

# ICKLETON PARISH COUNCIL

Minutes of the meeting held on Wednesday 16 April 2014 at 7.30pm in the Meeting Room, Ickleton Village Hall

**Present:** Terry Sadler (Chairman), Michael Robinson, Liz Gibson, Tim Pavelin, Susan Clew, Sian Wombwell, Lewis Duke, Jocelyn Flitton (Parish Clerk), Cllr Mick Martin (District), David Lilley, Mick Eldred (Crocus Football Club), David Mathias and Martin Smith (Ickleton Cricket Club)

**072/14 Apologies for absence:** Kern Roberts, Liz Goddard  
Other absences: Cllr Peter Topping (County)

**073/14 To approve the minutes of the meeting held on 19 March 2014:** The minutes were approved and signed by the Chairman.

**074/14 Adjournment for questions from members of the public:** None

The Chairman brought the following item forward:

## **082/14 Recreation Field and Play Area:**

Football Clubs (Ickleton, Crocus & Whittlesford Warriors) & Ickleton Cricket Club – Terms for next season –

Football Clubs - The Chairman asked Mr Eldred if he had anything he wished to say. He replied there was nothing. The Chairman said that it had been noted during the litter pick that there was much tape from the footballers lying around the Recreation Ground and would be grateful if he could ask the players to use the litter bins. Tim Pavelin said the liaison from Crocus (Richard) had been brilliant this season. After discussion it was unanimously agreed to leave the rates for Crocus and Ickleton Football Clubs unchanged for the next season – Crocus - £14.00 and Ickleton - £7.25 and Visiting Teams £20 per match. It was agreed to increase the one off payment by Whittlesford Warriors from £103.50 to £105.00 for the season.

Mick Eldred left the meeting.

Ickleton Cricket Club – Michael Robinson declared an interest. David Mathias said there had been a clash of the use of changing rooms with the Football Clubs, but they hoped for better liaison from both parties. Spartek FC had played near the cricket square but this had been resolved. The Councillors agreed to the request for permission to erect and leave sightscreens on the Recreation Ground at the Clubs own risk. There would be no charge to Ickleton Cricket Club for the use of the Recreation Ground in view of the maintenance carried out to the pitch and outfield by Cricket Club supporters but visiting teams should pay £20 for use of the cricket ground. **Action: Clerk**

David Mathias and Martin Smith left the meeting, after the Chairman echoed the sentiments they had expressed to the effect that it was very pleasing to see the uses to which the Recreation Field was being put nowadays.

## **075/14 Matters Arising:**

028/07 Proposed Tennis Courts – Nothing further to report.

**Action: KR**

054/12 Additional litterbins and dog fouling notices inc. no dog sign for Play Area – The additional litter bins were installed by SCDC on 20<sup>th</sup> March. The Chairman and Clerk will purchase the dog fouling notices for the Play Area. **Action: Clerk**

189/13 Correspondence File – The file was returned to the Clerk at the meeting.

265/13 CCC Parish Council Grants for Bus Facility Improvements – Real Time Information Displays – An e-mail had been received from Charlotte Collins (CCC) saying they were due in June but they were trying to get the schedule altered to bring them forward to May. **Action: TS**

287/13 SCDC Parish Planning Forum (03/12/13) – response to query raised – Cllr Martin reported that the test case that came up in Duxford was a total failure for although Duxford Parish Council were against the application (due to Highway issues), the SCDC Planning Committee approved the application by 13 votes

to 0. Duxford Parish Council is drafting a letter to CCC (Highways) and Cllr Martin will ask their Clerk to forward a copy to us. Cllr Martin is meeting with the Director of Planning (Jo Mills). He has also asked for a copy of the SCDC Planning Induction Programme, which should be with him this week.

**Action: Cllr Martin/TS**

003/14 Chestnut Tree on Village Green – The Chairman will check the tree as it is now coming into leaf.

**Action: TS**

019/14 Ickleton Village Hall – Supplementary Trust Deed – Nothing further to report. **Action: Clerk**

043/14 SCDC Community Pride & Village Hero Awards 2013/14 – 20 March 2014 – Terry Sadler and Jocelyn Flitton together with John and Sue Fowler had attended the event at Cambourne Village College. We are delighted to report that John and Sue Fowler were awarded 3<sup>rd</sup> place under the Health and well being section.

043/14 Ickleton Post Office – The Chairman had drafted a letter to Mr Andrew Lansley CBE MP and will meet with Lewis Duke and Tim Pavelin to discuss the draft before the letter is posted. **Action: TS/LD/TP**

045/14 World War I Commemoration - The plan to plant a new hedge and trees will go ahead. Lewis Duke proposed that planting a different type of tree should also commemorate the three names included on the War Memorial under WW2. Sian Wombwell will look into suitable trees (which should be planted this autumn) for the site. It is understood (as recorded last month) that Neil McKillen is obtaining memories/stories from Ickleton residents. **Action: LD/SW**

054/14 Haymarket Exhibitions – Cereals 2014 (11/12 June) - Lewis Duke declared an interest. The Chairman and Lewis Duke had met with representatives from Haymarket Exhibitions to discuss traffic coming through Ickleton on the two days. Mr Duke had driven everyone around the area to point out possible alternatives, but this would not be possible due to the time scale involved. Mr Duke and Mr Driver are liaising with Haymarket for the farm track between Frogge Street and Coploe Road to be put into use, which could hopefully improve the situation. The Parish Council gave it tacit approval with Coploe Road to be included but one-way traffic only at appropriate times. It will recommend that more personnel (in high visibility jackets) be in place to marshal the traffic. The Parish Council also expects to receive a suitable donation for the inconvenience the village will be caused. The Chairman thanked Lewis Duke and Robin Driver for their help. **Action: TS/LD**

