MINUTES OF ICKLETON PARISH COUNCIL

Held in the Gordon Woolhouse Meeting Room, Ickleton Village Hall on Thursday 29th September 2022 starting at 7.30pm.

This meeting was postponed from Wednesday 21st September 2022 due to the death of Her Majesty Queen Elizabeth II and the period of national mourning.

Present: Cllr Sian Wombwell, Cllr Terry Sadler, Cllr Tim Pavelin, Cllr Simon Cheney, Cllr Philly Hamilton, Cllr Lucy Davidson, Cllr Steven Heaney, Cllr Edmund Harcourt, Cllr William Wombwell, Leanne Smith (Clerk)

District & County Cllr Peter McDonald

Caroline Foster and Stella Yip - Urban & Civic

Four parishioners

075/22-23 To Receive Apologies for Absence

None - all Parish Councillors were in attendance.

076/22-23 Councillors Declarations of Interest and Requests for Dispensation

Declaration of Interest:

Cllr Pavelin – agenda items, 085/22-23 i. 22/03827/HFUL, 087/22-23 i. and 087/22-23 iv.

Cllr Simon Cheney – agenda item 085/22-23 i. 22/03827/HFUL

Declaration of Interest and Request for Dispensation:

Cllr Edmund Harcourt – agenda item 088/22-23 i. Request for dispensation granted.

077/22-23 Open Forum for Public Participation Including Youth Representation

Project Managers Caroline Foster and Stella Yip from Urban & Civic attended to make a short presentation on the Wellcome Genome Campus expansion. They presented several changes to the original plans. A planning application for improvement works to the A1301 will be considered later in the meeting. Archaeological works have commenced and earth works will begin in the next couple of months. A quarterly Community Liaison Group has been set up. Cllr Hamilton attended the first meeting on behalf of Ickleton Parish Council on the 7th of September 2022. Urban & Civic have committed to also attending Parish Council meetings when required and ad hoc Teams/Zoom calls.

A Parishioner requested that more events are held for members of the public to attend.

A Parish Councillor noted that to date no traffic surveys have been carried out in Ickleton to calculate the impact on the village. Urban & Civic have said they will carry out traffic modelling but also require local knowledge regarding the issues that affect the village.

A Parish Councillor asked what provision there will be on the development for healthcare. Urban & Civic will look into it.

A Parish Councillor asked what provision there will be for secondary education. Urban & Civic stated that it is under review with the County Council.

A Parish Councillor asked what plans are in place to govern the new development and Cllr Peter McDonald stated that it is currently under review with South Cambs District Council.

The Clerk will collate any further questions from Parish Councillors and send to Urban & Civic for their consideration.

Cllr Simon Cheney spoke in the open forum for public participation as a parishioner regarding planning application 22/03827/HFUL. He objects to the application on the grounds that the open nature of Church Street and the important views of the grade 1 listed church will be impacted by the height and scale of the proposed development. Another property in Butchers Hill was refused permission at appeal for a loss of a vista to the church from a listed building and the impact with this application is comparable. Secondly there is a full-size door opening on the first floor leading to a flat roof suggesting a roof terrace which is not explicitly referred to in the application. This terrace will be seen from Church Street, from a grade two listed building as well as being in sight of the church.

Cllr Harcourt presented a proposal for the purchase and installation of a semi-permanent 8-metrehigh boundary netting to protect Ickleton Lodge. The Cricket Club has accepted that there is a duty to protect the house and inhabitants. The owners of Ickleton Lodge have obtained a quote for the supply of nets at a cost of £5,350 and have offered a contribution of £3,000. The Cricket Club will contribute by way of installing the nets themselves. The Cricket Club asked firstly if the Parish Council would give permission for the nets to be erected on the recreation field and secondly if the Parish Council would make up the shortfall of £2,350.

A Parish Councillor asked for details of the Cricket Club finances. Cllr Harcourt stated that the Cricket Club has £14,000 of reserves ear marked for other projects. The Parish Councillor suggested that the Cricket Club prioritises this project due to the legal obligations. The Parish Councillor also suggested that the Cricket Club look to make up the short fall with grants such as the Community Chest Fund.

A vote was taken by show of hands with the majority in favour of giving permission for the nets to be installed on the recreation field.

