

## ICKLETON PARISH COUNCIL

Minutes of the meeting held on Wednesday 16 September 2015 at 7 30 pm in the Gordon Woolhouse Meeting Room, Ickleton Village Hall.

**Present:** Terry Sadler (Chairman), Jess Bloomfield, Lucy Davidson, Lewis Duke, Owen McGuire, Tim Pavelin, Michael Robinson, Sian Wombwell, Cllr. Peter Topping, Peta Stevens (Parish Clerk), and David Lilley.

**188/15 Apologies for absence:** Susan Clew, Cllr. Mick Martin.

**189/15 To approve the minutes of the meeting held on 19 August 2015:** The minutes were approved and signed by the Chairman.

**190/15 Adjournment for questions from members of the public.** None

**191/15 Matters Arising:**

287/13 SCDC Parish Planning Forum. (03/12/13) response to query raised. In the absence of Cllr. Martin this item was held over to the next meeting. **Action:**

**Cllr Martin**

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 – Meeting 11 September 2014 - The Chairman reported that this had been one of the major items discussed at the meeting held on 2 September with our MP, Heidi Allen. As she had agreed to take this matter up with senior Post Office officials, the Chairman would liaise with Dilip Odedra to produce a briefing document to inform her discussions. **Action: TS**

026/12 Proposed 20mph Speed Limit and HCV's. The Chairman had circulated an e-mail he had received from CCC advising on progress to date and the Clerk had received a request for the invoice address. As the same official was responsible for policy on environmental weight limit, the HCV issue was temporarily on hold. **Action: TS**

169/14 Ickleton Information Guide This was in the process of being updated/expanded by Jos Flitton and Clare Driver. **Action: J Flitton, C Driver**

197/14 Defibrillator Lewis Duke reported that this had been installed and wired in. Details were also on the Ambulance Service database. It was difficult to find suitable dates for training but Saturday 17 October (9h -11h) and Thursday 29 October (19h- 21h) had been provisionally identified. The battery and pad were expected to last until 2018 but a regular checking routine was needed and it was agreed that this would be done monthly prior to the Parish Council meeting by the Clerk and the first Councillor to arrive. Tim Pavelin would also check on his visits to the Village Hall. **Action:**

**LD, TP, Clerk**

208/14 Proposal to fence Coploe Pit (to enable grazing by sheep) The fencing had been completed and five sheep had already been put there for grazing purposes. It would now be necessary to liaise with SCDC to claim the grant that had been awarded for this project. **Action:**

**Clerk**

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

036/15 Risk Assessment-annual review. This would be circulated soon. **Action: Lewis D, Clerk**

045/15 Token of appreciation for former Clerk. The Chairman reported that he had sourced a teak tree seat to replace the one in poor condition in the play area. He had found an attractive one which appeared to be of good quality at a cost of £549. It was agreed to buy this. **Action: TS, Clerk**

057/15 VE Day. 70th Anniversary Commemorative Plaque It was agreed to remove this item from the agenda. Lucy Davidson, speaking on behalf of the Sizzlers, raised the possibility of the Parish Council making a substantial contribution to a proposed fund-raising event at the end of November in support of the current refugee crisis. Councillors were supportive in principle. This item would therefore be included as a financial matter on next month's agenda. **Action: Lucy D, Clerk**

065/15 CCC/Balfour Beatty street light replacements. Susan Clew's general inspection of streetlights throughout the Village had found no work still outstanding. It was agreed that this could now be removed from the agenda.

086/15 Landscaping project: Boundaries of Howey's Yard. Sian Wombwell agreed to look into this. In response to a remark about heavy vehicle traffic reaching the site via Back Lane, it was noted that

the Developer had agreed to make good any damage. Nor was there any evidence of problems caused on the Recreation Field. The Chairman pointed out that the alternative route along Abbey Street would could cause significant traffic disruption. **Action: SW**

094/15 Local Government Transparency Code. The Chairman and Clerk still had 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) The Working Group should consider producing a timetable for action since it was surprising how little time remained if awards were to be made in 2016. Lucy Davidson would speak to Katherine DJ to see whether she would be willing to be on the panel for the village awards. **Action: SC, TP, MR, Lucy D**

