

ICKLETON PARISH COUNCIL

Minutes of the meeting held on Wednesday 15 August 2012 at 7.30pm in the Meeting Room, Ickleton Village Hall

Present: Terry Sadler (Chairman), Sian Wombwell, Tim Pavelin, Kern Roberts, Lewis Duke, Susan Clew, Michael Robinson, Jocelyn Flitton (Parish Clerk)

163/12 Apologies for absence: Liz Goddard, Liz Gibson, Cllr Mick Martin (District), Cllr Tim Stone (County)

164/12 To approve the minutes of the meeting held on 18 July 2012: The minutes were approved and signed by the Chairman.

165/12 Adjournment for questions from members of the public: None

166/12 Matters Arising:

028/07 Tennis Court – The Chairman had met with James Macdonald. The Chairman will shortly issue a draft letter for Councillors to review before it is sent to the Human Trust.

Action: TS

168/11 Queen Elizabeth II Fields – An e-mail had been received from Nicola Lockwood regarding the dedication of Ickleton Recreation Ground for QEII status. A draft deed of dedication was attached and this was discussed at the meeting. It was agreed that we would register the field (as per title deed CB318834) but exclude the area (as per title deed CB332053), which includes the Play Area. The Chairman and Clerk will respond accordingly.

Action: TS/Clerk

008/12 Super fast Broadband – Nothing further to report this month.

Action: LD

026/12 Proposed 20mph Speed Limit – The Chairman had sent a reminder to Brian Stinton at Cambridgeshire County Council. Kern Roberts has organised a residents meeting on 23 August.

Action: TS/KR

033/12 Litter Pick – Purchase of equipment – Nothing had been heard from Wellcome Trust. The next liaison meeting with Wellcome is on 21st September.

TS/LD

Action:

039/12 Footway Lighting Maintenance Agreements – Refund from SCDC – The Chairman had sent an e-mail to Paul Quigley at SCDC asking for the refund which was due. The refund was paid into our bank account shortly afterwards. The Chairman thanked Mr Quigley for his help in resolving this issue.

054/12 Additional litterbins and dog fouling notices inc. no dog sign for Play Area – The Clerk had looked at litter and dog bins. The cost of which seemed very high. It was agreed that the Clerk and Chairman would do further research. Tim Pavelin requested that we look at dog bins, which have ‘poo’ bags attached them of people to use when clearing up after their dogs.

Action: TS/Clerk

082/12 CCC Definitive Map Modification Order 2011 (Footpaths 7, 4 and 12) – Nothing further to report.

Action: TS

120/12 Protruding roots on footpath between Abbey Street and Birds Close – Following an e-mail from the Chairman to Mike Cooper (CCC Highways), Mr Cooper has agreed some resurfacing is required but regrets it will not be until next year.

147/12 Pothole Brookhampton Street – CCC Highways will put some planings in the holes.

Road between Cemetery Corner and Level Crossing – this item has been passed to David Lines (CCC)

Bus Stop sign – change of name – the Clerk had sent the request to Stagecoach. A bus stop sign has now been installed in Abbey Street.

158/12 Uttlesford Local Plan Consultation submission – The Chairman has sent the submission which he will circulate to Councillors.

159/12 SCDC Community Pride & Village Hero Awards – Nomination forms were sent to SCDC naming The Ickleton Sizzlers for a Community Pride Award and Katherine Denman-Johnson for a Village Hero Award.

