

ICKLETON PARISH COUNCIL

Minutes of the meeting held on Wednesday 16 August 2017 at 19h.30 in the Gordon Woolhouse Meeting Room, Ickleton Village Hall.

Present: Terry Sadler (Chairman), Jess Bloomfield, Lewis Duke, Tim Pavelin, Michael Robinson, Sian Wombwell, Peta Stevens (Parish Clerk), District Councillor Tony Orgee, Steve Edwards and David Lilley
140/17 Apologies for absence. Simon Cheney, Lucy Davidson, Owen McGuire and County Councillor Peter Topping.

141/17 To approve the minutes of the meeting held on 19 July 2017. The minutes were approved and accordingly signed by the Chairman.

142/17 Adjournment for questions from the public. None.

143/17 Matters arising.

169/14 Ickleton Information Guide. The Chairman was working on an updated version which could be distributed to all Ickleton households. **Action: TS**

094/15 Local Government Transparency Code Last year's financial information was in the public domain. The Chairman and Clerk would ascertain whether any other information needed posting.

181/15 Uttlesford Draft Local Plan: Proposed sites for new developments.

The consultation on UDC's draft Plan, which included a new Garden Settlement at Gt. Chesterford, would close on 4 September. The Chairman would submit a response on behalf of the Parish Council. He urged Councillors to submit their own individual comments. The Chairman, Lewis Duke and Sian Wombwell had attended a briefing at Cambourne. SCDC was currently working on its draft response. A follow-up meeting was to be held on 22 August at Cambourne. Our response would be informed by SCDC's. SCDC may take a strategic view of the Garden Settlement proposal, considering its effect on their next Local Plan and on the Cambridgeshire and Peterborough Mayor's spatial plan. It could also consider possible advantages to South Cambs. The Chairman reported on developments during the past month. Various items had emerged from the Action Group opposing the development. Great Chesterford Parish Council had engaged experts to advise on issues such as traffic, drainage, and potential archaeological impact. The Action Group would be fundraising. They were seeking an Ickleton resident as a member of the Group, or as a contact point for the Village. Parish Councillors could attend meetings, preferably as observers. Ickleton Society members had done various things on an ad hoc basis. The Chairman reported that we would receive a request for a financial contribution. The Group's initial goal was to raise £25k but, if the Garden Settlement remains in UDC's Local Plan, the amount needed could rise to £100k. The Ickleton Society and the Parish Council had so far incurred a cost of £210 for the purchase of banners.

Action: TS, SW, MR

193/15 Bid for an agri-tech hub at Hinxton. No new information had been received but there were rumours of a planning application in September. **Action: TS**

201/15 Project priority list for highways improvements. As the 2018-19 Local Highway Improvement Scheme had now been launched, it was agreed to remove this from the agenda. **Action: Clerk**

205/15 Local Highways Improvement Scheme 2016-17

i. Village Speedwatch Team. Simon Cheney had contacted Little Abington Parish Council who offered their Speedwatch equipment on loan, subject to Ickleton insuring it. The Chairman recommended however that if the Ickleton group launched successfully, it would be preferable to purchase our own equipment at a cost of approx. £2,400 plus VAT. Cllr Orgee confirmed that Little Abington would require use of the equipment in the near future to collect data. He advised that there had been around six applications to the last Local Highways Improvement Scheme for Speedwatch equipment. Success was largely determined by applicants submitting supporting data. The Police Liaison Officer had changed which had meant further delay for Ickleton, but a start next week was possible. **Action: TS**

ii. Vehicle-activated speed sign The Chairman reported that there had been no response from Highways to Cllr. Topping's suggestion that a meeting be held to discuss our request to locate a moveable vehicle activated sign. Highways had updated its website recently and included such a sign as an approved suggestion for countering speeding. **Action: TS**

218/15 Availability of super-fast broadband within the Village. Nothing to report except for a Cambridge

Ahead initiative for "CambsNotspotterHack", to be held on 16 September, at which participants would use real data to come up with innovative solutions to Cambridge's mobile connectivity issues. **Action: JB**

