

ICKLETON PARISH COUNCIL

Minutes of the meeting held on Wednesday 15 July 2015 at 7 30 pm in the Gordon Woolhouse Meeting Room, Ickleton Village Hall.

Present: Terry Sadler (Chairman), Jess Bloomfield, Susan Clew, Lewis Duke, Tim Pavelin, Michael Robinson, Sian Wombwell, Peta Stevens (Parish Clerk), David Lilley, Kenneth Thorn and Owen McGuire,
142/15 Apologies for absence: Lucy Davidson, Cllr. Peter Topping. Other absence.Cllr. Martin.

143/15 To approve the minutes of the meeting held on 17 June 2015: The minutes were approved and signed by the Chairman.

144/15 Adjournment for questions from members of the public: Mr Thorn sought an explanation for the inordinate delay in resolving an issue relating to his garage, first raised by Cllr. Martin with SCDC Planning Department more than 2 years ago. The Chairman explained, in the absence of Cllr. Martin, that there would be no consequences for the completed garage. The Parish Council had supported Cllr. Martin's request for an explanation from SCDC of its grounds for considering the construction to be Permitted Development. It was a question of how you defined the curtilage of Mr Thorn's residence. The situation was unsatisfactory for all concerned and the Council would do all it could to secure a response from SCDC through Cllr. Martin.
Action:Cllr.Martin,TS.

Mr Thorn left the meeting.

145/15 Matters Arising:

086/15 Vacancy on the Parish Council- co-option. The Chairman brought forward this item. He had met Owen McGuire who had expressed an interest in joining the Parish Council. The Chairman proposed, and it was agreed unanimously, that Owen McGuire be co-opted on to the Parish Council. Mr McGuire completed the Declaration of Acceptance of Office and Register of Interests forms. **Action:Clerk**

287/13 SCDC Parish Planning Forum (03/12/13) response to query raised –In the absence of Cllr. Martin this item, which was on his catch-up list, was held over to the next meeting. **Action:Cllr Martin**

019/14 Ickleton Village Hall – Supplementary Trust Deed –Nothing had been received from the Charity Commission concerning the amendment of the Village Hall deed. **Action: Clerk**

043/14 Ickleton Post Office – Meeting 11 September 2014 - The Chairman reported there had still been no response to his last e-mail to Gary Herbert, the Post Office Senior External Stakeholder Manager East.

This would be on the agenda for the proposed general meeting with our MP, Heidi Allen. **Action: TS**

026/12 Proposed 20mph Speed Limit and HCV's. The Chairman had been told that CCC would start a formal consultation process for a Village 20mph speed limit on 22 July. This would last 3 weeks and involve posting notices etc. The Chairman would circulate information received. Meanwhile traffic data collected in 2014 had been sent to CCC to support the Council's desire for an environmental weight limit for HCVs. This was now in the pipeline. The deadline for submission of bids for the next round of minor highways improvements was imminent: documentation received today had been circulated. Various ideas were aired. The Chairman said all Councillors would need to give serious thought to any proposals so that a sound bid could be made. Upgrading the footpath to Great Chesterford was likely to be a non-starter because the cost involved far exceeded the sum available under the Local Improvement Scheme. Reinstatement of white-lining of road edges, was a maintenance issue and would not qualify. Councillors were asked to identify specific problems to support requests for the work to be done. **Action:All**

169/14 Ickleton Information Guide This would be updated now that membership of the Parish Council had been finalised. **Action: J Flitton**

197/14 Defibrillator Lewis Duke reported that the St John's machine and housing cabinet had been ordered at a cost of £1,375 plus £275 VAT, leaving around £500 for training costs. Delivery was expected within 10 days. **Action: Lewis D, Clerk**

208/14 Proposal to fence Coploe Pit (to enable grazing by sheep) The fencing contractor would undertake this work during the last week in July. Sian Wombell would liaise with him to ensure that the fencing would be strong enough to safeguard the sheep to be put there for grazing purposes and also with Gerry Birch to ensure key access to the site. **Action:SW**

010/15 Parking on pavements. No response had been received to the letter the Clerk had sent to the owner of the properties where the situation was most acute raising the possibility of painting the relevant doorsteps brilliant white to improve visibility. Michael Robinson offered to progress this. In the meantime, this would remain on the agenda. **Action:MR,Clerk**

