

ICKLETON PARISH COUNCIL

Minutes of the meeting held on Wednesday 20 February 2013 at 7.30pm in the Meeting Room, Ickleton Village Hall

Present: Terry Sadler (Chairman), Michael Robinson, Liz Goddard, Lewis Duke, Liz Gibson, Susan Clew Sian Wombwell, Tim Pavelin, Jocelyn Flitton (Parish Clerk), Cllr Mick Martin (District), Cllr Timothy Stone (County) and 3 members of the public

022/13 Apologies for absence: Kern Roberts

023/13 To approve the minutes of the meeting held on 16 January 2013: The minutes were approved and signed by the Chairman.

024/13 Adjournment for questions from members of the public: David Lilley reported that the latest bus information regarding the 7A service was of no real concern to Ickleton residents and felt there was no need to put anything relating to this in Icene.

025/13 Matters Arising:

028/07 Proposed Tennis Courts – Nothing to report. The Chairman will write to Stella Parker asking for an update regarding the Jack Human Trust as mentioned in her letter dated 15 October 2012. **Action: TS**
168/11 Queen Elizabeth II Fields – Plaque (2) – The two plaques had still to be fixed and put in place.

Action: Clerk

026/12 Proposed 20mph Speed Limit/ HCV's – The Chairman had not received a reply from an e-mail he had sent to Brian Stinton (CCC) and was currently chasing for a reply. The Chairman and Kern Roberts had yet to contact CCC with regard to HCV's.

Action: TS/KR

054/12 Additional litterbins and dog fouling notices inc. no dog sign for Play Area – The Chairman had forwarded an e-mail from SCDC (Heidi Duffet) regarding the costs for supplying and installing litter and dog bins. The Chairman proposed and Michael Robinson seconded the purchase and installation of 3 waste bins for the Recreation Ground. All agreed this proposal. The Chairman had contemplated the purchase and installation of 2 dog bins, one for the Recreation Ground and one in Back Lane near the entrance to the footpath to Abbey Street. The latter bin should be paid for by SCDC. It was possible that it could be added to the existing footpath sign. After discussion it was agreed just to order the bin for Back Lane. The Clerk will consult with the neighbours beforehand.

Action: TS/Clerk

082/12 CCC Definitive Map Modification Order 2011 (Footpaths 7, 4, and 12) – A letter had been received from The Planning Inspectorate saying a site visit, unaccompanied by the parties, will take place during the week of 8 April 2013. The date and time on which the visit actually takes place will be at the discretion of the Inspector.

Action: TS

171/12 CAPALC Training Courses (23 January, 6 & 13 February) - The Councillors had now completed the training sessions in conjunction with Sawston Parish Council and felt they were well worth attending.

222/12 HM Revenue & Customs – Real Time Information requirements for PAYE from April 2013 - This was outstanding with the Clerk.

Action: Clerk

250/12 Request for footpath/pavement between Abbey Barns Business Park and Abbey Street – The Chairman had forwarded exchange e-mails with CCC, which included the historic request of a cycle path between Ickleton and Duxford. Due to lack of funds it was unlikely that a new footpath or cycle path would be provided in the near future. A response will be sent to Neil Blair at Vantix Ltd.

Action: TS

009/13 Potholes – The Clerk had contacted Mike Cooper (CCC Highways) asking for an update on repairing potholes in the village. He replied that they had recently repaired or were about to repair potholes in Brookhampton Street, Butcher's Hill, Abbey Street (including the junction of Coploe Road) and Grange Road.

Councillors were asked to report any potholes on line <http://www.cambridgeshire.gov.uk/transport/roads/reportingafault.htm>; Sian Wombwell agreed to report Grange Road and Liz Gibson would report the pothole on Cemetery bend.

Action: ALL

252/12 Memorial to Sheila Birch (Coploe Pit) – The Chairman had been in touch with the Wildlife Trust and Gerry Birch regarding the layout of the information board. This project was mentioned at the Wellcome Trust Liaison meeting, when Wellcome said they were willing to contribute towards the costs.

Action: TS

026/13 Youth Representation: None

027/13 Reports from District and County Councillors:

No written reports received.

