

ICKLETON PARISH COUNCIL

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

Present: Terry Sadler (Chairman), Susan Clew, Lucy Davidson, Lewis Duke, Liz Gibson, Liz Goddard, Tim Pavelin, Michael Robinson, Sian Wombwell, Peta Stevens (Parish Clerk) and David Lilley, David Matthias (ICC) and Steve Jenkins (IFC)

078/15 Apologies for absence: Cllr. Mick Martin and Cllr Peter Topping

079/15 To approve the minutes of the meeting held on 18 March 2015: The minutes were approved and signed by the Chairman.

The Chairman brought forward the following item.

093/15 Match Fees for Use of Recreation Field (Cricket and Football).

Ickleton Cricket Club. Michael Robinson declared an interest. David Matthias attended for this item and commented on the great benefits of having the new storage unit. He thanked the Parish Council for their generous support. A potential issue was Crocus leaving the store open, as they were thought to have done occasionally with the old unit. This could be a serious problem given the increased amount of kit being stored. It was suggested that Crocus be asked to follow the same practice as the Cricket Club of collecting and signing for keys. Tim Pavelin would draft a formal letter to Crocus to this effect. It was agreed that there would be no increase in match fees for the coming season but visiting teams would be asked to pay £20 per match for use of the cricket ground. The Chairman and Councillors thanked the Cricket Club for the hard work their volunteers had put in to get the new storage unit up and running. **Action: TP**

Football Clubs. Tim Pavelin declared an interest. Steve Jenkins (Ickleton Football Club) attended and thanked the Parish Council for its continued support. He commented on IFC's improved results this season, being second in the league as well as having got through to the Cambridge and District Sunday Football League Cup Final, to be held on Sunday 19th April at Newmarket Town football club at 2:30. The Club would be hiring a coach to transport supporters. The Chairman proposed, and it was agreed unanimously to make a contribution of £200 towards the costs of the coach hire. **Action: Clerk**

Given the present rate of inflation, it was agreed that IFC match fees would remain unchanged at £7.25 per match. In the absence of Crocus, it was agreed that its fee would also remain unchanged at £14 per match with visiting teams paying £20 per match. It was agreed that the one-off payment by Whittlesford Warriors would increase from £105 to £110 for the season. Tim Pavelin commented that the state of the pitch had deteriorated despite a message having been sent requesting remedial treatment.

David Matthias and Steve Jenkins left the meeting.

080/15 Adjournment for questions from members of the public: No questions.

081/15 Matters Arising:

265/13 CCC Parish Council Grants for Bus Facility Improvements – Real Time Information Display

Both boards were now in operation. The Saffron Walden-facing board had been observed showing incorrect information on one occasion. David Lilley attributed this to a faulty transponder on the bus.

287/13 SCDC Parish Planning Forum (03/12/13) response to query raised –In Cllr. Martin's absence, this item was held over to the next meeting. **Action: Cllr Martin**

019/14 Ickleton Village Hall – Supplementary Trust Deed –There was no information from the

Charity Commission about the amendment of the Village Hall deed.

Action: Clerk

043/14 Ickleton Post Office – Meeting 11 September 2014 - In order to move this forward, the Chairman would again e-mail Gary Herbert, the Post Office Senior External Stakeholder Manager East. **Action: TS**

220/14 New Dog Bin in Brookhampton Street Heidi Duffett (SCDC) had advised that due to manpower shortages, she was unable to follow up on this at present. **Action: Clerk**

164/14 Mill Lane Level Crossing –The same wire-mesh fencing had been installed at the Hinxtton crossing; this was categorised by Network Rail as meeting "medium-risk "requirements. As this appeared to be its permanent solution to the safety issue, it was agreed that this item could now be removed from the agenda.

