

ICKLETON PARISH COUNCIL

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

Present: Terry Sadler (Chairman), Jess Bloomfield, Susan Clew, Lucy Davidson, Lewis Duke, Owen McGuire, Tim Pavelin, Michael Robinson, Sian Wombwell, Peta Stevens (Parish Clerk), Cllr. Mick Martin, David Lilley, Fiona Malone and John Puffett.

236/15 Apologies for absence: Cllr. Peter Topping.

237/15 To approve the minutes of the meeting held on 21 October 2015: The minutes were approved and accordingly signed by the Chairman.

238/15 Adjournment for questions from members of the public.

1. David Lilley queried the Parish Council's intention to request restricting access beneath the Great Chesterford railway bridge to pedestrians and cycles only. He doubted whether Network Rail would accept all motor vehicles using the level crossing. The Chairman recalled that a similar request several years ago had not been supported.

2. John Puffett was concerned about two Planning Applications on the Agenda. The Chairman accordingly brought forward the following item:

243/15, Planning Applications received from SCDC:

S/2406/15/VC (Variation of Condition 2 to reduce the amount of glazing proposed on the rear of the elevation of S/2476/12/FL) at 68 Abbey Street and S/2421/15/FL (Change of use from arable to garden land and erection of fence at 68 Abbey Street). Having declared a financial interest, Lewis Duke left the room during the discussion of these two applications.

John Puffett's concerns were:

i). Rudeness of SCDC staff when attempting to view plans at SCDC. He had formally complained. Cllr. Martin agreed to investigate. The Chairman said that it was regrettably no longer possible to consult plans without a prior appointment. This was a cost-cutting measure.

ii). Plans for the frontage of the new house represented a health and safety risk at the bus stop.

iii). The proposals resulted in overlooking and loss of privacy affecting an elderly neighbour.

In connection with ii). The Chairman said neither application related to the front of the building. As for iii), the original application had been approved, and such concerns should have been expressed at the time. Cllr. Martin agreed. Once an application had been approved, a complaint could only succeed if conditions had not been complied with.

At the suggestion of the Chairman, Councillors considered these two Planning Applications and **agreed unanimously** to recommend both applications.

Lewis Duke rejoined the meeting. He said:

i). The bathroom glazing was made of etched glass. Other windows at first floor level were in void areas from which no overlooking could result. He had spoken that day to the neighbour's daughter to reassure her that the property would not be overlooked.

ii). There were no plans to fence the front of the property and interfere with the bus stop. The boundary would be indicated by low planters ensuring good visibility for vehicles leaving the property.

239/15 Matters Arising:

287/13 SCDC Parish Planning Forum. (03/12/13) response to query raised. Cllr. Martin commented on proposed amendments to planning procedures. They were intended in part to address concerns about input on Highways issues. In addition, Parish Councils could in future request referral to the full Planning Committee. This item to be removed from the agenda. The operation of the revised system would be monitored.

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 – Heidi Allen MP had given written advice. The senior official who had been the contact point had left the Post Office some time ago. Mrs Allen's advice to Dilip Odedra was positive in that she was prepared to intervene personally if he again got nowhere. The Chairman would forward to Mrs Allen a recent article reporting that the Post Office Local Model was not working. **Action: TS**

026/12 Proposed 20mph Speed Limit and HCV's. The terminal 20 mph signs had just been installed but repeater signs and roundels on the roads were still awaited. Owen McGuire commented that the sign on

Frogge Street was largely obscured by vegetation and the existing Give Way sign. It was agreed to wait until the project had been completed to see whether other issues arose.

169/14 Ickleton Information Guide The Chairman had received a draft of a revised/enlarged draft and was working through it. **Action: TS, J Flitton, C Driver**

197/14 Defibrillator Lewis Duke reported that the second training session had been successful. He had received expressions of interest in a third session and it was agreed this should be held in early January. This would be mentioned in Icene. The need for child pads was discussed. Michael Robinson proposed, Susan Clew seconding, buying this kit at a cost of £125. Agreed unanimously. **Action: LD, TP, Clerk**

208/14 Proposal to fence Coploe Pit (to enable grazing by sheep) The SCDC grant payment, covering approximately 1/3rd of the total cost, had now been received. Sian Wombwell would shortly be removing the sheep as the grazing was almost exhausted. Some Shetland sheep would replace them later in the winter. It was agreed to remove this item from the agenda. **Action: SW, Clerk.**

010/15 Parking on pavements. As Michael Robinson had not yet contacted the owner of the properties most concerned, this item would remain on the agenda for the time being. **Action: MR, Clerk**

036/15 Risk Assessment-annual review. As this was not yet finalised, it was agreed to incorporate it into the 2016 review. This would be removed from the agenda.