District – Cllr Martin reported that SCDC were voting on the budget for next three years. The proposal will be not to accept the Government’s grant and to ask for the maximum amount permissible because the District Council currently has one of the lowest council tax rates in the country. The Fire Service and the Police Authority are bidding to increase their costs. Parish Council precepts are going up between 8-10% across the district (compared with Ickleton’s which will be less than the rate of inflation). Residents are being asked to use their blue and green bins as much as possible as the contents of the black bin are currently going to landfill due to the broken machinery at Waterbeach.

County – Cllr Stone reported that CCC Highways is currently being restructured. The good news being that Mike Cooper still remains our point of contact. Mick Oakman is retiring and Brian Stinton is moving to Shire Hall.

Tim Pavelin joined the meeting.

The Chairman asked who was taking Brian Stinton’s place, as he would like to know who he could contact for the names of the Statutory Consultees regarding the 20mph Speed Limit. CCC had a budget meeting yesterday. Cllr Stone reiterated that the machinery at the Treatment Plant was broken. He mentioned a Cycleway between Whittlesford and Granta Park, the 7a Bus Service and Street Lights. Cllr Stone agreed to chase up David Lines regarding road markings between Cemetery Corner and the Level Crossing.

Cllr Stone said the County Council elections take place on 2nd May and reported that after two terms he was standing down. The Chairman thanked him for the services he had given to Ickleton.

028/13 Correspondence received:

CCC (Planning DC)	-	Consultation of Local Enforcement Plan for Minerals
CCC (K Day)	-	Parish Paths & Future Partnerships meeting
CCC (G Moulton)	-	Community Transport Fund
CCC (A Whittaker)	-	Editorial for Parish Magazine (CFT)
SCDC	-	Returning incorrect invoice
Agriplant Ltd.	-	Introducing Company
DCM Surfaces	-	Surfaces for Play Areas
Spinal Injuries Association	-	Fish & Chip Supper – Friday 17 May 2013
Essex County Council	-	Replacement Minerals Local Plan: Pre Sub. Draft
Act Now Training Ltd.	-	Data Protection & FOI online seminars
Came & Co.	-	Winter Warning
Various e-mails	-	Circulated to Councillors during the month
D Malley	-	Payroll Services to Parish Councils
Stop Stansted Expansion	-	Sale of Stansted Airport
CAPALC	-	Localising Support for Council Tax
Fenland Leisure	-	Play Area equipment
Cllr Nightingale	-	Copy: Dept. for Transport re. Snow clearing
Ickleton FC	-	Games played in the first half of the season
Imperial War Museum	-	Liaison meeting now 21 March 2013
CPRE	-	Cambridgeshire Voice
LGS Services	-	Cambs LAF Meeting dates
Planet Aid	-	Thank You re clothing donated in Bank
CPERC	-	Recording Wildlife near you
45 th Thriplow Daffodil Weekend	-	Saturday 16 & Sunday 17 March 2013

Correspondence sent:

SCDC (F McMillan)	-	Register of Interests form (T Pavelin)
Ivett & Reed	-	Kerbing – Leslie & Ruby Lilley (Copy: D Lilley)
Various e-mails	-	Sent in response to those received

029/13 Planning application(s) received from SCDC: Declarations of Interest to be declared.

Lewis Duke declared an interest in S/2476/12/FL and S/1664/12/FL

Terry Sadler declared an interest in S/1664/12/FL. Tim Pavelin declared an interest in S/0167/13/FL

Lewis Duke left the meeting.

S/2476/12/FL – Conversion of redundant Methodist Chapel to a single residential unit and change of use of agricultural land to form rear garden area – Methodist Chapel, 68 Abbey Street – Mr Lewis Duke

The Councillors discussed this application and their recommendation was: Approve

S/1664/12/FL – Change of use of annexe to form separate dwelling, modifications to existing access and associated fences, walls, gates, hard standing and bin and bike stores – 66 Abbey Street, Ickleton – Mrs Barbara Cooper.

The Councillors discussed this application and their recommendation by 5 No votes to 1 Yes vote was:

Refuse

David Lilley and Cllr Tim Stone left the meeting.

Lewis Duke rejoined the meeting.

S/0167/13/FL – Dwelling and Associated Works – Land w/o 20 Church Street, Ickleton – Heddon Management Ltd. Information only - Amendment – Receipt of Tree survey plans.

The new proposals do not overcome the previous objections. 7 votes in favour of

Refuse

Two members of public left the meeting.

