

ICKLETON PARISH COUNCIL

Minutes of the meeting held on Wednesday 16 March 2016 at 7 30 pm in the Gordon Woolhouse Meeting Room, Ickleton Village Hall.

Present: Terry Sadler (Chairman), Jess Bloomfield, Simon Cheney, Lucy Davidson, Lewis Duke, Owen McGuire, Tim Pavelin, Michael Robinson, Peta Stevens (Parish Clerk), David Lilley and James Macdonald.

44/16 Apologies for absence: Peter Topping. Other absences: Mick Martin, Sian Wombwell.

45/16 To approve the minutes of the meeting held on 17 February 2016: The minutes were approved and accordingly signed by the Chairman.

46/16 Adjournment for questions from members of the public. None

47/16 Matters Arising:

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 –There had been no developments since the last meeting and Dilip Odedra was considering the proposal he had received from the Post Office.

026/12 Proposed 20mph Speed Limit and HCV's. At a recent meeting with Evan Laughlin, the newly appointed CCC Highways District Manager (South Cambridgeshire), the Chairman had discussed the traffic problems still evident within the Village. There was insufficient time to deal with the issues related to the 20mph speed limit, and these had been pursued by email (positioning of some signs, and lack of expected roundels and repeater signs). Evan Laughlin had suggested a further site meeting, to be attended by Andi Caddy, his Policy and Regulation colleague. The Chairman would accept. Michael Robinson wished to attend. Councillors had noted a resident displaying a 20 mph zone sign on a wheelie bin. It was agreed to purchase 100 of the stickers in the first instance at a cost of £75. They would be available to residents, first come first served.

Action: TS, MR, Clerk

169/14 Ickleton Information Guide To be completed in the near future. **Action: J Flitton, C Driver**

197/14 Defibrillator Lewis Duke was having great difficulty contacting the trainer to arrange a date for the third training session.

Action: Lewis D

010/15 Parking on pavements. Michael Robinson reported that he was having considerable difficulty in contacting the individual concerned.

Action: MR, Clerk

045/15 Token of appreciation for former Clerk. The Chairman would welcome suggestions for the wording of the plaque to be attached to the seat.

Action: All

086/15 Landscaping project: Boundaries of Howey's Yard. In the absence of Sian Wombwell, this item would be held over until the next meeting.

Action: SW

094/15 Local Government Transparency Code. The Chairman and Clerk had limited access to the Village website and required support in order to be able to provide more information to residents about the Parish Council and its financial transactions. Much of the general information about Ickleton was also out of date. The situation will not improve without assistance.

Action: TS, Clerk

095/15. Recognition of achievement from Parish Council (residents or groups). The Clerk had received twelve nominations. The deadline for submissions would remain at 31 March 2016. The Clerk would send out information by categories to Ickleton Awards Committee members, copied to other Councillors. The Committee would need to meet to make recommendations for awards, and prize levels, prior to the next Parish Council meeting on 20 April.

Action: OM, TP, MR, K D-J, DO, Clerk

116/15 Issues with the local road network. It was thought unlikely that Heidi Allen would respond to the Chairman's last letter. It was agreed to hold over further discussion of this item until after the local transport meeting which was to be held at Sawston on 11 April.

Action: Clerk

144/15 Resolution of an SCDC Planning decision concerning Permitted Development. A letter had been received from SCDC Planning Enforcement Office. As no one understood the letter it was agreed to consult Cllr. Martin.

Action: Clerk

150/15 New advertising sign overlooking the M11. The Chairman had been told that the sign had been erected without permission but ownership of the land on which it was situated was still under investigation.

