

ICKLETON PARISH COUNCIL

Minutes of the meeting held on Wednesday 18 May at 19h.47 in the Gordon Woolhouse Meeting Room, Ickleton Village Hall.

Present: Terry Sadler (Chairman), Jess Bloomfield, Lucy Davidson, Lewis Duke, Owen McGuire, Tim Pavelin, Sian Wombwell, Peta Stevens (Parish Clerk), Cllr. Mick Martin (District), Mick Eldred, Steve Jenkins and David Lilley

82/16 Apologies for absence: Simon Cheney, Michael Robinson. Other absence: Cllr. Peter Topping (County).

83/16 To approve the minutes of the meeting held on 20 April 2016: The minutes were approved and accordingly signed by the Chairman.

84/16 Adjournment for questions from the public. David Lilley enquired whether the Parish Council intended to tackle the problem caused by overhanging vegetation by Stoney Arch. In his view, the situation was now getting dangerous. The Chairman confirmed that although the overhanging branches were on private property, remedial action would be taken as soon as possible **Action: TS, Clerk**
The Chairman brought forward the following item:

92/16 Recreation Field and Play Area. Cricket (Ickleton) and Football Clubs (Ickleton, Crocus and Saffron Walden). In Michael Robinson's absence there was no report from the Ickleton Cricket Club. Mick Eldred (Crocus FC) reported that Crocus players enjoyed their games at Ickleton. However, the pitches could do with rolling and cutting more frequently and dog mess was still a problem. Tim Pavelin endorsed these comments. More frequent pitch maintenance would be discussed with the contractor. The wrapping of tape around goal posts was also raised. Mick undertook to stop this and would investigate alternative fixing arrangements. Steve Jenkins (Ickleton FC) provided an update on the Club's very successful season. A steady influx of young players from Ickleton and neighbouring villages had strengthened the team, and it finished second in its League. Furthermore, after winning their last match 9-0, there was a strong chance that Ickleton would take the League Cup. The Parish Council congratulated IFC on its excellent season. Given the present inflation rate, the Chairman proposed, with Tim Pavelin seconding, that match fees remain unchanged with Ickleton FC paying £7.25, Crocus £14 and visiting teams £25 per game with Whittlesford Warriors paying £110 for the season. It was noted that Spartak no longer used Ickleton facilities.

85/16 Matters Arising:

019/14 Ickleton Village Hall – Supplementary Trust Deed. –Nothing had been received from the Charity Commission concerning the amendment of the Village Hall deed. **Action: Clerk**

043/14 Ickleton Post Office –There had been no developments since the last meeting.

026/12 Proposed 20mph Speed Limit and HCV's. The site meeting with Evan Laughlin, CCC Highways District Manager (South Cambridgeshire) and other CC officials to discuss outstanding issues relating to the 20mph speed limit (positioning of some signs, and lack of expected roundels and repeater signs) had taken place on April 22nd. The Chairman, Lucy Davidson and Michael Robinson had represented the Parish Council. The main outcome had been CCC's insistence that the present siting and visibility of the 20mph zone signage was well within their prescribed regulations. This, however, strengthened the case for painting roundels on the relevant roads and CCC had agreed to forward a cost estimate. This had not yet been received although the discussion had indicated a cost of around £60 per roundel plus a management fee of £500. Responsibility for maintaining the roundels had to be established. It was noted that one of the 20mph zone signs at the Brookhampton Street entrance was being obscured by vegetation and it was agreed that this should be added to the planned work schedule at Stoney Arch.(see Minute 83/16 above)., **Action: TS, Clerk**

169/14 Ickleton Information Guide. To be completed in the near future. **Action: TS**

197/14 Defibrillator. Lewis Duke confirmed that two further training sessions would be held: 9-11am on Saturdays 21 May and 4 June. Take-up to date had been rather slow and Councillors were asked to publicise the events. The second date would be highlighted in June's Icene. The Clerk would arrange for payment of postage costs of the defibrillator hired for the training sessions. **Action: Lewis D, Clerk**

