

## ICKLETON PARISH COUNCIL

Minutes of the meeting held on Wednesday 18 February 2015 at 7 30 pm in the Gordon Woolhouse Meeting Room, Ickleton Village Hall.

**Present:** Terry Sadler (Chairman), Lewis Duke, Susan Clew, Tim Pavelin, Sian Wombwell, Peta Stevens (Parish Clerk), Cllr Mick Martin (District) and David Lilley.

**025/15 Apologies for absence:** Liz Goddard, Liz Gibson, Michael Robinson. Other absence: Cllr Peter Topping (County)

**026/15 To approve the minutes of the meeting held on 21 January 2015:** Subject to the amendment of the amount shown in Minute 04.15 (197/14) from "some £5K" to read "around £1K", the minutes were approved and signed by the Chairman.

**027/15 Adjournment for questions from members of the public** David Lilley reported on the headstone check he had undertaken in both the churchyard and the cemetery and the remedial action he had undertaken. The Council thanked him for the work he had completed already and accepted with gratitude his offer to try to reseat footstones in the Churchyard. With regard to the damaged tomb near the West Door, the Council was of the view that the collapsed table was sufficiently heavy that it was unlikely to present a safety hazard. The Chairman and the Assistant Clerk, had inspected the trees mentioned at the previous meeting and considered that the work met the specifications. Mr Lilley's comments that a more stringent pruning should be undertaken on the next occasion would be born in mind on the next occasion.

### **028/15 Matters Arising:**

265/13 CCC Parish Council Grants for Bus Facility Improvements – Real Time Information Displays –One of the boards had been activated on 17th February but there was no indication as to when the other would be commissioned. **Action: Clerk**

287/13 SCDC Parish Planning Forum (03/12/13) response to query raised –. Cllr. Martin reported that there had been some development within the Highways section following a speculative bid to build 30 houses outside the village apron in Duxford. Despite serious concerns about vehicular access, Highways had assessed the situation using desk-top modelling, having deemed an on-site visit unnecessary. This had led to an extraordinary Planning meeting being set up for 23 February to discuss Highway's lack of engagement. **Action: Cllr Martin**

019/14 Ickleton Village Hall – Supplementary Trust Deed –The Clerk reported that the Chairman of the Village Hall had informed her that a reply from the Charity Commission was still outstanding concerning the amendment of the Village Hall deed. **Action: Clerk**

043/14 Ickleton Post Office – Meeting 11 September 2014 The Chairman had spoken to Dilip Odedra who confirmed that there had still been no response to the e-mail sent to Gary Herbert (Post Office). It was agreed, with Mr Odedra's consent, that the Chairman would try to move matters forward. **Action: TS**

085/14 CCC - Local Highway Improvements: 213/14 – Traffic Calming. Following the decision at the last meeting to ask Mr Thulborn at CCC for the results of the post-completion safety audit, the Chairman reported that the distance between traffic signs had been increased at the narrows on Duxford Road. Furthermore, the traffic calming kerbs both here and at Frogge Street had been painted white to increase visibility.

125/14 Roadside verges approaching Gt Chesterford Bridge –The Chairman had contacted the Great Chesterford Councillor responsible for highways to ascertain what measures were planned to prevent a reoccurrence of the problems that had faced motorists due to overgrown vegetation. **Action: TS**

220/14 New Dog Bin in Brookhampton Street Heidi Duffett (SCDC) had agreed to visit the proposed site for this dog bin at the end of January but nothing further had been heard. **Action: Clerk**

164/14 Mill Lane Railway Crossing – Network Rail had informed the Clerk that Data Protection regulations, prevented discussion of any information concerning the previous approach. A new case had been set up with an undertaking that the request would be assessed "in the near future". **Action: Clerk**

165/14 CCC Local Highway Improvements Initiative 2015/16 - (026/12) Proposed 20mph Speed Limit and HCV's The Chairman was meeting with Mr Thulborn shortly, both to ascertain the reasons for the failure of the Ickleton bid and to follow up on his offer to assist on due process in the event that Ickleton decided to self-fund this work. **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**

197/14 Defibrillator Lewis Duke reported that, although the Village Hall Committee had agreed to a separate power supply in the event that the defibrillator was attached to the outside wall of the entrance lobby, this might be unnecessary as most newer models appeared to be battery operated. The Village Hall Committee

supported the installation of a defibrillator and had offered a donation of £250 towards this. A similar donation had been offered by Ickleton United Charities. It was agreed to thank both bodies for this generous support. Although it now appeared that defibrillators could cost as little as £1,000, Lewis Duke cautioned that a significant sum would be required to support a comprehensive training programme which was essential to the successful operation of the machine.