Action: TS

181/15 Uttlesford Planning Policy Working Group: Proposed sites for new developments. The Chairman

and Deputy Chairman had attended Great Chesterford's last Parish Council meeting at which this had been a major item of discussion. The Call for Sites had produced potential sites for around 30,000 dwellings, many of which had been assessed as suitable for development, although sites for only 4,500 houses were needed over the next 15 years. A letter from the Ickleton Society suggested that the Parish Council might wish to submit comments to the UDC on the Great Chesterford sites selected, in relation to "matters of fact" stated by UDC officers. It was agreed that the Chairman will comment on the Parish Council's behalf drawing attention to deficiencies in the local transport infrastructure. **Action: TS**

193/15 Bid for an agri-tech hub at Hinxton. The Chairman advised that Mrs Fletcher, Managing Director of SmithsonHill had been invited to attend an open session at the start of the next Parish Council meeting on 20 April. In the meantime, she had issued an invitation to local Parish Councils to attend a meeting, to be held on 11 April in Sawston. Although the remit for this was unclear, the Chairman and the Deputy Chairman offered to attend. The Chairman also commented on Mrs Fletcher's preliminary thoughts on an alternative route for traffic to bypass Ickleton, using the "Cereals route". The likely cost of such a scheme would be prohibitive. **Action: TS, L Duke, Clerk**

205/15 Local Highways Improvement Scheme 2016-17. The Parish Council's bid for a mobile vehicle activated speed sign had been unsuccessful. It was agreed the Chairman should investigate the option of third party funding but no substantive decision would be taken until it became clearer what further signage for the 20mph speed limit might be supported by the County Council. **Action: TS**

201/15 Compilation of a project priority list for highways improvements. This would be held over until a number of standing items could be removed from the agenda. **Action: Clerk**

218/15 Availability of super-fast broadband within the Village. The Chairman had not received any further information from the Project Director of Connecting Cambridgeshire but would follow up on this and would also contact Great Chesterford to ascertain their level of poor availability. It was reported that there were pockets across S. Cambs of non-availability of super-fast broadband and little could be done to resolve this for the moment. **Action: TS**

218/15 Proposal for change to traffic arrangements: low bridge on the road towards Great Chesterford CCC Highways had given a substantive reply after a personal apology to the Chairman for the previous response. As the site was not a designated accident black spot, funding was not available. In addition, the suggestion that some form of warning mechanism be installed before the entrance to the bridge had not received a positive response. In the longer term HCVs might be directed away from Ickleton when satnavs began to pick up the 20 mph restriction. Councillors expressed continued concern at the number of lorries using Frogge /Abbey Streets and once there had been progress with other highways issues, there could be a renewed attempt to obtain an environmental weight limit restriction.

239/15 Wellcome Genome Campus: Expansion Plans The meeting, due to be held on February 24, at which the Genome Campus Chief Operating Officer, Martin Dougherty was to address Ickleton residents, had been cancelled due to sickness. It had been re-arranged for 7.30 pm Wednesday March 23rd in the Gordon Woolhouse Meeting Room in the Village Hall. **Action: TS, Clerk**

255/25 SCDC Community Award Scheme The awards ceremony had been held at SCDC Hall in Cambourne on the evening of 10th March. The Chairman was pleased to report that Rosemary McKillen and Hilary Rule, representing Ickleton Community Coffee Morning, had been awarded second place in the Outstanding Local Service category. **Action: TS, Clerk**

269/15 Grass Verges in Abbey Street. Cllr. Topping had set up a site meeting with the Chairman, Lucy Davidson and Evan Laughlin from CCC Highways. This was attended by residents where verges had been most severely damaged. The Chairman reported Evan Laughlin's view that the only feasible long-term solution was to install verge posts along the length of Abbey Street. In the meantime .CCC would repair the verges, which would need protection initially. CCC could provide posts at an installed unit cost of £250+ vat but with a 20% admin charge on top. However, it was possible for residents to seek quotes from CCC-approved contractors, which might be cheaper. Wholesale installation of posts by the Parish Council might be achieved via a Local Highways Initiative scheme. This was likely to be supported by CCC Highways only if it were linked to the provision of sufficient parking restrictions to allow vehicles to pass. The Parish Council would first need to hire a traffic consultant to devise a scheme, probably using double yellow lines to create passing areas to reduce the likelihood of head to head encounters. Evan Loughlin would support some limited installation of posts by the residents most affected. The Parish Council agreed

that such applications would receive its unqualified support. However, it was hoped that with the build at Howes Yard nearing completion, the Abbey Street traffic situation would improve. The Chairman would also speak to the Howes Yard builder about more parking in Back Lane, at the same time, ask if some of the larger potholes could be filled in advance of the final making good.

