

ICKLETON PARISH COUNCIL

Minutes of the meeting held on Wednesday 21 September 2016 at 19h.30 in the Gordon Woolhouse Meeting Room, Ickleton Village Hall.

Present: Terry Sadler (Chairman), Jess Bloomfield (from 20h25), Simon Cheney, Lucy Davidson, Lewis Duke, Owen McGuire, Tim Pavelin, Michael Robinson, Sian Wombwell, Peta Stevens (Parish Clerk), and David Lilley, James, Peter and Rosie MacDonald and Scott Wentzell.

161/16 Apologies for absence: Other absences: Cllr Mick Martin (District), Cllr. Topping (County).

162/16 To approve the minutes of the meeting held on 19 August 2016: Subject to the action point for Minute 152/16vii Goal Posts being amended to read "**Action: TP**", the minutes were approved and accordingly signed by the Chairman.

163/16 Adjournment for questions from the public. None

The Chairman brought forward part of the following item:

168/16 Planning applications received from SCDC: Declarations of Interest to be declared.

i. S/1856/16/FL Construction of an attached double garage, 27 Frogge Street Ickleton - Mr Scott Wentzell. It was **agreed unanimously to support the application** and not to request that the application be referred to the District Planning Committee.

ii. S/2219/16/FL & S/2220/16/LB Conversion of a barn to a four bed residential dwelling, Harlequin House, 43 Abbey Street, Ickleton Tim Pavelin declared that as the Applicant's neighbour he would not take part in the discussion or vote.

Councillors had received the applications and notice of an amendment reinstating windows on the west elevation omitted from the original plans. Councillors had also received comments from the Applicant setting out the rationale for opting for access from Back Lane rather than from Abbey Street. A letter from the Ickleton Society to SCDC objecting to the applications owing to the access arrangements had been copied to Councillors.

Councillors agreed they had no objection in principle to the conversion of the barn into a residential dwelling, nor to its proposed design. The Chairman outlined his objections to the applications. Detriment to the ambience of this part of the Ickleton Conservation Area would result from the inevitable increase in vehicular traffic in the part of Back Lane in question. The unmade road surface would not bear an increased traffic load. The Ickleton Society had commented about Back Lane's designation as a Public Footpath and the legal issues involving public and private access by vehicle along Back Lane that appeared to arise. Back Lane was heavily used by pedestrians to gain safe access to the centre of the Village. It was noted that the ambiguous status of Back Lane had frequently been debated by the Parish Council. The Applicant's view was that an established precedent existed for vehicle access to the property from Back Lane, as the back gate of Harlequin House had been in use on a consistent albeit infrequent basis. He also contended that development of this access would offer the opportunity to improve the condition of Back Lane rather than adding to its already deteriorating state.

Votes were cast as follows: 3 to object to the applications, 2 to support and there were two abstentions. SCDC would be asked, in the event of Planning Officers being minded to recommend approval, for the applications to be referred to the SCDC Planning Committee. The Chairman would attend to represent the Parish Council.

The Macdonald family and Scott Wentzell left the meeting and Jess Bloomfield joined.

164/16 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**

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 would be meeting with Elaine Statham in the near future to discuss the guide. **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, the developer had not made further progress with repairing Back Lane. The Chairman would contact him. **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. In the absence of

Cllr. Martin this item would be held over to the next meeting.

Action: TS, Cllr. Martin

181/15 Uttlesford Planning Policy Working Group: Proposed sites for new developments. The Chairman reported on a recent meeting of five local Parish Council Chairs. Following recent Planning Inspectorate rejections of proposals for large developments, the likely sites for new settlements in Uttlesford had reduced from 5 candidates to three. This increased the odds on a new settlement north of Great Chesterford on farmland near the A11. Councillors agreed this would be disastrous for this part of South Cambs. SCDC should be asked to engage in opposing such a development. Hinxtton PC had written to Cllr Topping and hoped that the other Parish Councils would do the same. It was agreed that the Chairman would contact Ickleton's Local Member Mick Martin and Cllr Topping, who was now Leader of SCDC. There was some doubt as to the meaning of the "duty to co-operate" neighbouring planning authorities were now under. The Uttlesford decision-making process was well under way but no announcement would be made until November.

Action: TS

193/15 Bid for an agri-tech hub at Hinxtton. The Chairman reported that Smithson Hill wished to hold another exhibition in Hinxtton. However, Hinxtton Parish Council, sharing Ickleton's concern at the lack of substantive information, and had asked instead for a briefing and Q & A session.