**Action: LD**

208/14 Proposal to fence Coploe Pit (to enable grazing by sheep) –The Chairman reported that he had sent further e-mails to the Wildlife Trust as it was still unknown when the fencing contractor intended to undertake this work. This was a matter of increasing concern since a condition of award required the funds to be claimed, supported by copies of paid invoices, by 28 February 2015. The Council agreed that the Chairman should contact SCDC to seek an extension to this deadline.

**Action: TS**

228/14 SCDC Annual Awards. The Chairman had worked up, and submitted, the two nominations discussed previously. Presentation of awards would take place at Cambourne on Wednesday March 5 and it was agreed that the Chairman and the Clerk should represent the Council. The Chairman would check that both nominees had received their own invitations to attend.

**Action: TS**

241/14 Inadequate road repairs Brookhampton Street: It was agreed that the repairs were adequate, apart from the two field entrances where large, deep puddles were the norm. It was agreed that there would be a better chance of successful work if a request for remedial work was postponed until an improvement in the weather. On this basis, it was agreed to remove this item from the Agenda.

**Action: Clerk**

259/14 Frogge Street- Cycle way.The Chairman reported that, despite earlier optimism, it now appeared that the City Deal would not release funds for this, or other cycle ways outside the immediate City footprint.

**029/15 Youth Representation:** None

**030/15 Reports from District and County Councillors:**

#### **District Councillor's Report**

Cllr. Martin advised that the SCDC budget for 2015-16 had been approved by Cabinet and would now be forwarded for agreement at Full Council on 23 March. Council Tax was to be raised by 1.99%, which represented an increase of £2.45 per Band D house. This increase was regretted but needed to be considered against the savings of £11.36 per Band D House that SCDC were compelled to make.

Community Chest Grants Cllr. Martin advised that SCDC had contributed a further £20K to this Fund. The deadline for applications was 5th April 2015.

Council Housing SCDC had built 4 new houses in Linton in 2014 and a further 17 were under construction in Foxton. A project was also underway to replace 12 old and inefficient houses in Longstanton by 17 eco-friendly houses. Cllr. Martin reported that it was SCDC's intention to commit £200M to council house developments over the next 10 years.

#### **Public consultation on the potential use of Article 4 Directions**

Cllr. Martin reported that, as a result of the pressure on Government, it was likely that protection in law would protect public houses from change of use. He recommended, however, that it would be a sensible precaution to complete the consultation form available on-line.

**Action: TS**

Cllr. Martin and David Lilley left the meeting

#### **County Councillor's Report**

Not received.

#### **031/15 Correspondence received**

SCDC (G. Swain)

Confirmation of 2015-16 Parish Precept

SCDC (P Adams)

Notification of agenda for weekly bulletin

SCDC (C Hunt)

Update on Local Plan examination hearings: S Cambs

SCDC (G. Bell)

February Planning Policy Update

Updates on Bridgefoot Quarry fire.

SCDC (T Webb)

Parish e-bulletin for January

Parish Elections 2015

CCC (M Gowler)

Closure for repatching work on 6 March of Grange Road from the M11 bridge to Ickleton Granges and details of the diversion route.

Network Rail

Notification of reinstatement of service request.

CCG Engagement Team

Bulletin detailing the implementation of Uniting Care

Pam Fearn

Notice that Village Hall rates will not be raised

RTPI East of England

Announcement of conference on rural affordable housing

24th February in Ely

CLT East

Notice on affordable housing developments in E. England

Chesterford NP

Invitation to comment on Neighbourhood Plan

English Heritage

Notice of decision on proposal to list War Memorial

Centurion Traffic Management	2 way temporary traffic signals Brookhampton Street/Hinxton level crossing, 00.45-05.00hrs 7th & 8th April.
Project Co-ordinator IWM Duxford	Ickleton PC/Genome Campus Liaison Meetings 2015 Addition of new historic material
PLMS (Cambridge) Ltd. Sutcliffe Play	Plans for Commemoration of 70th anniversary of VE day Howey's Yard, Abbey Street, work along shared boundary Bulletin
HAGS SNP	Notice of sale on outdoor fitness and playground equipment.
Training Officer RoSPA	Information on two playground inspection courses
Planning Progress Co.	Note on Neighbourhood Development Plans
Various e-mails	Circulated to Councillors during the month
Whittlesford & Duxford Scouts Fields in Trust	Invitation to grand opening of new HQ 7 March Launch of initiative to provide free resources to support development of sports clubs
E-Cops	Various e-mails
Neighbourhood Alert	Various e-mails
HM Revenue & Customs	Various e-mails
Rural Services Network	Various e-mails

Correspondence sent:

English Heritage	Parish Council's view on application for war memorial to be classified as listed
SCDC	Thermal Camera Imaging liaison
Network Rail	Follow up on fencing request Welcome Trust side of level crossing
Various e-mails concerning Council business.	