116/15 Issues with the local road network From the meeting with Heidi Allen, MP, it was evident that she understood the seriousness of the problem. She made the point that the problem was too large to be addressed through the City Deal. Progress would be more likely following some form of local financial devolution. Alternatively, since this part of the M11 corridor was driving growth, it would be worth seeing whether Government would adopt the A505 and A1301 as national roads. Ms Allen had offered to investigate how this might be achieved. **Action: TS, Lewis D**

144/15 Resolution of SCDC Planning decision concerning Permitted Development. This was held over until the next meeting in Cllr. Martin's absence. **Action: Cllr. Martin, TS**

150/15 New advertising sign overlooking the M11. The Chairman had circulated the response to his approach to Highways England. This had given little information but it was unlikely that this agency had approved the installation of the sign. The Chairman would pursue. **Action: TS**

181/15 Uttlesford Planning Policy Working Group: Proposed sites for new developments Nothing to report

182/15 SCDC Consultation document on possible changes to the local election system. Following on from the information he had provided at the last meeting, Cllr. Martin had reported that the reduction from 57 to 45 in the number of District Councillors would be approved following SCDC's debate on the boundary review. An immediate response to this consultation was required. After 2018, representation by a single District Councillor would only be possible under the option for all-out elections once every 4 years. The Council was unanimous in wishing to retain single representation and agreed that the Chairman should respond on its behalf, supporting this option. **Action: TS**

**192/15 Youth Representation:** None.

**193/15 Reports from District and County Councillors:**

**District Councillor's Report**

Boundary Commission. Cllr. Martin had written that, apart from the information given in Minute 191/15 (182/15) above, he had nothing else of immediate importance to report.

**County Councillor's Report**

Cllr Topping's written report is attached as Appendix A. Cllr Topping drew attention to an outline bid from SmithsonHill for an agri-tech hub and enterprise zone at Hinxton along the A1301 from the Pampisford roundabout on part of the land previously owned by Tesco Land for the Hanley Grange site. The hub was likely to be of interest from Government as well as organisations such as NIAB (National Inst. of Agricultural Botany). Cllr. Topping thought the enterprise zone was not likely to succeed, but the agri-tech hub might well. In view of the potential implications for Ickleton of extensive development of the A1301 if this and the Wellcome Trust plans came to fruition, it was agreed to invite Emma Fletcher, as a representative of SmithsonHill, to attend a Parish Council meeting as soon as possible to provide a detailed briefing. Cllr. Topping undertook to keep Councillors briefed about any developments. **Action: Clerk**

Cllr. Topping had visited Heads of local schools to ascertain their plans for admissions in the next few years. He hoped this would enable sensible planning which would avoid the stress, both financial and emotional, experienced this year as a result of inappropriate allocation of places.

**194/15 Correspondence received**

SCDC (P Adams)

(C Hunt)

CCC (E. Bell)

CCC (Highways)

Weekly list of Council agenda items

Planning Policy Monthly Update

District Councils current ward sizes

Results of Parish Council questionnaire

Local Plan Examination- response to Inspector's letter

First edition CCC's Parish e-bulletin

E-mails re 20mph introduction

Highways depot opening days

CAPALC (Tina Webb)	Invitation to free Funding and Support events in S. Cambs NALC's direct information service
Various e-mails	Circulated to Councillors during the month
E-Cops	Various e-mails
Neighbourhood Alert	Various e-mails
HM Revenue & Customs	Various e-mails
Sir Graham Bright	Monthly update
Rural Services Network	Rural Opportunities Bulletin Weekly Email news digest "Rural Policing Matters" campaign "Our Green Belt" campaign
CPRE	Non-emergency patient transport services-consultation
Engagement (local NHS)	Update re Mill Lane level crossing fencing
Network Rail	Postponement of Open Day & follow p e-mail
Wellcome Trust Sanger Centre	Invitation to re-opening of Conference Centre Confirmation of change to bank mandate.
Barclays Bank	Advertising hoarding on M11 verge
Amey Ltd.	Critical Friends Panel session
UK Power Networks	Confirmation 2016 event will be held at Chrishall Grange.
Cereals 2016	Automatic enrolment
Pensions Regulator	

In connection with the notification that Cereals 2016 was to be held at Chrishall Grange, the Chairman had just been informed that traffic arrangements for the event remained unchanged from those used in 2014. A meeting was planned next week between the event organisers, CCC Highways and Essex CC Highways to discuss route options. It was essential that Ickleton's position be made clear before that meeting. The Chairman would send an email. Cllr. Topping offered to ensure our concerns were noted at a senior level.