036/15 Risk Assessment-annual review. Lewis Duke reported that progress on the Risk Assessment document had been slow but the document would be circulated as soon as possible. **Action: Lewis D, Clerk**

048/15 Token of appreciation for former Clerk. The Chairman commented that progress had been delayed by holiday arrangements. A follow-up inspection with Tom Dazey of recommendations in the annual safety inspection of the play area had identified the wooden tree seat as needing replacement. This might be a suitable token of appreciation and the Chairman would investigate this. **Action:TS,Clerk**

057/15 VE Day. 70th Anniversary Commemorative Plaque. The Chairman had e-mailed Stan Reynolds updating him on the discussion at the Annual Parish Meeting of the proposal to commission a memorial commemorating the end of WWII. Councillors still felt some general commemoration was appropriate. They agreed to see if the VJ Day Anniversary increased interest. **Action:TS,Clerk**

065/15 CCC/Balfour Beatty street light replacements. The Chairman reported that all replacement work had been completed but re-instatement works remained outstanding. These were hazardous for pedestrians, particularly at the top of Frogge Street. **Action:TS,Clerk**

072/15 Vandalism of WW1 oaks. Lewis Duke reported that the oaks now appeared to be in a reasonable condition. Watering would continue and this item could be removed from the agenda.

086/15 Landscaping project: Boundaries of Howey's Yard. No action required at this stage. **Action:SW**

094/15 Local Government Transparency Code. Recent CAPALC advice appeared to indicate no further action was required by the Parish Council. The Chairman had written to confirm this. Councillors agreed more could be done to improve information available to residents via the Village website. **Action:All**

095/15 Recognition of achievement from Parish Council (residents or groups) The three Councillors working on this project had considered potential members of a small group to take this forward. It was agreed to invite Catherine D-J. Dilip Odedra and John Williams to join. **Action: SC,TP, MR**

116/15 Issues with the local road network An invitation to Heidi Allen MP to visit Ickleton to obtain an on-site impression of the present traffic problems would be sent shortly. **Action:TS**

117/15 Overgrown tree in Frogge Street. The Chairman reported that following the statement from Mike Cooper of CCC Highways that it was not the County's responsibility to undertake remedial work on the tree he had written to the resident concerned suggesting that they approach BT and the utilities companies. The Parish Council was willing to assist the resident with a further approach to CCC Highways if the service companies denied responsibility. In the meantime the item would be removed from the agenda. **Action:Clerk**

146/15 Youth Representation: None.

147/15 Reports from District and County Councillors: Cllr Topping's written report is attached as Appendix A.

148/15 Correspondence received

SCDC (P Adams)	Notification of agenda for weekly bulletins.
SCDC (Clare Cousins)	Local Highway Improvement Initiative.
SCDC (Kathryn Hawkes)	Promotion of local events to support October's International Day of Older People.
SCDC Planning Policy Team	LDF Monthly Newsletter re Planning Consultations.
CCC	Safeguarding Adults and Mental Capacity Act newsletter.
CCC (Community transport)	Changes to Whippet bus timetables.
CCC (Amanda Davies)	Fit for the Future – Shaping Local NHS Services: Saturday cafes.
CCC (Amanda Davies)	New info and advice to enable people to stay independent, safe and well.
CCC (Natasha Harrison)	Brochure for LCSS Law Ltd.
Essex CC	Public consultation on the Replacement Waste Scheme.
Sawston Medical Centre	Proposal to merge with Linton Medical Centre.
Facilities Manager, Wellcome Trust	Dog walking in the Wetlands.
Wellcome Genome Centre	Invitation to the Campus Conference Centre Grand re-opening.
Police and Crime Commissioner	
CAPALC (Tina Webb)	Crane & Co. merger with the Stackhouse Poland Group.
" " "	Free paint for communities.
" " "	Transparency Code for smaller communities.
Cambridge CAMRA	Ickleton Lion as an asset of community value.
NCE Flood Management	Registration form for October 2015 11th summit meeting.
NHS Cambs and Peterborough CCG	Uniting Care Monthly Bulletin.
	Summer 2015 Newsletter.
Stop Stansted Expansion	Response to Airport Commission Final Report.
Fields in Trust	Invitation to support its initiative to protect green spaces.
Various e-mails	Circulated to Councillors during the month.