Action: TS

14/16 Construction of a BMX Track The owner of the land had taken no action.

30/16 Electricity sub-station on Church Street

Following Sian Wombwell's report at last month's meeting Tim Pavelin and the Clerk had inspected the site. The broken gate and accumulation of rubbish were on private land.

37/16 Emergency Plan/Risk Assessment Work on these would begin soon.

Action: Lewis D/Clerk

39/16 Wellcome Trust Liaison Meeting: 24 February 2016 The Chairman and Lewis Duke had attended this meeting on behalf of the Parish Council. In connection with the Council's previous decision to accept the Wellcome Genome Campus offer to reimburse the printing costs of Icene, it was reported that the Campus representatives had picked up on the fact that this did not appear to have been unanimous. Accordingly, they had suggested that this be delayed until after the completion of the Campus' current round of presentations to local villages. As the Ickleton visit had been postponed, this would delay the implementation of this offer. A number of Councillors were concerned at this development and hoped that it represented a month's postponement rather than an overturn of a Parish Council decision. It was also reported that the latest phase of Campus building work was going well. Although the Campus did not appear to be engaged with the SmithsonHill road infrastructure group initiative, they were fully aware of the local traffic problems. Campus representatives also shared the Parish Council's concerns about lack of river maintenance to the Upper Cam and would be following up on this.

40/16 South Cambs Police Area Meeting 25 February 2016. Lewis Duke and Jos Flitton had represented the Parish Council. Lewis reported that the Police had been more successful in arrests and convictions of those committing local burglaries. This local effort was now encompassed within a country-wide initiative. Of particular interest to Ickleton were recent legislative changes which made it possible to enforce the Village's 20 mph speed limit. However, it would be prudent to ensure a greater visibility level for this limit (such as having roundels painted on roads) before involving the Police or Community Speedwatch. Local personnel changes were also reported, including the retirement of Sawston's Sergeant Davidson.

41/16 Roles and Responsibilities of Councillors There were still some vacant slots particularly on the Village website committee. This would be on the agenda the next AGM, to be held on 18th May.

48/16 Youth Representation: None.

49/16 Reports from District and County Councillors:

District Councillor's Report

None in the absence of Cllr. Martin.

County Councillor's Report

Cllr Topping's written response is attached as Appendix A.

50/16 Correspondence received

SCDC (P Adams)

Agenda for Weekly Bulletin

SCDC (C Swain)

Update on the position re 33 Church Street.

SCDC (C. Odonoghue)

Proposed changes to the Scheme of Delegation.

CCC (C Cousins)

Local Highway Improvement Initiative: outcome.

CAPALC (T Webb)

DIS *Extra*: Issue879.

Speedwatch information.

How to complain to your Parish or Town Council.

Invitation to Cambs & Peterborough Neighbourhood Plan Roadshow.

Uttlesford DC

Officer Assessment of sites put forward.

Statement of community involvement consultation.

Ickleton Society

Letter to the Parish Council re Uttlesford Local Plan sites.

Cambridgeshire Roadwatch Non-police scheme to monitor speed and HCVs.

Chairman, Gt Chesterford Parish

Invitation to Wellcome Trust information evening.

