

ICKLETON PARISH COUNCIL

Minutes of the meeting held on Wednesday 16th January 2013 at 7.30pm in the Meeting Room, Ickleton Village Hall.

Present: Terry Sadler (Chairman), Michael Robinson, Tim Pavelin, Kern Roberts, Liz Gibson, Lewis Duke, Sian Wombwell, and three members of the public.

001/13 Apologies for absence: Jocelyn Flitton (Parish Clerk), Susan Clew, Liz Goddard, Cllr Timothy Stone (County). Jocelyn Flitton was unable to attend the Meeting owing to the sudden death of her brother, John Flitton. Councillors expressed their condolences. The Chairman believed that John had served as a Parish Councillor for Ickleton and indeed had been Chairman for a spell, many years ago. Kern Roberts had volunteered to take notes and draft the Minutes.

002/13 To approve the minutes of the meeting held on 12 December 2012: The minutes were approved and signed by the Chairman.

003/13 Adjournment for questions from members of the public: – None.

004/13 Matters Arising:

028/07 Proposed Tennis Courts – New members are welcome to join the Tennis Club; which aims to begin a tennis programme in April. The Club will initially focus on mini-tennis coaching sessions for 8-10 year-olds in the Village Hall. Further details to be issued shortly. For information about joining the Club contact James Macdonald, Kern Roberts or Catherine Cocks. The availability of S.106 monies held by the Parish Council for funding the purchase of equipment needed clarifying. **Action: KR**

168/11 Queen Elizabeth II Fields – A further plaque had been received from Fields in Trust. The Clerk and Chairman would consider a fitting location. **Action: Clerk/TS**

249/12 Proposed 20mph Speed Limit/HCV Management – Brian Stinton of CCC Highways had been advised of the decision taken at the previous Meeting. Contact with him to be maintained to enable us to take forward the 20 mph speed limit for the village. Further contact to be made with CCC Highways regarding HCV impact and movements through the village. **Action: TS/KR**

054/12 Additional litterbins and dog fouling notices inc. no dog sign for Play Area - The Chairman is still researching this and awaits a response from SCDC. **Action: TS**

082/12 CCC Definitive Map Modification Order 2011 (Footpaths 7, 4 and 12) – The Planning Inspectorate – The Chairman had submitted a Stated Case on 17 December 2012 to the Inspectorate.

171/12 CAPALC Training Courses – the first course is on 23 January at Sawston, Councillors to arrange to share transport. **Action: All**

222/12 HM Revenue & Customs – Real time Information requirements for PAYE from April 2013 – This is outstanding with the Clerk. **Action: Clerk**

249/12 CCC Minor Highways Improvements Scheme 2013/14 - The bid had been submitted by 21/12/12 as required.

250/12 Request for footpath/pavement between Abbey Barns Business Park and Abbey Street – This is outstanding with the Chairman. **Action: TS**

252/12 Memorial to Sheila Birch (Coploe Pit) – This is outstanding with the Chairman. **Action: TS**

005/13 Youth Representation: None.

006/13 Reports from District and County Councillors: No reports received.

007/13 Correspondence received: – not available in the absence of the Parish Clerk but added before minutes were published.

Clerks & Councils Direct	-	Magazine
Eco Sustainable Solutions	-	Playground Chip
Fields in Trust	-	Being Active in 2013
Seedlings Children’s Centre	-	Programme of groups and sessions Jan-Mar 13
Royston & District Community Transport	-	Annual Report & Financial Statements
CCC (Traffic Managers Business Support	-	Update to HCV Strategy Webpage
CCC (C Robson)	-	Winter volunteer maps
SCDC (G Bell)	-	South Cambridgeshire DC website
SCDC (K Miles)	-	South Cambs. Local Plan Issues & Opt 2 Consult.
Luminus Group	-	Luminus News
Magpas	-	Acknowledgement of donation
Gravity Skate parks	-	Reminder about Company
NHS (E Nicholson)	-	Winter Warmth Support
	-	Support to stop smoking this New Year
CCS Communications	-	Keeping in Touch Newsletter
Various E-mails	-	Already circulated during the month
CAPALC	-	Bulletin
Cambs Acre	-	Connecting Cambridgeshire/Membership Cert.
RoSPA	-	Annual Playgrounds Inspections
HMRC	-	confirmation of Service registration
Curtin & Co.	-	Consultation Company

Correspondence sent:

Gerry Birch	-	War Memorial and Coploe Pit
D G Pallett	-	Maintenance Schedule for Ickleton Cemetery
CCC	-	Local Highway Improvements Funding

008/13 Planning application(s) received from SCDC: Declarations of Interest to be declared

S/2310/12/LB – Erection of timber boundary fence & removal of remaining section of existing wall following collapse of existing boundary wall - Norman Hall, 21 Church Street – Mr J Owen. This planning application was withdrawn prior to the Meeting.

Planning application(s) granted by SCDC:

S/2067/12/VC- Revision to South Field Perimeter Bund: Variation of Condition 1 (Approved drawings) of Reserved Matters Consent S/2013/10 for erection of buildings for research and development, landscaping and associated infrastructure (The Technical Hub) – The Wellcome Trust Genome Campus, Hinxton.

