

MINUTES OF ICKLETON PARISH COUNCIL

Held in the Gordon Woolhouse Meeting Room, Ickleton Village Hall on Wednesday 19th January 2022 starting at 7.30pm

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

134/21-22 To Receive Apologies for Absence

Apologies received ahead of the meeting from Cllr Terry Sadler and Cllr Philly Hamilton.

135/21-22 Councillors Declaration of Interest for Items on the Agenda & Requests for Dispensation

Cllr Pavelin – agenda item 147/21-22 i.

Cllr Davidson – agenda item 144/21-22 i.

136/21-22 Open Forum for Public Participation Including Youth Representation

None.

137/21-22 To approve minutes of meeting held on 8th December 2021

It was resolved that the minutes of the meeting held on 8th December 2021 are approved and signed by the Chair.

138/21-22 Matters Arising

i. Clerks report

The Clerk's report was circulated to Councillors ahead of the meeting. No update from Cllr Wombwell regarding the Privately Funded Local Highways Initiative. Back Lane improvements are still outstanding.

ii. New Councillor administration

Cllr Heaney has been given a copy of the Code of Conduct and signed the Declaration of Acceptance of Office. He has completed and submitted the Register of Parish Members' Financial and other Interests to South Cambs District Council.

139/21-22 Defibrillator check and training

Defibrillator check carried out by the Clerk on 19/1/2022.

Training in first aid and defibrillator use can be provided on a Saturday morning for up to 10 people at a cost of £95.00 for the session. Cllr Wombwell proposed, Cllr Molloy seconded and it was resolved that training would be arranged for April 2022. Parish Councillors can attend and any spare spaces will be offered to community groups or parishioners.

140/21-22 Traffic and Highways Issues

i. Speedwatch

In the absence of Cllr Sadler there was nothing to report other than sessions are being carried out.

ii. M11 junction 10 to 13 roadworks January 2022

Work to carry out essential drainage replacement work on the M11 between junctions 10 and 13 will take place over 4 weeks from Wednesday 12th January to Tuesday 8th February 2022, weather conditions permitting. The M11 will be closed between junctions 10 and 13 in four phases and diversion routes will be in place. Information can be found at <https://nationalhighways.co.uk/our-work/east/>

iii. Local Highways Initiative 2022-23 - Formal decision regarding acceptance of the Highways' feasibility report.

The Parish Council submitted a bid for funding to enable three village gateways to be installed in the Parish. The Feasibility Report received from Highways allowed for gateways to be installed at two of the proposed locations. Only one was considered to be feasible on Grange Road and Brookhampton Street was not considered to be feasible as there is not enough room. The contribution required from the Parish Council is £2,000.00. It was resolved to accept the feasibility report and proceed with the application.

141/21-22 Rural Crime Report

Cllr Wombwell reported that the cost of kennelling dogs seized by poachers can now be reclaimed by the Police.

142/21-22 Reports from County and District Councillors

Report received and circulated to Councillors ahead of the meeting – see Appendix A.

Business grants of between £2,667.00 and £6,000.00 based on rateable value are available for the hospitality and leisure industry. Business rate relief is under review.

Household support funding is available and those identified as eligible will be contacted next week. People who are not contacted but may be eligible can enquire.

The County Highways Committee will meet on the 25th of January 2022 to discuss Civil Parking Enforcement and 20 mph scheme funding and principles. Funding for the 20mph scheme will be available in addition to Local Highway Initiatives.

A Councillor asked if there were any updates regarding the Thakeham development. Cllr McDonald reported that the company had recently published its accounts.

A Councillor commented that the Cambridge South East Transport Scheme survey recently sent by Anthony Browne MP included only two options, and excluded the former Haverhill to Cambridge railway.

143/21-22 Correspondence Received

i. Parishioner – Land at Frogge Street, Ickleton

Correspondence received from three parishioners regarding the letter received from Savills about land at Frogge Street, all of whom objected to the proposal and some of whom suggested the land is acquired by the community with the support of the Parish Council. The Parish Council felt that purchase of the land by the community had merit and will await further correspondence from Savills regarding the Parish Council response.

ii. Cambridgeshire County Council - Flood Risk Management Strategy Consultation

The County Council and its partners are currently in the process of holding a public consultation for the update to the Cambridgeshire Flood Risk Management Strategy. The consultation is officially due to end on 23rd January 2022; however, comments can be submitted by email up to 28th January. There are also other consultations currently underway with the Environment Agency which are separate from this work but may be of interest:

Environment Agency Flood Risk Management Plan (FRMP) - Open until Jan 21st - regional plan for flood risk.