A Parishioner enquired about the Parish Councils current position relating to the Boro Farm Aggregate site. The Planning Inspectorate is dealing with the appeal against the refusal of planning permission and enforcement notice as a single appeal. The Planning Inspectorate and site owner will put forward all the necessary information in due course. Nothing has been made public in terms of statements or documentation to date.

The Parishioner also enquired about the overgrown vegetation and pot holes at the Ickleton to Gt Chesterford railway bridge. Both matters are the responsibility of Essex. Cllr Peter McDonald will ask the Cambs counterpart to get an update from Essex Highways about the pot holes. A referral was made to the Essex Rangers regarding the overgrown vegetation who have 28 days to respond to the request. The Gt Chesterford Parish Clerk will provide an update in due course.

078/22-23 To approve minutes of meeting held on 17th August 2022

It was resolved that the minutes of the meeting held on 17th August 2022 are approved and signed by the Chair.

079/22-23 Matters Arising

Since the last meeting, play area bark was purchased at a cost of £705.60 following authorisation at the August 2022 Parish Council meeting.

Following a site inspection of the Cemetery Chapel and brick wall by a Chartered Surveyor and Valuer, the insurance reinstatement values were given as follows:

Cemetery Chapel - £180,000

Boundary brick wall - £94,000

The Clerk has notified the insurance company to that effect and has subsequently received a midterm adjustment fee.

080/22-23 Defibrillator check

Defibrillator check carried out by the Clerk on 29/9/2022.

081/22-23 Traffic and Highways Issues

i. Speedwatch

The Speedwatch Team recently conducted a session during an M11 closure and recorded 360 vehicles travelling along Frogge Street.

ii. National Highways M11 roadworks

M11 junction 8 to junction 10 - northbound closure

- Wednesday 5 October, 8pm to Thursday 6 October, 6am
- Monday 10 October, 8pm to Friday 28 October, 6am

Traffic will be diverted off the M11 at junction 8 towards the A120, A10 and A505 before re-joining the M11 at junction 10.

M11 junction 10 to junction 8 - southbound closure

• Monday 31 October, 8pm to Friday 2 December, 6am

Traffic will be diverted off the M11 junction 10 towards the A505, A10 and A120 before re-joining the M11 at junction 8.

iii. Correspondence from Parishioner - concern regarding traffic transiting village when M11 is closed

A Parishioner reported concerns relating to traffic transiting the village when the M11 is closed, referring in particular to issues caused by HGV's. It was noted that the Parish Council can object to pre-planned closures but notice is often short. A Parish Councillor raised the possibility of an environmental weight limit being implemented in the village. Cllr Peter McDonald will request an update on current HGV policies and invite Highways Officers to attend a Parish Council meeting.

082/22-23 Rural Crime Report

Dwelling burglaries and the theft of a forklift have been reported in the village over the last week or so. Other similar thefts have been reported in neighbouring villages.

083/22-23 Reports from County and District Councillors

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

Greater Cambridge Planning has published proposals for enhanced bus services with a 20-minute service in Ickleton proposed.

A three-month trial of a four-day week will begin in January for desk-based staff at South Cambridgeshire District Council.

A Parish Councillor stated that the Village Hall Committee had not been able to ascertain from planning if they need permission to instal solar panels. Cllr McDonald stated that advice has now been provided.

A Parish Councillor asked if South Cambs District Council had outsourced the planning application validation process. Cllr McDonald stated that a 6-month trial was carried out but will check that it has finished and if it is back in house.

084/22-23 Correspondence Received

i. Cambridgeshire County Council - Community Gritting Scheme Winter 2022 – 2023

The Parish Council felt that the Parish has an effective scheme in place already.

ii. Cambridgeshire ACRE – warm hub project

South Cambridgeshire District Council are collaborating with Cambridgeshire ACRE to establish community-led Warm Hubs this wintertime which will operate from publicly accessible community buildings to support vulnerable and isolated people, as well as those on lower incomes who are unable to pay their energy bills without compromising on other essentials, such as food, rent or hygiene. Cambridgeshire ACRE will lead the project and recruit and train volunteers to open Warm Hubs in their communities.

Information has been sent to a parishioner who already runs similar schemes in the village.

