

ICKLETON PARISH COUNCIL

Minutes of the meeting held on Wednesday 19 October 2016 at 19h.30 in the Gordon Woolhouse Meeting Room, Ickleton Village Hall.

Present: Terry Sadler (Chairman), , Simon Cheney, Lucy Davidson, Lewis Duke, Owen McGuire, Tim Pavelin, Michael Robinson, Sian Wombwell, Peta Stevens (Parish Clerk), Cllr Mick Martin (District), Cllr. Topping (County).and David Lilley.

182/16 Apologies for absence: Michael Robinson. Other absence: Jess Bloomfield

183/16 To approve the minutes of the meeting held on 21 September 2016. The minutes were approved and accordingly signed by the Chairman.

184/16 Adjournment for questions from the public. David Lilley commented on the tidy appearance of the Churchyard and wondered, given the apparent drop in interest in maintaining the wildlife garden, whether the time had come to discontinue this. This would be investigated. **Action: Clerk**

185/16 Matters arising.

019/14 Ickleton Village Hall – Supplementary Trust Deed. –Nothing had been received from the Charity Commission about the amendment of the Village Hall deed. As this was an item on the Village Hall agenda, it was agreed that it could be removed from the Parish Council agenda. **Action: Clerk**

026/12 Proposed 20mph Speed Limit / HCVs and issues with the local road network. See 204/15 below.

169/14 Ickleton Information Guide. The Chairman had met with Elaine Statham. She had put together information to new residents that could be edited to form a new information guide for general distribution. Councillors were grateful Mrs Statham for all her work on this. **Action: TS**

045/15 Token of appreciation for former Clerk. A solution was still being considered. **Action: TS**

086/15 Landscaping project: Boundaries of Howey's Yard. It was reported that, despite being reminded, the developer had not made any further progress with repairing Back Lane. However, there were still a number of workmen on site. The Chairman would contact the developer again. **Action: TS**

094/15 Local Government Transparency Code. The Village website was still not compliant but it was hoped that progress would be made in the near future. **Action: Clerk**

144/15 Resolution of an SCDC Planning decision concerning Permitted Development. Cllr. Martin had been unable to contact the appropriate SCDC Planning Officer. **Action: TS, Cllr. Martin**

181/15 Uttlesford Planning Policy Working Group: Proposed sites for new developments News had been received to the effect that Great Chesterford had been rejected as a site for a new settlement. However this decision may have been challenged. The situation remains uncertain.

193/15 Bid for an agri-tech hub at Hinxtton. This had been discussed at the recent SCDC Planning Forum meeting, which the Chairman had attended. It was clear from the Q & A information he had circulated subsequently that SCDC was no better informed than the local parishes. It may be that this project is aiming at incorporation in the next Local Plan. **Action: TS**

201/15 Compilation of a project priority list for highways improvements. No new suggestions.

205/15 Local Highways Improvement Scheme 2016-17. Consideration of alternative plans drawn up by CCC Highways for roundels. The Chairman had not yet received confirmation from CCC Highways of the precise number of roundels. With regard to the Village Speedwatch Team the Chairman was in the process of setting up a Google group or similar to facilitate communication between volunteers and the Police. He was also waiting to hear further from the Police Liaison Officer. **Action: TS, Clerk**

218/15 Availability of super-fast broadband within the Village. There had been no developments since the last meeting. **Action: TS Clerk**

239/15 Wellcome Genome Campus (WGC): Expansion Plans. The new Project Director had not yet been identified. The Chairman and Vice-Chairman would attend the next liaison meeting on 9 November and would ascertain the latest position. **Action: TS, Lewis D**

269/15 Grass Verges in Abbey Street. Councillors were reminded, by Minute 85/16 (269/15), that CCC Highways repair of the verges would be limited to the provision of top soil and grass seeding. This suggestion had been made at a season when it would have been ineffective. As two of the residents most affected had intended to install verge posts, it had seemed sensible to postpone re-seeding. The posts had yet to be installed, but re-seeding would improve the appearance of Abbey Street and prevent a further deterioration of the verges likely to occur with the approach of winter. Councillors queried where

responsibility lay for this restoration work. After discussion it was agreed that this was not strictly a Parish Council problem and residents should be encouraged to be involved in resolving the problem. In the meantime, the Clerk would seek a quote for repairing the verges.

Action: TS, Clerk

37/16 Emergency Plan/Risk Assessment. Lewis Duke reported that work to update the Plan was under way.

Action: Lewis D, Clerk

41/16 Roles and Responsibilities of Councillors. Councillors received copies of an updated schedule. This was approved and this item would now be removed from the agenda.

Action: Clerk

106/16 Application to the SCDC Community Chest Fund The cheque for Ickleton's bid had been received. The Fund was now closed and this item would be removed from the agenda

Action: Clerk

127/16 Conversion of certain street lights to LED. The Chairman had written to the firm that had made contact. Jess Bloomfield had been copied in on the correspondence in case she thought it worthwhile to pursue the local company she had mentioned at the last meeting.