045/15 Token of appreciation for former Clerk. An attractive teak tree seat had been purchased at a cost of £567.45(inc. vat). The Clerk had asked Tom Dazey to remove the old seat and install the new one in the play area. The Chairman will discuss wording for a plaque with the former Clerk. **Action: TS, Clerk**

086/15 Landscaping project: Boundaries of Howey's Yard. Sian Wombwell would put this on her action list as a priority. **Action: SW**

094/15 Local Government Transparency Code. The Chairman and Clerk had still to consider how information available to residents via the Village website might be improved. **Action: TS, Clerk**

095/15. Recognition of achievement from Parish Council (residents or groups). Amendments to the draft policy document had been circulated. To ensure the advertisement was included in this month's Icene, it was agreed to approve the scheme in principle but to hold over final confirmation, including the total budget, until next month. **Action: SC, TP, MR**

116/15 Issues with the local road network. Heidi Allen had provided an update on her findings. The A505 had been designed to carry 17,000 vehicles a day but was now carrying 24-25,000. CCC Highways considered the road to be coping "better than expected". The Chairman would respond, as it was evident from vehicles rat-running through the Village, that the A505 was not coping. Lewis Duke said the pressure had to be maintained. Mrs Allen appeared to be taking the local traffic problem seriously. She might consider consulting the new "Infrastructure Tsar". The downside of infrastructure improvements could be increased pressure for development. **Action: TS, Lewis D**

144/15 Resolution of an SCDC Planning decision concerning Permitted Development. Cllr. Martin reported that he was still trying to achieve a resolution to this issue. **Action: Cllr. Martin, TS**

150/15 New advertising sign overlooking the M11. The Chairman had sent a reminder, together with a picture of the sign to Highways England but had received no reply to date. **Action: TS**

181/15 Uttlesford Planning Policy Working Group: Proposed sites for new developments. The closing date for the first of three public consultations over the new Uttlesford Local Plan was 4 December. The Chairman would respond on the behalf of the Parish Council to make the point that both proposed areas of search for the locations of new settlements were not acceptable. This view was shared by the Ickleton Society whose work on this would be published in Icene and the Village website. Lewis Duke wondered whether it might be useful to contact Uttlesford District Councillors. **Action: TS**

193/15 Bid for an agri-tech hub and enterprise zone at Hinxton. Emma Fletcher, MD of SmithsonHill, had arranged a meeting for the following day at which the traffic consultants engaged on the scheme would be present. Lewis Duke offered to represent the Parish Council. **Action: Lewis D**

194/15 Cereals 2016. In the absence of Cllr. Topping, there was no information about the choice of route by officials. The event organisers were seeking Ickleton's agreement to the proposed route. The contribution offered for use of the 2014 route had been increased to £1,000. Lewis Duke would try to talk to Cllr. Topping at the agri-tech meeting the next day. **Action: Cllr. Topping, Lewis D**

196/15 Unsatisfactory state of certain grips, gullies and drains. During the last month, the Chairman had reported 6 blocked drains on-line but no action had been observed so far. **Action: TS**

204/15 Wellcome Trust liaison meeting with Councillors Saturday 7 November. Councillors who had attended commented it had been a very professional presentation but with little firm information. Formal internal approval at the Wellcome Trust was expected by the end of November. An outline planning application would be a year away. Councillors were concerned about proposals for housing, which amounted to a quite substantial new settlement. This would increase traffic on and off-Campus, especially as some of the houses would be for private ownership. The apparent redesign of the A1301 would increase congestion. The next liaison meeting was scheduled for early December (to be confirmed). **Action: TS, Lewis D**

205/15 Local Highways Improvement Scheme 2016-17. The Chairman had submitted a bid for a mobile interactive speed indicating sign with an estimated cost in the region of £5,000. It had been agreed previously that a Parish Council contribution of up to a maximum of £1,250 would be offered. The Chairman had been offered a slot in January to make the case for this bid. **Action: TS**

201/15 Compilation of a project priority list for highways improvements. This would be held over until timetable pressure reduced. **Action: All**

215/15 Liaison with a neighbouring Parish to produce a joint Neighbourhood Plan. This possibility had been mooted by Cllr. Topping at the last meeting. The Chairman commented that, if the SCDC draft Local Plan was accepted, Ickleton would be protected by its designation as an infill village. It was agreed that this suggestion should not be pursued and the item be removed from the agenda. However, a watching brief would be maintained. Cllr. Martin reported that Duxford and Whittlesford Parish Councils were due to hold a combined meeting on 15 December. Ickleton was welcome to send an observer.