The Council agreed that the road works detailed above should be published in Icene despite the Grange Road work appearing to be a repetition of work undertaken in 2014.

**032/15 Planning information received from SCDC** Declarations of interest to be declared.

The Council noted that the following two applications had been granted following notification to SCDC of the Council's approval:

**S/2889/14/FL 7, Abbey Street, Ickleton**, First floor extension to rear of dwelling including roof lights.

**S/2914/14/FL 9, Birds Close, Ickleton**, Two storey side and single storey front and rear extensions.

**Certificate of Lawfulness for Existing Use of Mobile Home and Curtilage as Residential.**

**S/0202/15/LD**

**The Glebe, Frogge Street, Ickleton CB10 1SH** Applicant: Ms Melanie Pratlett, Adams Harrison.

The Council noted that the late occupant had lived in a caravan on the site for a very considerable time and had been highly regarded within the village community. The Council did not dispute the factual evidence presented but had concerns about the lack of information on the future occupancy of the land, especially given the lack of sanitary facilities. It was agreed that the Council would make no recommendation in this case.

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

i. Removal of trees, 28 Church Street – no application received; a response to the Chairman's e-mails had finally been received from SCDC's Tree Officer who was now seeking to contact the owners of the property.

**Action: TS**

ii. The Old School House, 2 Frogge Street. Mrs J Hayward. Removal of yew tree.

iii 1, Abbey Street, Ms J Flitton: General cutting back, reshaping of within general garden maintenance .

**Approve: ii and iii above**

**Action: Clerk**

**Meeting with SCDC Planning Department – 17 September 2013** – Waiting response re. Construction of garage 33 Church Street. Cllr Martin would continue his efforts to find someone to give a full response . He had been unable to make progress due to the difficulties facing the SCDC Planning Department following the Government's changes to Section 106 obligations.

**Action: Cllr. Martin, TS**

**033/15 Howey's Yard, Abbey Street.** Copies of a letter, dated 26 January 2015, from PMLS(Cambridge) Ltd., the new owners of the Yard, had been circulated to Councillors. As the detailed plans showed the

intention to undertake work involving a shared boundary, a site visit with the owner had been arranged for 10am on Sunday 22 February.

**Action: All**

### **034/15 Reports from Councillors**

The Chairman reminded Councillors that they would all be stood down, with Parish Councillors standing for election on the same day as the General Election in May. An item would be placed in Icene encouraging residents to consider becoming a Parish Councillor. He also noted, with regret, that Liz Goddard had confirmed that work commitments prevented her from standing again.

Sian Wombell advised that she had finally received clearance to start work on the Baulks.

Susan Clew reported that she and Michael Robinson had attended the first session of the Parish Councillors Planning Training Session, held in Sawston on 10th February. The event had been extremely crowded and the programme somewhat disorganised, not allowing time for in-depth discussion of questions. Both Councillors had found this session very interesting but considered that it would be beneficial for the event to take place over a longer period.

The Chairman reported that the owner of 1 Abbey Street had consulted him about the possibility of installing verge posts. Having noted that this corner was a well-known safety hazard, the Council agreed to support this proposal.

The Chairman reported that he and Lewis Duke would be attending the first meeting in 2015 of the Wellcome Trust liaison meeting on 3rd March. Councillors were asked to contact them with any specific issues they would wish to be considered.

It was noted that the Chairman and the Assistant Clerk would attend the February meeting of the Neighbourhood Police Panel.

**Action: TS, LD, Assistant Clerk**

### **35/15 Finance (Bank Balances) including payments to:**

<b>Donation:</b> Cambridge Conservation Volunteers	£ 25.00
Harts (Jan) Icene -	£89.70.
A Pavelin (Emptying Litter Bins)	£100.00
Treetops (Treeworks)	£450.00
D.W. Pallett (Grass verges sucker removal)	£678.75
S.L. Vincent (rabbit culling in cemetery)	£320.00(the clerk would obtain additional information)

#### **Funds received**

Ickleton Cricket Club(pitch hire)	£36.25
C & S Hayes (Purchase joint burial plot)	£73.00

#### **Icene advertising : I**

Riverside Barns	£120.00
Tori Toombs	£30.00
C & B Boatman	£50.00

**Outstanding invoice/receipt:** Whittlesford Warriors - £105.00, the Clerk was asked to follow up.

**Icene Advertising** Malcolm Hall -£20.00 Nigel Wright,- £10.00, Zaffir Mladenov- £60.00, Cheryl Diana-£120, Rothwell's Carpet Cleaning-£60, Helping Hands Home Care-£120., Stan Reynolds-£10.

