

ICKLETON PARISH COUNCIL

Minutes of the meeting held on Wednesday 10 December 2014 at 730 pm in the Meeting Room, Ickleton Village Hall.

Present: Terry Sadler (Chairman), Michael Robinson, Lewis Duke, Liz Goddard, Tim Pavelin, Susan Clew, Peta Stevens (Parish Clerk), Cllr Mick Martin (District) and David Lilley.

253/14 Apologies for absence: Lucy Davidson, Liz Gibson, and Cllr Peter Topping (County)
Other absence: Sian Wombwell

254/14 To approve the minutes of the meeting held on 19 November 2014: The minutes were approved and signed by the Chairman.

255/14 Adjournment for questions from members of the public: None

256/14 Matters Arising:

028/07 Proposed Tennis Courts – The Chairman and James Macdonald had met. Councillors agreed, since the original site was no longer available and no fully thought-through alternative had emerged, this item would no longer remain on the agenda. However, the Council would be willing to consider a new proposal at a future date. **Action: Clerk**

265/13 CCC Parish Council Grants for Bus Facility Improvements – Real Time Information Displays – The boards were up at the bus stops on both sides of Frogge Street but not functioning. **Action: Clerk**

287/13 SCDC Parish Planning Forum (03/12/13) – response to query raised – Cllr Martin reported that a successor to Nigel Blazeby had been appointed, and he would enlist his support towards receiving a satisfactory response to the query raised by the Chairman regarding Planning Applications - Input of Parish Councils vs. CCC Highways. **Action: Cllr Martin**

019/14 Ickleton Village Hall – Supplementary Trust Deed – Nothing further heard. **Action: Clerk**

043/14 Ickleton Post Office – Meeting 11 September 2014 – The Chairman reported that Dilip Odedra had not received a response to the e-mail that he had sent to Gary Herbert (Post Office). We await a response from the Post Office. **Action: TS**

045/14 World War I Commemoration – Trees – Lewis Duke reported that DEFRA had approved release of the remaining 15 trees. It was anticipated that delivery would be made to allow for planting on 6th January 2015. Volunteers to help with planting the trees would be welcome. **Action: LD/MR**

064/14 SCDC Thermal Imaging Camera available for home energy surveying – one further resident had expressed interest in using the camera. and a briefing would be held on 14th January 2015, with Siobhan Mellon (SCDC). This meeting would be publicised in the January Icene. **Action: Clerk**

085/14 CCC - Local Highway Improvements 2013/14 – Traffic Calming In Councillor Topping's absence, there had been no further news on his meeting with Mr Thulborn when the signage on Duxford Road was to be discussed. Given the long gap until the January Council meeting, the Chairman would contact Mr Topping to obtain further information. **Action: Cllr Topping/TS**

125/14 Roadside verges approaching Gt Chesterford Bridge – A response had been received from the Gt Chesterford Parish Clerk advising that the problem had been referred to the Uttlesford Highway Rangers. This group could not do the work due to the need for advanced traffic management and the problem had been referred to the Essex Highways maintenance team. The Chairman was in the process of writing to the Councillor with responsibility for Essex highways and it was agreed that he should request that the work undertaken should address not only the present problem but also precautionary measures to prevent a repeat occurrence next year. **Action TS**

161/14 SCDC – replacement Litter Bin (near Skate park) + 220/14 New Dog Bin in Brookhampton Street A replacement litter bin had been fixed on the Recreation Ground, but in the wrong place. It was agreed that Councillors who were free at 9am on Sunday December 14th would meet to move the bin to a more appropriate position. **Action: TS, SC, LD, MR, Clerk**

There had been no response from SCDC (Heidi Duffet) concerning the new dog bin. **Action: Clerk**

164/14 Mill Lane Railway Crossing – The Clerk would chase Network Rail for an update. **Action: Clerk**

165/14 CCC Local Highway Improvements Initiative 2015/16 - (026/12) Proposed 20mph Speed Limit and HCV's – Panel Meeting 29/30 October 2014 - The outcome of the bid for funding a lower speed limit was awaited. **Action: TS**

169/14 Ickleton Information Guide (last updated November 2011) –This would be updated after the Parish Council elections in May 2015. **Action: Assistant Clerk**