Head, Campus Development, Emma Fletcher	Wellcome Genome Campus Vision document launch. Initial thoughts to address local transport problems. Transport issues around the A1301 and A1307: Meeting 11 April.
S Wentzell	Suggestions to address poor broadband service.
Anglia Water	Release of its Pollution Watch Campaign.
Parish Council Websites Ltd	Offer of website assistance to ensure Transparency Code compliance.
CPRE	February e-bulletin
Local Council Public Advisory Service	2016 brochure of courses offered.
Engagement (NHS)	"Fit for the future" NHS workshops.
Rural Services Network	Weekly rural newsletters Rural opportunities bulletin
Stop Stansted Expansion	Campaign update February 2016
Public Sector Executive on-line	Various emails.
Other various e-mails	Circulated to Councillors during the month.
E-Cops	Daily updates.
Neighbourhood Alert	Various e-mails.
HM Revenue & Customs	Various e-mails.

51/16 Planning applications received from SCDC Declarations of interest to be declared

i. **S/0344/16/LB, Single storey rear extension, 3, Church Street, Ickleton** (Mr Davis) Simon Cheney declared an interest as a neighbour. He took no part in the discussion of this application and did not vote.

Councillors had no objection to the provision of a pitched roof to the current flat roof extension, but did not approve of the proposed higher ridge line for the new extension. Maintaining a subservient lower single ridge line at the level of that planned for the kitchen was a more appropriate treatment for this extension to a listed building and its situation in the conservation area.

The plans appeared to provide for the breakfast room area to be achieved in part by constructing brick walls against the present outside walls of the applicant's dwelling and that of the neighbours' dwelling – both designated heritage assets. Councillors were concerned that the existing external walls, which appeared to be of traditional construction, might lose their ability to breathe. The plans did not indicate how any existing or potential problems with damp were to be managed. Accordingly there was concern that the plans may result in harm to the historic assets.

Other observations -

The proposals meant that there would be no access to the garden area other than through the house, and this would result in problems managing refuse disposal and recycling.

The plans indicated that the new extension was to be built along the line of the boundary with the neighbour. The existing fence belonged to the neighbour. Some alteration would be required to accommodate this.

Recommendation: Refuse

ii **S/0359/16/FL, Extension to an office, Abbey Barns, Duxford Road** (Abbey 2000 Property Management). Lewis Duke left the room before any discussion and vote on this application

Recommendation: Approve

iii. **S/0429/16/FL, First Floor Garage Extension, Including Raised Roof, to Create Annexe above Garage, 66, Frogge Street, Ickleton** (Mr Carter)

Recommendation: Approve

For information:

3095/15/FL New dwelling and detached garage, The Glebe, Frogge Street. This application had been withdrawn on 22 February 2016 (no notification received directly from SCDC).

Notification of an application to carry out tree works subject to a tree preservation order or situated within a conservation area

CA 126 29 Frogge Street (C Warwick). Ash tree: re-pollard and reduce heavy wood back behind pollard points (tree close to house with heavy wood in the limbs). **Recommendation: Approve**

52/16 Reports from Councillors.

Terry Sadler reported on the Village Litter Pick which had taken place on 6 March as part of the UK-wide

"Clean for the Queen" initiative. This had gone well although there was not as much litter as in previous years, especially in the centre of the Village. The Parish Council recorded its thanks to Clare Driver for all she did to make such a success of this annual event.

A number of nitrous oxide canisters had been found recently on the Recreation Field near the Skate Park. The situation would be monitored.

The next SCDC Parish Planning Forum would take place on 22 March. The Chairman would try to attend.

Action: TS, Clerk

53/16 Finance (Bank Balances) including payments to:

Harts (February Icene) £61.54; A Pavelin (Emptying Litter Bins) £80; CCC (Street lighting) £588.94
C Frankau (Green/Churchyard/Verges: £2,340, Recreation Field (incl. play area)/ Cemetery: £3,000-
Total £5,340 (of which £890 vat recoverable). J Sloper (repair to Cemetery fence) £150.