218/15 Availability of Superfast Broadband within the Village. Jess Bloomfield had taken up the case of Frogge Street residents who were unable to access this new option at present, including some where BT had indicated availability. She had contacted Connecting Cambridgeshire and was awaiting further information. The Chairman would contact Openreach. **Action: TS**

218/15 Proposal for change to traffic arrangements: low bridge on the road towards Great Chesterford Further to the earlier discussion under item 238/15 above, Councillors commented on the extent of debris from bridge collisions. This broadened into a discussion of the "rat-run" from the Great Chesterford turn-off through to the Duxford junction with the A505. Duxford had asked for a 40mph speed limit for Hunts Road but this was not supported by the Police. Speed limits merited further investigation by the two Parishes. The Chairman would communicate concerns about the bridge to CCC Highways. **Action: TS**

232/15 Request for removal of personal information from the website version of Icene The Chairman reported that the Editor of Icene was willing to remove items of personal information from electronic records for the person concerned. The Chairman would speak to the Icene Editor. **Action: TS**

240/15 Youth Representation: None.

241/15 Reports from District and County Councillors:

District Councillor's Report

Cllr Martin reported on SCDC's financial position following the Government's latest budget rationalisation. The District Council was required to make further savings of the order of £600,000. Over 50% had been identified, including £105,000 in reduced refuse collection costs as a result of the drop in diesel costs. No up-turn in the financial situation was anticipated. The Boundary Review would lead to a reduction from 57 to 45 District Councillors with a consequent increase in the size of each Ward. Cllr. Martin would have to look after 5 Parishes instead of two.

242/15 Correspondence received

Heidi Allen MP	Progress report on issues raised at meeting held on
SCDC (G Duthie)	Notice that the War Memorial has become listed.
SCDC (G Bell)	Parish monthly e-bulletin.
SCDC (C Hunt)	Local Development Plan- report on modifications.
SCDC (M Wood).	Grant payment towards Coploe Pit fencing.
SCDC (J Green)	Notes from 14 October Parish Planning Forum.
SCDC (P Adams)	Weekly e-list of Council agenda items.
SCDC (" ")	Cambridge County Council Boundary review
CCC (S Thulborn)	Notification of his imminent move to Highways England.
CCC	Passenger Transport schemes in South Cambs.
CCC (E Bell)	News for Parishes