010/15 Parking on pavements. In the absence of Michael Robinson, this matter was held over to the next meeting. **Action: MR, Clerk**

045/15 Token of appreciation for former Clerk. The attachment of an appropriate plaque was being investigated. **Action: TS, Clerk**

086/15 Landscaping project: Boundaries of Howey's Yard. The area of the Recreation Field around the site had been grass seeded. Sian Wombwell to see what planting, if any, was possible **Action: SW**

094/15 Local Government Transparency Code. No progress had been possible. **Action: TS, Clerk**

095/15. Recognition of achievement from Parish Council (residents or groups). The Chairman had written to all nominees to congratulate them on their achievements, and to advise those selected for awards. This would enable them to attend the award ceremony which would form part of the Annual Parish Meeting on 25 May. The Chairman and Clerk were progressing the printing of certificates: the Clerk had obtained details of the clubs, etc. who would benefit from donations. **Action: TS, Clerk**

116/15 Issues with the local road network. There was little to add at this stage. Given the overlap, this item would be included in future under Agenda Item 26/12 (20mph limit and HCVs) **Action: Clerk**

144/15 Resolution of an SCDC Planning decision concerning Permitted Development. Cllr. Martin had investigated the letter received in early March from the SCDC Planning Enforcement Officer. He had been told by Ms Ayres, SE Team Leader, that in her view retrospective planning permission was still required and the letter in question should not have been sent. Cllr. Martin would advise of further developments. **Action: TS, Cllr. Martin**

150/15 New advertising sign overlooking the M11. It was agreed that as further progress appeared unlikely, this item should be removed from the agenda for the time being. However, this could be raised with CCC Highways during a Village walkabout, proposed by CCC's Area Manager to identify problems. The Chairman undertook to ensure this meeting went ahead and that this item was included on the agenda. **Action: TS, Clerk**

181/15 Uttlesford Planning Policy Working Group: Proposed sites for new developments. There was nothing new to report but liaison with neighbouring Parish Councils would continue. **Action: TS**

193/15 Bid for an agri-tech hub at Hinxton. The Chairman had been informed by e-mail on behalf of SmithsonHill of a presentation to be held in Sawston on 25 May. This was to identify the way forward for transport problems in the area. The email had also asked the Parish Council to publicise the meeting widely and there was some discussion as to whether this was appropriate, as this was being requested on behalf of an interested party. It was agreed that Sian Wombwell would represent the Parish Council at this meeting. **Action: TS, SW**

Mr Eldred left the meeting.

205/15 Local Highways Improvement Scheme 2016-17. The Chairman had received feedback from CCC Highways that installation of a mobile vehicle-activated speed sign accorded with their policy requirements. He had been informed that the low priority accorded to our bid for this equipment related to the Village having no Community Speedwatch activity. This could be raised at the Annual Parish Meeting (and in Icene) since the Chairman had now established that the widespread belief that participants could only operate in other villages was wrong. If there was support, we would need to wait for the Police to make the equipment available and training would be necessary. **Action: TS, Clerk**

201/15 Compilation of a project priority list for highways improvements. This would be held over until a number of standing items could be removed from the agenda. **Action: Clerk**

218/15 Availability of super-fast broadband within the Village. The Chairman had received a response from Connecting Cambridgeshire confirming that BT had been made aware of the problem but had indicated that it might be some considerable time until we received feedback. It was agreed to include information on the Cambridge Ahead Pressure Group in Icene and to draw the Frogge Street issue to this Group's attention. **Action: TS Clerk**

218/15 Proposal for change to traffic arrangements: low bridge on the road towards Great Chesterford. The Chairman had written to CCC Highways to alert them to the need to ensure that British Rail was informed of the frequent vehicular collisions with this low bridge. The Clerk reported that the vegetation around the bridge had been cut back, perhaps as a result of Lucy Davidson's complaint to Uttlesford DC.

