

# ICKLETON PARISH COUNCIL

Minutes of the meeting held on Wednesday 21 January 2015 at 7 30 pm in the Gordon Woolhouse Meeting Room, Ickleton Village Hall.

**Present:** Terry Sadler (Chairman), Michael Robinson, Lewis Duke, Liz Gibson, Susan Clew, Sian Wombwell, Peta Stevens (Parish Clerk), Cllr Mick Martin (District) Cllr Peter Topping (County) and David Lilley.

**01/15 Apologies for absence:** Liz Goddard and Tim Pavelin

**02/15 To approve the minutes of the meeting held on 10 December 2014:** The minutes were approved and signed by the Chairman.

**03/15 Adjournment for questions from members of the public:** David Lilley queried whether the tree surgeon had removed sufficient growth from the chestnut trees on the Village Green and by the Village Hall. It was noted that the work had been carried out without any prior notice being given and it was agreed to defer payment until the contractor had been asked to meet with the Chairman and Clerk at a mutually convenient time. **Action: TS, Clerk**

**04/15 Matters Arising:**

265/13 CCC Parish Council Grants for Bus Facility Improvements – Real Time Information Displays – There had been no development towards activating the boards. **Action: Clerk**

287/13 SCDC Parish Planning Forum (03/12/13) response to query raised –Cllr Martin reported that, despite numerous attempts, he had been unable to meet with the temporary successor to Nigel Blazeby. However, he would continue to make every effort to enlist support towards receiving a satisfactory response to the query raised by the Chairman regarding the input of Parish Councils on highways issues in planning applications. **Action: Cllr Martin**

019/14 Ickleton Village Hall – Supplementary Trust Deed – As nothing further had been heard, the Clerk was asked to follow up on this. **Action: Clerk**

043/14 Ickleton Post Office – Meeting 11 September 2014 – It was agreed that the Chairman should speak to Dilip Odedra to ascertain whether there had been any developments following the e-mail sent to Gary Herbert (Post Office). Sian Wombwell reported that the shop in Great Chesterford should open shortly. It was understood that the owner intended to offer some post office services. **Action: TS**

045/14 World War I Commemoration – Trees –Sian Wombwell reported that the remaining trees had been planted, mulched and staked, with tree guards positioned, on 6th January 2015.

064/14 SCDC Thermal Imaging Camera available for home energy surveying –A briefing meeting had been held on 14th January 2015, with Siobhan Mellon (SCDC) in attendance but only half of those who had registered an interest were present. The camera was on loan to the Parish Council until 28 January and a rota for its use was in place. Ms Mellon stated that SCDC would welcome feedback. **Action: Clerk**

085/14 CCC - Local Highway Improvements 2013/14 – Traffic Calming. Cllr. Topping reported that he had spoken to Mike Cooper (SCDC) who was of the view that no further work was necessary. He suggested that, given the range of Mr Cooper's responsibilities, there might be advantage in promoting ongoing dialogue with Mr Thulborn, who was more actively involved. Several Councillors reported instances of drivers ignoring the traffic signs, putting those who had priority in an extremely dangerous position. They felt the poor visibility of the signage when approaching Ickleton was a factor. The give-way sign was obscured by another sign in front. Mr Thulborn had suggested a post-completion safety audit and it was agreed to ask for the results and to have a discussion with him about the situation. **Action: TS**

125/14 Roadside verges approaching Gt Chesterford Bridge –This work had finally been undertaken but it was agreed it was essential to ensure that a long-term plan was in place to prevent a re-occurrence of this safety hazard. **Action: TS**

161/14 SCDC – Replacement Litter Bin (near Skate park) + 220/14 New Dog Bin in Brookhampton Street The replacement litter bin had been resited on the Recreation Ground. Heidi Duffett (SCDC) had agreed to visit the proposed site for the dog bin during the next week to assess the request. **Action: Clerk**

164/14 Mill Lane Railway Crossing – The Clerk would chase Network Rail for an update. **Action: Clerk**

165/14 CCC Local Highway Improvements Initiative 2015/16 - (026/12) Proposed 20mph Speed Limit and HCV's – Panel Meeting 29/30 October 2014 - The Chairman reported that he had just heard that the bid for funding to enable the introduction of a lower speed limit had been rejected. Cllr Topping advised that the bid had been placed in the top three of the runners-up with a scoring that would have succeeded in 2014. After it had been noted that Mr Thulborn had offered assistance on process in the event that Ickleton

decided to self-fund this work, it was agreed to meet with him to inform any future discussion. Cllr. Topping offered his assistance to the Chairman to help secure progress. **Action: TS**