Money received: HMRC (vat refund) £1,132.36, Peasgood & Skeates £112 (Mrs C Jarvis)

Icene Received: V Toombs £30.00.

Bank Balances: Community Account: £16,875.40. Business Base Rate Tracker Account: £25,843.31.

Approval of Clerk's salary and expenses + PAYE Salary £831.52, PAYE £181.11

Review of Clerk's salary. The Clerk and members of the public present left the meeting for discussion of this item. In their absence, Councillors agreed the Clerk's hourly rate of pay should with effect from 1st April 2016 be advanced to SCP 22 on the national scale for Local Government employees.

James MacDonald left the meeting.

54/16 Recreation Field and Play Area

i Update on play area refurbishment project. Lucy Davidson reported that she had been in contact with Wicksteed and was now awaiting their plans for incorporating new equipment for various age groups.

These would be shared with interested parties in Ickleton to get their opinions. **Action: Lucy D**

ii Grass cutting quotes. The Clerk had invited 6 contractors to quote. Three had responded and the quotations circulated. On a proposal from the Chairman, seconded by Michael Robinson, it was agreed unanimously to invite Charles Frankau and Dominic Pallett to continue their work for next year. The Clerk will liaise with Charles Frankau to arrange for the football pitches to be rolled as soon as possible to draw his attention to the need for this to be done on a regular basis. **Action: Clerk**

iii Play area inspection The Clerk had arranged for unaccompanied inspections of the playground and skate park at a cost of £45 per area. These would take place in about 12 weeks' time. **Action: Clerk**

55/16 Cemetery /Chapel – Condition to be kept under Review.

i. Rabbit damage and fence requiring repair. The fence had been repaired. Michael Robinson would investigate possibilities for a rabbit cull. Given the time constraints it was agreed that if he found a suitable contractor he could authorise the cull to happen as soon as possible. **Action: MR, Clerk**

ii. Cemetery Chapel. Following the Parish Council's decision, by Minute 25/16 of the meeting held on 17 February 2016, the Clerk would now contact Shane Cahill of Landmark Restoration to accept his quote for the Cemetery Chapel repairs. The Council's choice of round plates would be specified.

iii. Fallen tree & leaning tree by Cemetery wall. The Clerk was obtaining quotes. **Action: Clerk**

56/16 Churchyard.

Repair to pedestrian gate. The Clerk would chase this up. **Action: Clerk**

Clean-up party. This had been held on Saturday March 12th. Although a reasonable amount of cutting back/ general tidying had been undertaken, the general view was that the churchyard had been in a better state than on previous clean-up days.

57/16 Affordable Housing. The relevant legislation had yet to be approved by Parliament.

Action: TS, Lewis D

David Lilley left the meeting.

58/16 Cambridgeshire Roadwatch questionnaire. The questionnaire related to Ickleton's Speedwatch activities, noting that this was an independent organisation working with the police and public. Ickleton had received this as it had been identified by the police, following a freedom of information request, as undertaking Community Speedwatch activities. It was agreed that the Chairman should complete the questionnaire. **Action: TS**

59/16 PC AGM (Wednesday 18th May) followed by Annual Parish Meeting, Wednesday 25 May.

This information was for noting as the Chairman hoped that there would be a good representation of

Councillors at the APM. All agreed it would be useful if a representative from Community Speedwatch could give a short presentation. The Chairman would follow up on this suggestion. **Action: TS**

60/16 Adjournment for questions from members of the public: None.

61/16 Date and time of next meeting –Wednesday 20th April 2016 at 7.30pm

There being no further business, the meeting closed at 21h45

Chairman

Date

1. Money: county council budgets

After a meeting of some 12 hours, the county council decided to increase the council tax by two per cent, ring fenced to essentially pay the pay bill coming from the new minimum wage, to protect adult social care, and to freeze other elements of the budget. The arguments put forward by those supporting this increase was that the 2% would provide some £4m towards a very hard pressed area of the council's work. Those opposing the increase, mainly from the more rural areas of the county, were of the view that given the considerable savings that would still need to be made in social care, the sooner the county started on its necessary transformation work the better, and not add to the tax burden of residents in the meantime. Overall, the 'average' Band D taxpayer will pay about £1,167 to Shire Hall, with district, town/parish and police precepts on top.