085/22-23 Planning Information

i. <u>For consideration</u>

Reference: 22/03615/REM

Proposal: Reserved Matters Approval for the access, appearance, landscape, layout and scale in respect of improvement works along the A1301 including new and upgraded junctions, carriageway realignment; new footways/cycleway, pedestrian crossing points; lighting, surface water drainage infrastructure; utilities and infrastructure works; improvements to existing agricultural accesses; associated engineering and land remodelling and tree removal, including the demolition of existing close boarded timber fence and replacement with metal estate railing and brick and flint wall.

Site address: Wellcome Trust Genome Campus, Cambridge Road, Hinxton, Saffron Walden Ickleton Parish Council objects to this application on the following grounds:

Flaws inherent in the outline application relating to the highways network and the A1301 in particular persist in this application. The proposals do not amount to a plan for sustainable travel, and therefore are in conflict with Policy T1/2 of the Adopted Local Plan.

What are described as "improvements" to the A1301 from the perspective of the Wellcome Genome Campus are designed in the main to slow down traffic so that it becomes a multi-modal street within a single unified Campus. However, this does not take into account that this stretch of the A1301 is part of an important highway corridor linking north and west Uttlesford with Cambridge via the A1301 to the north of the A505 and with the national highway network via

junction 10 of the M11. There is also access via the A1301 for southbound traffic to the M11 at junction 9. The County Council Local Highways has designated the A1301 as a recommended HCV route.

In the absence of a fully functioning junction 9 on the M11, all traffic southbound for Saffron Walden and other settlements in Uttlesford and northbound from those places needs to use junction 10 and the A1301/A505 corridors. If the A1301 is redesigned as proposed, the slower transit times will encourage drivers to see an alternative route. The only available alternative are the unclassified rural routes such as between Great Chesterford, Ickleton and Duxford. In addition the proposals seek permission for several at grade crossing points on the A1301 for pedestrians and cyclists. This simply builds in conflicts between pedestrians, cyclists and vehicle drivers that will add to the perception of the A1301 through the Expanded Campus as an unattractive route for motorised vehicles.

To date there has been to the best of our knowledge no study undertaken of the traffic that would be displaced via Ickleton owing to proposed alterations to the A1301. The Parish Council consider it is essential to have such studies carried out, with the applicant and the Local Highways Authority accepting the principle that traffic will be displaced from the A1301 by impeding the passage of vehicles, with the results published before permission to make alterations is given.

Limited steps have been taken to improve access from local settlements to the Campus are in the present proposals. There is a new footway to Hinxton but there is nothing beyond that to improve connectivity to Ickleton, or Duxford, or Great Chesterford. The complete absence of any proposals for improving safe access for cyclists to and from Great Chesterford is particularly striking.

Reference: 22/00496/HFUL

Proposal: Two storey rear and side extension. Amendment - alternative design.

Site address: 31 Frogge Street, Ickleton, Saffron Walden, Cambridgeshire.

Ickleton Parish Council objected to this application:

It was not understood why the revised proposals had not been made in a fresh application, as had happened previously involving the same property. The design now submitted suggested a front façade of dimensions that had previously been refused. This seemed to be more of a complete rebuild than extending the original property. The result would be an unduly modern and urban building out of place in the conservation area.

Reference: 22/03717/HFUL

Proposal: Alterations and upgrades to mechanical and electrical services, lifting of floorboards, new bathroom, internal alterations including restoration of timber panelling, erection of an external oil tank and new external oil boiler and repair works to garden boundary wall.

Site address: 18 Church Street, Ickleton, Cambridgeshire, CB10 1SL

The Parish Council unanimously supports this application.

Reference: 22/03827/HFUL

Proposal: Part single storey, part two storey rear extension and Velux roof windows to front elevation.

Site address: 10 Church Street, Ickleton, Cambridgeshire, CB10 1SL

Cllrs Pavelin and Cheney did not take part in the discussion or vote on this application. A vote was taken by show of hands with the majority in favour of objecting to this application on the following grounds:

The Design, Access and Heritage Statement (DA&HS) is significantly deficient in failing, firstly to mention the Grade One Listed status of the Church of Saint Mary Magdalen. Secondly, the DA&HS does not consider how the proposed extensions will impact upon the conservation area, and in particular on views of the Church from the public realm and listed buildings within the conservation area. Views of the Church tower and spire are a conspicuous and integral part of the conservation area and how it is experienced by residents and visitors.