239/15 Wellcome Genome Campus (WGC): Expansion Plans. The Planning Director had circulated details of the new core consultant team. The proposed community engagement programme was scheduled to begin in September. A high priority for the new team would be to consider and respond to the UDC Local Plan. It was agreed to send them a copy of our submission. **Action: TS**

37/16 Emergency Plan/Risk Assessment. This work was ongoing. **Action: Lewis D**

127/16 Conversion of certain street lights to LED. Nothing to report. **Action: TS, Clerk**

29/16 State of Village Footpaths. Michael Robinson thought the footpath between Back Lane and Abbey Street was in a reasonable state but would check and source road planings if needed. **Action: MR**

176/16 Purchase of Telephone Kiosk Suggestions for future use of the kiosk had been circulated but a decision was deferred until the next meeting when more Councillors would be present. **Action: Clerk**

197/16 Ickleton Annual Awards Scheme. Similarly discussion of the points raised about the timing and operation of the Scheme was deferred until the next meeting. **Action: SC, OM, MR, Clerk**

235/16 Proposal for motorway services off Junction 10 of the M11. Nothing to report. **Action: TS**

36/17 Request from Gt Chesterford and District Gardening Society to plant a small tree in Ickleton in memory of Cynthia Rule. The Chairman of the Society had been very enthusiastic about the Council's suggestion of planting the tree on the Village Green as a replacement for the flowering cherry which would be felled in the near future. The species had not yet been chosen. **Action: Clerk**

69/17 Dangerous situation at Abbey Street School Bus stop. This item would be put into abeyance for the duration of the school holiday. **Action: Cllr. T, Lucy D.**

69/17 Traffic problems associated with the low bridge at Great Chesterford. This item was held over in the absence of Councillor Topping_ **Action: Cllr. T, Lucy D, Clerk**

69/17 Sawston Campus. The Chairman had submitted an objection on behalf of the Parish Council as agreed. This objection had covered the size of the proposed development, its adverse impact on the local neighbourhood and above all, the scheme's transport implications and the inadequate highway improvements proposed. Responses to the planning application were on the SCDC website but it was disappointing that Highways had not submitted any substantive comments. **Action: TS**

90/17 Developments at Howeys Yard, front and rear gates No response had been received to the Chairman's query about approval for the front gate and for the double gate in Back Lane **Action: TS**

90/17 Roundel signs on Brookhampton and Abbey Streets The eroded signs had been reported. Although apparently referred to the contractors, as yet nothing had been done. **Action: TS**

107/17 State of footpath from Frogge Street towards Great Chesterford. Following his inspection of the footpath, the Chairman had reported the need to clear the vegetation and assess the need for repairs. He had pointed out that this was a well-used footpath to access services in Gt Chesterford, the train station and the Riverside Barns. **Action: TS**

107/17 Department of Transport road census on Grange Road As Councillors had been unable to access the information provided, this would be held over to the next meeting to see whether Lucy Davison had been able to progress this. **Action: Lucy D**

107/17 Recreation Field and play area fundraiser (Icklestock) Update and request for agreement to parking arrangements in field off Back Lane. Lucy Davidson was on holiday but had submitted a full update on preparations for the event. Some Councillors had received concerned comments from residents but it was agreed that most of the issues were covered by Lucy's update. Icklestock would not prevent residents from using unfenced areas of the Recreation Field. Michael Robinson reported that ICC had been concerned initially as the final cricket match of the season was due to be played the following day but arrangements would be made for the field to be cleared by 13h30 on the Sunday. He was pleased that the event would protect the cricket square. The Police had expressed no concerns about the event and had entered it on their calendar. Ticketed entry and charging for entrance would strengthen admission control. The Parish Council appreciated the organisers' security arrangements and the hard work and thought they had put in to make this a memorable Village event. With regard to parking, the event organisers had approached the owners of the field alongside the Recreation Field as a possible site for overflow parking. Councillors had no objections. Excessive rainfall immediately prior to the event could lead to it being cancelled. Concerning the financial arrangements, the Parish Council had been asked to cover some advertising costs

because the WGC had issued their donation in support of Icklestock to the Parish Council. A cheque would be issued out of expediency on this occasion, but in principle all of the fundraiser group's income and expenditure should go via their account. It was not possible for the Parish Council to reclaim VAT payable by the fundraisers, and no claim would be made in relation to the advertising costs. The organisers would be informed.