185/14 Parish Clerk – Handover/CAPALC Training Course 6 & 20 November 2014 – Peta Stevens said that the course had been intensive but worthwhile. The Chairman reported that a contract of employment and job description had been drawn up and signed on 5th December 2014. Most documentation, except the filing cabinet, had been moved. Lewis Duke and Michael Robinson agreed to move the cabinet. **Action TS, LD, MR** The Chairman commented that a few hand-over details remained, e.g. update of the Barclays Bank mandate. It was agreed unanimously that Ms Flitton be asked to continue as Assistant Clerk for a short period. **Action: TS**

197/14 Defibrillator –There was general agreement that further information was needed on options. As the Village Hall Committee in principle to the defibrillator being attached to the outside wall of the entrance lobby, it would be sensible to ask if its electrician could provide a preliminary estimate of installation and running costs. The Clerk would obtain more information and Susan Clew agreed to contact a colleague with recent experience of commissioning a defibrillator. **Action:SC, LD, Clerk**

208/14 Proposal to fence Coploe Pit (to enable grazing by sheep) –Grant approvals had been received. The cost was to be shared between SCDC, the Wildlife Trust, the Biodiversity Partnership and the Parish Council. A condition of award required the funds to be claimed by 28 February 2015 with the claim supported by copies of paid invoices. The current quote for the fence was £1,000, of which the Parish Council would ultimately pay one third. A potential lower quotation had not materialised and, as the Parish Council was now having to agree to the various grant conditions and time was of the essence, it was agreed to use the contractor identified by the Wildlife Trust in order to secure the grant. **Action: TS**

228/14 SCDC Annual Awards The Chairman outlined the five award categories and, during discussion, two nominations were suggested which appeared to meet the criteria for two categories. Cllr. Martin encouraged the Council to apply and it was agreed to work up these nominations. **Action: TS**

241/14 Inadequate road repairs: Brookhampton Street In Councillor Topping's absence, there was no information as to any developments. David Lilley reported that the repairs had lasted better than might have been expected. It was agreed to continue to monitor the situation. **Action: All**

257/14 Youth Representation: None

258/14 Reports from District and County Councillors:

District Councillor's Report

CCC 5 year plan

CCC 's website contained its 5 year development plan which explained its aims and objectives and invited comments, providing an opportunity for District and Parish Councils, as well as individuals, to comment on the appropriateness of the proposals. One particular aim was to commit to welcoming new businesses to the region. This raised questions concerning the rapidity of growth and the knock-on effect on the provision of new housing. A further commitment was to support growth along the A428.

Community Chest

Further funds had been allocated by SCDC. Bids were invited on a first come-first served basis.

Commemoration of VJ Day Cllr. Martin requested that the Council inform him of any local veterans who might be willing to participate.

Written Ministerial Statement: Changes to Section 106 Requirements-end November 2014

This statement, part of the material released with the Chancellor's Autumn Statement, had been completely unexpected and had serious implications. The main points that took effect immediately were: a) the requirement for affordable housing to be incorporated into housing developments of ten houses or less was removed and b) there would be no Section 106 financial contribution in future for developments of this size. These amendments were already under challenge but, unless some major funding adjustment was introduced, villages such as Ickleton could expect a serious reduction in income. SCDC would also lose a significant number of affordable houses coming forward in future.

SCDC Wage Levels

In response to a question from Tim Pavelin, Cllr. Martin confirmed that, with effect from the next round of pay rises, all SCDC employees would receive payment at or above the living wage level.

Duxford Airfield

With effect from the end of March 2015, the entire senior management team was to be made redundant. There would no longer be a Director and these responsibilities would be assumed by a General Manager.

259/14 Correspondence received:

CCC (Steve Thulborn)	-	Ickleton Traffic on Abbey Street: Post completion audit
CCC (Passenger Transport)		Changes to Local Bus Services.
Gareth Bevens		Cycle way between Ickleton and Great Chesterford
SCDC	-	Rate Relief Review: Cemetery.
SCDC	-	Wildlife Enhancement Scheme 2014/15: Coploe Hill Pit.
SCDC	-	Christmas Waste and recycling collections.
SCDC		Upgrade of telecommunications, M11 Junction 9, Abbey Farm, Coploe Road, Ickleton.
Openreach	-	Wayleave for DSLAM Cabinet, S/O Providence House, 6 Froggess Street.
Uttlesford District Council	-	Gypsy and Traveller Issues and Options Consultation.
Essex Highways	-	Vegetation in the vicinity of Ickleton Bridge.
Biodiversity Partnership		Community Orchard Survey.
Biodiversity Partnership	-	Offer letter for the Grazing at Coploe Hill Pit project.
English Heritage		Application to add the Ickleton War Memorial to "the list".
Norse Commercial Services		Information on the landscaping and fencing services offered.
CAPALC	-	November 2014 e-bulletin.
The Hundred Parishes Society.		Update
D. Benson		Completion of the work to the grave of Sir Robert George Wyndham Herbert
Various e-mails	-	Forwarded to Councillors during the month

