

# ICKLETON PARISH COUNCIL

Minutes of the meeting held on Wednesday 15 May 2013 at 7.45 pm in the Meeting Room, Ickleton Village Hall

**Present:** Terry Sadler (Chairman), Michael Robinson, Lewis Duke, Tim Pavelin, Sian Wombwell, Kern Roberts, Jocelyn Flitton (Parish Clerk), Cllr Mick Martin (District), Cllr Peter Topping (County) and David Lilley

**089/13 Apologies for absence:** Liz Goddard, Susan Clew, Liz Gibson

**090/13 To approve the minutes of the meeting held on 17 April 2013:** The minutes were approved and signed by the Chairman.

Cllr Martin introduced the newly elected County Councillor Peter Topping to the Parish Council, who was welcomed to the meeting by the Chairman.

**091/13 Adjournment for questions from members of the public:** None

## **092/13 Matters Arising:**

028/07 Proposed Tennis Courts – Kern Roberts said the Club wished to pursue other avenues, in view of the lack of response from Mrs Stella Parker. Adult tennis was now being played every Friday at 7.30pm on the courts at the rear of Norman Hall via the entrance in Mill Lane. **Action: KR**

168/11 Queen Elizabeth II Fields – Plaque (2) - The round plaque had now been installed on the wall of the village hall. The Chairman and Clerk will look to find a suitable site for the second plaque. **Action: TS/Clerk**

026/12 Proposed 20mph Speed Limit/ HCV's - The consultation letters had been sent out and a reply had been received from Stagecoach and we await other responses. The Chairman had spoken to Dilip Odedra (Costcutter), Kern Roberts had spoken with Chris Collinson (Ickleton Lion) and both were supportive, neither feeling that the proposed lower speed limit would have any impact on their businesses. The Chairman and Kern Roberts would meet before next week's Annual Parish Meeting presentation. **Action: TS/KR**

054/12 Additional litterbins and dog fouling notices inc. no dog sign for Play Area – The Chairman had received an e-mail from Heidi Duffett (SCDC) who confirmed the bins are on a waiting list for installation. She had visited the village and spoke to a nearby resident who agreed that a dog bin along Back Lane was necessary. This will be sited by SCDC at their expense near the footpath sign opposite the sign for “2 Priory Farm Barns”. **Action: TS**

082/12 CCC Definitive Map Modification Order 2011(Footpaths 7, 4 and 12) – The Planning Inspectorate - A letter from The Planning Inspectorate confirmed that the Order (dated 25 November 2011) is confirmed and proposed to modify the Definitive Map and Statement for the area by deleting one footpath and adding another. The Chairman invited David Lilley to express his views on the decision.

252/12 Memorial to Sheila Birch (Coploe Pit) – Nothing further to report at the moment. **Action: TS**

009/13 Potholes – The Chairman had reported (on-line) several potholes during the last few weeks. These still remain a concern for the Parish Council. **Action: Clerk**

030/13 White Lining on roads – The Chairman is awaiting a response from the Mike Cooper (CCC). **Action: TS**

062/13 Installation of posts on the public highway – The Chairman had been notified today by CCC Highways that Mr & Mrs Clew could install posts outside their house at 53 Abbey Street at their own expense.

**093/13 Youth Representation:** None

## **094/13 Reports from District and County Councillor:**

Appendix I - District Councillor's Report

Cllr Peter Topping said the County Council were meeting next Tuesday for the first time since the election. There had been no overall majority. He will be keeping an eye on the forthcoming lighting plan and keep us informed.

