

ICKLETON PARISH COUNCIL

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

Present: Terry Sadler (Chairman), Susan Clew, Lucy Davidson, Liz Gibson, Tim Pavelin, Michael Robinson, Peta Stevens (Parish Clerk), Cllr Peter Topping (District), David Lilley and Piers Carter.

051/15 Apologies for absence: Lewis Duke, Liz Goddard, Sian Wombell, and Cllr. Mick Martin.

052/15 To approve the minutes of the meeting held on 18 February 2015 The minutes were approved and signed by the Chairman.

053/15 Adjournment for questions from members of the public No questions.

054/15 Matters Arising:

265/13. CCC Parish Council Grants for Bus Facility Improvements – Real Time Information Display –
The Saffron-Walden -facing board was working well. Despite several reminders submitted on behalf of the Parish Council by David Lilley, it was not known when the other board would be working.

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 still 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 had e-mailed Gary Herbert, the Post Office Senior External Stakeholder Manager East. **Action:**

TS

085/14 CCC - Local Highway Improvements: 2013/14 – Traffic Calming. It was noted that since both features could now be regarded as completed, this item could be removed from the agenda. The white paint recently applied to the kerbs had been washed off and this would be reported. **Action:**

TS

125/14 Roadside verges approaching Gt Chesterford Bridge –The Chairman had contacted the Great Chesterford Councillor (Highways) to request that arrangements to control vegetation regrowth be implemented before it again became a safety hazard.

220/14 New Dog Bin in Brookhampton Street Despite reminders, no information had been received from Heidi Duffett (SCDC) since her earlier agreement to inspect the proposed site. **Action: Clerk**

164/14 Mill Lane Level Crossing –Network Rail had not responded to a further update request. Susan Clew reported that a wire-mesh fence had been installed. This might be temporary or an attempt to address the safety issue permanently. It was agreed that the Clerk should contact Network Rail again.

Action: Clerk

165/14 CCC Local Highway Improvements Initiative 2015/16 - (026/12) Proposed 20mph Speed Limit and HCV's. The Chairman had met Mr Thulborn to discuss the failure of the Ickleton bid; Cllr Topping had been present. The Chairman reported that the Panel was unlikely to ever score the Ickleton bid highly as although it was held to be a valid scheme in policy terms it was difficult to prove its impact. Cllr. Topping reported on his recent discussion with David Lines, the CCC's 20mph specialist, who considered the Ickleton proposal was now more acceptable as it was limited to the core of the Village. It had to be recognised that the chances of obtaining funding from CCC were slim. The Chairman accordingly proposed that the 20 mph scheme be self-funded, provided the cost approximated to the earlier estimate of £3,000 to £5,000, which included the Traffic Regulation Order, traffic signs, roundels etc. This represented value for money compared to other schemes, such as speed cushions, and, in time, might help address the speeding issue on the majority of streets in the Village. Michael Robinson believed that in time HCV sat. navs. would stop indicating Ickleton as a transit route. It would also be an excellent starting point to enhance the Council's chances of achieving funding when bidding for additional measures. The proposal was approved unanimously. **Action: TS**

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

197/14 Defibrillator In Lewis Duke's absence, this item was held over to the next meeting.

Action: LD

208/14 Proposal to fence Coploe Pit (to enable grazing by sheep) The Chairman reported that despite further e-mails to the Wildlife Trust, it was still unknown when the fencing contractor intended to undertake this work. Although the fencing should have been completed by 28 February 2015, the Chairman had obtained agreement from SCDC for the grant to be rolled over to 2015-16. **Action: TS**

228/14 SCDC Annual Awards. The Chairman reported that at the presentation of awards that had taken place at Cambourne on Wednesday March 5 both the Ickleton nominations had been successful with Jos

Flitton being awarded third place in the highly contested Local Hero category and Froglets (represented by Ann-Marie Hoare and Jess Bloomfield) coming first in the Community Group award. The Chairman would be writing an article on these successes for the next edition of *ICENE*. **Action:**