Ickleton to Chesterford Station- Cycle way.

Gareth Bevens, Gt Chesterford Parish Councillor, had been in contact with CCC. There was a possibility of funding becoming available. We have been asked to identify land owners on both sides of the potential route. It was agreed to do this. Concerns were expressed about pedestrian safety and how cyclists and pedestrians would safely cross the railway line and Ickleton Road by the county boundary. **Action:TS/ LD**

Correspondence sent:

SCDC (H Duffett)	-	Additional Bin for area adjoining the skate park
Royal British Legion		Cheque for £100 to cover the cost of the wreath and donation to commemorate the centenary of WW1.
Various e-mails	-	Sent in response during the month

259/14 Planning information received from SCDC Declarations of interest to be declared S/2357/14/PT – Upgrade Telecommunications – M11 Junction 9, Abbey Farm, Coploe Road, Ickleton, CB10 1TG –For information only as the Local Planning Authority has determined that its prior approval is not required for the siting or appearance of the proposed development.

Planning application refused by SCDC: S/0960/13/FL-change of use of annexe to form separate dwelling, modifications to existing access and associated fences, gate and hardstanding – 66 Abbey Street, Ickleton – Mrs Barbara Cooper

Tree Works subject to a Tree Preservation order or situated within a Conservation Area:

Removal of trees at 28 Church Street – no application received, a response was still awaited from SCDC despite the Chairman having sent a reminder.

Meeting with SCDC Planning Department – 17 September 2013 – Waiting response re. Construction of garage 33 Church Street. Cllr Martin was requested to bring this to the attention of the SCDC Director of Planning (Ms Jo Mills) since this matter had been outstanding for some 15 months.

Wayleave for one DSLAM Cabinet, approximately 16 metres of underground duct plus all associated cables and apparatus -S/O Providence House, 6 Frogge Street. The Chairman had returned the wayleave but had been informed that it might not be possible to move the cabinet to the preferred location closer to the bus shelter as BT engineers had detected a possible obstacle underground. He would ask BT to use their best endeavours to meet our request.

260/14 Ickleton Parish Council and Wellcome Trust Liaison Meeting - 4 December 2014

This meeting had been attended by the Chairman and Lewis Duke, the latter commenting on the privileged access this provided the Council on Wellcome Trust activities. They had thanked the Trust for the Village's annual invitation to the firework's display. They had discussed the recent occasion when the river level rose significantly and the flooding that occurred and had suggested a full river-wide review. The Wellcome Trust supported this. The Trust provided a briefing of its two new buildings, the one under construction and closest to Ickleton, would facilitate advanced sequencing work. The second, for which the planning process was well advanced, was unlikely to impinge significantly on Ickleton. This would provide incubator space for spin-out companies, enhancing the great success that the Campus had achieved already as a centre for biotechnical expertise. Lewis Duke commented also on the Trust's very interesting development in closing in the old walled garden.

Cllr. Martin left the meeting

261/14 Reports from Councillors:

Terry Sadler commented on the South Cambs Planning Forum meeting that he and Lewis Duke had attended. Handouts on listed buildings were given to attendees and it was agreed that further copies should be obtained, if possible. He advised that SCDC had arranged training sessions for Parish Councillors on planning. These would be held locally at Sawston Village College on the evenings of 10 February and 24 March 2015. The document "Creating Greater Cambridge" had been a major topic of discussion, raising serious concerns about the adequacy of funding available to support the essential improvements required, particularly major traffic infrastructure developments.

262/14 Finance (Bank Balances) including payments to:

Cheque dated: 20/11/14 - Landmark Restoration Ltd (Church Wall and Cemetery Chapel water butt relocation) £2,675.00.

