

MINUTES OF ICKLETON PARISH COUNCIL

Held on Wednesday 21st April 2021 starting at 7.30pm. This meeting was held remotely using the software application Zoom.

Present: Cllr Sian Wombwell, Cllr Terry Sadler, Cllr Tim Pavelin, Cllr Liz Gibson, Cllr Simon Cheney, Cllr Hugh Molloy, Cllr Edmund Heaney, Leanne Smith (Clerk)
District & County Cllr Peter McDonald

209/20-21 To Receive Apologies for Absence

Cllr Philly Hamilton

210/20-21 Councillors Declaration of Interest for Items on the Agenda & Requests for Dispensation

Tim Pavelin – agenda item 220/20-21 i.

211/20-21 Open Forum for Public Participation Including Youth Representation

None.

212/20-21 To approve minutes of meeting held on 17th March 2021

It was **resolved** that the minutes of the meeting held on 17th March 2021 are approved and signed by the Chair.

213/20-21 Matters Arising

- i. **Written notice given by Parish Councillors for the resolution at the March 2021 Parish Council Meeting relating to agenda item 203/20-21 ii. dogs on leads to be reconsidered.**

Each Councillor spoke and shared their views. All Councillors agreed that a period of consultation is required. A vote was taken by show of hands on whether to suspend the request to keep dogs on leads on the recreation field to allow for a period of consultation for two months. The majority voted in favour by 6 votes to 1. The matter will be discussed again at the June 2021 Parish Council meeting. The Parish Council therefore invite all parishioners to be involved with the consultation and share their views.

- ii. **Cherry Tree walkabout**

Following a discussion about the possibility of cherry tree planting in the village at the March 2021 Parish Council meeting, the Parish Council intend to make arrangements for a walkabout in early June with the parishioner who introduced the idea.

214/20-21 Traffic and Highways Issues

- i. **Speedwatch**

Speedwatch will resume on the 1st of May 2021.

- ii. **Local Highways Initiative (LHI) bid 2021-22**

Ickleton Parish Council were unsuccessful in the bid for funding. The proposed project on Coploe Road was for the installation of 400m length of 40mph buffer zone with new signs/lines and repeaters, the installation of additional bend warning and no footpath signs, and the installation of new marker posts to visually narrow road prior to 30mph limit. A Councillor asked if the Parish Council should consider a Privately Funded LHI and the general consensus was not. Cllr Peter McDonald stated that he would arrange a site visit with Highways for future consideration.

- iii. **Temporary road closure - Royston Lane and Grange Road, Ickleton and Icknield Way, Duxford (14-23 June 2021)**

Noted by the Parish Council. ACTION – for inclusion in Icene.

- iv. **Micro asphalt works Hinxtton Road, Duxford 9-10 May 2021**

Noted by the Parish Council. ACTION – for inclusion in Icene.

215/20-21 Rural Crime Report

Cllr Wombwell reported fly tipping on Grange Road and theft from a farm in the area.

Cllr Peter McDonald has been invited to a bi-monthly meeting attended by Anthony Brown MP with the Country Land Owners Association in which rural crime is on the agenda.

216/20-21 Reports from County and District Councillors

Report received ahead of the meeting from Cllr Peter McDonald and circulated to Councillors. See Appendix A.

Parish Councils can apply for up to £2,000 in funding from a covid recovery grant and he encouraged the Parish Council to apply. The funding was discussed in agenda item 220/20-21 vi. Granta medical practice is making good progress administering second doses of the Covid-19 vaccine.

More than 460 families in need of housing were helped by South Cambridgeshire District Council in the past year during the Covid-19 pandemic.

A snapshot of A505 traffic numbers/peak time profiles from November 2019 and 2020 was shared. He will share a snapshot for March 2020 and 2021.

Concern expressed that the Thakeham developers may by pass the local plan and deal directly with the Government.

217/20-21

Correspondence Received

i. Wellcome Genome Campus – planning application

Correspondence received from Greater Cambridge Planning notifying the Parish Council that they have been contacted by the Sanger Institute who have been asked by the Government to secure the urgent creation of additional temporary laboratory space in response to the Covid Pandemic. The proposed siting is visible from Ickleton. These works require planning permission. The proposals for a temporary period are not considered unacceptable. Sanger has been advised that permission is required with the need to control the development by way of conditions. In the event of unauthorised works, the Planning department are required to consider whether to take enforcement action and the view at the present time, is that if works are carried out as detailed, responding to the national priority represented by Covid would be a matter of public interest that would warrant not commencing immediate enforcement action. Sanger may, with the support of the Dept Health and Social Care, seek to carry out the works at risk and seek retrospective permission. They have been encouraged to make any submission as soon as possible.