TS

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.
033/15 Howey's Yard, Abbey Street. A useful site meeting had been held on 23 February with the developer who had also undertaken considerable liaison with the neighbours. Subsequently, a Discharge of Conditions Application had been submitted relating to Howey's Yard and the Planning Officer had already approved the materials to be used in the build. The developer had offered the Parish Council a minimum of £500 for installing temporary fencing on the edge of the Recreation Field. He had also offered to remove rubble from the demolition of the old garage without charge and it was agreed Michael Robinson would contact him to confirm arrangements. The Chairman would formalise the arrangements between the Parish Council and the developer. **Action**

TS/MR

021/15 Village Litter pick- This had taken place on 8th March 2015 and had gone well although there had not been as much litter as in previous years. However, there was significant fly-tipping, including asbestos, on the old road at the far side of the M11 bridge and this had been reported to SCDC. .

034/15 Wellcome Trust Liaison Meeting-3 March 2015. The Chairman and Lewis Duke had attended and reported Tim Pavelin's issue of cycle punctures caused by thorny debris following hedge cutting along the A1301 cycle path. No reports had been received on campus but the matter would be investigated. Wellcome Trust was in conversation with the Genome Campus about the need for a new master plan to reflect how its vision was to be delivered over the longer term. This would involve further building work, including additional incubator space, although only 1000sq.m. remained available with existing permission. The Wellcome Trust's vision contained a strong commitment to outreach and community engagement. Current ideas included a 2 storey building (on the site of the existing security building) to accommodate outreach to schools as well as the general public. The possibility of a sports centre (including a swimming pool) primarily for staff but also available to local residents, was under discussion. As new planning permission would be needed, this presented an opportunity for the Parish Council to request Section 106 obligations.

036/15 Risk Assessment/SCDC Emergency Plan-annual review. This was underway and the revised documentation would be available at the next meeting. **Action: LDU,**

Clerk

042/15 Liaison Meeting with SCDC Cabinet 11 March 2015. The official Minutes of this meeting had been circulated previously. The Chairman reported on items of major interest. i. The City Deal. It was now evident that this funding source would be insufficient to make a major impact. Although a number of objections from villages about prospective housing developments were recorded, it had to be recognised that Government was unlikely to contribute directly to infrastructure improvement, and local councils were unable to do so. Accordingly, housing developments were the only significant source of new revenue.

ii. Article 4 Directions There had been a limited response to the SCDC consultation exercise. In the meantime, the Government had announced its intention to introduce secondary legislation requiring every public house listed as a community asset to go through the planning application process for an intended change of use. iii. Changes to Section 106. These carried significant financial implications for SCDC which would lose £1m annually for affordable housing and a further £1m in open space provision.

044/15 Cereals 2016. The Chairman and Lewis Duke had met with the consultants managing the event. They wished to retain the same traffic programme used for the 2014 event. An alternative route, which involved cars turning left at the top of Coploe Road and avoiding the Village entirely was strongly preferred by the Councillors and the consultants had agreed to research it further. The Councillors had also suggested that better information on the likely traffic disruption could be given to residents. It was agreed this item could be removed from the agenda for now. **Action: Clerk**

046/15 Great Chesterford Neighbourhood Plan The Chairman had sent a response to Great Chesterford Parish Council which endorsed the proposal for improved access to the station but recorded that there was no support from the Ickleton Parish Council for the possibility of a station car park on Whiteways field.

048/15 Token of appreciation for former Clerk. A walk around the Recreation Field on 23 February had revealed that the area was well provided with benches. Members were asked to consider alternative possibilities e.g. outside the local shop. **Action: TS/Clerk**

045/15 SCDC Public Consultation on the potential use of Article 4 Directions. The Chairman had completed a SCDC consultation document on behalf of the Parish Council highlighting the importance of the Ickleton Lion to the community.