Action: TS, JB

129/16 State of Village Footpaths. The Clerk had still received no response to her request to SCDC about having another dog bin inside the entrance to Tin Alley. She would follow up on this. The overgrown hedgerow along Frogge Street had been cut back.

Action: Clerk

129/16 Parish Notice Board The Chairman had confirmed the dimensions of a 3-door cabinet with The Acorn Workshop. This was the preferred option, being slightly larger than the existing cabinet and would fit the space available. The Clerk would request a full estimate and place an order, subject to the cost being close to the previously agreed figure.

Action: Clerk

149/16 Biofuel heap Despite having been identified as a problem two months previously, the heap had still not been removed and the smell was becoming intolerable. The main problem for local residents remained the smell, but the plastic covering was also damaged, suggesting rodent activity. It was hard to find the company's contact details but a renewed effort would be made. Once this information was available, the Parish Council would contact Environment Health.

Action: TS, SW, Clerk

166/16 Potholes on Brookhampton Street. These had been reported for at least the second time and it was gratifying to note these had now been fixed, albeit not to the highest of standards. The Clerk reported that during this process, the drain opposite Ickleton Place had been blocked with debris. This had also been reported.

Action: Clerk

171/16 Annual Purchase of Daffodil Bulbs Jos Flitton had purchased bulbs and planted them in the grass verge on Frogge Street, at the entrance to The Stackyard, beneath the 30mph signs, near the seat opposite the Allotments on Coploe Road, and behind the bus shelter in Frogge Street. It was agreed that the Clerk should write to thank Jos for her generosity, and hard work.

Action: Clerk

175/16 Flood Awareness and Preparedness questionnaire. Lewis Duke reported that he had completed and submitted the questionnaire. He had received acknowledgement of receipt and information that the Village's submission would now be analysed with all other returns.

Action: Lewis D

176/16 Purchase of Telephone Kiosk. The Clerk had submitted expressions of interest in adoption to SCDC and BT. They had acknowledged receipt but warned that the considerable interest expressed meant there would be an inevitable delay. Two proposals for use of the kiosk had been received. WE would continue via Icene to ask for further suggestions.

Action: Clerk

178/16 Local Highways Improvement Initiative 2017-18 Since Duxford Parish Council had given its unqualified support to our proposal that Ickleton submit a funding bid to CCC Highways for a 50mph limit on the Duxford-Ickleton road, the Chairman had arranged a site meeting with the Project Engineer to talk through the bid, which had the full support of Cllrs Martin and Topping. Since this Officer was also responsible for the vehicle activated speed sign initiative, this would be pursued at the same meeting.

Action: TS

179/16 Community Highways Volunteering Scheme This item had been held over from last month but, due to an oversight, notice of the Scheme had not been included in the October Icene. This would be rectified this month with a request for expressions of interest from individuals, or groups. Whether work such as litter-picking, cleaning of road signs, cutting back on pathways should become, in essence, a Parish Council responsibility was a concern.

Action: TS, Clerk

186/16 Youth Representation: None.

187/16 Reports from District and County Councillors

i. Councillor Mick Martin (District Councillor)

Cllr Martin reported that SCDC had taken a decision, given the differences between rural and urban authorities, not to seek for a new CEO with responsibility for SCDC and Cambridge City. Alex Collier had taken on the role of Acting Chief Executive Officer. He reported on a number of areas of uncertainty particularly the furore over the Council's bus plans, which had received over 9,000 complaints, including Heidi Allen MP, who considered the proposed bus way from Cambourne to the City to be an expensive white elephant. However, without improved public transport, planned housing developments would not be viable. Meanwhile, it appeared likely that a significant amount of time and money would be wasted as City Deal proposals were overtaken by Devolution proposals. In response to a question from Tim Pavelin Cllr. Martin confirmed that, although SCDC wished to participate in the rehousing of refugees, its present official position was that housing could not be made available to refugees while there were homeless people in the region requiring accommodation.

Cllr. Martin left the meeting

ii Councillor Peter Topping

Cllr. Topping reported on items of local interest. With regard to a recent e-mail concerning CCC's decision to reduce the number of roads they would be gritting (see item 188/16 below), Cllr. Topping suggested we contact him with any concerns about roads proposed for removal from the previous scheme. He also mentioned the possibility of Parish Councils setting up groups to be responsible for the gritting of minor roads. Cllr. Topping commented on a meeting, to be held in the near future, at which he would investigate (with the Wellcome Genome Campus and other local science parks), the potential for integrating their various private transport arrangements with local public transport arrangements. He also commented on the A505 resurfacing currently under way and issued a reminder about the availability of funds for pothole repairs.