Action: TS

201/15 Compilation of a project priority list for highways improvements. Duxford Parish Council had agreed unanimously to support a joint approach to CCC Highways for a 50mph limit on the Duxford-Ickleton road.

Action: TS

205/15 Local Highways Improvement Scheme 2016-17. Consideration of alternative plans drawn up by CCC Highways for roundels. A revised a plan of the proposed positioning of roundels had been circulated and the Chairman had just received an estimate of £2,200 from CCC. He reported that, following the last liaison meeting with the Wellcome Genome Campus, he had sought a contribution from them. The Clerk had received a cheque for £1,100 which the Parish Council accepted with thanks. Subject to the Chairman obtaining confirmation of the precise number of roundels approved, it was agreed unanimously to accept the cost estimate of £2,200.

The Chairman reminded Councillors that the 2016-17 funding bid for a vehicle activated speed sign had been unsuccessful, but such a sign received approval in principle. He had been approached by CCC Highways to see if there was still interest in pursuing this option, funding it ourselves. The unit was likely to cost £2,500 to £4,000. Councillors agreed this seemed reasonable, provided that the unit displayed a vehicle's actual speed, and agreed that the Chairman should follow this up.

Progress towards the establishment of a Village Speedwatch Team continued with 7 enlisted volunteers. A number of residents who had expressed interest in participating had yet to complete the registration process. The Chairman also had to set up a Google group or similar to facilitate communication between volunteers and the Police.

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 Development Team had not attended the last Liaison Meeting, nor had the name of the Project Director been released. It appeared that Hinxtton PC was becoming increasingly concerned about the plans.

Action: TS, Lewis D

269/15 Grass Verges in Abbey Street. There was nothing to report.

Action: TS

37/16 Emergency Plan/Risk Assessment. Lewis Duke and the Clerk would be discussing the changes required to the 2014 Plan.

Action: Lewis D, Clerk

41/16 Roles and Responsibilities of Councillors. Simon Cheney and Lucy Davidson agreed to become members of the Website Group and Jess Bloomfield would be responsible for Footpath lights. An updated schedule would be circulated shortly.

Action: Clerk

106/16 Application to the SCDC Community Chest Fund The cheque for Ickleton's bid for the purchase and installation of a small piece of playground equipment had been received

Action: Clerk

127/16 Conversion of certain street lights to LED. There had been no progress.

Action: Clerk

129/16 State of Village Footpaths. The Clerk had asked SCDC whether it would be possible to have another dog bin placed within inside the entrance to Tin Alley but had not received a reply. With the change in weather, vegetation along the footpaths was dying back but it would be important to agree a schedule for next year's clearance programme when 2017 quotes were requested. The overgrown

hedgerow along Frogge Street was causing problems but it was reported that the landowner had plans in place for cutting back.

Action: Clerk

129/16 Parish Notice Board The Clerk had received a firm estimate from The Acorn Workshop for a 3-door cabinet; this appeared to be the preferred option and would fit in the space available. Subject to a final decision on size, the Clerk would order this board, which the manufacturers assured was suitable for local assembly.

Action: Clerk

149/16 Biofuel heap Despite having been scheduled for removal a month previously, the heap had not been removed. The main problem for local residents was the smell, but there was also evidence of rodent damage: both of these were justifiable reasons for contacting Environmental Health. The company responsible would be contacted again and informed about the possible need for Environment Health to be informed in the event that the heap was not removed very soon.

165/16 Youth Representation: None.

166/16 Reports from District and County Councillors

No reports were received in the absence of Cllr's Martin and Topping.

167/16 Correspondence received.

CCC (Richard Lumlay)

Consultation on railway crossing closures.

CCC (V Thomas)

Availability of Winter Health Packs

SCDC (P Adams)

Agenda for Weekly Bulletin

SCDC-LDF

Great Buildings 2016- E. Region winners

SCDC (G Bell)

Planning Policy Monthly Update September 2016

SCDC (K Hawkes)

July parish e-bulletin

Devolution Seminar September 21 2016

Celebrate England- Big Lottery Fund

BT telephone kiosk -Ickleton

Information requested on local youth groups.

SCDC (S Mellon)

Repair cafes and sustainability events.

SCDC (A Sylvester)

Grants available for young people in S Cambs.

Living Sports Awards - nominations due by 30 Sept.