**095/13 Correspondence received:**

CCC	-	Cambs Youth Offending Service
CCC (M Cooper)	-	Road markings in Brookhampton Street
CCC (Kim Barker)	-	Village Grass Cutting 2013/14
CCC (Kate Day)	-	Rights of Way Grass Cutting 2013
Tim Stone	-	Highways
SCDC (G Alsthorpe-Watts)	-	Revised Code of Conduct
SCDC (Heidi Duffett)	-	Litter/Dog Bins
LDF	-	Local Plan Strategic issues
Keena McKillen	-	Church Fete 6 July 2013
Landmark Restoration	-	Quotation – Repairs to Cemetery Chapel
NWEEHPA	-	Annual General Meeting 26 June 2013
Container Rent	-	Advertising Leaflet
Stagecoach	-	Response to proposed change to 20mph speed limit
CPRE	-	Housing Policy Guidance Notes/ Transport toolkit
Littlethorpe	-	Bus shelter advertising leaflet
Cambs. Bobby Scheme	-	Request for a donation
Whittlesford Warriors FC	-	Small mini league pitch situation/Treasurer’s address
Cambs. Acre	-	News Digest May 2013
Sherriff-Amenity	-	Newsletter
Various e-mails	-	Distributed to Councillors during the month
Clerks & Councils Direct	-	Magazine May 2013
NHS	-	End of Life Care Programme
Magpas	-	Newsletter
Norse	-	Landscaping Division
Imperial War Museum	-	Minutes 21 March 2013
Chris Wright	-	Local Business
NALC	-	Template for clustering involving smaller councils
	-	Electing a Parish Council Chairman
Glasdon	-	Advertising leaflet
The Planning Inspectorate	-	Public Footpath 8, 4 and 12 Definitive Map Modification Order
Luminus	-	Luminus News
Royston & District Com. Trs.	-	AGM 19 June 2013

**Correspondence sent:**

K Bransfield-Garth	-	Council Expedition support
Wicksteed Leisure Ltd.	-	Ordering 2 Flat Rubber Safety Swing Seats
Treetops	-	Quotation – Yew Hedge
Dominic Pallett	-	Quotation - Yew Hedge
Eastern Tree Surgery	-	Quotation – Yew Hedge
C Frankau	-	Ickleton Cemetery
Crocus Football Club	-	Terms 2013/14 Season
Ickleton Football Club	-	Terms 2013/14 Season
Whittlesford Warriors FC	-	Terms 2013/14 Season
Various e-mails	-	Sent in response to those received/Enquiries
SCDC	-	Consultation – Football Stadium at Sawston

**096/13 Planning application(s) received from SCDC:**

S/0755/13/FL – Alterations to main entrance wing; erection of entrance lobby to west elevation garden; replacement plant at roof level and associated works – Sulston Building, Wellcome Trust Genome Campus, Hinxton – Miss Lisa Bowden, Wellcome Trust

Declarations of Interest to be declared.

Approve

S/0830/13/FL – Installation of two chemical waste storage containers, extension of the walkway, relocation of a staircase and associated works – Wellcome Trust Genome Campus, Hinxton – Miss Lisa Bowden, Wellcome Trust. Approve **Action: Clerk**

**Planning application(s) granted by SCDC:**

S/0557/13/LB – Replace ‘Stormproof’ sashes with traditional sashes to five ground floor windows – 58 Abbey Street – Mr & Mrs D & N Human

**Planning application(s) refused by SCDC:**

S/0303/13/FL – New boundary wall including removal of remaining section of existing wall – Norman Hall, 21 Church Street – Mr Owen

S/0304/13/LB – Proposed new boundary wall including removal of remaining section of existing wall following collapse of existing boundary wall – Norman Hall, 21 Church Street – Mr Owen

**Meeting with Head of Planning** – Request for meeting with Planning Department. There has been no progress with arrangements for the meeting. **Action: TS**

**Construction of garage 33 Church Street:** Cllr Martin is still pursuing this within SCDC.

**Action: Cllr Martin**

**Proposed plans for Recreational Ground Machinery Store:** Michael Robinson said they were reconsidering their options due to cost. For the moment the project is on hold.

**097/13 Reports from Councillors:**

Sian Wombwell reported there were still a vast amount of potholes around. There had been a van parked on the corner of Church Street/Brookhampton Street during the day, which was dangerous. The Clerk will notify the PCSOs.

Cllr Wombwell also enquired about the Telephone Box near the bus shelter, which she said was in need of a coat of paint. The Chairman asked the Clerk to look at the Box and report back. **Action: Clerk**

Michael Robinson reported that the resident in No. 3 Birds Close asked him to visit her house as she was concerned about movement. She said she was not getting any response from SCDC. Cllr Mick Martin agreed to visit the resident to see the problem first hand. **Action: Cllr Martin**

Cllr Robinson said a fantastic job had been done by the new owners of No. 1 Priory Farm Barns by cutting back the Conifers near the footpath running between Back Lane and Abbey Street.

Terry Sadler – When responding to the consultation relating to the proposed Football Stadium at Sawston, he looked to see other comments and noted that a company related to the Hanley Grange proposal had input comments confirming they were still chipping away for Hanley Grange.