S/0214/13/PA – Proposed storage building – Valance Farm, Elmdon Road, Ickleton – Mr Robert Drage, C G Scales. Lewis Duke and Sian Wombwell declared an interest as neighbouring farmers. 5 votes were in favour and their recommendation was:

Approve

Action: Clerk (4)

Meeting with Head of Planning – Implications of refusal at Land west of 20 Church Street, Ickleton. Cllr Martin reported the new planning application had overtaken events. In principle SCDC are prepared to attend a Parish Council meeting, but the Parish Council would prefer to go to SCDC for a meeting. The Planning Department is currently going through change and the future of the Conservation section is being considered. Cllr Martin will feedback the request to SCDC.

Action: Cllr Martin

Construction of garage 33 Church Street: Cllr Martin reported that if you looked up ‘Agricultural permitted development’ on Google it says certain buildings can be allowed as permitted development as they are not in the garden but on a field classed as an agricultural holding. The building is now complete and in use. Sian Wombwell felt this was a very grey area and wondered if the landowner had an agricultural holding number. No mention had previously been made of this being anything other than a curtilage issue. The Councillors asked Cllr Martin to continue to carry on asking questions.

Action: Cllr Martin

Cllr Mick Martin left the meeting.

030/13 Reports from Councillors:

Terry Sadler reported the cones on the verge outside his house have prevented vehicles driving on the grass verges. Susan Clew reported vehicles had been driving over the grass verge outside their house and they intended to have posts installed.

Tim Pavelin asked if there had been any response regarding the article put in Icene regarding grass verges. There had been no feedback. He had been asked about the hedge being pulled up in the last field on the left before Gt Chesterford railway bridge. Sian Wombwell said the field (which they rented) would be tidied up (when weather permits) as would the tree and ditch (which was found to have had hardcore dumped in it). She did not know whether a hedge or fence would be put in place.

He also reported dog fouling on the football pitch. This has been giving some members of the football teams (including children) some very unpleasant experiences. Councillors would like an article put in Icene reminding residents about Toxocariasis and there was the possibility of installing signage. **Action: Clerk**

Michael Robinson had reported a streetlight, which was not working, but had now been repaired.

Jocelyn Flitton reported that she had received a request for the white line in the middle of the road, especially on the bend outside Caldrees Manor to be renewed. The Clerk will contact CCC. **Action: Clerk**

031/13 Finance (Bank Balances) including payments to:

Harts (Icene Dec & Jan) - £72.86 + £91.08 = £163.94

JEMS Groundworks -J Sloper (Rabbit culling) - £90.00

East Anglia Forwarding (Courier Scramble Net) - £18.00 South West Play (Scrambling Net) - £118.68

D G Pallett (Work in Cemetery) - £400.00

Money received: Ickleton Football Club (half 2012-13 Season) - £43.50

Disa Bennett (Icene Advert.) - £10.00

Peasgood & Skeates (Headstone – JEA Marshall) - £70.00

Bank Balances:

Community Account

- £963.76

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Business Base Rate Tracker Account

- £41,377.54 (inc. Section 106 - £7,357.69)

Internal Auditor: E-mail had been received from CPALC pointing out some requirements that the Parish Council might like to consider. This point had been made at the recent training courses. The Parish Council reported that they were more than happy for Ken Worthing to continue to be the Internal Auditor as they felt he met our needs. The Clerk will inform Mr Worthing. **Action: Clerk**

Risk Assessment/Emergency Plan review: The Clerk and Lewis Duke will review these documents. The Chairman said the fact that the Councillors had attended training courses should be included in the Risk Assessment. **Action: LD/Clerk**

032/13 Recreation Field and Play Area:

Assault Course (Scrambling) Net – This will be put up when the weather has improved.

Action: TP/MR/KR

Skate Park – This will be repaired once the weather has improved.

Action: Clerk

Rubber Matting under swings / Broken benches (rear of R Herbert's garden) – These are outstanding with C Frankau.

Action: Clerk

Wicksteed Annual Safety Inspection – The Unaccompanied inspection will take place on 15/04/13.