Action: Clerk

128/17 Replacement of defibrillator notice This was in hand

Action: Lewis D

128/17 Overhanging vegetation on Back Lane The owner had been informed.

Action: Clerk

134/17 Emergency Planning Briefing (Huntsman) The Chairman and Deputy Chairman had attended a meeting at the request of a CC safety officer held at the Huntsman site on 27 July. Owing to changes in government this was classified as a potential major hazard site, purely on the basis of holding epoxy resin there. The County had to ensure a robust emergency plan was in place, and explained to community representatives. The Chairman reported there were no dramatic changes to Huntsman's existing procedures. Given their very professional approach he had every confidence in their ability to prevent an incident and cope with an emergency. A briefing note prepared by the Hinxtton Chairman for his Village newsletter had been circulated to Ickleton Councillors.

1136/17 Local Green spaces-review at the request of the Inspector's report, published 18 July 2017. This review reclassifying certain areas had been instigated by the Planning Inspectorate. Decisions had been made at a meeting on 25 July. The Chairman reported that Ickleton's Village Green remained as a LGS, but Driver's Meadow would not. However, the frontage of that field on two sides would remain protected. Cllr Orgee reported that not one site had lost an existing protected status.

144/17 Youth Representation: None.

145/17 Reports from District and County Councillors Cllr. Orgee's comments have been incorporated within these Minutes, and are summarised as Appendix A. Cllr. Topping was unable to attend the meeting but submitted a written report which is attached as Appendix B.

146 /17 Correspondence received

SCDC (G Bell)

Parish e-bulletin July 2017

SCDC (P Adams)

Agenda for weekly Bulletins.

CCC Highways

SCDC (Planning Officer) Planning Policy Monthly Update.

Closure Mill Lane level crossing to pedestrians 16-18 Sept.

Fortnightly bulletins of planned roadworks

Uttlesford DC

Daily e-mail digest

Affinity Water

Water resources update

CAPALC (T Webb)

NALC Newsletter 7 June 2017

New Cambs autism service for young people.

Funding Alert- August 2017

Council Project Case Studies list

Cambridge ACRE

Town & Gown Volunteering Opportunities

Invitation to ACRE's AGM Whittlesford Village Hall 26 Sept.

Cambridge Ahead

Invitation to a "hackathon" to improve local mobile phone connectivity

Cambridge Safeguarding Adults

Summer Bulletin

Civic Voice

War Memorial News

Gerry Birch

Volunteer Work at Coploe Pit

Groundwork East

Landscape News

Local Council Public Advisory Service

Course to prepare for new data protection regulations - Bury St Edmunds 4 September

Parish Council Websites

Transparency Fund Update

Public Sector Executive on-line

Regular email digests

Rural Services Network

Weekly e-mail newsletter

Rural Opportunities Bulletin

Rural Housing Spotlight

Spotlight on Older People

Unlocking rural potential business survey

Rural Vulnerability Service

Rural Broadband July 2017
Rural Transport August 2017

100 Parishes Society

Various emails

e-Cops

Daily updates.

Engagement (NHS)

Various e-newsletters

Public Sector Executive

Regular email digests.

Other various e-mails

Circulated to Councillors during the month.

HM Revenue & Customs

Various e-mails.

The Duxford Parish Clerk had forwarded an appeal for funds to restore the Duxford Parish clock.

Councillors noted the advice from NALC that Parish Councils were prohibited from contributing to church expenses and they were therefore unable to make a donation.

147/17 Planning applications received from SCDC: Declarations of Interest to be declared.

i. **S/275517/FL Two-storey rear extension, 32 Frogge Street** (Simon Day)

Unanimous decision: Support

ii. **Application to carry out tree works subject to a tree preservation order or situated within a conservation area.**

Harlequin House, 43 Abbey Street (James MacDonald) Reduce crown of ash by 30-40% and reshape as required to maintain the tree at a size that benefits its position. **No objection**

35 Abbey Street (John Statham) Crown reduce several ash trees.

No objection

iii Decisions received from SCDC

Permission granted:

S/2025/17/FL 66 Abbey Street (Mr and Mrs Edwards) **Proposed one-room side extension**