CAPALC (T Webb)

Transparency Funding applications.

NALC Newsletter

Cambridgeshire Acre

2016 Questionnaire

2016 Cambs Parish Council Conference St Ives 18 Nov

Groundwork East

Applications invited to the Tesco Bags for Help scheme

Highways England

Stakeholder update-A14 Improvement scheme.

Cambridge Council for Voluntary Service

Introducing *Support Cambridgeshire*-funds available

Engagement (NHS)

Various e-newsletters

Fields in Trust

The future of our parks and playing fields.

Fields in Trust awards- 2016 Nominations now open.

Rural Services Network

Rural Spotlight on the Heart of the Village

Weekly e-mail digest

UK Power Networks

Spotlight on older people in rural areas.

Rural Vulnerability Service

National "105" introductory information

J Flitton and others

Fuel Poverty-September 2016

CPRE

Dog fouling in the churchyard.

Public Sector Executive on-line

Invitation to an evening at Longstowe Hall 29 Sept.

Royal British Legion- Cambs

Various emails.

Whittlesford & Duxford Scout Group

Invitation to Remembrance Day Event

Other various e-mails

Invitation to opening ceremony

E-Cops

Circulated to Councillors during the month.

Ickleton Crime Prevention event 12 October 5pm-8pm

Neighbourhood Alert

Daily updates.

HM Revenue & Customs

Various e-mails.

Various e-mails.

168/16 Planning application received from SCDC: Declarations of Interest to be declared.

For items i and ii see Page 1 for discussion brought forward following Minute 163/16.

Town and Country Planning Act 1990: Notification of an Appeal under Section 78

iii. S/0833/16/FL Construction of a five-bedroom detached house, The Glebe, Frogge Street. (Mr A Hanspall). Representations to be received by 29 September 2016. Following discussion, Councillors agreed to make no comment.

169/16 Reports from Councillors

i. The Chairman reported that the striker on one of the play area gates was again broken. **Action: Clerk**

ii Lucy Davidson had received queries about responsibility for maintenance of a pocket of unenclosed land on Back Lane following the erection of a fence within the boundaries of a SCDC-owned property. The Chairman advised that SCDC was ultimately responsible, but anyone concerned might consider approaching the tenant.

iii. Simon Cheney commented again on the potholes towards the bend on Brookhampton Street where the road edge appeared to have been washed away. This had been reported several months ago but the complaint would be re-submitted. **Action: SC**

David Lilley left the meeting.

170/16 Finance

i. Payments made to:

Harts (July & August Icene) **£223.56**; A Pavelin (Emptying Litter Bins) **£80**

ii. Money received: Wellcome Genome Campus (contribution towards roundels): **£1,100**, HMRC (VAT refund): **£2036.24**, SCDC (Community Chest award for play equipment): **£1,149**, Spartax Football Team: **£135**, Abacus Football Team: **£135**

iii. Bank Balances as at 31 July 2016.

Community Account £15,244.30.

Business Base Rate Tracker Account £25,849.75

iv. Remembrance Day Wreath. It was agreed unanimously to purchase a wreath from the Royal British Legion, at a total of £80 including a donation. **Action: Clerk**

v. Annual purchase of daffodil bulbs Jos Flitton had again offered to purchase daffodil bulbs which she would plant around the Village. Councillors expressed their gratitude at this kind gesture and the Clerk would write to thank her. **Action: Clerk**

171/16 Cemetery/ Chapel

i. Chapel repairs. The Clerk having difficulties in tracking down the specialist roofing contractor who had last repaired the Chapel roof. **Action: Clerk**

ii. Fallen tree and leaning tree by cemetery wall. Lewis Duke reported that he had received several concerned comments about the condition of certain trees within the Churchyard. This would be discussed with the contractors invited to bid for the work on the Cemetery and Churchyard trees. Clerk was in the process of obtaining quotes for this project. **Action: TS, Clerk**