#### **Bank Balances**

Community Account	£1,197.70
Business Base Rate Tracker Account	£38,822.83

**Change to Bank Mandate** Following the Council having resolved unanimously at the last meeting to the updating of the bank mandate to implement changes necessary as a result of the change of Clerks, work was underway on the completion of forms to achieve this but, in the absence of certain Councillors, it was impossible to progress this further at this meeting. The Clerk would take this forward. **Action: TS, Clerk**

**Setting Parish Precept for 2015-16** The Chairman reported that SCDC had sent a statement which incorporated the Council's decision at the last meeting to a modest increase of £500 in the parish precept.

#### **Sports Storage Unit** –Update by Michael Robinson

Postponed to the next meeting in his absence.

**Action MR/Clerk**

**36/15 Risk Assessment/ SCDC Emergency Plan.** It was agreed that Lewis Duke and the Clerk would update existing documents for consideration by the Council at its March meeting. **Action: LD/Clerk**

### **37/15 Recreation Field and Play Area:**

Second phase of Play Area improvement –Held over until the March meeting

**Action: Lucy D**

Litter Bins The Chairman advised that two litter bins were in a bad condition. The new bin on the Recreation Field had been pulled off its spike. Another bin had been broken off its base. It was agreed to extend the Howey's Yard site visit, planned for Sunday 22 February, to include an inspection. If, in the view of Michael Robinson during this inspection, it was deemed impossible to refix the bin, the Council agreed to approve the immediate purchase of a new bin for fixing on the existing concrete slab. **Action: MR/TS**

**38/15 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**

Review Ickleton Burial Board charges. As the annual increase in charges reflected the CPI, and this was so low at present, it was agreed to leave these charges at their present rate.

**Action: Clerk**

Culling of rabbits – This had been done and the usual third cull was approved but the Clerk was asked to ascertain the method used and an estimate of the number of rabbits killed. It was noted that the situation at the cemetery had improved significantly.

**Action: Clerk**

Memorial Bench– Dr Pell's family had confirmed that the bench would be of hard wood requiring little maintenance. They would be in touch later to confirm their proposed inscription

**Action: Clerk**

**39/15 Flooding**

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

**Action: LD**

Cemetery Corner, Brookhampton Street + clearance of drains/gullies – Flooding still occurred during inclement weather. It was agreed that it would be helpful if someone could obtain photographic evidence of this to support a further complaint.

**Action: All**

**40/15CCC/Balfour Beatty Street Light Replacements** No activity to report.

**41/15 Affordable Housing:** Nothing to report.

**Action: SW**

**42/15 Liaison meeting with SCDC Cabinet, Wednesday 11 March** It was agreed that the Chairman and the Clerk should attend on behalf of the Council.

**Action: TS/PClerk**

**43/15NALC: New Local Council Award Scheme** The Chairman had circulated information on eligibility to obtain various levels of recognition. It was agreed not to apply at this time and to remove the item from the agenda.

**Action: Clerk**

**44/15 Cereals 2016.** The Chairman informed Council that he had been advised that the company wished to return to Ickleton in 2016 and a meeting at which he and Lewis Duke would represent the Council was to be held shortly. It was intended by Cereals to request the same traffic plan as in 2014; although there was a need for better publicity and a realisation that traffic congestion occurred across a wide area, the general view was that arrangements had worked reasonably well for Ickleton.

**Action TS/LD**

**45/15 SCDC Public Consultation on the potential use of Article 4 Directions.**

This had been covered under Cllr. Martin's report above.

**46/15 Great Chesterford Neighbourhood Plan** The Chairman reported that Great Chesterford Parish Council had set up a Steering Group to consider formulating a Neighbourhood Plan. This might include all or part of Little Chesterford and the Group had suggested that Ickleton might be interested in possible developments at Great Chesterford Station. It was agreed that any suggestions which encouraged greater connectivity would be welcomed, as would improved cycle access to the other platform at the station. The proposal for a station car park on Whiteways field would not be supported as it was likely to have a significant adverse impact on the Village.

**Action: TS**

**47/15 Retention of old documentation** After the Chairman had described the accumulation of documentation, the Council agreed that, subject to the retention of documents of ongoing interest and legal requirements, any planning documentation over 2 years old and not covered by these stipulations, could be considered for disposal

**Action: TS/PS**

**48/15 Token of Appreciation for former Clerk:** The Chairman reported on his discussion with the former Clerk and her preference that her service to the Parish Council be recognised by a hardwood bench or a tree.. It was agreed to look for a suitable site as part of the Howey's Yard site meeting.

**Action: All**

**49/15 Adjournment for questions from members of the public:** None

**50/15 Date and time of next meeting** – 18 March 2015 at 7.30 pm

There being no further business the meeting closed at 21h.55

**Chairman**

**Date**