

MINUTES OF ICKLETON PARISH COUNCIL

Held in the Gordon Woolhouse Meeting Room, Ickleton Village Hall on Wednesday 15th May 2019 starting at 7.30pm

Present: Cllr Sian Wombwell; Cllr Terry Sadler; Cllr Simon Cheney; Cllr Tim Pavelin; Cllr Philly Hamilton; Cllr Paul Rose; Cllr Davidson; Cllr Liz Gibson;

2 Parishioners

Interim Clerk: Mrs D Bayliss

D Cllr Peter McDonald;

1/19-20 Election of Chairman

It was proposed by Cllr Sadler, seconded by Cllr Cheney and Resolved that Councillor Sian Wombwell is elected as Chairman of the Parish Council.

Councillor Davidson arrived at 7.37pm

2/19-20 Declaration of Acceptance of Office

The Chairman signed the Declaration of Acceptance of Office in the presence of the Clerk.

3/19-20 Vice Chairman

It was proposed by Cllr Pavelin, seconded by Cllr Hamilton and resolved that Councillor Simon Cheney is elected as Vice-Chairman of the Parish Council.

4/19-20 To Receive Apologies for Absence

None received.

5/19-20 Councillors Declaration of Interest for Items on the Agenda & Requests for Dispensation

None received.

6/19-20 Parish Councillor Vacancy

It was proposed by Cllr Pavelin, seconded by Cllr Sadler and resolved that Mr Hugh Malloy is co-opted as a parish councillor to Ickleton Parish Council.

Mr Malloy did not take part in this meeting as the clerk had not been aware of the nomination and had not brought the necessary paperwork to the meeting.

7/19-20 Open Forum for Public Participation Including Youth Representation

David Lilley expressed his concern that he had not had sight of the minutes until this evening when they are usually published on the website before the meeting. The interim clerk apologised for this and explained that the Council are in a period of transition and that she did not have access to the website and that this will be rectified as soon as possible.

8/19-20 TO APPROVE MINUTES OF MEETING HELD ON 17th APRIL 2019

It was **resolved** that the minutes of the meeting held on 17th April are approved and signed by the chairman.

9/19-20 Matters Arising

Cllr Pavelin asked if the traffic bollards had been installed. Cllr SW stated that there had so far been no response to where these should be sited, if councillors have any suggestions, they should notify her as soon as possible.

Cllr Pavelin also asked if the Asset of community value had been re-registered. Cllr SW reported that the paperwork had been sent and an acknowledgement had been received. The new paperwork will be sent to the Chairman as the Council is between Clerks.

Action: *Councillors to respond to the Chairman with locations for the traffic bollards.*

10/19-20 Traffic Issues

- i. A comprehensive Speedwatch report was presented by Cllr Sadler, 707 reports of speeding motorists had been reported to the police so far this year.

Cllr Cheney reported that the mobile sign had been set up at two locations in the village, and it was noted that the location would be changed before the next sessions take place.

11/19-20 Rural Crime Report

Cllr Wombwell reported that there is still an on-going hare-coursing problem. (Hare-coursing bill in parliament during this meeting)

12/19-20 Reports from County and District Councillors

The District Councillor had sent through an annual report highlighting the following issues:

- Wellcome will make a presentation to SCDC 31st May 10am. Members of the public will be allowed to attend, but not speak (including Parish Councils). The District Councillor will be able to speak.
- The chairman thanked the District Councillor for his efforts on behalf of the parish council. Smithson Hill
- Marshalls Aerospace will be relocating from Cambridge and are looking at three sites, one of which is Duxford.
- Huawei plan for Spicers site

Councillor Gibson arrived at 8.09pm

The District Councillor is still trying to contact the conservation officer re Brookhampton House. There was no report from the County Councillor.

13/19-20 Correspondence Received

- D-Day 75 VIP Reception is to be held at Duxford on Wednesday 5th June from 11:00 to 16:00. Cllr Sadler or Cllr Gibson would like to attend.
Action: Clerk: Contact Duxford to find out if more than one councillor can attend.
- EV Charging Points: This item was noted.
The District Cllr reported that there is new fund for green projects: EV charging points would be included. £1,000-£15,000
Action: Clerk to send details of the EV charging workshop.
- The South Cambridgeshire Local Football Facilities Plan was noted as the parish council has no room for another football pitch.
The District Cllr pointed out that village hall committees/sports committees can apply in their own right to the Community Chest Fund.
The District Cllr left the meeting at 8.22pm.