172/16 Recreation Field and Play Area:

i. Update on play area refurbishment project. As reported under Minute 164/16 (106/16) Lucy Davidson' was in discussion with Wicksteed Playgrounds to secure the best possible price for the equipment purchased through the Community Chest award. Wicksteed would also be asked to identify the optimal place for positioning the equipment. **Action: Lucy D**

ii. Maintenance of football pitches Tim Pavelin declared an interest. An increasing number of visiting occasional teams (10 so far this season) were using the football pitches, paying £25 per game (without access to cloakroom or locker room facilities). Whereas the home teams, who paid a reduced fee, were prepared to mark out the pitch themselves, visitors expected this to be done within the fee. Tim Pavelin was spending 1.5 hours on each occasion marking out a pitch and undertaking a general tidy up. With the increased number of visiting teams, Councillors agreed it now seemed appropriate to regularise the situation. They decided that the person preparing pitches for these matches should receive £10 each time and that the fee to visiting teams should be raised to £35 to cover this cost. In the absence of other volunteers, Tim Pavelin agreed to undertake this work for the time being and would amend his Register of Interests accordingly. **Action: TS, Clerk**

iii. Weeds in bark on playground area. The Chairman reported that the Play Area was in a worse state than first appeared since, in addition to bindweed growing through the bark, there was a corner where grass had taken hold and needed to be removed. The bark was also in a poor state. Michael Robinson had made several attempts to use weed killer in the area concerned but there had always been young children present which prevented a comprehensive weed spraying operation from taking place. He would continue to seek an opportunity to undertake this work. There was reluctance to spend significant sums when full refurbishment was in contemplation. There was little purpose in undertaking anything more than routine maintenance at this stage.

Action: Lucy D, MR, Clerk

iv. 6m high netting to protect Play Area during cricket matches. Michael Robinson would inform Councillors when this work would be undertaken.

Action: MR

173/16 Churchyard.

i. Trees in poor condition. The Clerk was arranging for the tree consultants, who would be quoting for work in the Cemetery, to also inspect the Churchyard trees reported as needing attention. **Action: Clerk**

ii. Complaints about dog fouling. Complaints had been received about dog fouling on paths and on grass in the Churchyard. It was agreed that the PCC should be asked what measures they wished the Parish Council to consider. Michael Robinson also reported on the increased incidence of dog fouling on the Recreation Field. It was agreed to include an item in Icene, recognising that the problems were not all down to residents' dogs, but drawing attention to the serious danger to young children from dog faeces as well as to the substantial fine that could result from failing to clear up after a dog. If the situation did not improve the Parish Council might have to consider banning dogs from the Field. **Action: Clerk**

174/16 Affordable Housing. Councillors had received copies of a notice seeking topics for discussion at the next SCDC Parish Planning Forum on 10 October. The Chairman suggested proposing the inclusion of a topic on rural exception sites. This was approved.

Action: TS

175/16 Flood Awareness and Preparedness questionnaire. Lewis Duke summarised the information received, emphasising that the point of the exercise was to encourage the formation of communal flood awareness groups and that there was no indication of funding to support remedial measures. The questionnaire required him to state whether the Parish Council was prepared to declare itself interested in setting up a community flood group and, if so, to also convene a meeting to discuss this. In view of the Village's previous exposure to flooding incidents, and in the hope that compliance might be used in support of any future applications for flooding mitigation initiatives, it was agreed to express an interest at this stage.

Action: LD

176/16 BT Telephone Kiosk Councillors were reminded that the circular letter about the proposed removal of the payphone from the telephone kiosk on Frogge Street had set a date of 10 October for the receipt of objections. After noting that only 7 calls had been made during the previous 52 weeks, it was agreed that no case could be made for retaining the service but it would be useful for the Parish Council to "adopt" the kiosk for £1. An article would be placed in Icene seeking suggestions as to how the kiosk could best be used for the benefit of the community.

Action: Clerk

177/16 Cambridgeshire Parish Council Conference. No attendance proposed.

178/16 Local Highways Improvement Initiative 2017-18. The Chairman suggested that our bid for funds to implement a 50mph speed limit on the Duxford-Ickleton Road should be extended to include a similar limit for the road from Frogge Street to Great Chesterford. As the deadline for submitting this application was 30 November 2016, this needed to be got underway immediately since there was a requirement to demonstrate local support. This could be achieved through an article in Icene but it was also recommended that applications be discussed with CCC Highways and that Police comments should be sought. The Chairman would progress this in consultation with Duxford PC.

Action: TS

179/16 Community Highways Volunteering Scheme. It was agreed to hold this item over for future discussion but to publicise it in Icene to see whether it aroused any interest.

Action: Clerk

180/16 Adjournment for questions from members of the public. None

181/16 Date and time of next meeting Wednesday 19 October 2016 at 7.30pm.

There being no other business, the meeting closed at 22.25pm.

Chairman

Date