

MINUTES OF ICKLETON PARISH COUNCIL

Held in the Gordon Woolhouse Meeting Room, Ickleton Village Hall on Wednesday 21st July 2021 starting at 7.30pm

Present: Cllr Sian Wombwell, Cllr Terry Sadler, Cllr Philly Hamilton, Cllr Edmund Heaney, Cllr Lucy Davidson, Leanne Smith (Clerk)

028/21-22 To Receive Apologies for Absence

Apologies received ahead of the meeting from Cllr Tim Pavelin, Cllr Liz Gibson, Cllr Simon Cheney, and Cllr Hugh Molloy.

029/21-22 Councillors Declaration of Interest for Items on the Agenda & Requests for Dispensation

None.

030/21-22 Open Forum for Public Participation Including Youth Representation

None.

031/21-22 To approve minutes of meeting held on 16th June 2021

It was resolved that the minutes of the meeting held on 16th June 2021 are approved and signed by the Chair.

032/21-22 Matters Arising and Clerks report

Clerks' report circulated ahead of the meeting. ACTION - Clerk to check that the report to Highways regarding the Culvert at the Abbey Street/Grange Road/Coploe Road junction is still on the Highways website.

Cllr Wombwell reported that the landowner has agreed in principle to sell a plot of land behind the cemetery to the Parish Council. Cllr Wombwell proposed that the land is purchased as a community space that an extension of the cemetery could be incorporated in to in the future. For Parish Councillors to consider and feedback to Cllr Wombwell.

i. Tree planting/cherry tree walkabout

A walkabout was conducted in the village last month with Councillors and a parishioner. Several locations were identified for individual planting. However, lack of watering is a concern. The Churchyard has space for a few trees which could be kept watered. ACTION – Clerk to consult further with the parishioner about the project, and consult with the Church Wardens.

ii. Administration for new Councillor

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

033/21-22 Traffic and Highways Issues

i. Speedwatch

Some Speedwatch sessions were cancelled in the last month owing to wet weather, but subsequent sessions continued despite the heatwave.

ii. Highway's maintenance

A parishioner reported ongoing problems with blocked drains on Frogge Street. Highways stated that a crew reported back a fault in the system in February 2021 and an order to get the fault investigated and repaired was placed. However, the order was still outstanding and so the contractor was asked to expedite the order. Further investigation has identified that a new drain is likely to be needed. The parishioner also reported the poor state of the footpath at the location and to date Highways have not passed comment.

034/21-22 Rural Crime Report

Fly tipping is a problem in the area, which may be exacerbated because the appointment system at Thriplow tip will remain despite national covid restrictions being lifted.

Cllr Wombwell asked that as we move into harvest season, people are vigilant and report hare coursing.

035/21-22 Reports from County and District Councillors

Circulated to Parish Councillors before the meeting. See Appendix A.

The Parish Council noted in particular that Greater Cambridge Planning held a call on the A505 study for which Cllr McDonald circulated the slides.