Environment Agency River Basin Management Plan (RBMP) - Open until April 22nd - regional plan for the water environment.

Noted by the Parish Council. Cllr McDonald stated that the strategy published in 2017/18 is being reviewed, hence the consultation.

144/21-22 Planning Information

i. For consideration

Reference: **21/05505/HFUL**

Proposal: Single storey side extension

Site address: 1 Priory Farm Barns, Swinton House, Back Lane, Ickleton

Ickleton Parish Council supports this application.

Reference: **21/05249/LBC**

Proposal: Internal and external alterations to annex building

Site address: 37 Church Street, Ickleton, CB10 1SL

Ickleton Parish Council supports this application.

Reference: **21/05250/HFUL**

Proposal: New gable window in the outbuilding

Site address: 37 Church Street, Ickleton, CB10 1SL

Ickleton Parish Council supports this application.

Reference: **21/05332/HFUL**

Proposal: Demolition of existing conservatory, erection of single storey front and rear extensions, roof lights and replacement garage door

Site address: 19 Grange Road, Ickleton, Saffron Walden

Ickleton Parish Council supports this application.

Reference: **21/05341/PRIOR**

Proposal: Single storey rear infill extension

Site address: 108 Frogge Street, Ickleton, Saffron Walden

This application has already been decided and prior approval was refused.

Reference: **21/05384/REM**

Proposal: Reserved Matters Approval of appearance, landscape, layout and scale in respect of the construction of a new translational office space building providing a total of 4417m² (GEA) Use Class E space including ancillary uses; parking; pedestrian and cycle access; cycle parking store; hard and soft landscape works; plant and machinery; drainage infrastructure; lighting; street furniture and all associated engineering and ground remodelling works, pursuant to outline application S/4329/18/OL

Site address: Wellcome Trust Genome Campus, Cambridge Road, Hinxton, Cambridgeshire

Ickleton Parish Council had no comment to make on this application.

Reference: **S/4329/18/COND24**

Proposal: Submission of details required by condition 24 (Site Wide Lighting Strategy) of outline planning permission S/4329/18/OL

Site address: Wellcome Trust Genome Campus, Cambridge Road, Hinxton, Saffron Walden

Ickleton Parish Council supports the comments submitted by Hinxton Parish Council regarding this application, and would reiterate the need for due consideration to be given to the surrounding area and neighbouring villages and request that lighting is switched off at an appropriate time so as to not cause light pollution.

Reference: **S/4329/18/COND38**

Proposal: Submission of details required by condition 38 (Site Wide Climate Resilience Strategy) of outline planning permission

Site address: Wellcome Trust Genome Campus, Cambridge Road, Hinxton, Saffron Walden

Ickleton Parish Council had no comment to make on this application.

Reference: **S/4329/18/COND45**

Proposal: Submission of details required by condition 45 (Strategic Surface Water Drainage Strategy) of outline planning permission S/4329/18/OL

Site address: Wellcome Trust Genome Campus, Cambridge Road, Hinxton, Saffron Walden

Ickleton Parish Council supports the comments submitted by Hinxton Parish Council regarding this application.

Reference: **S/4329/18/COND51**

Proposal: Submission of details required by condition 51 (Construction) of outline planning permission S/4329/18/OL

Site address: Wellcome Trust Genome Campus, Cambridge Road, Hinxton

Ickleton Parish Council support the comments submitted by Hinxton Parish Council regarding this application. The traffic management document clearly sets out the routes for HGVs to follow during construction, and stresses that Ickleton and Hinxton are to be avoided. This is not the same with regard to other vehicles. The document should clearly state that all vehicles associated with construction activities and visitors to them will be instructed, and if possible contractually bound, to use the national highways network and the local A roads only to access the site to include all delivery vehicles, employees' vehicles, contractors, and sub-contractors' vehicles and should not use the unclassified rural routes serving Ickleton, Duxford and Hinxton.

ii. **Planning Decisions**

Reference: **21/04888/LBC**

Proposal: Restoration of the beams within the original part of the cottage.

Site address: 27 Church Street, Ickleton, CB10 1SL

Granted permission. Noted by the Parish Council.

Reference: **21/04354/FUL**

Proposal: Construction of new boundary wall to enclose garden land and the creation of two pedestrian access points in existing wall to allow the erection of two pedestrian gates.

Site address: Land at Dove Barn, Butchers Hill, Ickleton, Saffron Walden

Granted permission. Noted by the Parish Council.

Reference: **21/04218/HFUL**

Proposal: Two storey rear extension

Site address: 9 Southfield, Ickleton, Saffron Walden

Granted permission. Noted by the Parish Council.