167/12 Youth Representation: None

168/12 Reports from District and County Councillors:

District Councillor - No report received this month
County Councillor - No report received this month

169/12 Correspondence received:

SCDC (C Swain) - Re: 33 Church Street
SCDC (P Quigley) - Changes to SCDC Footway Lighting Maintenance Agreements
SCDC (L Browne) - Grants Review
SCDC - Planning Policy Monthly Update (August 2012)
SCDC (P Adams) - Code of Conduct for Parish Councils & Dispensations guidance
SCDC (F McMillan) - Governments guidance on Interests published
SCDC (K Miles) - South Cambs. Local Plan Issues and Options Consultation
SCDC (E Sargent) - Parish Council Workshops - Slides
CCC (M Cooper) - Footpath – Abbey Street to junction with Back Lane/Birds Close
- Butchers Hill – entrance to Craftsman and Dove Barn
Fiona Rose - Butchers Hill – entrance to Craftsman and Dove Barn
CCC (D Marchant) - PRV Wardens
Cambs Acre - Invitation to AGM
Huw Jones - Walnut Tree
CAPALC (T Webb) - Training Courses
Cambs. NHS - Helping people to quite smoking/Keeping in Touch
Local Works (D Flanagan) - Campaign to implement the Sustainable Communities Act
Moore Stephens (D Sandbach) - Annual Return for the Year ended 31 March 2012
Barclays Bank plc - Bank Mandate
CPRE - Views on SCDC's Local Plan Consultation
Fields in Trust (N Lockwood) - Dedication of Ickleton Recreation Ground for QEII status
C Willmott (via phone) - Gravestone in Cemetery
Sherriff-Amenity - Newsletter
SG Baker Ltd. - Sandbag Supplier
Various e-mails - Circulated to Councillors during the month
CPRE - Countryside Voice Summer 2012
Gt Chesterford (E Culling) - Overgrown verges leading to bridge from Gt Chesterford.
David & Monica Lilley - Icene Bulletin – Editors Retirement
D Lilley - Theft of Metal Gravestones from Cemetery
Various e-mails - Copies re. planning appeal for Land West of Gurner House

Correspondence sent:

Clare Driver - Greeting new residents
Barclays Bank plc - Bank Mandate
SCDC (P Quigley) - SCDC Footway Lighting Maintenance Arrangements
CCC (M Cooper) - Footpath – Abbey St to junction with Back Lane and Birds Close
Gt Chesterford (E Culling) - Overgrown verges leading to bridge from Gt Chesterford.

170/12 Planning application(s) received from SCDC: None Declarations of Interest to be declared.

Planning application(s) granted from SCDC:

S/1352/12/LB – Alterations to 2 windows & form partition in kitchen – 1 Frogge Street – Mr Oliver Thain
Lewis Duke declared an interest in the next item.

S/1313/12/FL – Extension & conversion of agricultural buildings to offices (use class B1) – revision to design approved within S/1064.11 and S/1066/11 to include single storey glazed link – Mr Lewis Duke

S/1312/12/LB – Extension & conversion of agricultural buildings to offices (use class B1) – revision to design approved within S/1064/11 and S/1066/11 to include single storey glazed link – Mr Lewis Duke

Appeal by Heddon Management Ltd – site at land west of 20 Church Street – Application Ref. S/1725/11/F Planning Inspectorate appeal reference: APP/W0530/A/12/2176129/NWF. Representations to be received by 22 August 2012. The Chairman had sent a draft letter to the Councillors asking for prompt responses with any queries/suggestions before he posts the letter next week. **Action: TS**

Construction of garage 33 Church Street – Mr & Mrs Odedra (35 Church Street) had contacted the Parish Council regarding the planning permission (S/0588/12/FL), which had been granted to Mr K Thorn. The Chairman and Vice-Chairman visited No. 35 to discuss the complaint that the proposed garage was not being built in accordance with the plans that had been approved by SCDC. Mr Charles Swain (Principal Planning Enforcement Officer at SCDC) visited the site, and as a result of discussions with the Planning Officer he confirmed (in a letter) that the development of the garage whilst in a different location to that approved under planning permission S/0588/12/FL is authorised under Permitted Development. Sian Wombwell asked if SCDC were going to define/clarify the curtilage of No. 33. It was felt that the planning regime had produced an outcome that was unsatisfactory in many respects, and it was agreed that we should discuss this further at the next meeting when Cllr Martin is present. The Chairman will report back to Mr & Mrs Odedra. **Action: TS/Clerk**

171/12 Reports from Councillors:

Kern Roberts had received mention of the bungalow (owned by SCDC) on the corner of Back Lane/Coploe Road, which is currently empty and the garden very overgrown. The Clerk reported that the grass had all been cut down today.