036/21-22

Correspondence Received

- i. **South Cambs District Council Planning - Reference: S/2040/19/CONDA - Information on application for Approval of Details Reserved by Condition at 20 Church Street, Ickleton, CB10 1SL.**
Noted by the Parish Council.
- ii. **South Cambs District Council Planning - Reference: S/4396/18/DC - Information on application for Approval of Details Reserved by Condition at Abbey Barns, Duxford Road, Ickleton, Cambridgeshire.**
Noted by the Parish Council.
- iii. **Uttlesford District Council Planning – Reference: UTT_21_2003_DOC - Environmental, Construction & Traffic Management Plan for 76 Residential Units for Axis Land, London Road, Great Chesterford, Essex, Planning Reference - UTT/19/0573/OP.**
The Parish Council was notified by a Parishioner of Great Chesterford that the Environmental, Construction & Traffic Management Plan showed a map that appeared to direct all site staff, operatives and delivery drivers through the village of Ickleton. The Clerk wrote to Uttlesford Planning on behalf of Ickleton Parish Council objecting to the proposal and requested that the plan is not approved and instead should be amended so that traffic is directed along major roads. Planning have since notified the Parish Council that on the advice of Highways the plan would be amended due to the low bridge between Ickleton and Great Chesterford. Cllr Sadler has put a public comment on the planning website to record the Parish Councils objection.
- iv. **South Cambs District Council Licensing - Review of Statement of Licensing Policy**
Review of Statement of Licensing Policy was sent to the Parish Council with an invitation to reply with any observations. Noted by the Parish Council.
- v. **South Cambs District Council Licensing – Taxi and Private Hire Policy proposed revisions**
Proposed amendments to the Taxi and Private Hire Policy were sent to the Parish Council with an invitation to reply with any observations. Noted by the Parish Council.
- vi. **Ickleton Football Club closure**
Correspondence from Steve Jenkins to notify the Parish Council that the football club has had to disband due to lack of commitment, willing volunteers and increasing costs. The club has a new white line machine to sell. The Parish Council will discuss the purchase of the white line machine and hire of the pitch at the August 2021 Parish Council meeting.
- vii. **Bike Events - London to Cambridge charity bike ride 25th July 2021**
Correspondence from the Events Organiser of Bike Events to notify the Parish Council that a charity cycle ride will take place on Sunday 25th July 2021 and pass through Ickleton. Noted by the Parish Council.
- viii. **Parishioner – River and verge maintenance**
Correspondence from a parishioner regarding whether the Himalayan Balsam on the river between Ickleton and Hinxton can be removed to stop flooding. The parishioner also raised the issue of verge spraying in the village. ACTION – Clerk to contact the Environment Agency about the Himalayan Balsam and to report the verge spraying to Cllr McDonald again.
- ix. **Parishioner – Tree/hedge maintenance Abbey Street**
Correspondence from a parishioner requesting that a request is made to the owners of two properties on Abbey Street to undertake cutting back of the trees and foliage on their properties to enable pedestrians to walk on the path without the need for ducking or using the grass verge. They also noted the state of disrepair of the path along Abbey Street. The Parish Councillors were unsure of the location given by the Parishioner. ACTION – Clerk to contact the parishioner to clarify the location and request photos.

037/21-22

Planning Information

- i. **For consideration**
None.
- ii. **Planning Decisions**
Reference: **21/01667/HFUL**

Proposal: Single storey front, rear and side extension, and two storey rear extension

Site address: 13 Southfield, Ickleton, CB10 1TE

Applicant: Ms Shepperd

Decision: Granted Permission

Noted by the Parish Council.

Reference: **21/01492/HFUL**

Proposal: Erection of garden pergola

Site address: 9 Back Lane, Ickleton, CB10 1SJ

Applicant: Mrs Alison Jones

Decision: Granted Permission

Noted by the Parish Council.

Reference: **21/01226/LBC and 21/01941/HFUL**

Proposal: Remove existing chimney pot and cement benching, install 2 x ventilation bricks into stack. Install new 900mm buff chimney pot and bench in chimney pot.

Site address: 48 Frogge Street, Ickleton, CB10 1SH

Applicant: Mr Edmund Harcourt

Decision: Granted Permission

Noted by the Parish Council.

iii. **Planning Appeals**

None.

iv. **Tree Works**

Reference: **21/0799/TTCA**

Proposal: Various

Site address: 14 Frogge Street, Ickleton, Saffron Walden

Applicant: Mr Hancock

Noted by the Parish Council who do not wish to offer any comment.

038/21-22 Reports from Councillors

Cllr Davidson:

Reported that trees at a property on Abbey Street block the street light. ACTION – Clerk to write to the homeowner to request they are trimmed back.

A verge on Grange Road is overgrown and is encroaching on the footpath. ACTION – Clerk to request that the verge is trimmed by Charles Frankau.

Cllr Hamilton:

Tree works were considered at Butchers Hill at the April 2021 Parish Council meeting. Cllr Hamilton proposed that the work was considered again and that a quote should be obtained from Dominic Pallett. Action – Clerk to obtain quote.

Cllr Wombwell:

Reported that the Openreach fibre broadband funded by the Government's Rural Gigabit Voucher Scheme had not made any progress until this week, in which preliminary costings have now been provided.

South Cambs District Council will hold infrastructure workshops in September 2021 for Parish Councillors to attend.

Reported that the churchyard gates need replacing and that a proposal will be brought forward by the Parochial Church Council for the Parish Council to replace the gates with a contribution from them using money left in legacies.