Reference: **21/03276/FUL**

Proposal: Demolition of 12 Frogge Street

Site address: 12 Frogge Street, Ickleton, CB10 1SH

Granted permission. Noted by the Parish Council.

Reference: **21/1396/TTPO**

Proposal: Walnut tree- crown has grown considerably since last reduced, approx. 2 metres, causing considerable loss of light to house and garden, leaf fall in gutters. Proposed to crown reduce to points where it was previously reduced, after which it would be approx. 13 metres high. Work to be done by Anglia Tree Care as on previous occasion.

Site address: 7 Brookhampton Street, Ickleton, CB10 1SP

Have no objection. Noted by the Parish Council

iii. **Planning Appeals**

None.

iv. **Tree Works**

None.

145/21-22 Wellcome Genome Campus Parish Council liaison meeting

Cllr's Sadler and Davidson attended the liaison meeting on 11th January 2022.

A separate forum is being led by the developer regarding the expansion project. WGC staff seemed surprised the developers had not already made contact with the Parish Council.

Currently there are only 400 staff on Campus, following the Plan B announcement before Christmas. Prior to that attendance was 700-800. Going forward some home working might be the norm, with staff on site 2/3 days per week.

Landscaping and roadway construction on site to E of A1301 will begin later this year.

Support for local communities will be limited to raffle prizes, leaflet printing. Events will need to demonstrate promotion of community cohesion, and recipients need to have a written constitution or mission statement, bank account etc.

Dredging of ponds on the Wetlands are due to take place 21-25 February 2022, weather permitting. Footpaths will be closed. The community pages on campus website will be updated.

Governance of the new development has not been considered to date.

The liaison meetings will be held every 4 months.

146/21-22 Reports from Councillors

Cllr Pavelin:

A parishioner has asked if a light can be installed at the Frogge Street bus shelter. The Parish Council will consider whether this is feasible. Solar panel lighting is a possibility.

Cllr Cheney:

The Parish Council can soon apply for another pack of hedge saplings from The Woodland Trust if another location can be found and agreed.

Bollards on Butchers Hill are missing and will be replaced if they cannot be found.

147/21-22 Financial Matters

i. **To approve payments of January 2022 accounts**

Clerk's salary (confidential)

Clerk's expenses – £57.50

Tim Pavelin (empty bins) – £120.00

Essex Cares Ltd (Icene printing – December 2021 edition) - £160.00

Essex Cares Ltd (Icene printing – January 2022 edition) - £145.00

Ickleton Village Hall (Hall hire) - £66.00

Npower (Street lighting) - £27.29

Barricade Fabrications Ltd (Wooden bollards) - £1,565.04

The following invoice was received after the agenda was published but brought to the meeting for consideration:

Cambridge Stained Glass (Chapel window repairs) - £3,770.99

It was resolved that all payments listed are made.

ii. Bank reconciliation (bank accounts)

Unity Current Account - £23,241.04

Unity Instant Access Account - £25,089.67

Total - £48,330.71

It was resolved that the bank reconciliation for December 2021 is approved by the Parish Council.

iii. Bank reconciliation (cash card)

Total - £194.54

It was resolved that the bank reconciliation for December 2021 is approved by the Parish Council.

iv. Budget review

The quarterly budget review was circulated to the Parish Council ahead of the meeting and noted. All spending is as expected.

v. Purchase copy of Arnold Baker – Local Council Administration

The Clerk requested that a copy of Arnold Baker – Local Council Administration is purchased at a cost of £119.00. Cllr Wombwell proposed, Cllr Pavelin seconded and it was resolved that a copy would be purchased.

vi. Cambs Acre membership

Membership renewal is due at a cost of £57.00. Cllr Wombwell proposed, Cllr Heaney seconded and it was resolved that the membership would be renewed.

vii. Blood session donation to Ickleton Village Hall

At the November 2021 meeting the Parish Council resolved to donate £100.00 to Ickleton Village Hall for blood donation sessions for a maximum of four times a year and to be reviewed annually. A session was held in December 2021 and it was resolved that a donation of £100.00 would be made for that session.

148/21-22 Recreation Field and Play Area

i. Outdoor table tennis project

The Clerk met with a contracts manager from a groundworks company on the 19th of January 2022 and will await a quote in writing. Cllr Wombwell is making enquiries with another company.

ii. Play area fencing

Part of the fencing is in need of replacement and will be considered in the next financial year. In the mean time the Clerk will obtain a quote for short term repair.

149/21-22 Co-option Policy

A Co-option Policy was drafted by the Clerk and circulated to the Parish Council ahead of the meeting. The Council decided on a couple of matters and it was resolved that the Co-option Policy was approved.