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

185/14 Parish Clerk handover– The filing cabinet had now been moved thanks to Lewis Duke and Michael Robinson. The Chairman reported on his recent meeting with the Assistant Clerk when she had expressed an interest in retaining ongoing responsibility for the burial book and for liaison with funeral directors. Ms Flitton also wished to continue responsibility for the wildlife garden in the Churchyard, and for liaison with the police. This proposal was approved unanimously. The Chairman reported that he had also discussed her preference for something to recognise her many years of service as Parish Clerk and she had suggested something useful to the village, perhaps a bench or tree. Lewis Duke suggested siting a bench on the Recreation Field. The Chairman asked Councillors to give this further consideration to inform discussion at the next meeting **Action: TS, All**

197/14 Defibrillator – Susan Clew reported that a colleague with recent experience of commissioning a defibrillator had advised, on the advice of St John Ambulance, a Phillips machine had been purchased at a cost of some £5k. The Village Hall Committee was meeting shortly. Lewis Duke would ask if it was possible to obtain a ballpark figure of installation costs if the defibrillator was to be attached to the outside wall of the entrance lobby. **Action: LD**

208/14 Proposal to fence Coploe Pit (to enable grazing by sheep) –The Chairman reported that he had sent a follow-up e-mail to the Wildlife Trust since he had received no information as to when the fencing contractor would undertake the work. This was a matter of concern since a condition of award required the funds to be claimed by 28 February 2015 with the claim supported by copies of paid invoices. **Action: TS**

228/14 SCDC Annual Awards. The Chairman was drafting the two nominations discussed at the last meeting as meeting the criteria and would submit these later this week. **Action: TS**

241/14 Inadequate road repairs Brookhampton Street: It was agreed to monitor the situation and to consider in February whether the repairs had stood up to inclement weather and traffic. **Action: All**

259/14 Frogge Street- Cycle way.

Numerous e-mails had been received from Gareth Bevens of Gt Chesterford Parish Council. Cllr. Topping reported that the global figure available for new cycleways would be determined at a CCC meeting at the end of the month. Council Officers would then be requested to work up proposals. Cllr. Topping advised the Parish Council to contact Mike Davies, CCC's Head of cycling interests, who had told him that CCC was already in discussion with Essex CC about the Frogge Street cycle way. **Action: TS/ LD**

**05/15 Youth Representation: None**

**06/15 Reports from District and County Councillors:**

**District Councillor's Report**

SCDC 5 year plan

SCDC's website contained its 5 year development plan which aimed to achieve independence from Government funding by 2019. This had influenced SCDC's decision to introduce a small increase in 2015 Council Tax. As a consequence of the Government's 2015 funding settlement, SCDC's allocation had been reduced by £830k, which had already resulted in several savings measures being implemented.

Public consultation on the potential use of Article 4 Directions

A number of Councillors commented on the poor drafting of the consultation document which SCDC had asked to be circulated widely. It was agreed that no action would be taken until Cllr. Martin had spoken to Nick Wright, the Cabinet Member for Economic Development. It was unclear whether SCDC's concerns related to business or planning issues.

Award to Ickleton resident

Cllr. Martin announced that Albert Pavelin had been awarded a further grant as an elite athlete

External Wall Insulation

Cllr. Martin reported that funding was still available to provide external insulation for 5,500 single skin houses. Applications can be made via the SCDC website. A £6k non repayable grant was made in each case, normally requiring the householder to contribute around £2k.

South Cambs magazine.