14/19-20 Planning Information

- For consideration
S/1117/19/FL
Proposed 2 Storey Rear Extension at 7, Abbey Street, Ickleton, Saffron Walden, Cambridgeshire, CB10 1SS for Mr & Mrs Welch – **it was proposed by Cllr Sadler and seconded by Cllr Pavelin and resolved** that the Council object on the grounds that there is an adverse impact on the conservation area because of the flat roof. More fitting to have an extension that matched the existing extension. Windows out of keeping with the existing extension.
S/1234/19/FL Two storey rear extension at 3, Abbey Street, Ickleton, Saffron Walden, Cambridgeshire, CB10 1SS for Mr Stephenson – **it was proposed Sadler and seconded by Cllr Hamilton by resolved** that the council approve the application.
Action: Cllr TS to send the responses to SCDC
S/4329/18/OL Outline planning permission with all matters reserved for a phased, mixed use development comprised of up to 150,000 square metres of Gross External Area (GEA) of flexible employment uses including research and development, office and workspace and associated uses falling within Use Classes B1 (office, laboratories, light industry), B2 (general industrial) and B8 (Storage) uses; up to 1,500 residential dwellings (Use Class C3); supporting community uses and social infrastructure including a nursery (Use Classes D1); conference facility (Use Class D1) and associated hotel (Use Class C1); retail uses including shops (Use Class A1), restaurants and cafes (Use Class A3) and bars (Use Class A4); leisure uses (Use Class D2); landscape and public realm, including areas for sustainable urban drainage and biodiversity enhancements; energy centre and utilities; site access (vehicular, cyclist and pedestrian), car and cycle parking and highways improvements; early landscape and enabling works; and associated works. (This application is subject to an Environmental Impact Assessment) at Wellcome Genome Campus Hinxton Saffron Walden, Cambridgeshire, CB10 1RQ
Councillor Sadler reported that the Council should be responding on the alterations which he outlined at the meeting. Hinxton response had been circulated. Reduce the height but not the overall scale. Not addressed any of the concerns that the parishes have.

Action: Cllr TS to draft and circulate a response on behalf of the Council.

ii. Planning Appeals

APP/W050/W/18/3210008 Town and Country Planning Act Appeal by Smithson Hill. Land to the east of the A1301, south of the A505 near Hinxton and west of the A1301, north of the A505 near Whittlesford

S/4099/17/OL Outline planning application (all matters reserved) for development of an AgriTech technology park comprising up to 112,000 sqm (gross) employment floorspace, supporting infrastructure, amenities and landscape works including publicly accessible informal open space, enhancements to parkland; vehicle and cycle parking; service areas; bus / cycle interchange on land west of the A1301 / north of A505; and infrastructure works including new vehicular accesses, highway improvement works, pedestrian and cycle links with bridge crossings over A1301 / A505 and River Cam, site re-profiling, drainage works, foul and water pumping stations and primary electricity sub-station; telecommunications infrastructure and other associated works at land to the east of the A1301, south of the A505 near Hinxton and west of the A1301, north of the A505 near Whittlesford.

Additional material has been submitted for this application and the parish council has been asked to comment before 29th May.

Councillor Wombwell reported that It is very difficult to navigate the new material. The Council do need to let Smithson Hill see their comments before their meeting. If someone from the PC attends the meeting they could be challenged by the QC. Council cannot repeat previous comments.

Action: Cllr Wombwell to meet with the District Councillor; Cllr TS will send a response to the appeal. Information will be circulated.

15/19-20 Reports from Councillors

Cllr Cheney:

- Received a quotation for the removal of debris and ivy from..... another quotation needs to be sought and this will be acquired before the next meeting. It was agreed that ivy could be cut back and put over the wall.
- An application to remove a horse chestnut from Priory Farm will be forthcoming.
- Two further trees near the village hall need to be cut back or removed. **It was proposed by Cllr Cheney, seconded by Cllr Gibson and resolved** that quotations will be sought for this work and for the removal of the dead hawthorn in the cemetery.