CCC (M Hall).	CCC Budget proposals for 2016-17.
CAPALC (T Webb)	NAPALC Direct information service bulletins.
	Local Council Aware Scheme submission details.
	CAPALC AGM 10 December 2015.
	Opportunities Bulletin.
Mrs P Fearn	New signs for the Village Hall/Recreation Field.
Editor, Icene	Personal details in Icene web edition.
J. Flitton	Notes from 21 October Cambs Police Sawston meeting
Ickleton Society	Comments on Wellcome Trust 25 year vision.
J Flitton	" " " " " " "
J & E Statham	" " " " " " "
Mrs P Fletcher	" " " " " " "
Mrs L Baker	Non-availability of high speed broadband in Frogge Street.
L. Rose	" " " " " " "
Certain Brookhampton St. residents	Fencing alterations/hedge removal at 24 Brookhampton St.
Mr J Puffett	Objection to proposed fence outside 68 Abbey Street.
Local Council Public Advisory Service	Rights of Way and Byways course.
1st Duxford & Whittlesford Scout Group	Sponsorship request.
CPRE	October e-bulletin.
Engagement (NHS)	Various e-newsletters.
Rural Services Network	Weekly update.
Public Sector Executive on-line	Various emails.
Fields in Trust	October update.
Other various e-mails	Circulated to Councillors during the month.
E-Cops	Daily updates.
Neighbourhood Alert	Various e-mails.
HM Revenue & Customs	Various e-mails.
Sir Graham Bright	Monthly update.
Cambs Police	Spreading the message about restorative justice in Cambs.
243/15 Planning applications received from SCDC Declarations of interest to be declared.	
S/2406/15/VC Variation of Condition 2(to reduce the amount of glazing proposed on the rear of the elevation of S/2476/12/FL) at 68 Abbey Street:	
S/2421/15/FL Change of use from arable to garden land and erection of fence at 68 Abbey Street	
Both of the above considered under Minute 238/15.	
Lewis Duke and Sian Wombwell declared an interest and left the meeting before discussion of the following two items:	
S/2617/15/FL Solar farm & associated development. Land at Abbey Farm, Grange Road. (Mr S Bradshaw, Push Energy Ltd.).	
S/2642/15/FL Solar farm & associated development. Rectory Farm, Grange Road, (Mr S Bradshaw, Push Energy Ltd.).	
The Chairman reminded Councillors that their decision should be based only on planning issues. It had been noted that there had been limited expressions of opposition. Councillors felt the impact on the character/appearance of the land, on its archaeology, biodiversity and residential amenity would be minimal. It was agreed unanimously to recommend approval of the two applications.	
Sian Wombwell and Lewis Duke rejoined the meeting	
S/2674/15/FL First floor garage extension, including raised roof, to create annexe above garage. 66 Frogge Street (Mr T Carter). Unanimous recommendation: Approve	
Permission Granted by SCDC:	
S/2639/14/LB Alteration to bay window, The Chestnuts, 22 Abbey Street (Mr J Revell).	
S/23443/15/FL Garage conversion/single storey side extension to form Granny annexe 20 Abbey Street (Mrs M Woolhouse)	

Tree works subject to a Tree Preservation order or situated within a Conservation Area.

For information only as no Parish Council input required:

1 Reduce willow by 50% & shorten lateral branches to reduce crown. 20, Abbey Street (Mrs M Woolhouse).

2 Reduce mauve prunus by 50% & shorten lateral branches to reduce crown. 16, Abbey Street (Mrs Heaney).

Local Plan update

An increase of 500 houses over and above the original plans was now proposed.

Cllr. Martin left the meeting.

244/15 Reports from Councillors.

Tim Pavelin reported that Ickleton had been awarded 50 litres of emulsion paint for white-lining pitches under the Paint Initiative scheme. However, this required collection from March during the next week. There was an opportunity to carry this forward until next month if no-one was available.

At the recent Wellcome Trust meeting the COO had offered free printing of Icene. The Chairman felt this was the wrong time to explore this opportunity in view of potential disagreement with the Wellcome Trust over aspects of its expansion plans. A majority of Councillors were however in favour and the matter would be raised at or before the next liaison meeting. **Action: TS, Lewis D**

Lucy Davidson had been asked by a resident whether there was a disclaimer disassociating the Parish Council and the Editor from Icene adverts. Councillors considered that specific action was probably not required. The Chairman will discuss this with the Editor. **Action: TS**

Terry Sadler had an email from the Chair of the Village Hall Committee about its plan to put up a new sign to the Village Hall and Recreation Field. He would confirm the size and wording. On the understanding that he considered this to be satisfactory, no further action was required by the Parish Council. **Action: TS**

245/15 Finance (Bank Balances) including payments to:

Harts (October Icene) - £77.48; A Pavelin (Emptying Litter Bins) - £80; Ickleton Sizzlers (fundraising for War Child event)-£300; E. Anglia Air Ambulance Service (donation) -£50; CCC (contribution to traffic calming work Duxford Road)-£1,024.10; A Deptford (postage for defibrillator used for training sessions)-£12.98; Playground repairs: T Dazey-£638.58; Charles Frankau -£175.

Money received: SCDC (grant towards Coploe Pit) £337.50. D. Human (purchase of burial plot) £73.

Icene Received: Nil. **Outstanding invoice/receipt:** N Wright £30.00 In view of the time this invoice had been outstanding, and Mr Wright having left the Village, it was agreed to write off this debt.

Bank Balances: Community Account: £21,896.46. Business Account: £25,840.09.

SCDC Parish Precepts & Estimated Tax Base. No action was required at this stage.