**098/13 Finance (Bank Balances) including payments to:**

Broker Network Ltd (Came & Co. Insurance) - £1,279.18

Harts (Icene-Apr) - £91.08 plus (Annual Parish Leaflets & Stationery) - £14.58 – Total = £105.66

Wicksteed Leisure Ltd (Annual Inspection) - £108.00 plus (Flat Rubber Seats) - £100.20 – Total = £208.20

G A Woodcock (Repair to Skate Park) - £1,824.79 Duxford Hire & Supply (Service-Countax) - £334.68

Sherriff Amenity (Spraying Recreation Ground) - £445.82

**Money received:**

Whittlesford Warriors (Season 2012/13) - £103.50

Tori Toombs (Icene Advert.) - £30.00

Luciana Day (Icene Advert.) - £15.00

David Lilley left the meeting.

**Bank Balances:**

Community Account - £2,206.25

Business Base Rate Tracker Account - £46,382.87 (inc. Section 106 - £7,357.69)

**Adoption of Year-end Accounts for the Financial year end 31/03/13:** The Clerk had put the appropriate form on the notice board inviting parishioners to inspect the Accounts. Lewis Duke proposed Sian Wombwell seconded and all agreed that the Accounts be adopted. **Action: Clerk**  
Cllr Martin and Cllr Topping left the meeting.

**Resolution – Annual Parish Meeting expenditure:** A resolution was passed to allow the Clerk on behalf of the Chairman/Vice-Chairman expenses up to £250 on entertaining parishioners at the Annual Parish Meeting.

**Donation – Kirstie Bransfield-Garth:** An electronic payment by the Chairman would be made direct to the Charity for which he would be reimbursed. **Action: TS**

**Cambridgeshire Bobby Scheme** – The Councillors agreed to make a donation of £50 and asked the Clerk to put this on the Agenda for next month. **Action: Clerk**

### **099/13 Recreation Field and Play Area:**

Fee for occasional use of Football pitch – Tim Pavelin confirmed that the fee would remain at £20 for adult teams and £10 for junior teams.

Spraying Recreation Ground - This had been carried out by Sherriff Amenity.

Skate Park - This work had now been completed.

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

Broken benches (rear of R Herbert’s garden) - This was still outstanding with C Frankau. **Action: Clerk**

Wicksteed Annual Safety Inspection (09/04/13) – Items requiring attention – The Chairman asked the three Councillors representing the Play Area to meet and put their suggestions forward for any improvements. The Clerk said she had the two flat rubber seats at her house ready for installation. **Action: TP/MR/KR**

Church Fete – use of field on 6 July 2013 + Fields in Trust Goody Box – The Parish Council agreed to the use of the field. The Clerk reported that she had put Keena McKillen in touch with Fields in Trust so she could receive the Goody Box they were offering for use at the Fete.

### **100/13 Cemetery - Chapel** – Condition to be kept under Review

Repair of Bell Tower on Chapel roof by G A Woodcock - using tiles - Mr Woodcock intends to begin work next week. **Action: Clerk**

Insurance claim with AON – Outstanding till the work is completed. **Action: Clerk**

Cemetery gates + ‘Rabbit’ signage – The marking of the gates was still outstanding. **Action: SW**

The Clerk reported that the gates had been left open following a recent burial and suggested that a ‘Please close the gate’ sign was put on the gates. The Councillors agreed to this. **Action: TS/Clerk**

Cemetery Guidelines – Funeral Directors copy – The Chairman and Clerk met with Dominic Pallett regarding the pile of earth. His recommendation was to tidy it up as to do anything else would be very expensive. He would ask his father if he could tidy the pile with the use of his digger. **Action: TS/Clerk**

Repair wire fencing – The fencing had been breached and it is hoped that the pile of earth will be directed in that area. The Clerk will check with Dominic Pallett. **Action: Clerk**

Cemetery Chapel – All the quotations requested are still to be received. **Action: TS**

Memorial headstone – late John Edward Flitton – The Clerk had circulated the design of the proposed replacement headstone. There were no objections by the Councillors. **Action: Clerk**

### **101/13 Churchyard**

Contacting 3 specialists in repairing Flint Walls - All the quotations requested are still to be received.

**Action: TS**

Wildlife Garden – The Clerk had met with Catherine Cocks, Charlie Frankau and Dominic Pallett.

Church Working Party – Saturday 27 April 2013 – The Chairman thanked the Councillors and residents who came and helped on that day.