026/12 Proposed 20mph Speed Limit and HCV's. The Chairman had circulated his recent e-mail exchange with Cambridgeshire County Council following up on the decision taken at the previous Parish Council meeting to self-fund measures to implement a 20mph limit throughout the Village. The requirement for a formal consultation exercise seemed unnecessary given the extensive coverage of the Village's own previous exercise but this could not be circumvented. The Chairman would continue monitoring developments. **Action: TS**

169/14 Ickleton Information Guide (last updated Nov 2011) –To be updated shortly. **Action: J Flitton**

197/14 Defibrillator Lewis Duke reported on further information that indicated the need for the defibrillator to be kept in a secure, heated cabinet if this was to be stored outside. The cabinet would need a combination lock, details registered with the emergency services. The code could also be given to certain regular Village Hall users. Although this requirement would increase the cost, it was agreed to ahead and Lewis Duke was asked to make substantive enquiries to progress this, with £2,000 set as a guide-cost. Michael Robinson advised that the Cricket Club was likely to make a contribution while £500 in total had been offered by the Village Hall Committee and Ickleton United Charities. In discussing training needs, the Chairman reported that Viliami Mila had advised that he had a certificate of competence and was willing to offer advice and assistance if required

208/14 Proposal to fence Coploe Pit (to enable grazing by sheep) The Chairman reported there had been no further word from the Wildlife Trust but he would chase this up. **Action: TS**

010/15 Parking on pavements This was an ongoing problem on Abbey Street. Discussions with the local CSPO had demonstrated that there was no easy solution but the present situation was causing difficulties for pedestrians, particularly those with buggies. It was agreed to put a note in Icene, requesting drivers to show consideration when parking. The owner of the properties where the situation was most acute would be approached about the possibility of painting the steps white to improve visibility. **Action: TS, Clerk**

036/15 Risk Assessment/SCDC Emergency Plan-annual review. Information had been updated. With the outcome of the Parish Council Election known the review would be completed. **Action: Lewis D, Clerk**

048/15 Token of appreciation for former Clerk. When discussing a suitable site for the seat, members suggested a position overlooking the cricket pitch might be best. **Action: TS, Clerk**

057/15 VE Day. 70th Anniversary Commemorative Plaque. The Chairman had been in contact with Stan Reynolds. Unfortunately his grant application to fund the VE Day plaque had been unsuccessful but he was willing to meet to discuss other possibilities if some form of commemoration was considered a good idea. Councillors were of the view that a general 70th remembrance might be preferable, possibly a separate memorial on the Village green, with the suggestion of a sundial receiving general approval. It was agreed that a group would arrange to meet Mr Reynolds with the suggestion of a contribution towards costs being determined once these discussions had been held. **Action: TS, Lucy D, Lewis D and MR**

059/15 Police liaison meeting in Ickleton This would be an informal session, to be held in the Village Hall on Friday 1 May between 18h30 and 20h30. It was agreed to publicise this on the Village website as security protection items would be sold at cost. Lewis Duke commented on the increased incidence of crime locally, despite it being assigned the status of a low-crime area and suggested that this concern be raised if a senior officer was present. He requested that this item be kept on the agenda. **Action: Clerk**

065/15 CCC/Balfour Beatty street light replacements. Work in Southfields was complete. The Chairman would follow up on other locations where work had been outstanding. **Action: TS**

067/15 Imperial War Museum -Neighbours' Forum 11 March 2015 Minutes of this meeting had been circulated. Lewis Duke reported that IWM was under considerable pressure to become increasingly self-funded. There were no substantive changes planned for air shows etc. but he warned that the September air-show, which was advance tickets only, was expected to cause significant traffic disruption.

068/15 Annual General Meeting, Wednesday 20 May and Annual Parish Meeting, Wednesday 27 May. The Chairman asked Councillors to assist with distributing leaflets to advertise these meetings and that as many as possible attend the Annual Parish meeting. He reported on an offer from the 1st Whittlesford and Duxford Group Scout leader to give a short presentation on what the Group did, who it served and to provide information on the range of facilities and services available at its new Scouting HQ. This offer was accepted. **Action: Clerk and All**

072/15 Vandalism of WW1 oaks. Lewis Duke reported that the 3 trees uprooted had been replanted. Of the 16 trees in total, 1 had been badly chewed and 2 others had slight damage. The surrounding hedge planting would be completed in the near future with re-guarding the trees forming part of this work.