**Action: TS, Cllr. Topping**

**195/15 Planning information received from SCDC** Declarations of interest to be declared.

**S/2639/14/LB Alterations to Bay Window, The Chestnuts, 22 Abbey Street, Mr John Revell.**

Recommendation: **Approve**

**Action: Clerk**

**Planning application approved by SCDC (see Minute 149/15 of the meeting on 15 July 2015)**

**S/1536/15/FL Detached garage, Chestnuts, Brookhampton Street, Mr P Bricknell.**

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

**S/2273/15/TC** 2m crown reduction of yew tree and reduction of sycamore to give 2m clearance from yew.- Mrs R Hayes, 31 Butchers Hill. Recommendation: **Approve**

**Action: Clerk**

For information only as no Parish Council input required: SCDC had approved an application from Mrs P Fletcher, 10 Brookhampton Street, to reduce the crown of a sycamore by 1/3rd.

**196/15 Reports from Councillors.**

Lewis Duke reported that he had cleared the grips at Cemetery corner and these now worked, albeit slowly. The Chairman had also reported on-line the complete blockage of two of the three gullies. Workmen had subsequently dug out the top foot of each gully but they still needed pumping out.

Tim Pavelin reported that the drain at the junction of Church Street and Mill Lane had not coped during recent heavy rains. He requested, on behalf of the Football Club, a copy of the key for the Sports Storage Unit. The Clerk would arrange this.

**Action:**

**Clerk**

The Chairman informed Councillors that he had asked for Abbey Street and one side of Butchers Hill to be swept mechanically. Prior notification would be helpful to enable parked cars to be moved but this was unlikely to occur. He also reported that the BT website advised that super-fast broadband was now available in Ickleton. Owen McGuire confirmed this, having submitted an order which was to be fulfilled within the next three weeks.

**197/15 Finance (Bank Balances) including payments to:**

Countryside Services (fencing of Coploe Pit)-£1,218, Harts (August Icene) - £82.80, A Pavelin (Emptying Litter Bins) - £100.00, LCR (subscription renewal) £17.00

**Money received:** Robin Driver (purchase plot in Ickleton Cemetery)-£73.00; Peasgood & Skeates (John Bristow)-£146.00. Received for Icene advertising: B Boatman-£50.00, Tickell Arms-£120.00, Stan Reynolds-£15, Tori Toombs-£30, Jane Froggatt-£15.

**Outstanding invoice/receipt** Whittlesford Warriors - £215.00 (for 2013-14 & 2014-15 seasons),  
Icene advertising: Nigel Wright -£30.00

**Bank Balances:** Community Account: £14,042.03, Business Base Rate Tracker Account: £25,836.87

**Bank Mandate.** The changes requested had finally been put into effect by the Bank.

**Section 106 Money: Sports Storage Unit – Update.** The Chairman and Clerk would compile a report to SCDC on the use of Section 106 money. Michael Robinson undertook to arrange for the area to the rear of the Sports Storage Unit to be cleared. **Action: TS, MR, Clerk**

#### **198/15 Recreation Field and Play Area**

i Update on play area refurbishment project. Lucy Davidson reported that she was approaching certain local firms for funding. She would obtain quotes from two other playground equipment manufacturers to identify other possible items and benchmark prices. Lucy was hoping to put an item in Icene but would e-mail this to Councillors for comment prior to submission to the Editor **Action: Lucy D**

ii Painting of skate park . The Clerk would speak to Adrian Green. **Action: Clerk**

iii Repair to gate into the play area. The clasps on both gates had now been repaired.

iv. Compliance with Wicksteed safety report. Tom Dazey had almost completed working through the identified items. He and Charles Frankau would repair the aerial runway shortly. **Action: Clerk**

v. Replacement of picnic table and bench set. The Chairman had inspected the table and it needed replacing. He had identified a replacement at a cost of £584.70 (incl. VAT £97.40). The possibility of a table with rounded corners, or even a circular one, was discussed and the Chairman would investigate options. Tom Dazey would be asked to remove the existing table. **Action: TS, Clerk**

vi. Dog fouling in the Playground An item would be placed in Icene to remind readers that dogs were not allowed into the play area. **Action: Clerk**

Cllr Topping left the meeting.