S/1655/17 FL 2 Frogge Street (Mr and Mrs R Woodward) **Construction of Porch.**

148/17 Reports from Councillors

Michael Robinson reported that the roller shutter door on the Sports Storage Unit needed servicing and he was authorised to get an estimate. There was a need for increased security for the Unit in view of thefts from neighbouring sports storage facilities. The Cricket Club would fund a motion sensor light and security camera to enhance security. He would discuss with Pam Fearn as it might be easier to site this on the corner of the Village Hall. **Action: MR, Clerk**

Jess Bloomfield expressed concern that the timetable for the bus to Duxford School had been changed, adding 20 minutes to both morning and evening journeys. The Clerk would ensure that this was publicised in Icene **Action: JB, Clerk**

Sian Wombwell drew attention to the appalling state of Church Street due to work connecting facilities to a new house.

The Clerk had heard from Gerry Birch that Cambridge volunteers would shortly be undertaking further conservation work at Coploe Pit. Sian Wombwell was thanked for the repair of the fence.

149/17 Finance.

i. Payments: Harts **£169.04**, A Pavelin **£80**,

Play Area invoices:

i Wicksteed Playgrounds **£1905.96** (New piece of equipment). Wicksteed Playgrounds (annual safety inspection) **£108**

ii Invoices for printing costs for Icklestock totalling **£358**.

ii. Money received SCDC (contribution to grass cutting costs) **£801.30**

Funds received for play area upgrade Stansted Airport **£1,000**, Carol Singing proceeds **£130**

iii. Bank Balances: Community Account £28,100.77. Business Premium Account: £25,856.19

iv LCR Subscription renewal (4 magazines p.a.) **£68** It was agreed not to renew this subscription.

150/17 Cemetery/Chapel

i Cemetery Chapel Roof and internal plaster repairs The Chairman and Clerk had met with the roofing contractor who had identified additional tiles that need replacement. His quote of £180 had been accepted and he had been asked to undertake this work as soon as possible. While inspecting the Cemetery Chapel, interior, it was noticed that some plaster had come down. The Chairman would obtain a quote for this work

from a traditional plasterer.

Action TS, Clerk

ii Dying conifers. A quote had been received and accepted.

Action: Clerk

Steve Edwards left the meeting

151/17 Recreation Field and Play Area:

i Review of the annual safety report on the Play Area and Skate Park. The only urgent item identified was the skate park. The Clerk was still searching for a replacement handyman to fix it. **Action: Clerk**

ii. Update on play area refurbishment project. Held over in Lucy Davidson's absence. **Action: Clerk**

iii Weeds in bark area This remained outstanding pending progress on the refurbishment project.

152/17 Churchyard.

Inspection of potentially dangerous headstone Michael Robinson would ask John Sloper to inspect the headstone which was causing concern. **Action: MR**

153/17 Affordable housing. Nothing to report at present.

Action: TS, Lewis D

154/17 Community Gritting Scheme 2017-18 The closing date for submission of volunteer names was 30 September and information on the volunteer scheme would be placed in Icene. With regard to the gritting of roads, the Wombwell family were thanked for again agreeing to grit Grange Road. The Clerk would check whether more salt was required for the coming winter. **Action: Clerk**

155/17 First World War Memorials Programme- survey. It was agreed to wait until a local course was to be held in the hope that Gerry Birch would be willing and able to attend.

156/17 Governance of Fire & Rescue Service Consultation. It was noted that the consultation on governance arrangements for Cambridgeshire Fire and Rescue services closes on 04 September.

There was a general feeling that the Police and Crime Commissioner should not assume responsibility for the Service, but there was no objection to him joining the existing governing body comprised of local councillors. The Chairman would respond appropriately but it was up to Councillors to submit an individual response if they so wished. **Action: TS**

157/17 CCC Consultation on the future of Children's Centre Services in Cambridgeshire. - It was agreed not to submit a Parish Council response to this.

158/17 CPRE Cambridgeshire and Peterborough Planning Training for Parish Councils 2 Nov.

This would be held over to the next meeting.