2. Highways, waterways, information highways and even Liberty Lane

Hinxton Ford

The new highways officer Peter Taylor has talked to the parish councils of Duxford and Hinxton through the decision processes the county follow in opening and closing the ford gates. Peter Taylor has now got into the good practice of emailing ahead as to when he is about to close the gates. I am arranging a follow-up meeting to discuss with the senior highways engineer, as to how the local community might have more say in the decisions to open and close the gates. The issue at the heart of this is the risk appetite of the county council and their concern that if a car was swept away while crossing the ford they would be liable. Annoyingly, the gates are have now been opened after I intervened, but the signs indicating that the ford is closed are still displayed at the Duxford end.

Minor highways improvement scheme

I met with the highways officers to better understand how parish councils can put in a successful bid next year. As the scheme becomes the main route by which significant improvements can be made, there will be pressure to present bids in a structured way, based on:

- an analysis of highways issues as they affect the village;
- demonstrating public consultation and support for that analysis;
- how the specific bid fits in with the wider strategic approach (ie that a prioritization method has been used).

Bids where the parish can make a more than 10 per cent contribution will score more highly, as will bids that are jointly made from a group of parishes. This might be worth a specific agenda item at a PC meeting and I am very willing to work with the parish on this. The next round of bidding is likely to be in July of 2016, ie considerably earlier in the year.

I was sorry not to have been at the meeting arranged with Evan Laughlin but progress seems to have been made. I think that Peter Taylor can be relied on to fix minor matters such as potholes, but other issues are best raised with Evan. I am pleased that the parish has received a coherent response re the bridge. I will also argue for an indicative sign/barrier before the bridge, as your chairman has proposed.

Broadband coverage

There is a new campaign to identify where there are “not-spots” of poor wifi and broadband coverage across Cambridgeshire. The website is www.thinkbroadband.com/CambsNotspotter for more details.

3. Planning

Vetspeed chimney planning application

The county council has commissioned a report from an aviation expert into the proposals put forward by Vetspeed and their potential harm on flights at the Duxford IWM airfield. The report appears to indicate that the height of the chimney would not cause harm or increase the risks to aircraft. With regard to other key concerns to do with this application, the volume of traffic that would be generated by waste material being trucked to the plant remains a key one, together with the nature of the emission from the chimney, using its very new technology. The upside of the proposed method is that because of the volumes increase, the plant would be more closely monitored by the Environment Agency than is currently the case. There is still time for any final comments to Helen Wass at the county council, before the planning committee hearing in early April, which I will attend.

Whittlesford Bridge developments – The proposal for a path between Whittlesford Parkway and Duxford is still under discussion with NR and Abellio, and I had a discussion with the commercial contracts manager of NR which seemed positive. I have had concerns raised with me about racers using the NCP car park there and will ask the PCSOs to investigate.

4. Housing

Devolution deal and housing

The government is very keen on a devolved government deal for the three counties of Suffolk, Norfolk and Cambridgeshire, to be known as the eastern powerhouse. This may be announced this week if the last minute deal making is successful. The issue is controversial because the other two counties are very different economically to this county and to this part of Cambridgeshire. The government is however offering a deal that would give access to funds that would enable building more affordable and starter homes, recognising that if there are not more homes, then the current economic boom locally might start to fail. The other advantage of devolution is that it would allow major transport improvement, such as on the A505 and rail transport, allowing houses to be built further away, in places like Wisbech or Newmarket, so that people could commute into Cambridgeshire, reducing the pressures to build more locally.