055/15 Youth Representation: None

056/15 Reports from District and County Councillors:

County Councillor's Report In addition to items arising elsewhere in the agenda, he covered the following points:

1. City Deal (and cycleways) - It was increasingly likely that the City Deal would be an important element as Cambridge attempted to cope with the growing economy. It was disappointing that no rural cycleways had made their way through the first funding selection process, but the City Deal Assembly had agreed that infrastructure schemes not funded so far should be treated as reserve projects. Cycling projects were attractive in terms of value for money, facilitating economic growth, and the role they could play in connecting people with jobs. **2. Flint Cross Fire** - The owner of the Flint Cross site had been fined for breaches of his agreement with the County Council. In addition, the Environment Agency had set April as the date by which he was required to clear the site. Its longer term future, and the risk of contamination to the water supply if the ash and waste was left on site for any further length of time, remained a concern and Cllr. Topping was trying to obtain further information. **3. Cllr. Topping** had supported proposals at the recent Children's Committee of the County Council which had ensured that sensory learning services for children were not affected by changes to remaining early support arrangements. This outcome meant that this facility would remain a stand alone central service for children with audio and/or visual impairments.

District Councillor's Report: not available in Cllr Martin's absence.

057/15 Correspondence received

SCDC (P Adams)	Notification of agenda for weekly bulletins
SCDC (G. Bell)	Further update on Bridgefoot Quarry fire.
SCDC (J Hunter, Returning Officer)	Nomination packs for Parish Elections 2015
SCDC (T. Pierce)	Planning Policy Monthly Update
SCDC	2015-16 Transport Directory.
CCC (J Challis)	Replacement of road markings and studs following surface dressing works
Cambridgeshire Gov. UK	Update on rights of way management in Cambridgeshire for Parish Councils and Volunteers
Uttlesford DC	Statement of Community Involvement Consultation
S Reynolds	VE 70th Anniversary Commemorative Plaque
J. Flitton	Notes on Cambridge Police Sawston Area meeting
K McKillen	Permission from Parish Council for Village Fete
CPRE	Winter/Spring Newsletter
IWM Duxford	Closure of American Air Museum for redevelopment
Set playgrounds	2015 Air shows
HAGS SMP	Equipment brochure.
Clerks & Councils Direct	" "
Soft Mulch UK	March 2015 Bulletin
Plantscape	Brochure on playground/pathway surfacing
Planet Aid UK.	2015/16 CD
CCV Treasurer	Brochure and volume collected in 2014 from clothing bank
Diabetes UK	E-mail message of thanks for donation re Coploe Pit work.
NHS Cambs. and Peterborough CCG	Peer support for people with type 2 diabetes.
Arthur Rank Hospice	Invitation to Equality Delivery System 2 Workshop
CAPALC	Uniting care bulletin
Cambridgeshire ACRE	Spring 2015 News bulletin
Passenger Transport	March 2015 Bulletin
Various e-mails	March 2015 News Digest
E-Cops	Changes to local Bus Services
Neighbourhood Alert	Circulated to Councillors during the month
HM Revenue & Customs	Various e-mails
Rural Services Network	Various e-mails

Correspondence sent:

Network Rail crossing	Follow up on fencing request Wellcome Trust side of level
SCDC	Follow up to request for additional dog bin
Various letters	Grass cutting bids
SCDC (M Cooper)	Pavement and verge, 1 Abbey Street
SCDC (Sustainable communities)	Response to the Article 4 direction consultation.

058/15 Planning information received from SCDC Declarations of interest to be declared.

The Council noted that SCDC had granted permission for application **S/2968/14/RM** (Minute 08/15) from the Wellcome Trust Genome Campus for the erection of the Business Incubation Centre building together with ancillary facilities and infrastructure. The building is unlikely to be visible from Ickleton.

i. S/0243/15/DC Details required by conditions: materials, contamination investigation, surface-water drainage, contractors' access arrangements. Planning permission ref. S/0890/14/FL. Howey's Yard, Abbey Street-(Information only).

ii. S/2518/14/FL Increase height of part of a 1.2m high flint & brick wall to 1.7 metres 3 Brookhampton Street. Ickleton CB10 1SP. Mr P Bricknell.