#### **199/15 Cemetery Chapel – Condition to be kept under Review.**

i. Rabbit damage and fence requiring repair. The rabbit infestation continued but was not helped by the gate being left open. Michael Robinson would speak to John Sloper about repairing the fence. **Action: MR**

ii. Cemetery Garden. Although Charles Frankau had been working to clear the older part of the Cemetery, David Lilley had received another general complaint as well as one about the surrounds of one grave in particular. The Clerk would speak to Charles again. **Action: Clerk**

iii. Cemetery Chapel. The Chairman would contact David Lilley soon to arrange a site visit to discuss the various small repairs needed. **Action: TS, David Lilley**

iv. Memorial bench -Dr Jenny Pell. As there had still been no contact from Dr Pell's brother, it was agreed to remove this item from the agenda. **Action: Clerk**

v. Permission to add white marble inscription tablet to a grave. A tablet relating to Mr Roy Flitton was requested to be installed on his parents' grave. Councillors agreed unanimously. **Action: Clerk**

**200/15 Churchyard.** Adrian Green had inspected the pedestrian gate and agreed that it was beyond further repair. He was having trouble sourcing elm to make a replacement. Councillors suggested that he be asked to quote for a new gate made in oak. The Clerk would contact him. **Action: Clerk**

**201/15 Tin Alley: Footpath Reinstatement.** The Clerk would contact Charles Frankau to discuss whether and when he could undertake this project. Once a date had been settled, the Clerk would contact both Michael Robinson, who would arrange delivery of the material, and the tenant of the field through which the delivery vehicle would need to travel. **Action: MR, Clerk**

**202/15 Flooding.** A response to the draft Cambridge Flood and Water Supplementary Planning Document needed to be submitted before the next meeting. Lewis Duke therefore undertook to formulate some comments, having read the revised strategy (published as a supplementary planning document) and to circulate these by e-mail. **Action: TS, Lewis D, Clerk**

**203/15 Affordable Housing...** Councillors agreed that this had probably been the most disappointing part of the discussion with Heidi Allen. It appeared unlikely that she would publicly back the Parish Council's views on right to buy for Housing Association tenants. She had agreed, however, to investigate whether existing sites which had received funding from Government would be exempted. It was agreed to ask whether her enquiries had met with any success. **Action: TS, SW, Clerk**

David Lilley left the meeting

**204/15 Wellcome Trust Liaison Meeting: 1 September 2015.** The Chairman had circulated details of the extraordinary meeting that the Trust had called to inform the Parish Council on their 25 year vision for the Genome Campus. This involved developing land owned by the Trust on the far side of

the A1301 thereby doubling the size of the Campus in employment terms. It also intended to reposition the A1301 to beyond the perimeter of the enlarged Campus and eventually build 800-000 houses for rental. The Chairman urged as many Parish Council members as possible to attend the Trust's proposed Open meeting. One interesting question was whether Campus staff had been surveyed to determine the level of interest in living on Campus.

**Action: All**

**205/15 Local Highways Improvement Scheme 2016-17.** The Chairman advised that the conditions of the Scheme left it open to the Parish Council to submit other bids besides the introduction of a 20mph speed limit. One possibility, which dovetailed well with the 20mph initiative was to bid for a mobile interactive flashing sign (cost around £3,000). The Chairman would investigate this further at the CC Highways Open Day which he would be attending on 17 September. Another possibility was to bid for funds to support the extension of the footpath at the entrance to Grange Road. It was agreed that a number of small schemes of this kind should be worked up and costed so that a project priority list was in readiness against future funding schemes.

**Action: TS**

**206/15 Remembrance Sunday- Royal British Legion Wreath for the War Memorial.** The Clerk would order a wreath from Malcolm Hall.

**Action: Clerk**

**207/15 List of Representatives and Working Parties.** It was agreed to postpone this item to next month.

**208/15 Adjournment for questions from members of the public:** None

**209/15 Date and time of next meeting –Wednesday 21 October 2015 at 7.30pm**

There being no further business, the meeting closed at 22h05.