Agrovista Exchange of e-mails concerning spraying of the Recreation Field.
Ken Macdonald 100 Parishes Society update

E-Cops ,Neighbourhood Alert, HMRC & Rural Services Network -Various e-mails.

In addition to items covered elsewhere in these Minutes, the following items arising from correspondence received were discussed :

i. Dog walking in the Wetlands It was noted that the footpath through the Wetlands was a permissive one and the Wellcome Trust had the right to set whatever conditions it wished.

ii Free paint for communities Tim Pavelin undertook to co-ordinate a bid for white emulsion paint for marking out the football pitches and reinstating the running circuit.

Correspondence sent:

CAPALC	Clarification on requirements under new Transparency Code.
Stan Reynolds	WWII remembrance plaque.
Local Resident	Proposed action re conifer on Frogge Street
CCC	Application for environment weight limit for HCVs
CCC	20mph limit application procedures.
Agrovista	Spraying of Recreation Field
Penn Sassoli	Confirmation re Covenant 28 Church Street
HMRC	Change of PAYE arrangements
Barclays	Resolution of Bank Mandate changes
Tom Dazey	Remedial action to comply with Wicksteed safety inspection.

149/15 Planning information received from SCDC Declarations of interest to be declared.

S/1536/15/FL Detached Garage, Chestnuts, Brookhampton Street. Mr and Mrs P Bricknell c/o Agent

As the plans had only been received by mail on the day of the meeting it had not been possible to include this item in the agenda. The Clerk's request for an extension to allow submission of the Council's recommendation had been rejected so Councillors agreed to deal with the application. The Council was concerned about the appropriateness of the proposed materials in a conservation area since the plans indicated a utilitarian approach. The Council therefore agreed that, while it did not object to a garage of that size in the proposed location, it recommended refusal of the application on the grounds that the design and materials proposed would result in an adverse impact on the Conservation Area. **Action:Clerk**

Advanced notice of a Planning Application. The Chairman reported on an e-mail message just received from a Director of Hexcel, Duxford, concerning new refrigerated storage facilities to replace present ad hoc arrangements. It was of particular interest to note that the company's 2009 planning application for a carbon fibre precursor plant involving the use of acrylonitrile had lapsed and was not being re-instated.

The current plan would be included on a future agenda.

Action:TS,Clerk

Meeting with SCDC Planning Department 17 September 2013 –See Minute 144/15 above.

150/15 Reports from Councillors.

Tim Pavelin agreed to identify specific examples where road white line repainting was required to support an application to CCC. **Action:TP,Clerk**

Sian Wombell reported that low-level vandalism continued, particularly a recent example of deliberate thoughtless behaviour where a gate had been left open allowing sheep to escape.

Lewis Duke reported on a new advertising sign positioned on the slope down from Grange Road, adjacent to the M11. He would investigate and, contact Mike Cooper of CCC Highways. **Action: Lewis D**

Michael Robinson commented on a number of items concerning Ickleton Cricket Club:

- A request for a 6-a-side competition to be run on the Recreation Field on Sunday 30 August. There would be a charge of £25 per team with a contribution of £22 to the Village Hall. **Approved.**
- The Club intended to purchase a cover for the wicket. A request that this could be stored in an unobtrusive position on the Recreation Field during winter was **approved.**
- The Ickleton-Paris bike ride would start on 9 September. Funds raised would benefit the Club as well as Red Balloon and Macmillan Cancer. ICC funds raised would be used towards purchasing a 6m high netting to protect the children's play area.
- Renewed permission was sought to re-site the basketball square on a like-for-like basis once sufficient funds became available. **Approved in principle** provided a suitable site was identified.
- For noting at this stage- rabbits were becoming a major problem on the Recreation Field.

Terry Sadler reported on an enquiry from a resident of a property adjacent to the Recreation Field concerning liability for damage as a result of cricket balls landing on his property (6 occasions so far this season) Michael Robinson confirmed that the ICC had taken all reasonable steps, including turning the wicket round, and that it had liability insurance cover. It was agreed that the Council's position should also

be clarified with its insurers. The Chairman and Michael Robinson would meet to discuss this before the next meeting at which the matter would be presented to Councillors. **Action:TS,MR,Clerk**

151/15 Finance (Bank Balances).

i Payments to:

Harts (June Icene)	£82.60
A Pavelin (Emptying litter bins)	£80.00
Ickleton Village Hall	£54.00

A cheque for £95.42, authorised at last month's meeting for the cost of chemicals for spraying the Recreation Field would not be submitted until the work had been done. **Action: Clerk**

It was noted that replacement for Albert Pavelin would be required before October.

ii Funds received:CCC grass cutting contribution: £801.43

Ickleton Cricket Club: contribution to Sports Storage Unit: £250

Icene Advertising: Nil

iii. Outstanding receipts:

Whittlesford Warriors - £105.00 (for previous 2014-15 season), VAT claim £5,997.

