

## ICKLETON PARISH COUNCIL

Minutes of the meeting held on Wednesday 16 May 2018 at 19h.45 in the Gordon Woolhouse Meeting Room, Ickleton Village Hall.

**Present:** Terry Sadler (Chairman), Simon Cheney, Lucy Davidson, Owen McGuire, Tim Pavelin, Sian Wombwell, Peta Stevens, County Councillor Peter Topping, District Councillor Peter McDonald,, David Lilley and Scott Wentzell. The Chairman congratulated Cllr. McDonald on his election as District Councillor for Duxford Ward.

**80/18 Apologies for absence.** Michael Robinson

**81/18 Approval of the 18 April 2018 minutes.** These were approved by all, and signed by the Chairman.

**82/18 Adjournment for questions from members of the public.** Responding to David Lilley, the Chairman personally did not favour a later start time to Parish Council meetings. It was recognised that Councillors would be unavoidably detained at times. A later start meant later finishes, which could add to child care difficulties. The Parish Council had agreed previously that a contribution to child care costs could be made. It was agreed to leave the start time at 19h30. It was noted that the Church Warden had contacted the Chairman and David Lilley about grass cutting in the Churchyard. The Chairman said arrangements could be made with the contractors to tidy the area immediately around the West Door if it continued to be used for weddings,

**Action: Clerk**

The Chairman brought forward Agenda item 88/18i1. **S/1681/18FL Two storey extension with integral garage. 27 Frogge Street** (Scott Wentzell).

**Decision: Support**

**83/18 Matters Arising:**

094/15 Local Government Transparency Code. To be addressed while finalising the year-end accounts.

**Action: TS, Clerk**

181/15 Uttlesford Draft Local Plan, including proposed North Uttlesford Garden Community. The Chairman outlined the Local Plan timetable announced by UDC. If approved by UDC Full Council there would be a seven-week consultation from 25 June prior to submission to the Planning Inspectorate. **Action: TS**

193/15. SmithsonHill AgriTech Park. Cllr McDonald was to meet SmithsonHill representatives. An appeal was anticipated. He considered the project was not viable and was not an agritech park.

239/15 Wellcome Genome Campus: regular liaison and expansion plans. Cllr. McDonald was shortly to meet Tom Clarke the Planning Director. He would report back. **Action: All**

37/16 Emergency Plan/ Risk Assessment Review. To be progressed.

**Action: TS, Clerk**

127/16 Conversion of certain street lights to LED. SCDC had reported that, apart from columns needing replacement, the conversion was nearly complete. A representative would attend the next meeting. It would be helpful if Councillors had a walk around and tried to get comments from residents. **Action: All**

235/16 Proposal for motorway services off Junction 10 of the M11. No news.

159/17 Parish Planning Forum held on 12 September. Reply to question raised. The Chairman explained to Cllr McDonald that his question at SCDC's Planning Forum had revealed that only 6% of planning applications to which Parish Councils had objected had been referred to the Planning Committee, despite requests for referral. Cllr. McDonald reported that the new Leader of the Council intended to conduct a comprehensive review of various areas; this would include Planning. **Action: TS**

13/18 Skate park repairs and repainting. The work had been completed, including the skirting adjustment, as requested previously. This item could now be removed from the agenda. **Action: Clerk**

32/18i Defibrillator training. It was likely that this take place in September.

**Action: Lewis D**

32/18ii Parochial Church Council Statement. This related to the refurbishment of the fabric of the Church. Michael Robinson would represent the Parish Council on the relevant Working Group. **Action: MR**

38/18 General Data Protection Regulations, Effective from 25 May 2018. It would be necessary to draft a Parish Council privacy policy and it would be useful to join the County help line to obtain advice on specific problems. Owen McGuire offered to scrutinise the documentation. **Action: OM**

51/18 i. Dangerous pothole at the end of Grange Road. Cllr. McDonald advised that all potholes should be recorded on the County website. The Chairman and Simon Cheney were meeting on for 25th May with Evan Laughlin from Highways. Cllr McDonald would do his best to attend. **Action: TS, SC**

51/18 ii State of the pedestrian entrance from Back Lane into the Recreation Field. Our contractor had been asked to assess what measures were possible. The Clerk would follow up. **Action: Clerk**

58/18 Traffic arrangements for Cereals Exhibition 2018 (13-14 June). An alert about the potential traffic difficulties would be included in the June Icene. **Action: Clerk**

73/18 i. Repair/replacement of 57 verge posts and 73/18ii Drainage on Church Street. Both items would be on the agenda for the meeting with Evan Laughlin. (See Minute 51/18i above).