Cllr Sadler:

The basic details for the 299 sites received during the call for sites have now been published and are available on the Uttlesford District Council (UDC) Local Plan Website. These include potential large scale new communities as well as small scale developments in villages. UDC will consider these sites, alongside any that the Council chooses to identify, when developing the Local Plan.

No decision has been taken at this stage on which sites to include in the Local Plan, and they are being published for information only at this stage.

Correspondence received from a prospective purchaser of a property in the village regarding planning permission granted in 2000 asking the Parish Council for confirmation that the conditions

were met and access is legal. The Parish Council are able to say that the conditions appear to have been met but cannot pass comment on whether access is legal.

039/21-22

Financial Matters

- i. **To approve payments of July 2021 accounts**
Clerk's salary (confidential)
Clerk's expenses – £41.75
Tim Pavelin (empty bins) – £100.00
Essex Cares Ltd (Icene printing) - £122.00
Rialtas (Accounting software) - £148.80
Eon (Street Lighting) - £69.86
Village Hall hire - £44.00
It was resolved that all the payments listed be made.
- ii. **Bank reconciliation (bank accounts) – 30th June 2021**
Unity Current account - £21,965.10
Unity Instant Access account - £25,088.12
Total - £47,053.22
It was resolved that the bank reconciliation for June 2021 is approved by the Parish Council
- iii. **Bank reconciliation (Equals cash card) – 30th June 2021**
Balance remains the same as last month as no money has been spent on the cash card.
Total - £233.59
It was resolved that the bank reconciliation for May 2021 is approved by the Parish Council.
- iv. **Budget review (April – June 2021)**
The quarterly budget review was presented to the Parish Council and noted. Payment for the Chapel window repairs was expected to be made during the 2020-21 financial year, but the delay in completing the work and subsequent request for payment means that the payment will be made in the 2021-22 financial year. Payment for the Local Highways Initiative was expected in the 2021-22 financial year and therefore included in the budget, but the work was carried out by Highways quickly and payment requested before the end of the 2020-21 financial year. All other spending is as expected.
- v. **Review Financial Regulations**
The Financial Regulations were reviewed by the Parish Council and no amendments were made.
- vi. **Section 106 money**
The Parish Council currently holds the following unallocated Section 106 money:
£643.51 relating to the planning application of the Methodist Chapel on Abbey Street to be used for community space.
£408.24 relating to the planning application of the land to the west of 20 Church Street to be used for community space.
Cllr Sadler proposed, Cllr Wombwell seconded and it was resolved that the money is allocated to the payment of the cemetery chapel window repairs, for which an invoice is due imminently. It is the intention of the Parish Council to use the chapel as a community space once the repairs have been completed.
- vii. **Zero Carbon Communities Grant**
The Parish Council will not apply for a grant on this occasion, but are aware that there will be further opportunities in the future.
- viii. **Community Chest Fund Grant**
The Parish Council has taken receipt of the £2,000.00 grant. The proposal was for the grant to be used to purchase an outdoor tennis table. For further discussion at the August 2021 Parish Council meeting due to Cllr Cheney's absence at this meeting.
- ix. **Quote for Churchyard tidy**
Dominic Pallett and Charles Frankau have quoted £400.00 for the churchyard tidy up as proposed at the June 2021 Parish council meeting (024/21-22 refers). Cllr Wombwell proposed, Cllr

Hamilton seconded and it was resolved that the quote is accepted and work is carried out. Date for the churchyard tidy to be arranged.

x. Rowan – donation request

Donation request from Rowan, a small registered charity providing an arts centre and forest school for adults with learning disability in Cambridgeshire. Cllr Heaney proposed, Cllr Hamilton seconded and it was resolved that a donation of £50.00 be made to the charity using Section 137 of the Local Government Act 1972.

xi. Clerks' training

Cllr Wombwell proposed, Cllr Hamilton seconded and it was resolved that the Clerk could undertake training in Data Protection at a cost of £36.00.

040/21-22 Maintenance

i. Abbey Street verge posts

Building work has finished at the properties by the junction of Frogge Street and Abbey Street and the Parish Council considered whether to re-instate the grass verges that had been damaged. ACTION – Clerk to obtain a quote for the supply and installation of verge posts and reseeding.