Noted by the Parish Council.

ii. Cricket Club fundraising and improvements

Correspondence received from Ickleton Cricket Club who are seeking permission from the Parish Council to make improvements to the cricket facilities. More information was requested but not provided before the meeting so the matter will be carried over for consideration at the June 2021 Parish Council meeting.

iii. The Great and Little Chesterford Neighbourhood Plan - Regulation 14 (pre-submission) Consultation 29 March – 10 May 2021

The Parish Council declined to comment on the plan at this time. Comments relating to previous applications have been submitted. It was noted that the Uttlesford local plan is out of date and that neighbourhood plans should conform to local plans.

218/20-21

Planning Information

i. For consideration

None.

ii. Planning Decisions

Reference: **20/05149/HFUL**

Proposal: Single storey rear extension

Site address: 11 Mill Lane, Ickleton, CB10 1SW

Applicant: Mrs Jo Wallis

Permission granted.

Noted by the Parish Council.

Reference: **20/2452/TTCA**

Proposal: Fell - common walnut (t4) - previous permission has been given for a crown reduction but further investigation shows that the position of the tree is causing damage to a historic flint wall, which will increase over time. The trees position was not planned and it will require ongoing maintenance due to its proximity to the road.

Site address: 6 Church Street, Ickleton, CB10 1SL

Declined to determine.

Noted by the Parish Council.

iii. Planning Appeals

- None.
- iv. Tree Works
None.
- 219/20-21 Reports from Councillors**
- Cllr Gibson:**
Stated that a reply from Historic England about the poor state of Brookhampton Hall indicated that the matter would sit with the local conservation officer. The Clerk reminded the Parish Council that the Conservation Officer at South Cambs District Council confirmed earlier in the year that the property is on the buildings at risk register.
She also commented on rats seen near to Birds Close.
- Cllr Sadler:**
Noted damage to the bus shelter on Abbey Street. ACTION – Clerk to contact Bob Calladine to assess and quote for repair.
Reported that households in Abbey Street have recently experienced sewage problems. ACTION – For inclusion in Icene.
- Cllr Cheney:**
Hedging at the allotment has been delivered by the Woodland Trust and planted.
- Cllr Wombwell:**
Commented on the unsuccessful re-opening of the pub the previous week.
- 220/20-21 Financial Matters**
- i. **To approve payments of April 2021 accounts:**
Clerk's salary (confidential)
Clerk's expenses – £41.75
Tim Pavelin (empty bins) – £100.00
South Cambs District Council (Litter bin) - £345.00
The Sign Shed - £17.63
Cambridge Conservation Volunteers - £34.10
Eon (street lighting) - £69.09
The Parish Council considered making a donation to the Cambridge Conservation Volunteers in addition to the invoice. Cllr Sadler proposed, Cllr Heaney seconded and it was resolved that a total payment of £55.00 would be made.
It was resolved that all payments listed be made.
It was noted by a Councillor that the cost of street lighting is significantly less since the change to LED lighting and the change in supplier. ACTION – for inclusion in Icene.
- ii. **Bank reconciliation (bank accounts) – Year end March 2021**
Unity Current account - £13,603.99
Unity Instant Access account - £25,088.12
Total - £38,692.11
It was resolved that the bank reconciliation for March 2021 is approved by the Parish Council.
- iii. **Bank reconciliation (equals cash card) – Year end March 2021**
Total - £162.55
It was resolved that the bank reconciliation for March 2021 is approved by the Parish Council.
- iv. **Year end budget review**
There was a deficit of £3,900 for the 2020-21 financial year.
Income wasn't affected by covid 19 as some Parish Councils have experienced.
Expenditure was reduced in some areas due to covid 19 (village hall rental, Clerk's expenses, Icene printing) but expenditure on repairs and maintenance of open spaces and the recreation field and play area in particular were higher than anticipated. Expenditure on these areas has been more than budgeted for in the last two years so the Clerk is likely to suggest that the budget for those areas is increased in the 2022-23 budget.
Expenditure is consistently more than income, and although the Parish Council has healthy reserves, the Clerk is likely to suggest an increase in the precept requirement for the 2022-23 financial year.