**Chairman**

**Date**

## **APPENDIX A**

### **COUNTY COUNCIL REPORT TO ICKLETON PARISH COUNCIL SEPT 2015**

**From Councillor Peter Topping**

**Heidi Allen MP**

I have written to and had action in response from our local MP, Heidi Allen, on three issues recently: school places shortage generally, the proposal for a footpath from Duxford to Whittlesford station (because she has a meeting with network rail on other matters and there was an opportunity to raise this directly with network rail), and the unresolved issue of clearing up the waste plant at Flint Cross after the fire last November

As a result we have a site-meeting at Whittlesford railway station later this week with network rail managers. On the Flint Cross fire Heidi has written to the chairman of the Environment Agency, who has replied and a site meeting takes place this week. On school places see later in this report.

**Vetspeed planning application.** The parish council may be aware that the planning application has **last week** been submitted to the county council from Vetspeed, owners of the Pet Crematorium plant on the A505 at Thriplow Heath.

As reported the ACT process requires a tall chimney, 25m or 80 feet high, to replace the current tallest chimney of some 10m. The new chimney would be directly on the flight path into the Imperial War Museum airfield, and the IWM are very concerned. The other issue is the traffic increase along the A505, as the current processing deals with 18,000 tonnes a year and the capacity of the new plant is up to 30,000 tonnes.

**A505 congestion:** I met with the County's strategic transport team, specifically regarding the A505 and its congestion problems, I have since then had meeting with the chief exec of the Cambridgeshire Local Enterprise Zone and spoken to the head of infrastructure at the county council. My views were reported in the Cambridge News and I went on BBC Radio Cambridgeshire. The best solution to congestion problems on the A505 and nearby roads is to use the planning process to get the expanding businesses to pay, including public transport and road improvements. I will continue to keep the pressure on and report back.

Finally, there has been a bid for **an agri-tech hub** and an enterprise zone at Hinxton along from McDonalds roundabout. The land previously owned by Tesco Land for the Hanley Grange housing bid has been acquired by SmithsonHill, who want to build an agri-tech hub there, which would attract investment from government and also organisations like NIAB (National Inst. of Agricultural Botany). The enterprise zone is not likely to succeed, but the agri-tech hub might well. The issue will be to understand the scale of the buildings proposed, and the impact on traffic at the increasingly busy roundabout.

### **Bid to highways local traffic improvement fund and other traffic issues**

There is an Open Day at the depot at Whittlesford Bridge this week on Thursday Sept 17th and I urge the parish council to visit and take advantage of the chance to talk informally with officers about plans.

### **Police proposals for parking enforcement**

I attended a meeting at Sawston in July where Police Inspector Sutherland outlined the options in response to the challenge from local villages for something to be done about taking enforcement action on parking.

There were various options discussed at the meeting, but the one that found most favour was for villages - or groups of villages - to contribute to a grant fund, paying in £1,000 for 42 hours of PCSO time over a six month period to patrol with a specific emphasis on parking. Smaller villages could team up. The hours would be agreed in discussion with the parish council, and the whole scheme will be reviewed after six months. The benefit of the grant approach means that there are savings on admin. costs which would otherwise add to the bill.

### **Hinxton ford**

The county has made good on its fixing of the pathway round the gates at the Duxford end of Hinxton ford and the commentary from cyclists has been positive. I investigated recent closures of the road gates at the end of August. I have had a response from Mike Cooper but it is not very detailed.

### **School places**

I am setting up meetings with all the local heads of schools on their projected intake for Sept 2016 to prepare for a meeting with the county council in Sept this year on reception class sizes and how the county will manage demand. The aim is to ensure there is not a repeat of the situation locally this year. I will have met 4 heads by end of this week.

### **Neighbourhood plan and the district council's strategic housing plan**

There is a meeting at Whittlesford memorial hall on 29 Sept at 7.30 pm where officers from the district council will set out how to go about producing a neighbourhood plan. Ickleton might want to send an observer, in the way that Pampisford and Duxford are going to.

### **Travellers**

The travellers previously at Sawston/Pampisford roundabout have moved along to Shelford - I have asked the county enforcement team if there is enough ground to warrant saying there has been a breach of the order. However, I would prefer that they stayed in Shelford rather than we have them move on and the travellers then turn up somewhere else.