Cllr Pavelin:

- The verges are being trimmed on Coploe Rise but the brambles are still encroaching. It was thought that the verge was scheduled for cutting in the autumn.

Cllr Hamilton:

- Will bring the refreshments to the Annual Parish Meeting to be held on 22nd May.

Cllr Sadler:

- Had not had an opportunity to follow up on the mobile warden scheme.
- The annual play area report had been received from Wicksteed and will be forwarded to the clerk for inclusion on the June agenda.
- The Chapel plaster repair has been completed.
- The edges of the verges on Abbey Street have been sprayed with glyphosate. A complaint will be made to SCDC
- The ICENE article needs to be completed as soon as possible after the Annual Parish Meeting.
- The Annual Parish Meeting leaflets were circulated for distribution.

Actions: Get quotes for removal of debris/quotes for tree removal/contact County Councillor re spraying of verges in Abbey Street/Cllrs to distribute APM leaflets

16/19-20 Financial Matters

i. It was **resolved** that the following **Payments be made to:**

Peta Stevens – Clerk’s Salary – Confidential

CAPALC (Locum Clerk’s Salary) – £462.05

Clerk’s Expenses - £99.32

Locum Clerk's Expenses - £23.50

Tim Pavelin (Empty Bins) - £80

Action: Clerk to make payments.

ii. **Money received:** Half year precept £12,500

iii. It was **resolved** that the bank reconciliation for the end of the financial year to 31st March 2019 is approved.

Account Balances: Current Account: £31,111.38

Savings Account: £25,925.56

17/19-20 Annual Governance and Accounting Return

i. The Internal Auditors Report was received by the Council.

ii. **It was proposed by Cllr SC, seconded by Cllr LD and resolved** that the Annual Governance Statement is approved by the Council and signed by the Chairman.

iii. **It was proposed by Cllr TP, seconded by Cllr PH and resolved** that the Annual Accounting Statement as presented by the Clerk is approved and signed by the Chairman.

To Note: Cllr Davidson is to prepare and send out the invoices for the ICENE advertising.

18/19-20 Highways Matters

i. Withdrawal of services for managing street lighting energy for parish council street lights. This item was noted whilst awaiting further information.

Cllr Sadler expressed his concern that the council should have seen a significant reduction in cost of street lighting as a result of the new lamps. Confirmation of the new power estimate and when it was implemented, information about the level of saving expected and previous energy bills need to be retrieved in order to make a comparison need to be sought.

Action: Cllr TS to ask for an update on the dimming regime.

ii. **It was proposed by Cllr Wombwell and seconded by Cllr Rose** that the quotation for £500 had been received from Mr Calladine to carry out restoration work to the village sign before the Ickleton Open Gardens Event.

Action: Cllr SW to arrange for the work to be carried out.

19/19-20 Motion to Exclude the Public and Press

It is hereby resolved in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business about to be transacted at Agenda Item 105/19, 106/19, 107/19 namely Staff Matters/Parish Clerk Vacancy) it is advisable in the public interest that the Public and Press be temporarily excluded from this meeting and they are herewith instructed to withdraw.

The meeting **closed** to the public and press at 9.55pm

20/19-20 It was **resolved** that the minutes of exclusion from 17th April are approved and signed by the Chairman.

21/19-20 Staff Matters

Confidential Minute.

22/19-20 Parish Clerk Vacancy

Four applications had been received for the position of Clerk to the Council. Three interviews had taken place and a fourth was to be held on Monday 20th May. **It was proposed by Cllr Cheney, seconded by Cllr Pavelin and resolved** that Cllrs Wombwell and Sadler are delegated the authority to appoint the best candidate for the job at an appropriate salary scale. A handover period with the locum clerk will begin as soon as is practical for the successful applicant.

23/19-20 The meeting **re-opened** to the public and press 10.20 pm

DATE OF NEXT MEETING:

Wednesday 19th June 2019

Any business and payments to be considered at the Parish Council Meeting must be delivered to the Clerk for inclusion on the agenda at least 7 days prior to the meeting.

The meeting closed at 10.21pm