Cllr Martin explained that, due to delivery problems, the latest issue had been posted to residents, rather than being delivered by hand. Ickleton appeared to have been missed out altogether. The Chairman agreed to investigate further. **Action: TS**

## County Councillor's Report

See Cllr Topping's report, attached as Appendix A

### 07/15 Correspondence received

SCDC (T Webb)	Local Government Finance Statement 2015/16
SCDC (J Green)	Parish Planning Training Programme
SCDC (T Webb)	Letter to Quality Councils
SCDC (T Webb)	Honours Nominations New Year 2016
SCDC (Senior Lawyer)	Letter outlining Section 106 planning obligations
SCDC	Public consultation on the potential use of Article 4 Directions
SCDC (C Hunt)	Notice of Local Plan examination hearings: S Cambs Housing January Planning Policy Monthly Update
SCDC (S Smart)	Parish Precepts
SCDC (P Adams)	Setting of Council Tax Base for 2015-16
SCDC	English Heritage Invitation to comment on Consultation Report
Rural Services Network	Manifesto for 2015
CCC	Grants of up to £5,000 for community projects
NALC:	New Local Council Award Scheme
Openreach	- Payment for Wayleave for DSLAM Cabinet
NHS Cambridge and Peterborough	Consultation on NHS 111 and GP Out of Hours services
Stop Stansted Expansion	Review of 2014.
Various e-mails	Circulated to Councillors during the month
Came and Company	Managing Seasonal Issues
UK Power Networks	Notifications of severe weather hazards
Wicksteed Playgrounds	Notification of need for inspection of equipment
RTC Safety	Invitation for a free survey of play area surfacing
University of Cambridge	Twilight at the Museums
Sir Graham Bright	Christmas card, Police
Seedlings	What's on January-March 2015
E-Cops	Various e-mails
Neighbourhood Alert	Various e-mails
HM Revenue & Customs	Various e-mails

### Correspondence sent:

SCDC	Follow-up on request for additional dog-bin
Came and Company	Request for update to include Sports Storage Unit
SCDC	Thermal Imaging Camera arrangements
Various e-mails	- Sent in response to items occurring during the month

Cllr. Topping left the meeting.

### Parish Planning Training Programme (see above)

It was agreed that Susan Clew and Michael Robinson would attend on 10th February and 24 March

### 08/15 Planning information received from SCDC

**S/2889/14/FL 7, Abbey Street, Ickleton, Mr and Mrs John and Caryss Welch** Declarations of interest to be declared  
Erection of first floor extension to rear of dwelling including rooflights. **Approve** **Action: Clerk**

**S/2914/14/FL 9, Birds Close, Ickleton, Applicant: Mr and Mrs Cook** Proposed two storey side and single storey front and rear extensions. Liz Gibson declared an interest. **Approve** **Action: Clerk**

**S/2968/14/RM Welcome Trust Genome Campus, Cambridge Road, Hinxton, Mr Duncan Parsley** Erection of research and development building together with ancillary facilities and infrastructure. Susan Clew and Liz Gibson declared an interest. It was agreed not to pursue the possibility of a Section 106 contribution in relation to this building, as it was now understood that this as a reserved matters application and the S.106 position had been determined in relation to the original master plan application. **Approve** **Action: Clerk**

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

i. Removal of trees at 28 Church Street – no application received, response from SCDC still outstanding.

Cllr. Martin suggested how the issue might be escalated.

**Action: TS**

ii. The Old Vicarage, Butchers Hill, Ickleton: Mr M Woodhead Two horse chestnut trees: Reduce height, reshape as necessary and remove major amount of dead wood from an acacia tree. **Approve** **Action: Clerk**

**Meeting with SCDC Planning Department – 17 September 2013 –** Waiting response re. Construction of

garage 33 Church Street. Cllr Martin would continue his efforts to find someone to give a full response.

**Action: Cllr. Martin, TS**

**09/15 Wayleave** for one DSLAM Cabinet, approximately 16 metres of underground duct plus all associated cables and apparatus -S/O Providence House, 6 Frogge Street. The wayleave had been returned **and payment of £846 received. The Chairman had again asked whether it would be possible to move the cabinet site to the preferred option despite the possible obstacle underground.**

#### **10/15 Reports from Councillors:**

Lucy Davidson reported on the difficulties experienced by mothers pushing "buggies" and those using mobility scooters in using the Abbey Street footpath near the Ickleton Lion as a result of residents parking on the pavement. It was agreed that CPSO Wiseman be approached informally for advice. **Action: TS**

The Chairman reminded Councillors that they would all be stood down, with Parish Councillors standing for election on the same day as the General Election in May. An item would be placed in Icene encouraging residents to consider becoming a Parish Councillor.

Michael Robinson reported that a street light on the footpath between Back Lane and Abbey Street, which was owned by the Parish Council, was still out of action. **Action: Clerk**

It was agreed that Lewis Duke and the Assistant Clerk would attend the February meeting of the Neighbourhood Police Panel. **Action: LD, Assistant Clerk**

Cllr. Martin and David Lilley left the meeting.