150/21-22 DATE OF NEXT MEETING:

Wednesday 16th February 2022

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 9.38pm

Appendix A

Report for Parish Councils – January 2022

South Cambs District Council

Resumption of green bin collections

Collections are planned to resume next week, on Wednesday 12 January, in-line with the previously published Christmas bin collection schedule. We are working on the plan for that resumption, and communicating it, now.

Business grants update 1: Hospitality and Leisure Grant and Additional Restrictions Grant (ARG) top-up

On 21st December the Chancellor, Rishi Sunak announced £1 billion in support for businesses most impacted by Omicron across the UK. Amongst other support, businesses in the hospitality and leisure sectors in England will be eligible for one-off grants of between £2,700- £6,000 depending on premises rateable value. Additional discretionary funding will be made available for Councils to support other businesses affected.

My best guess is currently that businesses will be able to start applying during the latter part of January / early February. We are in the process of updating our website to reflect this information.

Business grants update 2: Coronavirus Additional Relief Fund (CARF)

Back in March of this year, the Government announced funding for a new business rates relief to help those business that had been impacted by Covid in 2020/21 but had been ineligible for the other business rates reliefs. The announcement was made in response to a number of businesses submitting appeals to the Valuation Office Agency (VOA), as they believed the pandemic constituted a “material change of circumstances” in relation to their premises’ rateable value. Before the relief would be made available, Government first wanted to pass legislation to prevent Covid from being a reason for an appeal to the VOA. This legislation received royal assent on Wednesday 15 December.

S Cambs have now received guidance from Central Government regarding a new rates relief scheme – the Coronavirus Additional Relief Fund (CARF), along with a funding allocation of up to £6.3m for us at South Cambridgeshire District Council. The guidance sets out that we should design a new local relief scheme to distribute the funding, which is available to reduce the 2021/22 business rates bill. The guidance states that the scheme should:

- Not award relief to ratepayers that are, or would have been, eligible for the Extended Retail, Hospitality and Leisure Discount, or the Nursery Discount
- Not award relief in respect of a property when it is unoccupied
- Direct support towards ratepayers who have been adversely affected by the pandemic and have been unable to adequately adapt to that impact.

We are currently exploring options for scheme design to ensure support is targeted to those impacted, and will then need to turn our attention to the administrative details. This is a considerable piece of work and it may take some weeks before the scheme is launched. Please be assured that we will endeavour to launch the scheme as soon as possible. Details of the relief announcement are on our website.

Business support events and webinars

S Cambs is offering a series of free to attend events and webinars that provide a chance for local businesses to engage with Council services and develop skills to help you run your business successfully.

Looking after your mental health

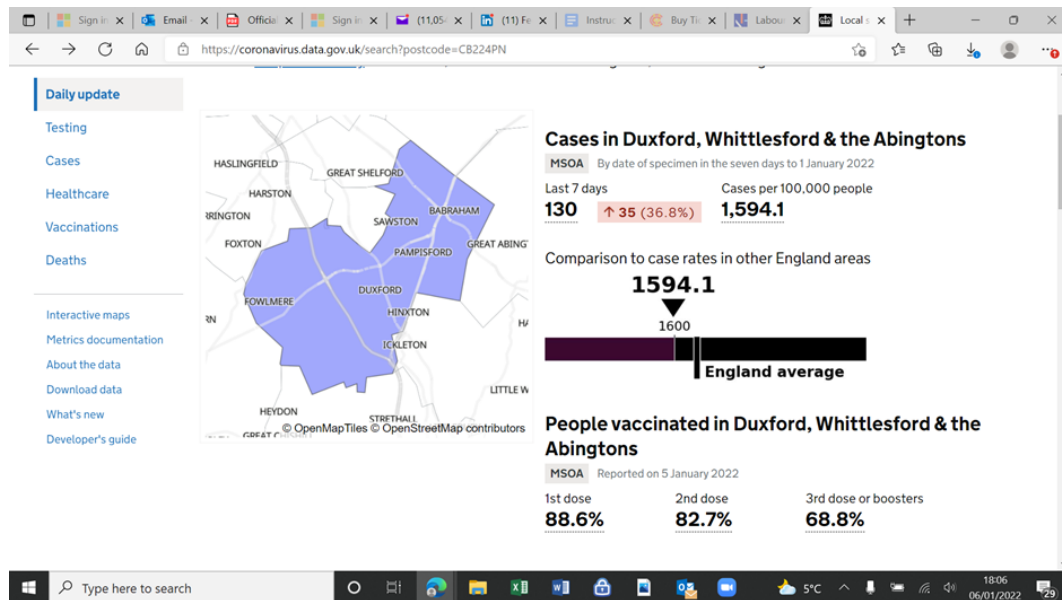
The past year has been a difficult time to run a business and many people's mental health has suffered as a result. We are running a free webinar on 20 January from 12 noon to 1pm exploring how to look after yourself as well as your business.