73/18 iii. Poor state of a house on Brookhampton Street. The Chairman had circulated a draft for consideration. This was approved, subject to minor amendments discussed. **Action: Clerk**

73/18 iv. Cricket Club. Proposal to lay an Astroturf pitch. It was reported that the original plan had changed as regards site and size. Discussions with the Football Club were ongoing at this stage. **Action: MR**

#### **84/18 Traffic issues**

Items brought forward by the Traffic Sub-Committee.

1. Local Highways Improvement Scheme 2016-17: (Minute 205/15).

i. Village Speedwatch Team. More volunteers had come forward for the Speedwatch team. A joint co-ordinator was being set up to assist the Chairman. 300 cars had been recorded during a recent 7h030 to 8h30 session coming into Frogge Street from the south.

ii. Vehicle-activated speed sign. Cost £4,000. The Clerk had asked for this to be included in our insurance. Members of the Speedwatch team would help set up the equipment at around the Village. The Chairman would invite police to attend a session. Initial efforts to contact the Local Police Team had failed.

2. Traffic problems at the low bridge at Great Chesterford. Remove from the agenda **Action: Clerk**

3. Roundel signs on Brookhampton and Abbey Streets. For discussion at the meeting on 25 May.

4. It was agreed the Traffic Sub-Committee should meet again on a date to be determined.

**85/18 Youth Representation.** None.

**86/18 Reports from District and County Councillors.** Cllr Topping's report is attached as Appendix A. Cllr Topping supported our view that the issue of "rat running" through the Village was being overlooked. Cllr McDonald reported on various briefing meetings that he was due to attend.

**87/18 Correspondence received** Nothing to report that was not covered elsewhere on the Agenda. Cllr. McDonald left the meeting.

**88/18 Planning information received from SCDC** Declarations of interest to be declared:

#### **i. Applications:**

1. S/1681/18/FL See 82/18 above.

2. S/1516/18/FL. **Rear extension & internal alterations to terraced cottages. Closing of No.1 front door, addition of 4 porch canopies to front 7 side, new side entrance, removal of pebble-dash & replacement with smooth render, single and 2 storey rear extensions & associated patio areas, driveway & hard landscaping. 1-3 Ickleton Grange Cottages, Grange Road.** (Mr and Mrs P Westerhuis). **Decision: Support**

3. S/1726/18/FL **Demolition of garage & construction of single storey side & rear extensions, alterations. 30, Butchers Hill** (Mr P Grant). **Decision: Support**

4.S/1547/18/FL **Replace existing windows with slimmer frames, reinstating windows where shutters are currently in place, installation of new window to kitchen, new sliding doors to sun lounge, slimming down of chimney breast. 9 Back Lane.** (Mr and Mrs A Jones). **Decision: Object**

5. S/1704/18/LB & FL. **Application for the conversion of existing carport bay and one garage to a home gym and summer/garden room. 9 Back Lane.** (Mr and Mrs A. Jones). **Decision: Support**

6 .S/ 1338/18/LB **Internal and external alterations to previously approved S/2014/16/LB The Courtyard, Abbey Barns, Duxford Road** (Lewis Duke). **Decision: Support.**

7. S/1353/18/FL. **Excavation & installation of biofertiliser lagoon and 2.4m security fence in an agricultural field to the south of Rectory Farmhouse, Grange Road.** (Mr W Wombwell) Sian Wombwell left the room before the discussion and vote on this application. **Decision: Support.**

#### **ii. Discharge of condition**

S/1188/18/DC **Discharge of Condition 3 (Materials). 11, Mill Lane** (Mrs J Harris). For information only.

#### **iii. Variation of condition**

S/1312/18/VC **Variation of Condition 2 (Approved plans) of planning permission S/1966/16/FL.** The

Courtyard, Abbey Barns, Duxford Road (C/O Agent).

**Decision: Support**

**iv. Notification: application to carry out tree works situated within a conservation area.**

**S/1491/18/TC Work as set out in circulated survey. Abbey Farm, 14, Duxford Road.** No concerns expressed within the time limit for tree applications.

Concerns based on planning considerations were raised only in connection with application **4.S/1547/18/FL** above. Comments would therefore be sent to SCDC for this item only.

David Lilley left the meeting.

**89/18 Reports from Councillors.**

OM suggested strengthening security at the entrances to the Recreation Field, given the current spate of unauthorised traveller encampments. After Cllr Topping had given an update on the problems at Thriplow Heath, it was agreed that enhanced security measures would be ineffective if a concerted effort was made to gain access. However, the Clerk would alert the Chairman of the Village Hall Committee. OM also reported on the failure of bin men to collect cardboard put out beside bins for recycling. An item would be put in Icene to clarify conditions for kerbside recycling collection.