A Councillor stated that the Parish Council should rely on the precept and not income from fees. Another Parish Councillor stated that amounts of fees charged are vastly behind levels charged by other parishes.

v. Review recreation field pitch hire fees

After a lengthy discussion about use of the pitches by each team, votes were taken by show of hands on the following:

Whittlesford Warriors FC fee to be increased to £250.00 per season for use by the under 11 and under 16 teams for the purpose of match playing and training. The majority voted in favour by 6 votes to 1.

Ickleton FC fee to be changed to a season fee of £150.00 for the purpose of match playing. The majority voted in favour by 6 votes to 1.

It was noted by the Parish Council that annual maintenance of the football pitches costs around £650. It was also noted that the two football teams carry out their own line marking and provide their own nets.

The cricket club are not currently charged a fee because they maintain the pitch without any costs incurred to the Parish Council. However it was proposed that a season fee of £100.00 is charged. The Parish Council will consult with the cricket club and make a decision at the June 2021 Parish Council meeting.

vi. Community Chest Fund Grant

The Community Chest is grant funding currently available to Parish Councils to further improve quality of life in South Cambridgeshire in response to the Covid-19 pandemic. They are grants of up to £2,000 for one-off costs relating to a project or activity. Cllr Cheney proposed that the funding was applied for the purchase and installation of a concrete table tennis table in the play area on the recreation field. Councillors expressed caution relating to the proposed location in the play area, condition of surfaces needed for installation and storage of bats and balls. Cllr Molloy proposed, Cllr Cheney seconded and it was resolved that the application is made in order to meet the deadline with a view to considering it in further detail at a later date. ACTION – Cllr Cheney will submit the application

vii. Tree works quotes – Butchers Hill

Two quotes received as follows:

Treetops Arboricultural Services - £1,020.00

Eastern Tree Surgery - £1,944.00

The quote provided by Eastern Tree Surgery included the cost of the supply and set up of traffic lights due to the narrow road and application of herbicide to stumps to prevent re-growth which the quote provided by Treetops didn't.

Cllr Wombwell proposed, Cllr Cheney seconded and it was resolved that no work would be undertaken at this time due to the higher than anticipated costs and lack of necessity.

viii. Purchase of bollards for the Back Lane entrance to the recreation field

Purchase of two removable wooden bollards with galvanised steel ground sockets - £211.00 + VAT each.

Purchase of three fixed wooden bollards - £125.00 + VAT each.

It was resolved unanimously that the bollards would be purchased and a quote obtained for installation.

221/20-21 Recreation Ground and Play Area

i. Damage to skate ramp

Councillors to assess the extent of damage and repair if possible. If not to obtain a quote from Bob Calladine with a limit of £150.00 approved so the repair can be carried out as soon as possible, due to restrictions on business to be conducted at the May 2021 Parish Council meeting.

ii. Purchase of netting and accessories for grass around play area

To request assistance from the cricket club in the first instance who may have netting that could be loaned to the Parish Council or purchase netting and pins at a cost of £59.98.

- 222/20-21 Maintenance**
- i. **Coploe Pit**
Quote for fencing as requested not provided before the meeting. To be obtained and discussed at the June 2021 Parish Council meeting.
- ii. **Replacement of Chapel water butt**
To be discussed at the June 2021 Parish Council meeting when Councillors have been able to consider the necessity of a new water butt.
- 223/20-21 Councillor vacancy**
Following the Notice of Vacancy, there was no request for election made to South Cambs District Council so the Parish Council can co-opt a new Councillor. The Clerk has made the announcement on the Parish Council website and village noticeboard. ACTION – Clerk to include in Icene.
- 224/20-21 Annual Parish Meeting**
The Annual Parish Meeting will be held on Wednesday 5th May 2021 at 7.30pm using the software application Zoom. The Zoom invitation along with the agenda for the meeting can be found on the following page of the Parish Council website - <http://www.ickletonparishcouncil.org.uk/documents/>
The Parish Council approved the agenda. ACTION – Clerk to publish on Parish Council website and circulate.
- 225/20-21 Annual Meeting of the Parish Council**
The Temporary Regulations allowing Parish Councils to hold meetings remotely expire on 7th May 2021. The expiry of the Regulations means that Parish Council meetings will revert back to in person meetings held at the Village Hall. However due to ongoing restrictions in line with infection levels and the vaccine roll out, the Annual Meeting of the Parish Council on the 19th of May 2021 will be limited to essential council business only.
- 226/20-21 DATE OF NEXT MEETING:
Wednesday 19th May 2021**
Any business and payments to be considered at the Parish Council Meeting must be delivered to the Clerk for inclusion on the agenda at least 7 days prior to the meeting.
The meeting closed at 10.30 pm