041/21-22 Motion to exclude Public and Press for agenda item 042/21-22

Since there were no public or press at the meeting and only Council members in attendance, there was no need for a Motion to Exclude to be passed before discussion of the next item but separate, more detailed and confidential minutes have been produced.

042/21-22 Clerks' appraisal and salary review

The Clerk left the meeting and returned after the Councillors' discussion and decision. An annual appraisal and job re-evaluation were carried out with the Clerk by the Parish Council Chair on 6/7/2021. Cllr Wombwell provided feedback to the other Councillors and the Clerks performance and salary were discussed.

It was proposed and resolved to advance the Clerks salary with immediate effect.

043/21-22 DATE OF NEXT MEETING:

Wednesday 18th August 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 9.52 pm

Appendix A

Report for Parish Councils – July 2021.

South Cambs District Council

I mentioned last month that South Cambridgeshire Growth fund is opening for applications on 1st July 2021. It is for micro and small businesses operating in/from South Cambridgeshire. Priority applicants will include those who have not previously received government backed (covid related) funding. A one-off grant of between £1,000 to a maximum of £50,000 will be awarded to eligible applicants.

The Growth Fund scheme is designed to support businesses' growth and expansion plans in the district. Eligible applicants for the scheme must be South Cambridgeshire based start-ups who are looking to scale and grow quickly, or they can be established South Cambridgeshire based companies who can clearly demonstrate ambitious growth plans in the district. Businesses in any sectors can apply, including, sole traders and partnerships. One-off grants of

between £1,000 and £50,000 may be awarded to successful applicants. The scheme will end when all funds have been allocated. The link is here:

<https://www.scams.gov.uk/business/business-support-and-advice/growth-fund-grant-scheme/>

South Cambridgeshire Planning Delegations

I said I would update on this periodically. The delegation meetings can be found here:

<https://www.greatercambridgeplanning.org/planning-applications/step-by-step-guide-to-permissions/delegated-planning-decisions/#A2>

In June there were 3 meetings and the result was:

June 15th 1 referred, 1 delegated

June 8th: 1 referred no delegated

Jun1st: 3 delegated 1 referred

Q4 Performance report

This report looks at the council performance. Problems in the Contact Centre (due to staff moved to Business Grant unit) are now being addressed.

<https://scams.moderngov.co.uk/documents/s122475/Appendix%20A%20-%20KPI%20Performance%20Cab.pdf>

Business Plan Update

The update on the business plan is here:

<https://scams.moderngov.co.uk/documents/s122476/Appendix%20B%20-%20Q4%20Business%20Plan%20Actions%20Update%20Cab.pdf>

Biodiversity Supplementary Planning Document

As new SPD outlining in detail the policies surrounding biodiversity has been published

<https://scams.moderngov.co.uk/documents/s122524/Biodiversity%20Supplementary%20Planning%20Document%20-%20AMENDED%20DRAFT.pdf>

Cambridgeshire County Report

Vaccination

You can see the daily data here:

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

Apprenticeship Funding

Cambridgeshire County Council has agreed to transfer £273,000 of its apprenticeship levy fund to K-10, an organisation set up to support apprenticeships in the construction industry.

K-10 will work with award winning house builder Hill to find placements for the 21 apprentices in the county, allowing them to gain skills and qualifications in plumbing, electrical, carpentry, groundworks, dry-lining, bricklaying and painting.