In this inspirational and solution focused sessions, our guest speakers Nick Elston and Zoe Thompson will talk through their lived experience and ways to help you cope in these challenging times. Themes include:

- Mental health and wellbeing
- 'What you do next that counts'
- Resilience, positivity and aspiration
- Acceptance and awareness.

Cambridgeshire County Report

Current Covid & Vaccination Status Locally



Confirmatory PCR tests to be temporarily suspended for positive lateral flow test results.

From 11 January in England, people who receive positive lateral flow device test results for COVID-19 will be required to self-isolate immediately. They will not be required to take a confirmatory PCR. This is a temporary measure while COVID-19 rates remain high across the UK. Whilst levels of COVID-19 are high, the vast majority of people with positive LFD results can be confident that they have COVID-19.

Stay at home guidance for households with possible COVID-19 infection

The self-isolation advice for people with coronavirus (COVID-19) has changed. It is now possible to end self-isolation after 7 days, following 2 negative LFD tests taken 24 hours apart. The first LFD test should not be taken before the sixth day. COVID-19: guidance for households with possible coronavirus infection

Visiting arrangements in care homes

On 30 December, the Department of Health and Social Care updated the guidance on how care homes can support families and visitors to visit residents. The guidance has been updated to reflect that resident lateral flow device testing following visits out of the care home is required every second day for ten days, and to add that nominated visitors should remain the same wherever possible. Guidance:

<https://www.gov.uk/government/publications/visiting-care-homes-during-coronavirus>

COVID-19: guidance for grassroots sport participants, providers and facility operators

On 23 December, the Department for Digital, Culture, Media & Sport updated the guidance on COVID-19 measures for grassroots sport participants, providers and facility operators.

The guidance sets out information for the public and sport providers on how to organise and participate in grassroots sport and physical activity as safely as possible. This includes advice on steps people can take to reduce the risk of COVID-19 transmission within the sport environment. The update includes new information on face coverings, who should work from home, and the types of venues and events that are required by law to check visitors' COVID status as a condition of entry. Guidance:

<https://www.gov.uk/government/publications/guidance-on-coronavirus-covid-19-measures-for-grassroots-sport-participants-providers-and-facility-operators>

Find help and support if you have long COVID

On 24 December, the Department of Health and Social Care updated the guidance for those who have long COVID. The guidance has been updated with advice for those who have signs and symptoms of long COVID, those who have long COVID and are unable to work, those who have long COVID and need support to find, return to or stay in work, and for those who have a child with long COVID. Guidance:

<https://www.gov.uk/guidance/find-help-and-support-if-you-have-long-covid>

Household Support Fund

A reminder on the new support fund which aims to help those struggling to pay for food, energy or other essential items this winter has been launched. Cambridgeshire County Council has been allocated £3.58 million as part of the Government's Household Support Fund to help people who need financial support.

Household Support Fund – letter to residents

From early next week, colleagues will be sending letters to approximately 6,000 residents who have been identified as being likely to be eligible for Household Support Fund grants. The letter will include reminders of existing financial support that is available during the year (such as our Discretionary Housing Payments to provide financial support towards housing costs, or our Council Tax hardship fund to provide support to those who are struggling financially because of the pandemic). Additionally, information will be included to encourage residents to contact our Welfare and Money Maximisation Officer, Lucy Tompkins, who can discuss residents' circumstances and identify any support that may be suitable.

The Household Support Fund itself is a new one-off grant, which is live until 31 March 2022. This usually provides £49 (for a family) or £29 (for an individual) to cover food or household energy costs, but more funding may be available for people who can demonstrate a higher need – for instance for higher costs of filling an oil tank or buying a new cooker. To be eligible for the Household Support Fund residents will need to earn less than £17,940 or receive any of the following: Income Support; Income-based Job Seekers Allowance; Income-related Employment and Support Allowance; Pension Credit; Universal Credit; Working Tax Credit. Residents can find out more, or apply online, on Cambridgeshire County Council's website. Details of how to access the scheme are available at:

<https://www.cambridgeshire.gov.uk/residents/coronavirus/household-support-fund>

County Highways Issues

The Jan 25th committee will look at:

- Civil Parking Enforcement
- 20 mph scheme funding & principles

Peter McDonald
January 6th 2022