Lewis Duke reported that Grange Road was littered with potholes ranging from the junction with Duxford Road to Chrishall Grange. He felt these were becoming dangerous and quite a bit of traffic uses this road.

Action: Clerk

The Local Plan does include additions to Duxford and Sawston, which he mentioned so Councillors could look at these when they go through the Plan, which is currently in circulation. Sian Wombwell had attempted to read it and said it paid ‘lip service’ to the provision of water in this area, which is so arid.

Susan Clew attended the Breaking Ground ceremony on 2 August at Wellcome Trust and was met and shown round by Karen Hunter.

Terry Sadler wished to remind Councillors about the Training Courses that were being run by CAPALC. Any Councillors who wish to attend a course should notify the Clerk. **Action: ALL**

172/12 Finance (Bank Balances) including payments to:

Harts (July Icene) - £107.64

Moore Stephens (Annual Audit) - £363.60

Money Received: SCDC (Lighting Refund) - £180.45

HM Revenue & Customs (VAT Refund) - £497.05

Mrs Jackie Bennett (Icene Advertising) - £20.00

Bank Balances :

Community Account - £ 1,488.43

Business Base Rate Tracker Account - £36,368.00 (inc. £7,357.69 Section 106)

Bank Mandate – Barclays Bank plc had requested that due to new rules, the two witnesses needed to complete and submit Personal Details forms. The Clerk had received and sent the form for Lewis Duke, but as yet did not know whether Liz Gibson had submitted her form as nothing further had been heard from the bank. **Action: LGibson/Clerk**

Annual Return for the Year ended 31 March 2012 – The Annual Return for the year ended 31 March 2012 has now been closed following the external audit by Moore Stephens. The required notice has been displayed on the notice board.

173/12 Recreation Field and Play Area:

Replacement of suspended tyres on multi-play equipment – The Clerk had obtained 3 tyres from Tread First in Saffron Walden, which had been fitted by Michael Robinson and Martin Smith.

Assault Course Net – It was agreed the net needed to be replaced. The Chairman/Clerk will look at the cost of scrambling nets. **Action: TS/Clerk**

Quotation from C Frankau to paint riding surfaces on Skate Park – this was still outstanding. Michael Robinson had knocked a protruding nail down but reported that the thin board needs replacing. It was agreed to ask C Frankau and G Woodcock to quote for this, also to quote for repairing the fence around the Play Area. **Action: Clerk**

Rubber Matting under swings – this was still outstanding with C Frankau. **Action: Clerk**

Installation of Post and chain link fence – this was still outstanding with C Frankau **Action: Clerk**

New Play Equipment – The Chairman had sent details of roundabouts, which the estimated cost of buying and installing came to around £3,000. He stated that he wished to defer the purchase. Lewis Duke said somewhere along the line the responsibility of the Play Area seems to have transferred to the Parish Council (which he did not feel should be the case) whereas several years ago there was a Committee who were in place and raised the money for the equipment which is currently in the Area. Tim Pavelin disagreed as he felt it was paid for through the precept. After discussion, there was a majority vote that no decision to purchase new equipment should be taken at the moment. The Wellcome Trust could be asked for a donation towards the cost of new equipment.

174/12 Cemetery - Chapel – Condition to be kept under Review

Temporary repair of Bell Tower on Chapel roof by Regal Roofing and quotations (2) for tiling – awaiting outcome of Insurance claim.