Appendix A

Report for Parish Councils – April 2021

South Cambs District Council

Council launches £30,000 Covid Recovery Grant for local communities

A £30,000 Covid recovery grant fund to help local community groups and parish councils resume activities has been launched by South Cambridgeshire District Council.

As the Government's cautious road-map out of lockdown continues, the Council has earmarked the financial package as part of its Community Chest funding so that community groups and parish councils can progress projects and services that will support local people.

The Council's Grants Advisory Committee has temporarily amended the rules around eligibility criteria for its Community Chest Grant scheme for the next two months to allow applications for grants of up to £2,000 for Covid recovery related projects and initiatives.

Previously, few parish councils could apply to the scheme as the criteria stipulated they had to have fewer than 160 registered electors. But for the next eight weeks, it will be open to all parish councils and community groups – including new ones that are now setting up. Applications are now being accepted until 10 May 2021, with submissions being reviewed at the May 28 Grants Advisory Committee meeting. Meanwhile, the normal Community Chest Grant scheme continues to run for community groups for a maximum grant of £1,000.

Applying for a Covid Recovery Community Chest Grant is the same as applying for a standard Community Chest Grant. The applicant simply selects which type of grant they are applying for at the start of the process with all other criteria being the same.

For further details, please email community.chest@scambs.gov.uk

Covid 19 Support for Business in Lockdown 3.

- £11,079,549 paid in total to 4,619 businesses since November+ grants opened. Application deadline now passed for the LRS and CBLP so focus is on getting remaining ARG out of the door and preparing to administer the Recovery stage grants
- South Cambs have paid £3,851,616 out of our £4,594,889 ARG (discretionary/hardship) allocated pot
- Our BEIS allocations for restart Grants look to be £5,814,090

Five Year Housing Land Supply

The Greater Cambridge Shared Planning Service has now published its updated housing trajectory and five year housing land supply position statement.

The Greater Cambridge Shared Planning Service is a partnership between South Cambridgeshire District Council and Cambridge City Council.

A housing trajectory is used by Councils to calculate their five-year housing land supply and also to demonstrate that anticipated housing delivery will meet or exceed their housing requirement. Our updated Greater Cambridge housing trajectory (April 2021) concludes that Cambridge City and South Cambridgeshire jointly have 6.1 years of housing land supply for the 2021-2026 five-year period. This conclusion is based on our five-year housing land supply being calculated jointly, using the Liverpool methodology, and applying a 5% buffer.

For more information please visit our Monitoring delivery webpage.

Housing Update

New figures show more than 460 families in need of housing were helped by South Cambridgeshire District Council during the past year.

A report highlights that 466 households in need were helped into Council or social housing between 1 April 2020 and 1 March this year. This includes 185 families who were either homeless or at risk of becoming homeless.

The figures show that officers have increased the number of social housing properties that were let despite the pandemic, with a total of 442 households moving into Council or social housing in South Cambridgeshire during the previous 2019/20 financial year.

South Cambridgeshire District Council allocates its stock of around 5,500 Council homes via the Cambridgeshire and West Suffolk Home-Link system. This is a partnership of six Councils and 34 social housing providers.

At the Cabinet meeting, Councillors confirmed some minor changes to the way Council and social housing is allocated. This followed a consultation last year, which aimed to ensure that homes are provided to those most in need and to let Council and housing association properties in a fair and transparent way.

No changes to any of the 'bandings' that people seeking housing are placed into have been made. This sees those in the highest need of housing given priority over those with less of a need. Most of the changes are alterations to wording to make it clearer what the policy means and to ensure it is applied consistently across Cambridgeshire and West Suffolk. The new policy does however incorporate changes to how a "local connection" is defined and sets out greater clarity as to what is meant in relation to employment requirements.