Icene advertising:, Nigel Wright -£30.00.

iv. Bank Balances.

Community Account £11,315 as at 30 June 2015

Business Base Rate Tracker Account £25,833.12

v. Budget v. Precept Income for the first financial quarter of 2015-16 was £17,660 against payments of £5,575. Income from Icene advertising appeared low but this was largely a result of the handover and the situation should be back to normal within the next quarter. **Action Lucy D, Clerk**

vi . Change to Bank Mandate. Barclays had effected the change to include the Clerk as a designated person but in the process had removed details of the two Councillors with cheque-signing rights.

Resubmission of the same information had been made to reinstate their signing rights

Action: Clerk

vii. Section 106 Money:- Sports Storage Unit – Update. Michael Robinson submitted the second of three monthly instalments of £250 each as the Cricket Club's contribution to the Unit. A further cheque for £250 would be submitted next month. **Action:MR**

152/15 Recreation Field and Play Area

i. Spraying Recreation Ground. See item 151/15. i above. **Action:MR, Clerk**

ii Update on play area refurbishment project In the absence of Lucy Davidson, this was held over until the next meeting. **Action:Lucy D**

iii Repair to gate into the play area The Clerk had an on-site meeting with Tom Dazey to discuss work identified in the Wicksteed safety inspection report as requiring attention. The gate had now been fixed and other items would be attended to in due course. **Action:Clerk**

iv. Spartak 78 Training Day Friday 14 August. Neither Tim Pavelin or Michael Robinson had received any further information although a fee of £80 had been agreed for use of the Recreation Field. The Clerk was asked to follow this up. **Action:Clerk**

153/15 Cemetery - Chapel – Condition to be kept under Review.

i. Letter concerning part of the Cemetery. The Chairman had circulated a letter received concerning the state of the older part of the Cemetery. He reported on an inspection he had made with the Clerk and their view that, although overgrown, the condition of this part of the Cemetery was not as bad as the letter had implied. It was agreed to ascertain from Charles Frankau when the next tidy-up was due (this may need to be brought forward).and what work would be undertaken. David Lilley commented that he had also received a comment about the state of this area and that although the condition had been reasonable earlier in the season, the grass was now in urgent need of cutting. It should also be maintained at a length which enabled visitors to walk through without too much difficulty. **Action:Clerk**

ii. Memorial bench -Dr Jenny Pell. Nothing further to report. **Action:Clerk**

154/15 Churchyard.

Repair to pedestrian gate Tom Dazey had been consulted as to whether the strut in the gate was repairable. The Clerk reported he had independently reached the same conclusion as David Lilley that the gate was rotten and a replacement was required. It was agreed that this should be investigated further, including the possibility of commissioning the construction of a new gate. **Action:TS,Clerk**

155/15 Tin Alley: Footpath Reinstatement. This had been raised by a resident at the Annual Parish Meeting. The Chairman and Clerk had now undertaken a site visit. A bog-like area now existed in front of the previously reinstated part of the path. This was leading walkers to create an alternative footpath towards the middle of the field. Subject to the agreement of the landowner to the proposed solution, Michael Robinson undertook to get a quote for materials, including some reserves as these would be needed for

ongoing replacement. The Clerk would then contact Charles Frankau to discuss whether he would be willing to deliver and spread the materials.

Action: Clerk

156/15 Flooding.

Land adj. Stumps Cross - Extension granted until 30 September 2013. Nothing to report.

Cemetery Corner, Brookhampton Street + clearance of drains/gullies. 2 of the 3 drains were still blocked.

There was no indication when the clearance work might be done.