#### **11/15 Finance (Bank Balances) including payments to:**

Harts (Dec) Icene - £82.80.

A Pavelin (Emptying Litter Bins) £100

Village Hall (Room Hire) £54

Cambridge Conservation (Coploe) £36.70

Jocelyn Flitton (Salary and expenses) £632.10

#### **Funds received**

Moncraft (Advt. Icene) - £40.00

Open Reach (wayleave) £846

Disa Bennett (Adv. Icene) £10.

**Outstanding invoice/receipt:** Whittlesford Warriors - £105.00 Haydn Miles (Adv. Icene) - £120.00 - £20.00 Nigel Wright (Adv. Icene) - £10.00 Zaffir Mladenov (Adv. Icene) - £60.00

#### **Bank Balances**

Community Account £1,127.40

Business Base Rate Tracker Account £38,822.83

**Change to Bank Mandate** The Chairman advised that this was a process which needed to be undertaken as a result of the recent change of Parish Clerk. The Council **resolved unanimously** to the updating of the bank mandate to implement the necessary amendments. **Action: TS, Clerk**

**Setting Parish Precept for 2015-16** The Chairman referred to his recently circulated spreadsheet which set out the financial position over the last 9 months. There was a healthy cash reserve. However, there were a number of significant items of expenditure occurring in the near future, e.g. traffic calming measures, illuminated bus signs, together with around £5k if funds had to be found for the 20mph. project. In the light of this, it was **agreed unanimously** to a modest increase of £500 in the parish precept. SCDC would be advised accordingly **Action: TS, Clerk**

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

Michael Robinson. Keys would be placed under the Clerk's control. **Action MR/Clerk**

The Clerk advised that the building had been added to the Council's insurance policy, and, in view of the small amount involved (£26 p.a.), the cost would be reflected through an adjustment to next year's fee. **Action: Clerk**

**Notification of money spent.** Now that the storage unit had been signed off as complete, details of expenditure would be sent to SCDC. **Action: TS/Clerk**

#### **12/15 Recreation Field and Play Area:**

Aerial runway ramp – Lewis Duke reported that no further action was required at this stage.

Second phase of Play Area improvement –Lucy Davidson produced a poster showing items of playground equipment, the major items of which would cost in the region of £12k each and confirmed that these would fit within the playground's existing perimeter. A Facebook campaign would be launched to obtain children's views on the proposed second phase since she had been informed that this was now an essential component to successful fundraising. A number of small campaigns would be launched, each directed towards a specific item of equipment. Michael Robinson, as Chairman of the Cricket Club expressed his concern at the present vulnerability of the playground to wayward cricket balls and requested the Council's approval for the Club to investigate the possibility of a 6m high mesh screen to prevent this. Concerns were expressed about a permanent arrangement and it was agreed that the Club be asked to investigate the possibility of a semi-permanent facility that could remain in place during the cricket season but be removed for the rest of the year.

**13/15 Cemetery - Chapel** – Condition to be kept under Review. –

September 2014 – Report by David Lilley – Doors needed painting – these would be painted in the spring.

Broken window panes – The Chairman would follow up with Shane Cahill.

**Action: TS**

Trimming tree suckers in Cemetery – This would be checked

**Action: Clerk**

Cemetery gates –Michael Rule had been asked to send a quote.

**Action: Clerk**

Culling of rabbits –This had been done over the previous weekend.

**Action: Clerk**

Memorial Bench- An e-mail had been sent to Dr Pell's family concerning the best material for the bench, indicating that a hard wood requiring little maintenance would be the preferred option. **Action: Clerk**

**14/15 Flooding**

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

Cemetery Corner, Brookhampton Street + clearance of drains/gullies –Several Councillors reported on the flooding that 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**

**15/15CCC/Balfour Beatty Street Light Replacements** There had been a lot of activity in the run-up to the Christmas/New Year holidays. Balfour Beatty had apparently taken on board all of the Parish Council's suggestions. There had been little activity recently, which was disappointing.

**16/15 Affordable Housing:** Nothing to report.

**Action: SW**

**17/15 Nomination to attend Buckingham Palace Garden Party: 15 May 2015**

It was agreed unanimously that the Chairman should be put forward to attend this event.