239/15 Wellcome Genome Campus (WGC): Expansion Plans. The Chairman and Jess Bloomfield had attended the regular Wellcome Liaison meeting on the Campus but had not received any further information on the development plans. The WGC was still recruiting its team of experts who would drive the scheme forward. The Campus team was looking at encouraging railway use but recognised the need

for a resolution to enable travel between Whittlesford Parkway and the Campus.

The Campus team recognised the same transport infrastructure problems as Smithson Hill, but preferred to go it alone on these issues. The Chairman reported on an informal meeting held on May 3rd to exchange views on matters of local concern with Duxford and Hinxton and Great Chesterford Parish Councils. We appeared as well informed as the others. It was agreed that the meetings would continue for the foreseeable future.

Action: TS

269/15 Grass Verges in Abbey Street. This was discussed with Mr Laughlin at a meeting on 22 April but CCC Highways involvement would not extend beyond the provision of top soil and grass seeding. Two households were likely to apply for verge posts by their houses and reseeded would be tackled after installation and when the weather would probably be more suitable. It was reported that the WGC had indicated the possibility of some financial support to Hinxton and Ickleton Parish Councils for any measures that might address traffic issues.

Action: TS

14/16 Construction of a BMX Track. The Chairman had written to the landowner for an update but had not received a reply. It was agreed to remove this item from the agenda as there was nothing more the Parish Council could do.

Action: Clerk.

37/16 Emergency Plan/Risk Assessment. Nothing to report at this stage.

Action: Lewis D, Clerk

41/16 Roles and Responsibilities of Councillors. This would be held over to next month's meeting when it was hoped that the vacant slots might be filled.

Action: Clerk

47/16 Implementation of the Wellcome Genome Campus offer to meet the printing costs of Icene. At the liaison meeting on 12 May WGC had restated its offer.

Action: Clerk

47/16 Annual Parish Meeting Wednesday 25 May. Topics for the agenda were discussed. Leaflets had been delivered to Councillors for onward distribution.

Action: All

86/16 Youth Representation: None.

87/16 Report from District Councillor:

Cllr. Martin reported that Cllr Peter Topping had been elected the new Leader of SCDC. A significant Cabinet reshuffle was already underway and for his part, he had been asked to move to the corporate services portfolio. The main strategic issues facing the new Council were the City Deal and devolution. A meeting on 24 May would look at City Deal issues but at this stage, the introduction of a congestion charge appeared unlikely. Greater Stagecoach involvement in traffic plans remained a distinct possibility. Funds might also be found for an A505 cycle underpass to link Duxford and Whittlesford Station. Concerning devolution, Cllr Martin reported that there was still a strong desire for Norfolk, Suffolk and Cambridgeshire to form a consolidated region.

Cllr Martin and Steve Jenkins left the meeting.

88/16 Correspondence received

SCDC (P Adams)	Agenda for Weekly Bulletin
SCDC-LDF	Planning Policy Monthly Updates- April and May 2016
SCDC	Funding for Young People -vinspired & Sport England
	Invitation to Cambridge ACRE Community Fair
CCC (A Davies)	Issues 1&2 of CCC's new Transforming Lives bulletin
	Safeguarding Adults and Mental Capacity Act newsletter
CCC (Matthew Hall)	CCC Parish News-version 4
CCC Passenger Transport	Notification of changes to Cambs bus service timetables
CAPALC (T Webb)	DIS <i>Extra</i> : Issue 882
	CAPALC -Bulletin April 2016
	Parish Councils' Pensions Seminar
	Transparency Fund 2016/17
CPRE	April e-bulletin
	Yesterday, Today and Tomorrow -celebration 90 years CPRE
Local Gov't Boundary Commission	Draft recommendations for future CCC electoral arrangements
Local Council Public Advisory Service	New course on Highways
Engagement (NHS)	Various e-newsletters.
Rural Services Network	Weekly rural newsletters