Action: TS, Clerk

Consultation on the revision of Cambridgeshire's Strategy for Flood Risk Management Lewis Duke had read the comprehensive consultation document and commented that, although it appeared that local authorities were to be more closely involved, there was no indication of funding to undertake any remedial work. The document covered the whole of Cambridgeshire but with little sense of ownership for the assessment of conditions either generally and at a local level in terms of risk management, either now or in the future. It was difficult to ascertain the implications for a village such as Ickleton which came in at 106 in the list of over 200 places included in the document. It was agreed to leave this on the agenda until the report on the consultation exercise was published and then formulate a response.

Action: Lewis D, Clerk

157/15 Affordable Housing. This was to be an item of importance to be taken up at the local meeting with Heidi Allen.

Action: TS, SW, Clerk

David Lilley left the meeting

158/15 Cambridgeshire and South Cambridgeshire Local Plan: developments: The Councils' response to the Inspector's preliminary conclusions (as circulated by the Clerk to Council members on 30 June 2015). The Chairman reported that the Inspector's objections to the initial Plan were likely to delay progress by at least 9 months with matters being complicated further by Government's recent announcement of a softening of conditions for brown field site residential developments.

159/15 Installation of Village "Smartwater" initiative signs. Councillors were of the view that individual households should decide whether to mark their property and apply the door/window stickers and no generalised notices were needed.

160/15 Genome Campus Conference Centre-Grand reopening 5 October. The Clerk would re-circulate details and would co-ordinate a response to the Wellcome Trust for attendees.

Action: Clerk

161/15 Wellcome Trust Liaison Meeting: update. The Chairman commented on the meeting he and Lewis Duke had attended the previous day. They had advised that Network Rail had finally installed fencing at the Mill Lane level crossing and had raised with the Trust the possibility of a contribution towards the playground refurbishment scheme. The Trust had not appeared unsympathetic to this suggestion and the Chairman would liaise with Lucy Davidson. They had informed the Trust about the Council's intention to discuss with the local MP its ongoing concerns about the local road network. These concerns were wholeheartedly supported. The Trust outlined progress with its the new buildings, which was remarkable, being both on time and under budget.

Action TS, Lewis D

162/15 Completion of Register of Interest forms. The Clerk reported only one set of forms was outstanding and that arrangements had been made to collect this. The full complement would then be forwarded to SCDC.

Action: Clerk

163/15 Adjournment for questions from members of the public: None

164/15 Date and time of next meeting –Wednesday 19 August 2015 at 7.30pm

The meeting closed at 21h45.

Chairman

Date

-Appendix A

to
Terry,
me

14 Jul (3 days ago)

I will be travelling to Leeds tomorrow evening and so I must present my apologies to the parish council.

With regard to county council reports:

1. I have received assurance from David Lines that the proposed 20mph speed limited area for Ickleton is due to be consulted on this month. I didn't think that he copied you into his reply, so I don't know if he or the county council have written to the parish separately.

The parish may wish to have another attempt at securing funding under the Local Minor Highways Improvement Scheme in parallel with pushing ahead as it is doing and funding privately. The deadline for the bids has been sent to the parish clerk.

2. The county council has access to government money which enables employers to bid for improvements that would support sustainable travel to work. The website is www.travelcamps.org.uk and the contact at the county is Kate Day. Essentially, this is about cycling, but the value might be to consider if a local employer wanted to bid for infrastructure such as cycle racks at locations that benefitted the wider community.

3. The police are considering having a consultation with villages that have a parking problem to find answers. This came up at the recent Neighbourhood Panel meeting, and you might want to register an interest if there are specific parking issues for Ickleton.

4. I have been involved in appeals where children have not been successful in getting into the school of their parent's choice. The appeal process is very tightly drawn and the appeals are generally unsuccessful. As a consequence though the county education department is planning how best to ensure there is sufficient supply locally. Without getting ahead of ourselves, it is fair to say that the current focus is on Duxford school, where there is at least the space to build if that is the outcome of the evaluation. This might be advantageous to children from Ickleton. I have been invited to meet the head and chair of governors of Duxford school.

5. I attended the Health and Well-Being Board for Cambridgeshire two weeks ago. There are public consultation meetings being planned by the clinical commissioning group covering the county and I will attend and report. Closer to home, the surgeries at Linton and Sawston are proposing to merge, thereby achieving economies of scale but still operating from the two sites. If there are points that I have missed do please email me and I will try to reply, as I am travelling by train and so will have time.

I will make very effort to attend your next PC meeting.

Best wishes

Peter

Sent from my iPad