Action: Clerk

Grass Cutting/Serviceing Mower Quotations – The Clerk had produced and circulated a spreadsheet showing the various quotations that had been acquired. Ickleton Cricket Club had asked to quote, but have decided to leave it until next year. Michael Robinson proposed, Liz Goddard seconded and it was agreed to award the Contracts for Verges, Village Green, Churchyard and bins to Ron Coulson; Recreation Field & Play Area, Cemetery and Football pitch to Charles Frankau. Serviceing of the Countax C600H Tractor/Mower was awarded to Duxford Hire & Supply.

Action: Clerk

033/13 Cemetery - Chapel – Condition to be kept under Review

Repair of Bell Tower on Chapel roof by G A Woodcock - using tiles – This is still outstanding due to the weather and longer daylight required.

Action: Clerk

Insurance claim with AON – Outstanding until the above work is completed.

Action: Clerk

Cemetery gates – this work is still outstanding.

Action: SW

Cemetery Guidelines – Funeral Directors copy – This is outstanding with the Chairman & Clerk.

Action: TS/Clerk

Cull of Rabbits – Sixteen rabbits had been caught. It was agreed that we should have this carried out during November/December and January/February each year. The Clerk will ask if they are able to carry out one more session. A suggestion of a rabbit proof fence was mentioned for future consideration. **Action: Clerk**

Ivett & Reed – Lilley kerbing - The application received from Ivett & Reed, which had been circulated, was approved by the Councillors.

Action: Clerk

Peasgood & Skeates - Headstone application – JEA Marshall – The application from Peasgood & Skeates, which had been circulated, was approved by the Councillors.

Action: Clerk

Ickleton Burial Board charges - The Table of Fees was discussed and it was agreed to raise the prices by 2.7% in line with the current rate of inflation. A new Table of Fees will be produced and circulated to Councillors and local Funeral Directors.

Action: Clerk

Cemetery Chapel/Headstone check - This annual check should be carried out by Kern Roberts who is the representative/responsible for these areas.

Action: KR

034/13 Churchyard

Contacting 3 specialists in repairing Flint Walls – The Chairman is meeting this weekend with a flint wall specialist. **Action: TS**

035/13 Flooding

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

036/13 SCDC Standards Committee – Localism Act 2011

Register of Parish Members' Financial and other Interests form – due by 28th July/ publish on Parish Council Website / 8 Original forms returned to Monitoring Officer at SCDC - 1 Outstanding – Tim Pavelin's form has now been submitted to SCDC. This now completes all the Councillors forms being returned to SCDC.

037/13 Wellcome Trust Liaison Meeting – 15 February 2013 – Lewis Duke felt it was a positive meeting and reported there was an awful lot happening on Campus. There will be a proposal for a temporary Sequencing building being put up next door to the EBI hub. Phase 3 landscapes are being remodelled. The Campus would like to arrange for the Director to give his presentation of his 10-year vision for activities on Campus to be presented to local Parish Councils.

038/13 SCDC Local Plan Issues & Options 2 Consultation (7 January – 5pm 18 February 2013) – The Chairman had submitted points (which he will circulate) and had sent out a draft letter on local green spaces, which he will now submit following feedback on the contents. **Action: TS**

039/13 SCDC Parish Council Liaison Meeting 7 March 2013 – Terry Sadler and Jocelyn Flitton will attend this meeting. **Action: TS/Clerk**

040/13 Village Website – Future plans – Susan Clew reported that she now had Editor's rights and is currently going through the website. This is proving to be quite time consuming. Liz Gibson will also acquire Editor's rights to assist. Andrew Shepperd has sent out a list of future plans. **Action: SC/LGib**

041/13 Church Working Party – Saturday 23 March 2013 – As many Councillors as possible are requested to come along and help in the tidy up of the Churchyard. Refreshments will be provided. **Action: ALL**

042/13 Village Litter Pick – Sunday 24 March 2013 – Clare Driver has organised another litter pick. Again as many people as possible are asked to take part for one hour starting at 10.30am. **Action: ALL**

043/13 Correspondence File – The Chairman expressed his concerns that the file was not being circulated and welcomed any suggestions to improve this situation. Should an order of circulation be put in place? This will be considered again next month. **Action: ALL**

044/13 Adjournment for questions from members of the public: None

045/13 Date and time of next meeting - 20 March 2013 @ 7.30pm in the Village Hall

There being no further business the meeting closed at 10.45pm.

Chairman

Date