Rural Vulnerability Service	Free seminar- Mind the (Rural) Gap. Invitation to 2016 Rural Conference. Fuel Poverty-April 2016 Rural Transport March 2016 Rural Broadband-January 2016 Weekly e-bulletin news digest
Public Sector Executive on-line Fields in Trust	Various emails. Focus on Funding Notification of AGM
IWM Duxford(K White) Stop Stansted Expansion	Minutes of Neighbourhood Forum meeting. Request for photos for 2017 Community Calendar NWEIPA 2016 AGM
Highways England Clerk, Duxford PC	A14 Cambridge to Huntingdon Scheme Hinxton hanging baskets/Duxford Football Pavilion-petty vandalism Circulated to Councillors during the month.
Other various e-mails E-Cops Daily updates. Neighbourhood Alert Sir Graham Bright	Various e-mails. Announcement of Jason Ablewhite as his successor as Police and Crime Commissioner. Monthly update. Various e-mails.

HM Revenue & Customs

89/16 Planning application received from SCDC: Declarations of Interest to be declared.

i. S/0833/16/FL Construction of a 5 bedroom detached dwelling, The Glebe, Frogge Street, Ickleton. (Mr A Hanspall). This was a revised proposal with a reduction in the house size and no garage. After discussion, the Council agreed by a majority vote to support the application. **Recommend: Approve.**

Application approved by SCDC subject to certain conditions:

S/3180/15/FL Retrospective planning permission for demolition of existing agricultural storage unit and planning permission for erection of new agricultural storage unit and associated welfare and office facilities. 11 Mill Lane, Ickleton (Graham Wallis).

Notification of an application to carry out tree works subject to a tree preservation order or situated within a conservation area

TP 256-13-5-16 The Green Southfield. Thin crown of large mature chestnut tree by 15%, lift crown by 2m, reduce extended limbs by 1m (Mrs L Demmer). Recommendation: No comment.

90/16 Reports from Councillors

i. Lucy Davidson was concerned that certain footpaths were overgrown. This was under consideration.

She also passed on favourable remarks about the installation of concrete slabs under the gates to prevent dogs from accessing the play area. **Action: Clerk**

ii. Sian Wombwell reported that she had requested more protected road verge signs from CCC Highways but had yet to receive a response.

iii Lewis Duke commented on the recent Geophysical explorations around Abbey Farm, initiated by the Ickleton Society. These had produced some interesting results which warranted further investigation and, as the work needed to be conducted under the umbrella of an official organisation, he had approached the Cambridge University Archaeology Department to raise the possibility of a joint University/community investigation. This could well involve an educational initiative. Councillors were in full support.

iv. The Chairman reported that land adjacent to Gurners on Church Street had been cleared and building was expected to start in the near future. He also commented on the Cereals 2016 mail drop he had received but this appeared to have had only a limited distribution. An item would be included in Icene to remind residents of the traffic disruption they could expect on the two days of the event. **Action: Clerk**

91/16 Finance (Bank Balances) including payments to

Harts (April Icene) **£113.16**; A Pavelin (Emptying Litter Bins) **£100**; Came & Co. **£1,214.61** (annual insurance premium) Wicksteed **£108** (annual safety inspection), Tom Dazey (installing concrete slabs in play area **£108.84**; Fields in Trust-(annual subscription) **£50**.