Concerns were also expressed about an apparent intended roof terrace. No assessment had been made of the impact of this upon neighbouring properties, which included the Church, and the conservation area.

ii. <u>Information only applications</u>

None.

iii. Planning Decisions

Reference: 22/02959/HFUL

Proposal: Demolition of existing side element. Single story front and rear extensions,

replacement doors and windows, and veranda to side.

Site address: 14 Frogge Street Ickleton Cambridgeshire CB10 1SH

Granted permission. Noted by the Parish Council.

Reference: 22/03067/PRIOR

Proposal: 5G telecoms installation - H3G street pole and additional equipment cabinets

Site address: Duxford Road, Ickleton, Cambridgeshire Prior approval refused. Noted by the Parish Council.

Reference: 22/02950/CL2PD

Proposal: Certificate of lawfulness under S192 for removal of existing French Doors and Sidelights

and two windows to create one large opening for installation of new bi-folding doors.

Site address: 36 Abbey Street, Ickleton, Cambridgeshire, CB10 1SS

Certificate granted. Noted by the Parish Council.

Reference: 22/02648/FUL

Proposal: Installation of 8no roof lights to Unit 4

Site address: Abbey Barns, Duxford Road, Ickleton, Cambridgeshire.

Granted permission. Noted by the Parish Council.

Reference: 22/02649/FUL

Proposal: Retrospective planning application for 4no roof lights to Unit 2. The works were undertaken during the Covid lockdown to improve ventilation rates to office and research areas. The buildings were occupied during Covid lockdowns undertaking essential medical equipment

work for the Government.

Site address: Abbey Barns, Duxford Road, Ickleton, Cambridgeshire.

Granted permission. Noted by the Parish Council.

iv. Planning Appeals

None.

v. Tree Works

Reference: 22/0928/TTCA

Proposal: S211 Tree Works Notice. 1 x Robinia Tree - reduce crown by 1.5m and remove deadwood

and mistletoe. 1 x Crab apple Tree - reduce crown by 2m.

Site address: 22 Abbey Street, Ickleton, Cambridgeshire, CB10 1SS.

Noted by the Parish Council. Reference: **22/1026/TTCA**

Proposal: 1 x Field Maple - Reduce crown by 3 metres, remove major deadwood

Site address: 37 Frogge Street, Ickleton, Cambridgeshire, CB10 1SH.

Noted by the Parish Council.

086/22-23 Reports from Councillors

Cllr Pavelin:

The Wellcome Genome Campus fireworks will take place on Thursday 3rd of November 2022.

Cllr Heaney:

Parishioners have received emails relating to the broadband vouchers and pointed out that even if households have applied for vouchers, they are not obliged to use them.

087/22-23 Financial Matters

i. To approve payments of September 2022 accounts:

Clerk's salary (confidential)

Clerk's expenses - £73.25

Tim Pavelin (Empty bins) – £140.00

E&E Plumridge (Icene printing) - £157.00

Richard Baker (Surveyor and Valuer) - £400.00

Wicksteed (Playground inspection) - £288.00

PKF Littlejohn (External Audit) - £240.00

Red Shoes Accounting (Payroll) - £46.80

Gallagher Insurance Brokers (Mid-term adjustment fee) - £79.53

Bob Calladine (Play area fencing repairs) - £500.00

It was resolved that all the payments listed be made.

ii. Bank reconciliation (bank accounts)

Unity Current Account - £14,701.58

Unity Instant Access Account - £25,124.94

Total - £39,826.52

It was resolved that the bank reconciliation for August 2022 is approved by the Parish Council.

iii. Bank reconciliation (cash card)

Total - £202.84

It was resolved that the bank reconciliation for August 2022 is approved by the Parish Council.

iv. Churchyard gates and Hundred Parishes grant

Quotes received as follows:

Chop and Chisel - £10,440.00 (wooden gates)

Compass Joinery - £6,600.00 (wooden gates)

Bill's Gates - £2,895 plus the estimated cost to repair hinges etc (wooden gates). It was noted that the cost to repair hinges would not exceed the other quotes.