Donations Requested: 1st Whittlesford and Duxford Scout Group The Scout Group was seeking sponsorship of items for an indoor caving facility. The costs of units were quite substantial and Councillors agreed to make a more modest donation of £100. **Action: Clerk**

British Legion The Remembrance Day wreath had been purchased from the British Legion at a cost of £17 but it was customary for the Parish Council to make an additional donation. Councillors agreed to a total donation of £70. **Action: Clerk**

Section 106 Money: Sports Storage Unit – Update. The Chairman and Clerk had yet to compile a report to SCDC on the use of Section 106 money. **Action: TS, Clerk**

David Lilley and John Puffett left the meeting.

246/15 Recreation Field and Play Area

i Update on play area refurbishment project. Nothing to report this month. **Action: Lucy D**

ii Painting of skate park. Charles Frankau had completed this work.

iii. Compliance with Wicksteed safety report. Tom Dazey had completed the list of identified items, including the aerial runway, which had required considerably more work than anticipated.

iv. Replacement of picnic table and bench set. A set had been ordered. The Clerk would arrange a delivery date suitable for Councillors willing to help unload the equipment. **Action: Clerk**

vi. Dog fouling in the Playground. This remained a problem and the Clerk would ask Tom Dazey to fence the lower half of the gates to prevent dogs jumping through between the struts. **Action: Clerk**

247/15 Cemetery Chapel – Condition to be kept under Review.

i. Building to the side of the Chapel The Chairman reported that he and David Lilley had visited the Chapel. Internally there had been movement of bricks at the end of the store building. He would contact Shane Cahill for advice. **Action TS**

ii. Rabbit damage and fence requiring repair. Michael Robinson will speak to John Sloper about repairing the fence. A rabbit cull should be postponed pending colder weather. **Action: MR**

iii Bench in memory of Dr Jenny Pell. . The bench was in place and Dr Pell's brother had given permission for the Parish Council to attach ground anchors. He had offered to defray the costs incurred. The Clerk would ask Tom Dazey to see to this having first established from Jos Flitton that the bench position would not interfere with a future grave site. **Action: Clerk**

248/15 Churchyard.

Repair to pedestrian gate. The Clerk had now accepted Adrian Green's approved quote of £1,035 for a replacement gate in English oak.. **Action: Clerk**

Quinquennial report recommendations

i.) Monitor copings in churchyard wall; ii) Survey of trees in churchyard. iii). Tree stump growing through collapsed tombstone.

These items will be looked at during the annual clean-up. The Chairman will reply to Keena McKillen.

249/15 Tin Alley: Footpath Reinstatement. Michael Robinson had contacted Charles Frankau and delivery of the material needed was scheduled for next week. **Action: MR, Clerk**

250/15 Ivy Growth (flint walls), Butchers Hill; & Weeds etc., at footpath Abbey Street to Back Lane.

The ivy growth was making it difficult to use the footpath and needed to be cut back. Dominic Pallett would be asked to undertake this, as well as removing the weeds and trimming back the area around the dog bin in Back Lane. **Action: Clerk**

Fiona Malone left the meeting.

251/15 Parish Planning Liaison Meeting 14 October 2015 and response to the consultation on SCDC's proposed changes to Scheme of Delegation in Planning Procedures. The Chairman had responded on behalf of the Parish Council. Lewis Duke had found the presentation on S106/CIL to be rather opaque. He suggested that Cllr. Martin be asked to comment on this in his report next month. **Action: Clerk**

252/15 County Council Boundary Review. The Chairman reported the launch of a new consultation, relating only to Cambridge City. It was agreed no comment was required.

253/15 Affordable Housing. Clarification on Government policy was still awaited.

254/15 Correspondence File. As most correspondence now arrived by e-mail and was forwarded to Councillors, it was agreed to discontinue the correspondence file. The Clerk undertook to bring any hard copies received during a month to the next meeting. **Action: Clerk**

255/15 SCDC Community Award Scheme. The Chairman reminded Councillors that SCDC's timetable meant that a decision had to be made at the next meeting. One suggestion was aired and Councillors were urged to give this thought. **Action: All**

256/15 List of Representatives and Working Parties As there was a distinct possibility that one Councillor would be standing down, it was agreed to postpone this item until the position was clear.

257/15 Sawston Area Police Panel meeting 21 October Jos Flitton had attended and circulated her notes of the meeting. No action was required.

258/15 Adjournment for questions from members of the public: None

259/15 Date and time of next meeting –Wednesday 9th December 2015 at 7.30pm

There being no further business, the meeting closed at 22h45.

Chairman

Date