**Action: Clerk**

SW commented on the high incidence of vandalism and thefts being experienced by the local farming community and the apparent inability of the Police to take action.

SC commented on the state of the road surfaces at the junction of Church and Frogge Streets as well as where Duxford Road joined Abbey Street. These would be added to the items to be discussed at the 25 May meeting. He also drew attention, mainly on behalf of members of the Badminton Club, to the poor lighting in the Village Hall. All – There had been complaints from residents about the wooden construction in the garden behind the Ickleton Lion. This was a Grade 2 listed building in the conservation area. It was agreed the Chairman would contact the landlords.

**Action: TS**

**90/18 Finance.**

**i. Bank Balances as at 30 April 2018.**

Community Account	<b>£51,153.66</b>
Business Premium Account	<b>£25,873.62</b>

**Payments:** A Pavelin **£80**; Steve Jenkins (reimbursement of coach hire costs for Ickleton Football Team supporters) **£325**; Norwich Puppet Theatre **£900**, Murfitts (skate park repairs) **£5,186**

**ii. Money received:** First payment of 2018-19 Precept; **£12,250.**

**iii Bank Balances as at 16 MAY 2018**

Community Account	<b>£43, 676.43</b>
Business Premium Account	<b>£25,873.62</b>

**iv. Insurance for 2016-17.** Came & Co. **£986.33.**

**v. Renewal of subscriptions:** LCR **£17**; 100 Parishes **£10.** Agreed to renew.

**vi. Approval of End of Year accounts.** The Parish Council was informed that the Internal Auditor had approved the accounts and completed the relevant section of the External Auditors' report. The PC also agreed to approve the accounts and the Clerk would now complete the report.

**Action: Clerk**

**vii. External audit submission for 2017-18. Completion of the Annual governance statement.** Councillors were reminded that they needed to state they were happy with the Council's systems of internal control, along the lines set out in the governance statement (previously circulated). They agreed that this statement could be completed by the Chairman and the Clerk on their behalf in the manner suggested by them.

**Action: TS, Clerk**

**91/18 Cemetery/ Chapel – Condition to be kept under Review.**

- Cemetery Chapel: internal plaster repairs. To be arranged.

**Action: TS**

**92/18 Recreation Field and Recreation Area.**

• Update: play area refurbishment project. The Norwich Puppet Theatre performances had been successful and had made a healthy contribution to the play area refurbishment fund. The Amey funding application had reached the final stages and the outcome would be known in the near future. Other community fund-raising activities were being actively considered, including the possibility of a pop-up cinema on the Recreation Field.

- Maintenance of football pitches. These were in a reasonable state with only one game remaining.
- Weeds in bark on playground area. Lucy D reported a significant improvement.
- Proposal for a path round the Recreation Field. SC had been approached by a resident who had raised

the possibility of installing a granite path round the perimeter of the Recreation Field. She had been impressed by a new granite path at Duxford Primary School, built at a cost of £15,000. Reservations were expressed that this could change the character of the Field. It was suggested that a path from the Back Lane entrance to the Village Hall would be an improvement. It was agreed to put this item on next month's agenda. The contractor for the Duxford School path could give an idea of cost. **Action: Clerk**

**93/18 Churchyard.** Nothing to report not covered elsewhere in these Minutes.

**94/18 Issues concerning Back Lane.** The Chairman of the Ickleton Society had contacted the Parish Council to suggest it would be helpful to do more to protect Back Lane since the Society believed that vehicular access along the unadopted part of Back Lane to the proposed Harlequin Barn would be unlawful. The Ickleton Society pointed out that the definitive map area showed that part of Back Lane as a public footpath. Councillors were also reminded that CCC Highways had required riparian residents to finance surface repairs where the surface had been damaged by their vehicles. The Parish Council remained very unhappy about the possibility of regular vehicular access to the proposed new residence. A wide ranging discussion followed without reaching a firm conclusion. It was agreed to advise the Ickleton Society that the Parish Council would not take any action at this time.

Cllr. Topping left the meeting.

**95/18 Government Consultation on Powers for dealing with unauthorised development and encampments.** The consultation was aimed at authorities with recent experience of unauthorised encampments on their land. No response would be made.

**96/18 Painting of Village bus shelters.** The Chairman had received an offer from Clare Driver to paint the bus shelters. This offer was gratefully accepted.

**97/18 Affordable housing.** Nothing to report. Removal from the agenda agreed. **Action: Clerk**

**98/18 Adjournment for questions from members of the public.** None

**99/16 Date and time of next meeting: Annual Parish Meeting Wednesday 23 May 19h00 for 19h30.  
Parish Council meeting Wednesday 20 June: 7.30pm.**

The meeting closed at 22h45

**Chairman**

**Date**