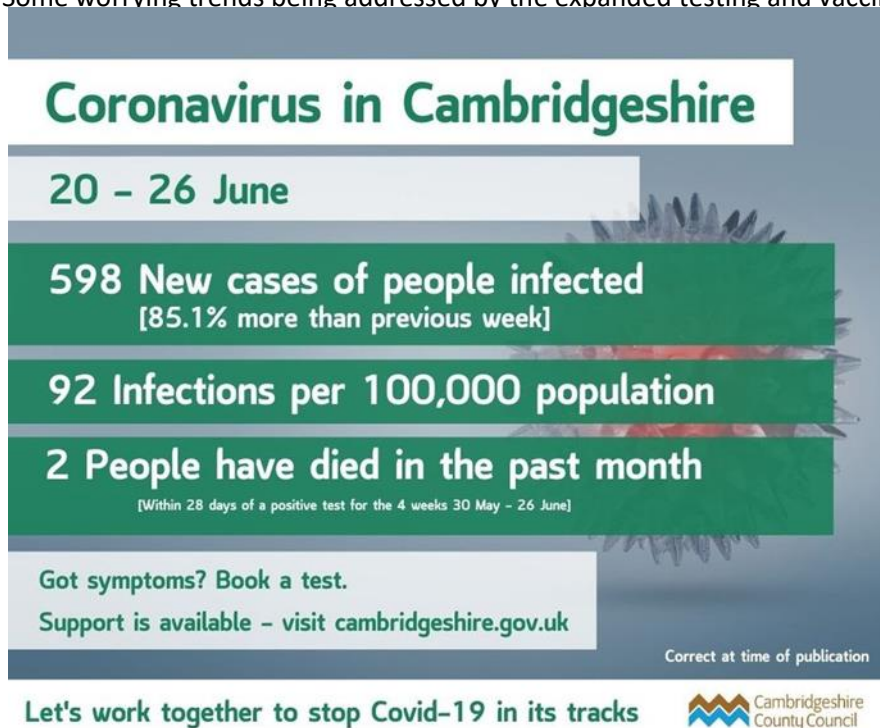
As a levy paying employer, the council is able to transfer 25% of unused, annual levy funds to other employers that wish to utilise apprenticeships to train their staff. As the transfer of funds would support employment for Cambridgeshire residents on major construction projects with Hill, the funding transfer was approved.

All of the apprenticeship positions are full time with the first year pay rate being £8.36 per hour. Apprentices will all be studying at colleges or training providers within the county for the duration of their apprenticeships.

K10 is recruiting now, so if you know of anyone aged 18 or above who may be interested in one of these fantastic opportunities, please encourage them to apply at www.k-10.co.uk/vacancies or send their CV directly to K10 at mahbub-uddin@k-10.co.uk.

Covid

Some worrying trends being addressed by the expanded testing and vaccination drop-in centres.



Covid Rapid Testing vans

For more information, including the opening dates/times of new rapid-testing facilities, plus any changes to site locations, visit our rapid testing webpage. <https://www.cambridgeshire.gov.uk/residents/coronavirus/coronavirus-covid-19-rapid-community-testing>

Learning Disability Partnership

The Cambridgeshire Learning Disability Partnership (LDP) brings together specialist health and social care services for people with a learning disability. The LDP is responsible for commissioning and providing these services on behalf of Cambridgeshire Primary Care Trust and Cambridgeshire County Council. Some staff are employed by the County Council and some by Cambridgeshire and Peterborough Mental Health Trust, but they are all part of the LDP.

The roles we currently have available are:

- Nurses
- Lead Nurse for Adults with Learning Disabilities
- Senior Community Nurse
- Psychologists
- Principal Clinical/Counselling Psychologist
- Highly Specialist Clinical Psychologist- Huntingdon
- Highly Specialist Clinical Psychologist- March
- Occupational Therapists
- Specialist Occupational Therapist
- Physiotherapists
- Physiotherapist
- Lead Physiotherapist

Please click here to go to our vacancy home page for further information and to apply.

<https://www.cpft.nhs.uk/latest-vacancies>

Consultation: Cambridgeshire Local Cycling and Walking Infrastructure

This is an important opportunity to contribute views – please note closing July 13th.

<https://consultcambs.uk.engagementhq.com/cc-local-cycling-and-walking-infrastructure-plan-consultation-2021>

Foxton Travel Hub

We met officers on June 15th. Still a lot of work to do to balance the city and local benefit.

Whittlesford Travel Hub/A505

The GCP held a call on the work being done on the station/travel hub and the A505 study. I will circulate these slides.

East West Rail

Consultation finished June 9th. The County Council response is here. Document.ashx (cmis.uk.com)

Thakeham

Thakeham has to date not lodged a submission to the South Cambs Call for Sites. We have asked Anthony Browne to write to the NFU and CLA to advise landowners that there is No Government support for Thakeham and therefore not to make land option agreements. We will update once we hear back from Anthony.

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

Peter McDonald

July 6th 2021