Cllr Pavelin did not take part in the discussion or vote on this matter. A vote was taken by show of hands and all Councillors voting were in favour of accepting the quote from Bill's gates and notifying Hundred Parishes.

v. Cemetery Chapel Woodworm treatment

A bat survey is required before the woodworm can be treated. Three quotes for bat surveys have been obtained as follows:

Sam Sara Ecology Consultant - £750-1,000

Castle Hill Consultancy - £750-1,000

ACJ Ecology - £1,000

Further enquiries to be made by two Councillors. To be decided at the October 2022 Parish Council meeting.

vi. Annual Governance and Accountability Return 2021/22 - External Auditors Report

The External Auditors report for the Annual Governance and Accountability Return 2021-22 has been received with no matters identified for attention. The Report and the Notice of Conclusion of Audit have been published on the Parish Council website. Noted by the Parish Council.

088/22-23 Recreation Field and Play Area

i. Cricket Team – Various matters

All-weather net:

The Cricket Club will ascertain if planning permission is needed to construct an all-weather practice net to replace the current one.

Relocation of Basket Ball court:

The public consultation has now closed. Cricket Club members will meet with Cllr Sadler to consider a location.

New hedging planted on the recreation field:

The Cricket Club has asked if it is possible to relocate the new hedging as it is likely to have an impact on play. The Parish Council agreed that the Cricket Club can move the hedging and use it to fill gaps around the recreation field.

ii. Play area inspection report

The annual inspection was carried out by Wicksteed on 16th August 2022. Matters highlighted will be reviewed by the Parish Council in conjunction with the maintenance teams.

089/22-23 Policy and Procedure

i. Review Cemetery Guidelines

The Cemetery Guidelines document was circulated ahead of the meeting for review. The Clerk has also produced an information sheet for enquiries made about burials. It was proposed by the

Chair and resolved that this item would be carried over for discussion at the October 2022 Parish Council meeting.

090/22-23 DATE OF NEXT MEETING:

Wednesday 19th October 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 10.40pm

Appendix A

Report for Parish Councils – September 2022.

South Cambs District Council

Local Plan & Call for Sites

The on-going process continues with an update planned at end of 2022 /Jan 2023

Cost of living support

A reminder of all the information available on Cost of Living Support. This will be regularly updated. https://www.scambs.gov.uk/cost-of-living-support/

Wellcome Genome Campus

Draft proposals on environmental aspects, traffic management and road access, bridges over the A1301 etc have been published. There will be updates on Sep 7th at the Campus, Hinxton PC TBC and at Ickleton parish Council Sep 21st.

https://applications.greatercambridgeplanning.org/online-applications/files/88A06843E1CAEAB4597BA76A9FA8B530/pdf/21_05384_COND14-CONSTRUCTION_ENVIRONMENTAL_MANAGEMENT_PLAN-6019357.pdf

Four Day Week Trial

A three-month trial of a four-day week could begin in January for desk-based staff at South Cambridgeshire District Council – as a similar pilot of over 3,300 staff continues at more than 70 UK organisations.

To monitor service levels during the trial, the Council would use its standard set of statistics which are regularly updated. These keep a check on things like how long it takes the Council to process benefits claims, Council house rent collections, how fast planning applications are determined, staff turnover, call answering times and more. Industry-standard health and wellbeing surveys will also be used to measure success and be compared against the results from a survey carried out last month (August 2022) before the four-day week trial was announced to staff. The next steps, which could include a longer trial period, would be dependent on the performance of Council services during the first three months of 2023.

As part of the trial, the Council would also look to extend the hours that it is open to the public via a soon-to-belaunched webchat service or Teams / Zoom meetings.

For more than a year, the Council has only been able to fill around eight out of every ten (or fewer) of its vacancies. Between January and March 2022, only around half were filled. There are currently 23 agency staff covering office-based roles, which should ideally be filled by people in permanent positions. Over a whole year, these agency staff could cost the Council more than £2million. If the Council filled all these posts with permanent staff, it would only cost around £1million per year.

A four-day week, which for a full-time employee at the Council would consist of 30 hours, can make an organisation stand out from others and be more attractive to talent. It is also seen as a tangible incentive to encourage staff to stay.