Recommendation: Approve

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

i. 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**

059/15 Reports from Councillors.

The Chairman reminded Councillors of the procedures they would all need to follow in order to stand in the forthcoming elections. Nomination forms were handed out with the Clerk keeping the spare copies for any one else on the present electoral roll who might be interested in becoming a Parish Councillor. Completed forms had to be returned by hand to the South Cambs offices in Cambourne and the Clerk had offered to take over any delivered to her by **12 noon on Tuesday April 7th.** **Action: All, Clerk**

Tim Pavelin advised that the Church clock had stopped about a week ago. Derek Rule was investigating. Susan Clew commented that the travellers' encampment near the Wellcome Trust Genome Centre had now moved on. Similarly, Michael Robinson expressed concern also about the vulnerability of the grass field off Back Lane, given its easy access. Susan Clew also reported that in common with a number of Ickleton residents her shed had been broken into. The local Police would be holding an open session in the Village Hall where shed alarms, smart water etc. could be bought at cost. **Actions: TS, LD, Clerk, Jocelyn Flitton**
Cllr. Topping and David Lilley left the meeting.

060/15 Finance (Bank Balances) including payments to:

Donation: Cambridgeshire Bobby Scheme	£50.00
Harts (FEB) Icene -	£97.95.
A Pavelin (Emptying Litter Bins)	£80.00
S.L. Vincent (2nd rabbit culling in cemetery)	£320.00
Wickstead Playgrounds	£108.00
C Frankau (annual vegetation maintenance)	£4,234.80
CCC (Traffic calming, Frogge Street)	£7, 156.25
J.Flitton (3 months salary & expenses)	£128.41
HMRC (PAYE on above)	£32.20

Funds received

Cheryl Diana (Icene advertising): £120.00

Outstanding invoice/receipt: Whittlesford Warriors - £105.00, the Clerk would follow up.

Icene Advertising Malcolm Hall -£20.00; Nigel Wright,- £10.00; Rothwell's Carpet Cleaning-£60; Helping Hands Home Care-£120; Stan Reynolds-£10.

Bank Balances

Community Account £1,794 (after input of £13,000 from Business Tracker account)

Business Base Rate Tracker Account £28,828 (after transfer of £13,000 to Community account)

Change to Bank Mandate The necessary forms had now been completed and would be taken to the bank.
Action: TS,

Clerk

Financial Year end 31/03/2015 - Review of Clerk's and Assistant Clerk's salary. The Chairman reported that the Clerk's three-month probation period had been completed and that he had confirmed her continuation in office at the same salary level as agreed 3 months previously. Due to difficulties with the on-line PAYE system, the Clerk would defer collecting her salary until the next tax year. Meanwhile, the Assistant Clerk had advised that with immediate effect she would no longer require payment but would be very willing to continue to represent the Parish Council as a non-member in various capacities.

Sports Storage Unit –Michael Robinson intended to get a working party together to sort out sports storage arrangements over the weekend of 11-12 April. Tim Pavelin would ensure that representatives of the Football Club attended to collect any outstanding items of equipment from the old garage. **Action: TS, TP**

061/15 Recreation Field and Play Area:

Second phase of Play Area improvement –Lucy Davidson reported on a meeting held to discuss fund raising activities for additional playground equipment. These included a grant application and participation in the Ickleton Village fete. She would circulate details of equipment under consideration. **Action: Lucy Da**
Litter Bins The Clerk had met with Tom Dazey to inspect the two litter bins in a bad condition. He had suggested embedding the newer bin in a concrete slab. This had been pulled off its spike. Given the length of the spike, the Council agreed that a more appropriate measure might be to fix a metal washer between the inner and outer compartments. It was agreed that the old bin, which had been broken off its base, required replacement. The Clerk would liaise with Mr Dazey over the immediate purchase of a new bin and the appropriate method for fixing this through the existing concrete slab. **Action:**

TS/Clerk

062/15 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 had received information on a possible contractor but would investigate further. **Action: TS**

Culling of rabbits –The usual follow-up cull had been completed with 2 men each working 8 hours for two days. The Clerk had ascertained that the method used involved ferrets and netting and that some 60 rabbits had been caught at each cull. **Action: Clerk**

Memorial Bench- Information was awaited from Dr Pell's family on the proposed inscription. **Action: Clerk**

063/15 Churchyard

Headstone check. Assumed completed.