There are also changes to give ex-partners or spouses of armed forces personnel the same exemption from local connection requirements as their former partners, when they must move out of a Ministry of Defence property due to a relationship breakdown.

Housing advice from South Cambridgeshire District Council is available by e mailing housingadvice@scamb.gov.uk or calling 03450 450 051.

Cambridgeshire County Report

Vaccination

You can see the daily data here:

<https://www.england.nhs.uk/statistics/statistical-work-areas/covid-19-vaccinations/>

Foxton Travel Hub

Summary of Scheme Design Components



- Up to 500 spaces
- 5% electric charging spaces, with provision for future 100% of all spaces
- 25 disabled spaces, with additional to north of station
- 150 Cycle parking spaces (incl. 26 cycle lockers)
- Solar Panels – 40-60% coverage
- Signal controlled access junction
- A10 crossing point with refuge island for all user types
- Reduced speed limit along A10 – 30mph (starting just south of Travel Hub entrance, and finishing just north of Barrington Road junction)
- Pedestrian bridge with stairs and lift over railway line
- Improved bus stop and shelter provision on the A10
- Biodiversity Net Gain – estimated over 20%
- New planting throughout the car parking area with landscaping as screening
- Shallow drainage swales on site
- LED lighting
- Toilet block
- Drop off / Pick up area

Myself, Foxton & Fowlmere Parishes had a call with GCP on the hub on March 18th Still a long way to go!

East West Rail

You will have seen the consultation initiated for EWR which has most relevance for Foxton & Shepreth but mostly for Haslingfield/Hauxton.



A505 Traffic

I asked for the traffic numbers/peak time profiles – this is the November 2019/2020 snapshot:

	A505 Dottrell Hall		A505 Duxford	
	5day Average Nov-19	Nov-20	5day Average Nov-19	Nov-20
Top of Form				
12H(7-19)	8837	5449	27071	
Bottom of Form				19009
16H(6-22)	10045	6195	31838	21455
18H(6-24)	10228	6285	32862	21919
24H(0-24)	10636	6619	34773	22934
	Peaks			
AM Peak	08:00	07:00	08:00	07:00
	885	679	2737	2096
PM Peak	17:00	16:00	17:00	16:00
	1046	580	2613	1979

Childcare for 2 Year Olds

What is the entitlement?

Children are entitled to 570 hours in each 12 month period from the term they become eligible until they reach compulsory school age, the term following their fifth birthday. The hours you take up are spread evenly over the year and can be taken as a maximum of 15 hours a week over up to 38 weeks in a year or stretched with fewer hours a week over more weeks in a year.

The hours and sessions which are available for free childcare will depend on the individual childcare setting and will need to be agreed in advance. There should not be any additional costs attached to claiming the free hours, such as top up fees or uniform charges. If you need further advice please contact our Family and Childcare Information helpline on 0345 045 1360.

What are the benefits for my child?

Children benefit from early learning, we know this from research. Good quality early learning:

- helps your child to be happy, confident, sociable and curious
- gives opportunities to be active and learn through fun and play, indoors and outdoors
- offers many activities including creative and messy play
- helps them to become effective learners and ready for school
- has a long term impact on their development

Eligibility: Either parent must be in receipt of one of the following benefits:

- Working Tax Credit provided your annual income (as assessed by HM Revenue & Customs) does not exceed £16,190
- Income Support
- Income Based Job Seekers Allowance
- Income-related Employment and Support Allowance
- Support under part VI of the Immigration & Asylum Act 1999
- Child Tax Credit provided your annual income (as assessed by HM Revenue & Customs) does not exceed £16,190
- Guarantee element of State Pension Credit
- Universal Credit (provided you have an annual net earned income of no more than £15,400, as assessed by earnings from up to three of your most recent assessment periods)

Or, the child:

- has been adopted from local authority care
- has been looked after by a local authority
- has left care through a special guardianship or child arrangements order
- is in receipt of Disability Living Allowance
- has an Education, Health and Care (EHC) Plan

Thakeham

We held a Parish Call on March 20th with Anthony Browne and a Public Call April 7th to update on progress and next steps for the action group.

Updates as usual here: www.swcag.org.uk

Peter McDonald

April 6th 2021