**102/13 Ron Coulson** - The Chairman paid tribute to Ron Coulson, who had given up the grass cutting contract following a very long stint of over 50 years service, having taken over from Johnnie Andrews. The Council were very grateful for his very good and long service to the village. The Chairman was asked to send a letter of thanks to Mr Coulson. **Action: TS**

**Dog Bins** – The Council thanked Ray Plumb for carrying out this service on behalf of Ron Coulson.

**Grass Cutting contract** – Following Mr Coulson’s resignation, the Clerk contacted Charles Frankau and Dominic Pallett and had a meeting with them with the Chairman. They agreed that they would cover the work previously done by Mr Coulson. Mr Pallett will submit his quotation once he has covered the work laid out in the specification given to him (and Mr Frankau). The Chairman thanked the Clerk for organising the replacement and thanked and welcomed Dominic Pallett.

**Strimming of Footpaths 3 (Water Lane), 6 (Butcher’s Hill to Church Street):** The Councillors agreed that the Clerk should ask Dominic Pallett to strim these footpaths as and when he felt it necessary.

**Action: Clerk**

**103/13 CCC Village Grass Cutting 2013/14:** The Clerk will send an invoice to CCC for £801.43 for the three cuts outlined in the letter received dated 2 May 2013 from Kim Barker (CCC). **Action: Clerk**

**Rights of Way Grass Cutting 2013:** Details of the e-mail dated 03 May 2013 from Kate Day (CCC) were noted as information only.

**104/13 Localism Act 2011 – Community Right to Bid:** The Chairman had looked at SCDC’s list of assets of community value and at the moment shops and pubs had been registered that were already closed or threatened with closure. Listing gives a community a window in which it can put in a bid if the shop or pub comes up for sale. The Chairman will speak to the present incumbents of the village shop and pub before we do anything. **Action: TS**

**105/13 SCDC Revised Code of Conduct:** The Chairman proposed that we formally adopt the revised Code of Conduct that he had circulated to Councillors. This was seconded by Lewis Duke and all were in favour.

**106/13 Footpath – Frogge Street to Gt Chesterford:** A resident had complained to the Clerk about the state of the footpath. The Chairman will check out the footpath next week. Several attempts to obtain funding to improve this footpath have been rejected in the past by CCC Highways. **Action: TS**

#### **107/13 Flooding**

Land adj. Stumps Cross - Extension granted until 30 September 2013 – As the date for the extension is drawing near, the Chairman asked Lewis Duke if he could speak to Clive Onslow and ask for an update.

**Action: LD**

**108/13 Village Website – Update:** A meeting with Andrew Shepperd had been held with Terry Sadler, Susan Clew, Liz Gibson and Jocelyn Flitton attending. The Clerk agreed to be the ‘guinea pig’ and will begin to put the minutes/Agenda on the website once she has been shown how to do so by Mr Sheppard. A meeting has been arranged between the two for Friday 17 May 2013. **Action: Clerk/SC/L Gib**

**109/13 Annual Parish Meeting – 22 May 2013(Agenda/Request reports/Print leaflets):** The Agenda had been sent out, the Clerk had requested the reports and the leaflets had been given to the Councillors for distribution. Lewis Duke sent his apologies as he would not be able to attend.

**110/13 Wellcome Trust Liaison Meeting – 31 May:** There were no additional items to be added to the usual Agenda. **Action: TS/LD**

**111/13 Adjournment for questions from members of the public:** None

**112/13 Date and time of next meeting - 19 June 2013.**

**There being no further business the meeting closed at 9.35pm.**

**Chairman**

**Date:**

## **Appendix I**

### **District Councillor's Report**

**15 May 2013**

#### **A14 funding.**

Further to my comment last month, it has been confirmed that the funding will not come from council tax. Instead it may come from the new homes bonus or the Community Infrastructure Levy that the developers of Northstowe will have to pay. Moreover, although the final plans have not been seen yet, there will be new "local routes" to ensure residents can avoid the toll route. The local contribution would be towards these roads not the national trunk route.

#### **Local Plan Progress.**

Draft Local Plan will go before Cabinet on 27 June. Final consultation process will start in July. Strategic level details released to parish clerks yesterday. No threats to Ickleton.

#### **Community Chest Grants.**

Still money available. Up to £1000, decision within the month.

#### **Housing Waiting List.**

Now must have local connection, 400 removed from waiting list.

#### **Cambridge Chamber of Commerce.**

Will now be called Cambridge and South Cambs Chamber, to reflect that 40% of the membership has their businesses located in South Cambs.