Insurance claim with AON – Request for quotation to re-lead the roof - G A Woodcock (at the request of AON) had submitted a quote to supply and lay new lead at the cost of £735.68. The Clerk had submitted this quotation to AON and we now await the outcome. **Action: Clerk**

Theft of metal gravestones – David Lilley had notified the Clerk that the following metal gravestones are missing (presumed stolen) from the old part of the Cemetery - Josiah & Ann Stubbings, George Jay, Anne & William Stubbings, Lydia Creek, Amelia Turner and Richard Crissell. A piece of metal used to weigh down the dustbin lid was also missing. It was agreed the Clerk would log it as a crime, and ask if we can get the gates marked with Smart water. A note will be put in Icene, village website and notify Ickleton Society. **Action: Clerk**

175/12 Churchyard

Review of Churchyard wall – Meeting to be arranged with Churchwarden - A provisional date of 29 August has been set for this meeting. **Action: Clerk/TS/KR**

Strimming – arrange to be done before Harvest Festival (Sunday 23 September) – Sian Wombwell agreed to organise the mowing and strimming before this event. **Action: SW**

176/12 Flooding

Land adj. Stumps Cross - Extension granted until 30 September 2013 – Nothing to report.

Drain top of Mill Lane – Mike Cooper (CCC) has now arranged for the crossroad culvert to be jetted following work done by Network Rail. This item was first reported to Network Rail in August 2009.

Abbey Street opp. Methodist Chapel – Nothing to report.

177/12 Tree Planting:

Planting in Back Lane – Nothing had been heard from the Human Trust. Sian Wombwell had received a leaflet from Barcham, who had a special offer on Acer Campestre Louisa red shine trees.

178/12 SCDC Standards Committee – Localism Act 2011

Adopt and publicise a Complaints procedure – The Chairman had circulated the procedures. It was agreed to adopt the procedure with the following additions:

- The Clerk will keep the Chairman and Vice Chairman informed at all times.
- Item 6 – Further training

Adopt and confirm the Code of Conduct to Monitoring Officer at SCDC – The Chairman had circulated the recommended Code of Conduct, which the Councillors agreed to adopt. **Action: Clerk**

Register of Parish Members' Financial and other Interests form – due by 28th July/ published on Parish Council Website / Original forms returned to Monitoring Officer at SCDC

The Clerk had received four completed forms from Councillors and was waiting to receive the other forms to enable her to return them to the Monitoring Officer at SCDC.

Dispensations – this item to be put on next month’s Agenda.

Action: Clerk

179/12 Village Website – Future plans – Susan Clew said she was happy to be included in the next meeting between Andrew Shepperd and Liz Gibson. Tim Pavelin pointed out that the current website is out-of-date.

Action: LGIB/SC

180/12 SCDC Local Plan – comments to be submitted by 28 September 2012: The Chairman asked Councillors to come along or send comments before the next meeting and to ensure the document is circulated to all Councillors. A leaflet, which should have been delivered to every household in the village, does not seem to have happened.

Action: ALL

181/12 Retirement of the Editors of the Icene Bulletin – The Chairman and Clerk had received notification that the current Editors David and Monica Lilley wished to retire following the 25 years of being Editors. The Parish Council wished to record their appreciation for their reliable efforts and hard work over the years. It was agreed to put their names forward for the Cambridge News Community Awards 2012 (following their approval). Further acknowledgement of their services will be made at a later date.

Action: Clerk

So far no one had come forward to take over this position. It was agreed to put an article in Icene saying this was an opportunity for a group of people to put their own mark on it if they so wished.

Action: TS

182/12 Representatives and Working Parties – Amendments – Susan Clew was added to: Website and Planning Committee. New additions were: Cricket Club – Michael Robinson and Welcoming New Residents – Clare Driver. A Standards Committee was also added consisting of: Terry Sadler, Lewis Duke, Tim Pavelin and Sian Wombwell.

The Clerk will issue a new list shortly.

Action: Clerk

183/12 Adjournment for questions from members of the public: None

184/12 Date and time of next meeting - 19 September 2012

There being no further business the meeting closed at 10.05 pm.

Chairman

Date