**Action: Clerk**

**18/15 NALC: New Local Council Award Scheme**

Information would be recirculated to enable the new scheme to be discussed at a future meeting

**19/15 SCDC Public Consultation on the potential use of Article 4 Directions.**

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

**20/15 Proposal from English Heritage for listing the Ickleton War Memorial**

It was agreed to support the proposal.

**Action: Clerk**

**21/15 Annual Litter Pick**

The Council agreed to give permission for this event to take place.

**Action: Clerk**

**22/15 Parish Clerk: remuneration.**

The Clerk left the room for this item. It was unanimously agreed that the Parish Clerk should be paid at the pay point SCP 21 on the National Scale, subject to review at the March Parish Council meeting. It was also unanimously agreed that the Assistant Clerk should continue to be paid the rate at SCP25. The Assistant Clerk would also receive £100 following the recent National Salary Award. The Chairman would give the details in writing to both.

**Action: TS**

**23/15 Adjournment for questions from members of the public:** None

**25/14 Date and time of next meeting** –18 February 2015 at 7.30 pm

There being no further business the meeting closed at 10.10 pm.

**Chairman**

**Date**

# **Appendix A: Reports to Ickleton Parish Council - Jan 2015 - Cllr Peter Topping**

## **County council general issues**

**Gritting and streetlights** - gritting routes are unchanged for this winter, the county having found the money to keep the gritting budget. Although some streetlights will be dimmed in future, and possibly even turned off, this will mainly be in urban areas where the lights are controlled by a master dimmer. Village lights are more time consuming to turn down as there is no master dimmer.

**Anti-fraud plans** The county has secured £300k of government funding to set up a counter-fraud team which it is intended will be pro-active and try to act as a centre of excellence for the region. I supported the audit team when they picked up that the county was relying heavily on its electricity suppliers and there was no proper validation of bills being paid to see if there was any overcharging.

**Recycling review and libraries review** The county council review of recycling is due in the next month or so, with the most likely local impact being a reduction in the opening hours of the depot at Thriplow. There is now to be a review of libraries in an effort to make further savings. However, the overall settlement from the government could have been a lot worse for Cambridgeshire.

### **City Deal and cycling opportunities.**

I had a meeting with the cycling team to discuss what potential there was in the south of the county on the back of the City Deal funding. By the end of Jan we should know what transport plans will be funded by the City Deal, and there is a lot of potential for cycleways in and around south Cambridgeshire. This is on the back of the cycleway that opened last week along the A505. There are opportunities for small schemes to be put forward, and the possibility of a route from Ickleton through to Gt Chesterford is very much worth exploring if local opinion is in favour.

### **Flint Cross fire**

I have a response from the Environment Agency which does not really answer the question what happens if the site isn't cleared up by the required date of mid-Feb. I have more information about the site owners and will be writing to the county and the environment agency seeking a more robust plan of action.

### **Issues regarding the speed restrictions at Duxford Road, and filling in of potholes**

I raised both of these issues with the Highways team based at Whittlesford depot. Regarding the pothole work, Mike Cooper confessed that it was he, not a contractor, that a member of the Parish Council had seen carrying out repairs. He explained that the filling used does work even though the pothole is waterfilled. Pleased to note from December PC minutes that repairs holding up.

The question of whether there should be warnings before the speed restrictions at Duxford Road - the county council highways' view is that unless people are travelling at a truly excessive speed, then there is adequate distance to see the speed restrictions and slow down. With regard to the improvement work re the surface of the road, discussed at the Nov parish council meeting, this will be addressed during the schedule of works for the April 2015 year, so there isn't an argument for requiring this to be done in advance. A similar situation applies in Whittlesford where resurfacing of a road will incorporate improvements promised last year. The red road paint that is used for these surfaces is very expensive.

### **Unsuccessful bid for 20 mph zone**

The county panel results have been published. Disappointing news. The application by Ickleton for a 20 mph zone was just outside the bids that have been committed to by the highways department for the coming year. The result is however better than last year, which reflects the effort that went into the bid beforehand and on the day itself, attended by your chair and me. It is often the case that successful bids cost less than is estimated, or are delayed (as is currently the case in another village) and therefore the bids at the top of the Amber section, as Ickleton's is, are pulled forward. I suggest that a meeting on site takes place, to both confirm the work for 2015 re the speeding restrictions already in place, and to explore - and keep at the front of the minds of the Highways team - what can be done re the 20 mph speed limit.