159/17 Parish Planning Forum This was set for Tuesday 12 Sept. 6-8 pm at Cambourne when the

Chairman would be away. The agenda included an item on Community Land Trusts which might influence future discussion on affordable housing. Lewis Duke would attend, diary permitting. The Chairman intended to submit a question to the Forum concerning the operation of the new arrangements for planning applications. This would ask how many cases where a Parish Council had opposed an application but a favourable decision had been issued by Planning Officers without reference to the SCDC Planning Committee. He would also express the Parish Council's concern that the reasoned objections we had submitted on occasion had not received a full response. **Action: TS**

160/17 Consultation on Rural Transport Hubs A SCDC workshop was to be held on 6th September at Cambourne. Lewis Duke would attend if his diary permitted. **Action: Lewis D**

David Lilley left the meeting.

161/17 Local Highway Improvement funding 2018-19-As the deadline for this was 15th October , it was agreed to hold this over until the next meeting. **Action: Clerk**

162/17 Adjournment for questions from members of the public None

163/17 Date and time of next meeting Wednesday 20 September 2017 at 7.30pm

There being no other business, the meeting closed at 21.30pm.

Chairman

Date

County report to Ickleton Parish Council for August 2017

From Peter Topping, County Councillor

General county matters

Extra funding channeled into care of vulnerable adults and children: Cambridgeshire County Council received £453,000 from the first year of the pilot business rates retention scheme to which all seven councils in Cambridgeshire signed up a couple of years ago. The County has directed this additional income towards care for vulnerable children and adults.

A consultation on Children's Centres opened on 19 July and closes on 22 September. The Parish Council can offer a view here: <https://www.cambridgeshire.gov.uk/residents/children-and-families/children-s-centres/children-s-centres-consultation/> The aim is to spend less on maintenance and running costs of under-used or over-used buildings, thereby saving a million pounds a year, and focus on improving the actual service to young people and their families. The county says that where there is low need the proposal is for future provision by outreach to surrounding villages. Community spaces are available to host such sessions. The concerns voiced by some are that the alternative venues will not be suitable for certain issues There are consultation meetings during August.

Roads maintenance. A new £34million a year highway services contract has been awarded to Skanska, including management and maintenance of 2,800 miles of carriageway, 1,400 miles of footways and cycleways and 1,276 structures. It's a lot of work: surfacing and surface treatment works and patching; drainage and gully maintenance; sign maintenance; grass and vegetation cutting; emergency response and gritting; safety inspection repairs; kerbing and paving works; footway construction and resurfacing and patch repairs to carriageway and footways.

Local Highway Initiative grants scheme: the scheme has been given a makeover with more support for parish councils. The initial application deadline is scheduled for mid-October **2017**, and this year will be followed by further discussions of ideas between highways officers and local communities throughout October, November and December. New webpages will go live in early August, providing information on both the LHI and new Privately Funded Highway Improvement (PFHI) processes. Detailed guidance on the solutions to common highway issues will also be incorporated, providing a useful resource for applicants.

Whippet Buses has given notice of withdrawing services: 1, 1A, 2, 5, 7A, 8, 9, 12, 15, 16, 18, 21, 45/45A, 114 and 117 from 2 September 2017. The council will be re-tendering these services. This does not impact on Ickleton's bus service which is the Citi 7, but I will keep Ickleton informed of the proposals for a travel hub at Whittlesford station.

The county council is offering support for parish councils: <http://www.cambsparishes.wordpress.com>. This includes improving training for parish councillors, helping ensure parish clerks job descriptions cover current requirements/expectations and improving training, considering how support can be provided to younger parish councillors to retain their enthusiasm and commitment; encouraging parishes to become involved with volunteer and service providers locally.

The Combined Authority met on 26 July. I presented proposals that were agreed for £4.56million of the £100million secured from government for affordable homes to be spent on the first tranche of 253 affordable homes across Cambridgeshire. These 253 are on sites where planning permission already

exists and where work will start this year. A Centre for Skills is to be established, to coordinate skills training provision, with a pay and progression pilot for the health and care worker sector, using funding secured from the government.

Closer to home

I have asked South Cambs District Council to think through how to provide more support for parish councils working on Neighbourhood Plans, including how certain parts of the process can be streamlined.

Councillor Peter Topping

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