Money received: Walden Ladies: **£25** (Hire of football pitch); SCDC **£12,000** (Precept 1st instalment)

Bank Balances: Community Account: £20,593.31. Business Base Rate Tracker Account: £25,846.53

2015-16 Accounts Draft accounts had been circulated. No comments arose. Ken Worthing, internal auditor, would now carry out his review. The Clerk had just chased PKLittlejohn the external auditor as the 2015-16 form had not been received. It appeared this had been lost in the post. The delay made it impossible for the return to be completed according to the required new procedures by the stipulated date. The Clerk would seek an extension so matters could be formalised at the June meeting. **Action: Clerk**

Donations requested. MAGPAS, East Anglia's Children's Hospices (EACH) On a majority vote it was agreed to make a donation of £50 to MAGPAS and £25 to EACH. **Action: Clerk**

Insurance for 2016-17. Quote received from Came & Co. for £1214.61. (2015-16 payment was £1,225.42.) It was noted that this was the last year of the fixed agreement with Came and Co.

Jess Bloomfield left the meeting.

The Chairman brought forward the following item:

93/16 Cemetery/ Chapel

i. Chapel repairs. The Chairman had met with Shane Cahill to discuss the repairs required to the Chapel side building. In addition to his proposal for a steel bar to stop the sides moving, Mr Cahill suggested fixing a steel plate into a timber beam to prevent keep the gable end in place. He would also refix the loose roof tiles. As he was keen to start work soon to take advantage of a 50% reduction in generator hire costs, the Parish Council agreed unanimously to approve this proposal prior to receiving a firm quote. This decision was supported by David Lilley. **Action: TS, Clerk**

ii. Fallen tree and leaning tree by cemetery wall. The Clerk was arranging for quotes. **Action: Clerk**

David Lilley left the meeting..

92/16 Recreation Field and Play Area:

Update on play area refurbishment project.

The scheduled progress meeting had been postponed until after half-term but Lucy Davidson would circulate copies of the Komplan and Wicksteed brochures as the former had the best equipment for younger children while Wicksteed's equipment for the older age groups appeared more suitable. An invitation to 10-14 year-olds to contact her to arrange a get-together to discuss their preferences would be included in this month's Icene. There would be a stall at the Village Fete where opinions could also be canvassed. **Action: Lucy D**

Spraying Agrovista had advised that they would be spraying at the end of this week. The Clerk would contact them to enquire whether the play area could be included, provided that the chemicals used posed no danger to children. **Action MR, Clerk**

Wicksteed annual safety report. There were no items of serious concern in the Report. Tim Pavelin would check the play area and skate park against the Report's recommendations. **Action: TP**

94/16 Churchyard. A tree in the churchyard appeared to be in poor condition. The Chairman would contact the PCC with a view to determining what action should be taken with a view to including this with the work required at the Cemetery. (See Minute 93.16)

95/16 Affordable Housing. The relevant legislation had received Royal Assent but it was still unclear what the implications would be. The item would remain on the agenda with a view to communicating with the Cambridge Housing Association after next month's meeting. **Action: TS, Lewis D**

96/16 Strimming- Churchyard and Footpaths 3, 6 and 8. The work would be arranged to coincide with the Village Open Gardens Day on 19 June. Following the decision to arrange cutting back of vegetation at Stoney Arch on Brookhampton Street, (see Minute 84.16 above) it was agreed to also include cutting back around the nearby 20mph zone limit sign. **Action: Clerk**

97/16 Service update and questionnaire from SCDC Planning and New Communities. SCDC was inviting comments by 13 June on its proposals for streamlining planning application procedures. This included ending the present arrangement of sending hard copies of planning applications by post. Councillors were also concerned at the need for greater transparency in the sharing of pre-application information as it appeared that we could be asked to make recommendations without full knowledge of informal communications prior to the application submission. The Chairman would respond to the questionnaire to make this point. **Action: TS**

98/16 Authorisation for the Clerk to incur expenditure on refreshments for the Annual Parish Meeting 27 May. It was agreed unanimously that the Clerk be authorised to incur expenditure up to £200 for this event. **Action: Clerk**

99/16 Adjournment for questions from members of the public. None

100/16 Date and time of next meeting Wednesday 15 June 2016 at 7.30pm.

There being no other business, the meeting closed at 10.05 pm.

Chairman

Date