S/2191/12/LB – Replacement of first floor window to match existing – 50 Abbey Street – Jack Human Trust

Meeting with Head of Planning – carried forward in the absence of Councillor Martin.

Construction of garage 33 Church Street – carried forward in the absence of Councillor Martin.

009/13 Reports from Councillors:

Michael Robinson – reported light not working between Back Lane and Abbey Street. He will contact the SCDC directly.

Sian Wombwell reported potholes on Grange Road; also parking on grass verges. The condition of verges was agreed to be appalling. The Chairman would draft something for *Icene*. Mike Cooper of SCDC would be asked for advice. Attention was also drawn to the state of the field by the railway bridge, which remained waterlogged even though the river level had fallen. **Action: TS**

010/13 Finance (Bank Balances) including payments to:

Ickleton Village Hall (Hire of Hall) - £48.00	Harts (Icene Dec) - No invoice received
JA Flitton (3mths Salary & Expenses) - £641.18	HM Revenue & Customs - £116.00
C Frankau 2012 Maintenance Recreation Ground & Play Area -	£294.00
Chain Link Fence Back Lane	£348.00
Strimming Footpath 6	£60.00
Maintenance in Churchyard	<u>£ 244.80</u>
	<u>£3,592.80</u>

Money received: CCC (Grass Cutting 2010–2013) - £2,544.23

Bank Balances: To be updated by Clerk at next Meeting.

Precept v Budget figures (1 Apr – 31 Dec) Councillors had been given a spreadsheet.

Precept 2013/14 discussions: The Clerk in her role as Responsible Financial Officer had recommended an increase of £500, a rate of increase less than current inflation. The impact of this and larger potential increases in funding requirement on the Council's financial position had been considered by the Finance Committee, who also supported a £500 increase. The Chairman explained that the current position was very sound, but in view of items of expenditure likely to be incurred in the foreseeable future it was prudent to maintain current the level of reserves.

It was proposed by Lewis Duke seconded by Sian Wombwell that the precept request would be increased to £22500. The Clerk would advise SCDC accordingly.

Action: Clerk

Risk Assessment: Lewis Duke and the Clerk to review and invite comments.

Action: LD/Clerk

011/13 Recreation Field and Play Area:

Assault Course (Scrambling) Net - Chairman has received the replacement net. To be installed by the Recreation Field Committee, weather permitting.

Action: TP/MR/KR

Skate Park - Still outstanding - Rubber Matting - Still outstanding - Broken Benches - Still outstanding.

Grass Cutting/Service Mower Quotations - Clerk to issue invitations. The Cricket Club intends to submit a quotation to maintain the Recreation Field.

Action: Clerk

012/13 Cemetery - Chapel - Condition to be kept under review

Repair of Bell Tower on Chapel Roof - Graham Woodcock awaiting better weather/longer days.

Insurance claim with AON - Awaiting completion of above repair.

Cemetery Gates - Sian Wombwell requested confirmation of the lettering to be applied. When the work was completed a suitable donation would be made to a cancer charity.

Action: SW/Clerk

Cemetery Guidelines - Skeates' observations related solely to the part relevant to funeral directors. The issue would be addressed. Otherwise the Guidelines for Grave Owners were confirmed to be adopted and could be made public.

Action: KR/Clerk

Application for kerbing - Leslie & Ruby Lilley memorial. Clerk to advise David Lilley.

Action: Clerk

Cull of rabbits - Clerk to advise at next Meeting.

Action: Clerk

013/13 Churchyard - Contacting 3 specialists in repairing flint walls - Outstanding.

Action: TS

014/13 Flooding

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

Abbey Street opp. Former Methodist Chapel - Lewis Duke (having declared an interest) reported that a planning application for conversion into a residential property had been submitted. The plans would not show the reinstatement of a pipe to drain surface water from the highway, but he confirmed that this would be done at the same time as the proposed rebuild.

015/13 SCDC Standards Committee - Localism Act 2011

Register of Parish Members' Financial and other Interests form - due by 28th July 2012/ publish on Parish Council Website / 7 Original forms returned to Monitoring Officer at SCDC - 2 Outstanding
Tim Pavelin and Sian Wombwell had still not supplied their completed forms to the Clerk for onward transmission. The Chairman asked them to do this.

Action: TP/SW/Clerk

016/13 SCDC Local Plan Issues & Options 2 Consultancy (7 January – 5pm 18 February 2013)

A hard copy of the consultation documents to be circulated to all Councillors. The issues now out for consultation were briefly discussed. An informal meeting is to be arranged to enable the Parish Council as a group to respond to SCDC. **Action: All**

017/13 SCDC Parish Council Liaison Meeting 7th March 2013 – Chairman and Clerk to attend.

018/13 Village Website – Future plans – A team meeting should take place in January. **Action LG/SC**

019/13 Cambridgeshire Police – Sawston Neighbourhood Panel Meeting 07 January 2013:

Liz Gibson gave feedback. There has been some card cloning activity locally. Police advice is not to use cards unless via an electronic device. A spate of burglaries had occurred recently in nearby villages.

020/13 Adjournment for questions from members of the public: None.

021/13 Date and time of next meeting - 20th February 2013 at 7.30pm in the Village Hall

There being no further business the meeting closed at 9.35pm

Chairman

Date