082/15 Youth Representation: None

083/15 Reports from District and County Councillors: None in the absence of Cllrs Martin and Topping

084/15 Correspondence received

SCDC (P Adams)	Notification of agenda for weekly bulletins
SCDC (J Cox-Returning Officer)	Notice of Uncontested Election
SCDC (T. Pierce)	Planning Policy Monthly Update
CCC	Safeguarding Adults and Mental Capacity.
Police and Crime Commissioner	Newsletter
The Bobby Scheme	Letter of thanks for donation
Uttlesford DC	Sports Strategy Consultation 2015
Local Government Chronicle	LCG local council tax checker 2015

Plantlife	Launch of national plant monitoring scheme
Whittlesford and Duxford Scout Group	Expression of interest in informing Ickleton of the Group's activities.
Arthur Rank Hospice	Brochure
Plantscape	2015/16 (CD)
Diabetes UK	Peer support for people with type 2 diabetes.
NHS Cambs. and Peterborough CCG	New Integrated Older People's Healthcare and Adult Community Services contract.
Fields in Trust	Invitation to AGM
Cambridgeshire ACRE	April 2015 News Digest
	Invitation to Cambridgeshire Community Fair 2015
Various e-mails	Circulated to Councillors during the month
E-Cops	Various e-mails
Neighbourhood Alert	Various e-mails
HM Revenue & Customs	Various e-mails
Rural Services Network	Various e-mails

Correspondence sent:

Network Rail	Follow up on fencing request Wellcome Trust side of level crossing
SCDC	Follow up to request for additional dog bin
Environment Agency	Information on village residences with potential vulnerability to flooding
SCDC	Submission of supporting documentation for election of Parish Councillors.

085/15 Planning information received from SCDC Declarations of interest to be declared.

S/0451/1/15/FL: 58, Frogge Street, Ickleton, (R Morgan) Front Double Wooden Gates/Posts & Raise Entry Brick Wall Height from 0.9 m to 1.6 m. **Recommendation: Approve**

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

a. C/11/40/054. G Birch 33 Abbey Street.–Fell acacia tree overhanging Howey's Yard; reduce crowns by 30% and reshape one each crab apple, plum and crab apple trees.

b. C/11/40/054 P Macdonald 4 Church Street-Fell self-seeded ash tree. Tim Pavelin declared an interest.

Recommendations for a & b: Approve

Removal of trees, 28 Church Street. SCDC's Tree Officer who was seeking to contact the owners of the property had not yet reported back. **Action: TS**

Meeting with SCDC Planning Department – 17 September 2013 – Waiting response re. Construction of garage 33 Church Street. Held over until next meeting in Cllr Martin's absence. **Action: Cllr. Martin, TS**

086/15 Reports from Councillors.

Michael Robinson reported that the chain and padlock on the gate into the Recreation Field by the Village Hall needed attention. **Action: Clerk**

Susan Clew reported on the second Parish Councillors' Training Session that she and Michael Robinson had attended. Both agreed that this had been well worthwhile and Susan would circulate documentation they had received on listed buildings. **Action: SC**

Lucy Davidson raised the issue of a suspicious car which had been seen in the Village Hall car park and in a similar location in a neighbouring village. It was agreed that this information would be circulated to Councillors and to Jos Flitton for inclusion in e-cops. **Action: Lucy D**

Lewis Duke commented that the election for Parish Councillors had again been uncontested and expressed concern that the continuation of membership could lead to a lack of real interaction with the Village. It was agreed that an item be included in Icene drawing attention to the two vacancies on the new Parish Council. The Chairman reported as follows:

i. the agreement with the Developer of Howey's Yard included provision for the removal of all shrubs surrounding the property and landscaping/replanting as the Parish Council wished. Sian Wombwell would consider possible schemes. **Action: SW**

ii. the piped water supply to the allotments would be underway in the near future.

iii. as part of compiling the resubmission of its Local Plan, Uttlesford District Council had launched its "call for sites" which was open for 2 months, leading to a consultation period. It would be important for the Parish Council to keep a watching brief on this. **Action: All**

iv Verge posts had been installed by CCC Highways at the beginning of Abbey Street, at the request and own expense of a resident. The posts had not been installed in the position requested. Councillors felt the level of service provided to have been very poor, particularly given the cost involved.

v. The end of year financial statements would be circulated shortly. There was £27,700 in financial reserves expenditure of almost £55,000 during the year. Icene advertising had increased to a level where it more than covered production costs. He would discuss with the Editor whether he might wish to include the occasional colour photograph in future editions. **Action: TS**

David Lilley left the meeting.

