer Karen Southwell has started in her new role. Our first meeting was on 18th October, and it has been agreed that we should meet on a regular basis, approx. every six weeks

Dan Wiggs is the new Public Rights of Way Officer for Huntingdonshire and has just started in the role. I have my first meeting with him on the 2nd November

I have received a large number, of complaints about weeds along the edges of our roads. Following a lot of complaints from Parishes, residents and members particularly Conservative members. The Joint administration has decided to review its policy of not undertaking weed spraying at either the December/January meeting of the Highways & Transportation Committee. It was also the subject of a motion at the Full Council last week.

The HDC Cabinet member for Street cleansing, Cllr Simone Taylor, who is also a County Councillor and a member of the Joint Administration on the County Council, admitted at HDC's Full Council meeting that the authority was struggling to sweep the roads properly due to the weeds.

With regard, to next year's Local Highways Improvement Bids Parishes will be able to submit applications from Friday 27th October 23 until noon on Friday 12th January 24. The County Council will undertake feasibility studies between February and May.

The LHI Panel meetings will be in June /July 24. With the report to Committee in September 24.

As of January, Parishes will be able to apply again for a 20mph scheme for their village.

The Fire Authority has started to introduce crews of 3 in Rural Areas. A back up crew of 4/5 will also be sent.

The benefits of the change in rural areas are :-

A Fire Engine arrives at the incident in a quicker time.

A quicker resolution to the incident

First Aid administered quicker, potentially saving life.

Crews from further away being available in their local area again quicker.

This is a crewing enhancement. We will send the same fire engines we would do now as well as the crew of 3. But if the other crews are not needed they can be sent back quicker.

Our on call firefighters get to use their skills and training more, which may help with the retention of On Call Firefighters

Suffolk Fire and Rescue have already adopted this policy.

No firefighter will be put at any additional risk because of this strategy.

The Green Bin Tax will come into operation on 01 April 24, if you sign up to continue with the service early, residents will receive a discount.

I would like to take this opportunity to remind Councillors that HDC are offering Development Management Training ( Planning) on either the 30th October or 6th November, between 6 and 8pm either in person at the Civic Suite, Pathfinder House or on line.

The training will cover :-

An introduction to planning, going back to basics.

The Development Management Service – Personnel, Structure and responsibilities

What is a Material Consideration – Case Studies to review.

HDC will be holding a Climate Conversation Event on Saturday 18th November at Hinchingsbrooke Country Park for local residents. Which will take place from 9am to 3.30pm and is open to everyone and will be an activity based day, with space to talk about climate. There will be a range of activities on the day, including ways in which we can all lower our household impact on the environment as well as tips on how we can reduce our waste in the run up to Christmas.

DRAFT