Cllr. Topping also reported, with regard to Uttlesford's Local Plan process, that the SCDC Director of Planning had written to UDC pointing out technical deficiencies in the proposed Great Chesterford new settlement site.

188/16 Correspondence received.

CCC Highways	Changes (reductions) to gritting routes
CCC (A Davies)	Changes to Advocacy Services from 10 October 2016.
SCDC (P Adams)	Agenda for Weekly Bulletin
SCDC-LDF	Local Plan- Hearings Programme update
	Planning Policy Monthly Update September 2016
SCDC (G Bell)	September parish e-bulletin
SCDC (K Hawkes)	Devolution Seminar notes on questions asked.
	Funding opportunity-Community Bright Ideas Fund.
CAPALC (T Webb)	Transparency Funding applications.
	NALC Newsletter
A Deptford	Recall of defibrillator
Local Government Boundaries Commission	Electoral Review of S Cambs-final recommendations
Cambridgeshire Acre	2016 Cambs Parish Council conference-bookings open
Engagement (NHS)	Various e-newsletters
Fields in Trust	Clinging on to our parks and playing fields.
	Fields in Trust awards- Nominations requested
Rural Services Network	Rural Opportunities Bulletin
	Weekly e-mail digest
Rural Vulnerability Service	Transport October 2016
SSE	September Campaign update
	Launch of SSE's 2017 Calendar
	Fuel Poverty October 2016
J Flitton	Notes on Police Panel meeting 18 October 2016
Public Sector Executive on-line	Various emails.
Passenger Transport	Changes to Cambridgeshire bus services.

e-Cops
Other various e-mails
Neighbourhood Alert
HM Revenue & Customs

Daily updates
Circulated to Councillors during the month.
Various e-mails.
Various e-mails.

With regard to the letter from Mr Deptford concerning the recall of certain defibrillators, Lewis Duke reported that the Village defibrillator had been identified as being at potential danger from a switch failure. As requested he had tested the machine thoroughly and found nothing amiss. Despite this, the manufacturer intended to undertake a forensic test of this batch of machines. We would be issued with a replacement machine while ours was inspected and, if a problem was identified, we would retain the new machine, otherwise ours would be returned. Lewis reported that the company concerned had handled the problem in a calm, efficient and understanding way

189/16 Planning application received from SCDC: Declarations of Interest to be declared.

Amended Planning application received from SCDC:

i. **S/1856/16/FL Construction of an attached double garage, 27 Frogge Street Ickleton** - Mr Scott Wentzell. The Parish Council **agreed to support** the amended application and did not request that the application be referred to the District Council Planning Committee. **Action: Clerk**

190/16 Reports from Councillors

i. **The Chairman** provided feedback on his recent attendance at the SCDC Parish Planning Forum, having already circulated the Q & A paper for this meeting. He reported that the Planning Department had made a concerted effort to reduce the backlog of planning applications from 900 to around 70. An issue of major concern was protecting the role of Parish Councils in the decision making process to ensure transparency as it appeared that current arrangements had altered the balance to a closer engagement between SCDC and the developer with Parish Councils confined to the sidelines. One example was Parish Council representation at pre-application meetings since there is no automatic notification by which a Parish Council is made aware that such a meeting is scheduled. While recognising that some meetings are highly confidential in nature it was agreed that this trend should be resisted.

The timetable for SCDC's Local Plan had slipped yet again, and it was not likely to be in place before the end of 2017. **Action: TS**

ii **Lucy Davidson** reported that, probably as a result of the A505 resurfacing, an articulated lorry had parked overnight on the verge of Grange Road leaving an unsanitary mess. It would be helpful to know what action we could take in such circumstances. Cllr. Topping undertook to speak to the County Environmental Health Officer. **Action: Cllr Topping**

Lucy also reported on enquiries she had received about a block work construction being erected at the end of Abbey Street. It was confirmed that the Parish Council had not received any indication of the submission of a planning application.

iii. **Simon Cheney** reported he and Lucy Davidson had been questioned about their application for £14,000 from the Highways England A14 Cash for Local Projects Scheme to develop the Play Area. Although it was uncertain whether this application would be successful, they had received invaluable advice as to how to proceed with obtaining funding for the project. **Action: SC, Lucy D**

iv Lewis Duke had noted from a newspaper article that the Ordnance Survey had produced a new database for sat-nav manufacturers showing such details as low bridges, speed limits etc., following completion of a £3M project. Cllr. Topping would establish how CCC Highways would feed into this database. **Action: Cllr Topping**

191/16 Finance

i. Payments made to:

Harts (September Icene) **£125.58**; A Pavelin (Emptying Litter Bins) **£100**; Ickleton Village Hall (Room Hire) **£60**; LCR (Subscription renewal) **£17**; PKF Littlejohn (external audit) **£240**; Clerk (3 months pay and expenses) **£865.56**; HMRC (PAYE) **£153.10**

ii. Money received: Barclays (Business account interest) **£3.22** SCDC (Precept 2nd instalment) **£12,000**;

iii. Bank Balances as at 30 September 2016. Community Account £30,403.30

Business Premium Account £25,852.97

iv. Budget update. Funds received during the period 1 April-30 September 2016 totalled £20,172, while outgoings were £11,483. Councillors had no questions **Action: Clerk**

v. External Audit outcome. Despite a last minute flurry of queries from the external auditors PKF Littlejohn they had passed the 2015-16 accounts as being in order, despite an accounting error being carried forward from last year. No additional charge had been levied. **Action: Clerk**

vi. Business account-notice of interest rate change. The Clerk reported that the interest rate on the Business Premium Account is reducing from 0.05% to 0.00%.

192/16 Cemetery/Chapel

i. Chapel repairs. The Clerk had left a message for the specialist roofing contractor who had last repaired the Chapel roof. **Action: Clerk**

ii. Fallen tree and leaning tree by cemetery wall. The Chairman and Clerk had met on site with the preferred contractor. He recommended that an alder tree be felled (cost £215 VAT incl.) while the height of the box tree overhanging the front wall should be reduced by 2m (cost £92). It was agreed to accept this quotation. **Action: Clerk**

193/16 Recreation Field and Play Area:

i. Update on play area refurbishment project. As reported under Minute 190/16 (iii) Lucy Davidson and Simon Cheney had been advised to adopt a different approach to obtaining funds for refurbishing the Play Area. As this might enable all three of the original phases proposed to be completed simultaneously, it had been decided to put on hold for the time being the Wicksteed Playgrounds' equipment, purchased through the Community Chest award. **Action: Lucy D, SC**

ii. Maintenance of football pitches The grass had been cut but it was unlikely that the ground had been soft enough to allow the pitches to be rolled. The Clerk would speak to Mr Frankau. **Action: Clerk**

iii. Weeds in bark on playground area. In the absence of Michael Robinson, this item was held over to the next meeting. **Action: Lucy D, MR, Clerk**

iv. Repairs to Play Area gates. Michael Robinson had repaired two problems. The Chairman advised that the latch on one of the play area gates was missing. If Michael Robinson was unable to assist, the Clerk would contact Tom Dazey. **Action: Clerk**

194/16 Churchyard.

i. Tree in poor condition. The Tree Consultant had advised that the lime tree in the Churchyard needed to have all its dead wood removed. The cost would be £156 (VAT incl.), which seemed reasonable. The Clerk would clear this with the PCC. **Action: Clerk**

ii. Complaints about dog fouling. Further complaints had been received about dog fouling on paths and on grass in the Churchyard. The Clerk would ask the PCC what measures they wished the Parish Council to consider. An item had been included in last month's Icene, about the general increase in dog-fouling around the Village. This had drawn attention to the danger to young children from dog faeces and also to the substantial fine that could result from failing to clear up after a dog. **Action: Clerk**

195/16 Affordable Housing. The Chairman had put a question about rural exception sites on the agenda for the SCDC Parish Planning Forum held on 10 October. The matters the Parish Council wished to have more information about following the passing of the Housing and Planning Act 2016 remained unclear, as the detail was to be included in Regulations as yet unpublished.

196/16 South Cambridgeshire Community Awards Scheme (closing date 20 January 2017).The Chairman asked Councillors to start thinking about possible nominations. **Action: All**

197/16 Ickleton Annual Awards Scheme. Councillors agreed that the first Ickleton Awards scheme had been a generally positive experience and one that should be repeated in 2017. The terms and conditions would need some revision to reflect the operation of the 2016 round. It was noted that the T&C required the annual replacement on the Committee of one Parish Councillor and one external member. The decision to repeat the Scheme next year would be included in next month's Icene. **Action: Clerk**

198/16 Daily "e-Cops" crime summary alerts.-support for continuation? The Chairman reported that the Police had been overwhelmed by the amount of public support received. Initially the bulletins had been intended to encourage witnesses to step forward, but this was no longer happening. However, in view of the public's positive response the bulletin would continue, at least for the time being, and Councillors agreed that they wished to continue receiving it, provided that Jos Flitton could find an easy way to forward it. **Action: Jos Flitton**

199/16 South Cambs Sawston Sector Police Panel Meeting: Tuesday 18 October. Jos Flitton had circulated her notes. Both she and Lewis Duke reported that attendance at these meetings was shrinking

and their effectiveness also. They would continue to report back. **Action: Lewis D, Jos Flitton**
20016 Adjournment for questions from members of the public. None
201/16 Date and time of next meeting Wednesday 16 November 2016 at 7.30pm.
There being no other business, the meeting closed at 21.45pm.

Chairman

Date