Harts (Nov) Icene - £82.80.

CAPALC (Parish Clerks' Intensive Training Course)-£200.00

A Pavelin (Emptying Litter Bins) £80

G.A. Woodcock (repair Church side-gate)- £90.00

Paul Hickmott (transfer files from Jos Flitton to Peta Stevens)-£49.80

Peasgood and Skeates (late Dr Jenny Pell) - £146.00

Malcolm Hall (Advt. Icene) - £20.00

Outstanding invoice/receipt: Whittlesford Warriors - £105.00 Haydn Miles (Adv. Icene) - £120.00

Malcolm Hall (Advs. Icene) - £20.00 Nigel Wright (Adv. Icene) - £10.00 Zaffir Mladenov (Adv. Icene) - £60.00

Bank Balances

Community Account £2,112.33

Business Base Rate Tracker Account £38,822.83

Finance Committee Meeting-

To recommend Precept required for 2015-16 To be set up by e-mail

Action: Clerk

Section 106 Money:

Sports Storage Unit -Update by Michael Robinson

Michael Robinson reported that building of the storage unit had gone well and it was now almost complete with all the equipment stored away. Some football kit and other items still needed to be moved from the old shed or discarded. Keys needed to be placed under the Clerk's control.

Action MR/Clerk

SCDC -Notification of money spent. Once the storage unit had been signed off as complete, details of expenditure would need to be sent to SCDC.

Action: TS/Clerk

Insurance cover - **Sports Storage Unit** - to be arranged as soon as possible.

Action: Clerk

263/14 Recreation Field and Play Area:

Aerial runway ramp – Lewis Duke reported that robust adhesive strips were required to repair the ramp. He offered to investigate potential suppliers. **Action: LD**

Second phase of Play Area improvement – This item was deferred in the absence of Lucy Davidson.

264/14 Cemetery - Chapel – Condition to be kept under Review. –

September 2014 – Report by David Lilley – Doors needed painting – these would be painted in the Spring.

Broken window panes – The Chairman would follow up with Shane Cahill. **Action: TS**

Re-siting the water butt / painting woodwork prior to gutter refurbishment – This work was complete

Trimming tree suckers in Cemetery – This would be checked **Action: Clerk**

Cemetery gates – Michael Rule had been asked to send a quote. **Action: Clerk**

Culling of rabbits – Arrangements would be checked **Action: Clerk**

Memorial Bench – A request had been received from the family of the late Dr Jenny Pell for permission to install a bench in her memory next to the tree by her grave in the Cemetery. It was agreed that it would be sensible to ascertain first the type of bench envisaged and the material proposed and to suggest that a hard wood requiring little maintenance would be the Council's preferred option. **Action: Clerk**

265/14 Churchyard

Repairing Flint Walls/Buttresses + repairing hole in wall – The work on the wall/buttresses was now complete. It was agreed that the Chairman should pass on congratulations to Mr Cahill on the superb job he had done. **Action: TS**

Churchyard gates – David Lilley had adjusted the small gate so that it opened more easily.

Gravesite of Sir Robert George Wyndham Herbert – The Clerk had received an e-mail message from Mr D Benson confirming that the restoration work on the graveside had been completed.

266/14 Flooding

Land adj. Stumps Cross - Extension granted until 30 September 2013. Nothing to report. **Action: LD**

Cemetery Corner, Brookhampton Street + clearance of drains/gullies – Lewis Duke would check whether the drains had been cleared before further action was taken. **Action: LD**

267/14 CCC/Balfour Beatty Street Light Replacements

Keeley Russell from Balfour Beatty had been most helpful in listening to villagers' problems and instigating changes where possible. The Chairman remains in contact to monitor progress. Susan Clew commented on the decrease in light following the removal of a streetlight on Abbey Street but suggested that the problem might be improved if certain householders could trim trees where these were growing over street lights.

268/14 Affordable Housing: This item would be deferred to the next meeting. **Action: SW**

269/14 Electoral Review of Cambridgeshire (Consultation closes 19 January 2015): It was decided not to make any comment at this stage of the Review.

251/14 Adjournment for questions from members of the public: None

252/14 Date and time of next meeting – 21 January 2015 at 7.30 pm

There being no further business the meeting closed at 9.30 pm.

Chairman

Date