Wildlife Garden Arrangements for this coming season would be confirmed. **Action: Clerk**

Annual Churchyard clean up. Due to a change in responsibilities the Parish Council had not received information in time to participate in this coming weekend's Church and churchyard clean-up. A date for the Parish Council work party would be agreed by circulation. **Action: Clerk**

064/15 Flooding

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

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**

Request from Environment Agency for details of flooded property

The Chairman reported on a request from the Environment Agency for information on accommodation within the Village with a record of flooding. Despite receiving an assurance that any response would be treated in confidence, it was agreed that the Chairman and Lewis Duke would consider a response avoiding potential insurance implications. **Action: TS/LDU**

065/15CCC/Balfour Beatty Street Light Replacements Cllr. Topping had reported that Keeley Russell would leave Balfour Beatty shortly and all queries should be referred to her present deputy Peta Crawshaw. The Chairman reported that 6 changes to standards had not been attended to since Christmas 2014.

066/15 Affordable Housing: Carried forward in Sian Wombell's absence.. **Action: SW**

067/15 Imperial War Museum-Neighbours' Forum 11 March 2015. Lewis Duke had been scheduled to attend and would report at the next Parish Council meeting. **Action: LDU**

068/15. Annual General Meeting Wednesday 20 May 2015 and the Annual Parish Meeting on the following Wednesday, 27 May. Councillors were asked to diarise the latter date as it would be helpful if as many as possible attended. The Chairman intended to change the invitation layout but would appreciate suggestions for possible changes to the format of this meeting. **Action: TS/Clerk**

069/15 Village Fete-27 June 2015. Subject to the usual conditions, permission was given for the annual Village Fete to be held on the Recreation Field on Saturday 27 June 2015.

070/15 Grass cutting quotations The Clerk had invited 7 contractors to quote. Three had not replied. Four quotations had been received. There was little price difference between the quotes and there was general satisfaction with the present contractors. The Chairman accordingly proposed, and Michael Robinson seconded, a proposal that Charles Frankau and Dominic Pallett be invited to continue this work fro the coming year. This was agreed unanimously

Action: Clerk

071/15 Cambridgeshire Police Neighbourhood Panel Meeting-Sawston 26/02/2015. This had been attended by Lewis Duke and Jos Flitton, who had circulated a note on discussion at the meeting. The Chairman remarked on Lewis's concern at the extent to which CSPOs were being required to cover larger areas Any other issues would be reported by Lewis at next month's meeting.

Action:LDu

072/15 Vandalism of WW1 oaks. Information had been circulated previously regarding the vandalism of 3 of the 13 commemorative oaks planted in January this year to mark those listed on the Village war memorial as not having returned after WW1. The Chairman understood that these trees would be replaced but Lewis Duke would provide more information at the next meeting.

Action:LDu

073/15 Consultation on Duxford Post Office.. It was agreed not to make a formal response.

074/15 Icene advertising editor. The Chairman reported that Liz Goddard had confirmed that she would be unable to continue in this role after she stood down in May. He was pleased to advise that Lucy Davidson had agreed to take on this responsibility and the Council thanked her for undertaking this. Liz and Lucy were asked to liaise to ensure a smooth handover.

Action:LGo/LDa

075/15 Application for verge posts, 1 Abbey Street. It had been agreed at the last meeting (Minute 036/15) to support a proposal from the resident at 1, Abbey Street to install verge posts to address the well known traffic hazard. The resident is having 3 posts installed.

076/15 Adjournment for questions from members of the public: None.

077/15 Date and time of next meeting –15 April 2015 at 7.30 pm.

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

Chairman

Date