087/15 Finance (Bank Balances).

i Payments to:

Harts (March Icene)	£100.74
Replacement litter bin (behind Skate Park)	£250.00
Campaign to Protect Rural England	£36 00
Fields in Trust-membership fee	£50.00
Stop Stansted Expansion (subscription)	£30.00
CAPALC membership fee	£236.64
A Pavelin (Emptying litter bins)	£80.00
Hire Village Hall	£54.00

ii Funds received:

Icene Advertising: Rothwell's Carpet Cleaning: £60, Helping Hands Home Care-£120, Stan Reynolds £30, Moncraft £30. Ickleton Cricket Club £250.(first repayment towards cost of Storage Unit).

iii. Outstanding invoice/receipts:

Whittlesford Warriors - £105.00

iv. Icene advertising: Malcolm Hall-£20.00, Nigel Wright -£10.00Park Vehicle Services-£120,

v. Bank Balances.

Community Account £13,567.72 (£1,888.15 after taking account of unrepresented cheques).

Business Base Rate Tracker Account £ 25,833.12

vi. Change to Bank Mandate. This had been completed.

vii. Section 106 Money:- Sports Storage Unit – Update. Michael Robinson reported that, as a result of the Chairman's interaction with the Howey's Yard Developer, all the rubbish had been removed, with a saving of around £300 on skip charges. A further £200 had been saved against the estimate for removing asbestos material from the site. He would provide an updated account for the next meeting.

088/15 Recreation Field and Play Area

Second phase of Play Area improvement. Lucy Davidson reported on her fund-raising group's idea to sell coloured plaques to be attached to the fencing around the play area. Councillors thought this an imaginative idea, provided that it was handled sensitively. Documentation on proposed equipment would be included in the circulation file.

Litter bins requiring repair or replacement. A new bin was on order. Tom Dazey would then fix this and the existing bin to concrete slabs.

089/15 Cemetery - Chapel – Condition to be kept under Review.

Doors to be repainted in the Spring/Broken window panes. David Lilley had almost completed painting the doors but asked that someone inspect internal structures which he suspected might require repair work, although this did not seem to be an immediate concern.

Memorial bench -Dr Jenny Pell. Nothing had been received concerning a proposed inscription.

090/15 Churchyard.

Wildlife garden. The Clerk would liaise with Jos Flitton

Action: Clerk

Annual churchyard clean-up. Jos Flitton would also be asked to estimate the extent of work outstanding.

Two possible dates for this were 25 April or 16 May. An e-mail message would follow.

Action: TS

091/15 Flooding.

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

Cemetery Corner, Brookhampton Street + clearance of drains/gullies. Lucy Davidson had now

photographed the area and it had been ascertained that 2 of the 3 drains appeared to be blocked. This would be reported to Mike Cooper.

Action: Clerk

092/15 Affordable Housing. Nothing to report

Action: SW

094/15 Local Government Transparency Code. This document had been circulated previously and it was noted that Ickleton fell below the threshold for comprehensive reporting but appeared to be above that set for smaller parishes. The Chairman undertook to try to establish where Ickleton stood but it was clear that, regardless of the outcome, there would be an increased reporting burden.

Action: TS

095/15 Recognition of achievement from Parish Council (residents or groups).Tim Pavelin outlined his proposal for recognising achievement as a means of generating Village interest in the Parish APM. Several Councillors expressed reservations about recognition at the individual level and the need to ensure that the process did not cause resentment. It was agreed that the proposal merited further consideration and that a group of Councillors should meet to work up a proposal that overcame the identified reservations.

Action: MR, TP and SC

096/15 Farewell The Chairman thanked Liz Gibson and Liz Goddard for the many years they had devoted to Parish Council duties.

Adjournment for questions from members of the public: None.

097/15 Date and time of next meeting –20 May2015 Annual General Meeting at 7.30 pm, followed by the normal Meeting of the Parish Council..

There being no further business the meeting closed at 22h.10

Chairman

Date