Another aspiration of the trial is to investigate whether it would help the Council to attract a more diverse workforce. For example, for those families where childcare costs can be a big blocker from working, or those people with caring responsibilities, it could be a more attractive option than the traditional five-day working week model. This is because the cost of childcare or caring could be reduced, which can also help support wider cost of living rises.

The proposals that will be discussed at the Council's Cabinet meeting on Monday 12 September 2022 recommend that a three-month trial for desk-based staff takes place between January and March 2023. There are around 470 staff at the Council who would be able to take part. There would be a three-month planning period beforehand. If successful, a trial of the Council's blue-collar workers, such as bin collection crews, would follow later next year.

ZCC Grants

Twelve exciting community projects in South Cambridgeshire, aimed at reducing carbon emissions and engaging communities on climate change, are set to receive grant funding totalling £120,544 from the District Council. The Zero Carbon Communities grants, awarded by South Cambridgeshire District Council, are part of its vision to help the district become net zero carbon by 2050, to create a greener future for local people. This is the fourth round of grants since they were established in May 2019. More than £400,000 has been allocated to 61 different grass roots projects including campaigns and awareness-raising around reducing carbon emissions, tree planting, energy efficient heating and lighting, food production and distribution, and waste reduction.

Grants awarded are here:

https://www.scambs.gov.uk/zero-carbon-communities-grant-funds-12-community-groups-as-part-of-the-council-s-green-vision/

Cambridgeshire County Report

Cost of living Support. This mirrors the South Cambs information and also to be updated regularly. https://www.cambridgeshire.gov.uk/council/communities-localism/support-with-the-cost-of-living

GCP Proposals for Bus Services Improvement & Congestion Charge

The GCP has published their proposals for enhanced bus service and a Cambridge congestion charge. It includes bus improvements (hourly services in our villages where they don't exist) and £1 & £2 fares and a congestion charge of £5 in 2025 in peak hours and a 7am to 7pm charge in 2026/27 to pay for this.

Great Chesterford Hardcore Site: ESS/20/22/UTT

This was eventually refused by officers and Enforcement Action is being taken.

Highways IT system

The Council will tender for a new Insight system which includes the Highways reporting tool.

Local Highways Improvement updates

The schemes in Thriplow and Foxton are progressing as well as the 20-mph zone for Duxford

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	Peter McDonald		Fowlmere / Barrington /	Signs / Lines & MVAS - Installation of gateway features, signs / lines and 40 buffer zones. & 2x MVAS	GREEN	Design work commenced. Design approved by applicant. Next stage formal consultation.
	Peter McDonald	Thriplow Parish	Middle Street / Fowlmere Road / Church Street / School Lane	MVAS unit	GREEN	To be procured as part of countywide MVAS package. Applicant contacted during June by officer.
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Foxton Hub

I'm still waiting for an update from GCP and draft papers for the hub.

Businesses Sought for Home Energy Improvements

Businesses specialising in home energy improvements are being invited to apply to join a new bank of councilendorsed traders.

Those who are successful will be called upon to carry out energy retrofit works in homes across Cambridgeshire using government funding. Example of the works include improving energy efficiency and/or replacing older or inefficient heating systems with new low carbon heating options such as air source heat pumps.

They will also have the licence to operate under the trusted council-backed 'Action on Energy Cambridgeshire' branding. This will allow people who own their homes, but who are not eligible for government-funded schemes, to access traders appointed to the scheme for work that they pay for themselves.

The idea is that this accreditation will give householders more confidence in work carried out.

CERP - a collaboration between the county council, Cambridge City Council, Fenland District Council, Huntingdonshire District Council, East Cambridgeshire District Council and South Cambridgeshire District Council – has already secured £6.5million under the Government's Sustainable Warmth schemes to spend on home improvements to those Cambridgeshire properties with the poorest energy rating.

With further rounds of funding expected from government up to 2025, Cambridge City Council, on behalf of CERP, is seeking contractors for a four-year framework to deliver the works.

It will enable all members of the partnership to call on a bank of endorsed traders when government funding is secured to carry out energy efficiency improvements including insulation, solar PV, heat pumps and double/triple glazing to people's homes.

Peter McDonald Sep 3rd 2022