064/14 SCDC Thermal Imaging Camera available for home energy surveying – This item to be put on the September Agenda. Cllr Martin reported that Building Inspectors are about to begin using the camera for a trial period. **Action: Clerk**

065/14 Annual Parish Meeting – request reports / printing and distribution of leaflets - The Councillors approved of the printing and distribution of leaflets. The Clerk will arrange this and request the various reports for the meeting. **Action: Clerk**

069/14 Sawston Health Centre – Delivery of prescriptions to Ickleton, Duxford & Whittlesford - The Clerk will contact the Health Centre to see if the problem had been resolved. **Action: Clerk**

088/14 CCC Abbey Street & Grange Road - road closures for carriageway patching & ironwork adjustment – Mike Cooper (CCC) had not responded to the queries regarding the repairs in Abbey Street. The Clerk will follow this up. Sian Wombwell reported that road signs had been left at the far end of Grange Road. **Action: Clerk**

**076/14 Youth Representation: None**

**077/14 Reports from District and County Councillors:**

**District Councillor’s Report:**

**SCDC strategic partnership with Huntingdonshire District Council.**

Both councils have significant savings challenges for the foreseeable future and the opportunity to examine in detail the potential savings that may arise from “shared services” is to be examined. In the first instance building control will become a shared asset. Other areas that will be looked at are legal services (including the monitoring officer), some environmental services, licensing, planning, ICT. This is not a political partnership it is a practical use of resource.

**Integration of SCDC and Cambridge City Council waste collection service.**

Agreement by both Councils to move forward to integrate the waste collection into a single service.

### Help us to help you

Tell us what you need and we will try to help. With fewer staff out and about we need your help to understand what is going wrong.

**County Councillor's Report** – No report received.

### **078/14 Correspondence received:**

Local Resilience 2014	-	Environment Agency-resilience, flooding & funding
Ickleton Cricket Club	-	Erecting Sight Screens on Recreation Ground
University of Cambridge Museums	-	Summer at the Museums
Came & Co.	-	Parish Matters Spring 2014
Keena McKillen	-	Use of Recreation Ground for Church Fete 28 June
Fields in Trust	-	AGM/Impact Report 2013/Have a Field Day
David Cameron	-	National Insurance Contributions
Pam Fearn	-	Fire in litter bin on Recreation Ground
CCC (Lisa Lark – Lead Technician)	-	30mph Speed Limit, Frogge Street – Order 2014
CCC (C Ross-Bain)	-	Cambridge Park & Ride
Wicksteed Playscapes	-	Fitness Legacy Zone
HMRevenue & Customs	-	Generic Notification notices
LDF	-	Submission of SCDC Local Plan to Secretary of State
AON UK	-	Competitive Insurance Quotes
Barclays Bank	-	Closure of Sawston branch
Stop Stansted Expansion	-	Three questions for Michael O'Leary
CST	-	Grass Cutting Public Rights of Way
John & Sue Fowler	-	SCDC Community Award
CPALC	-	Membership Fees 2014/15 & Benefits
Glasdon	-	Products for Local Councils
Wellcome Trust	-	Minutes of meeting 14 March 2014
D Lilley	-	Delivery of prescriptions to Ickleton
Magpas	-	Raffle Tickets
The Ladybird Boat Trust	-	New future – St John Ambulance
LCR	-	LCR Online
IWM	-	Minutes of Neighbours Forum 17 March
SCDC	-	March's Parish e-bulletin
CPRE	-	Countryside Voice/Sign their Charter
Cambs & Peterborough NHS	-	Proposals to improve older people's healthcare
Various e-mails	-	Circulated to Councillors during the month
Haymarket Exhibitions	-	Cereals 2014
Lt Col (Retd) GD Birch	-	Thank You letter – Interpretation Board Coploe Pit

### **Correspondence sent:**

Ickleton FC (S Jenkins)	-	Notice to attend April Parish Council Meeting
Crocus FC (L Jenkins)	-	Notice to attend April Parish Council Meeting
Whittlesford Warriors (D Tofts)	-	Notice to attend April Parish Council Meeting
Ickleton Cricket Club (P Fearn)	-	Notice to attend April Parish Council Meeting
CCC (Mike Cooper)	-	Coploe Road water course/Abbey Street repairs
Various e-mails	-	
Haymarket Exhibitions	-	Cereals 2014

### **079/14 Planning application(s) received from SCDC:**

### Declarations of Interest to be declared.

S/0690/14/LB – Single Storey Rear Orangery Extension – 26 Abbey Street – Mr & Ms R Olds and J Hawkins. Following a site visit the Councillors unanimously agreed and recommended: Approve

S/0603/14/FL – Single Storey Rear Orangery Extension – 26 Abbey Street – Mr & Ms R Olds and J Hawkins. Following a site visit the Councillors unanimously agreed and recommended: Approve

**Action: Clerk**

**SCDC Consultation to carry out tree works subject to a tree preservation order or situated within a conservation area:** C/11/40/054 – Remove Conifers – some blew over in recent storms. The owner would like to fell the rest in case they suffer the same fate – Caldrees Manor, 2 Abbey Street – Mr J Gildersleeve

Approve

Permission to fell Mulberry Tree (prior to SCDC approval) – Providence House, 6 Frogge Street – Mrs S McKibbin

Approve

**Action: Clerk**

**Meeting with SCDC Planning Department – 17 September 2013** – Waiting response re. Construction of garage 33 Church Street – Cllr Martin reported that jobs had yet to be filled at SCDC, which means he is unlikely at the moment to get a reply.

**Action: Cllr Martin**

#### **080/14 Reports from Councillors:**

Susan Clew said that the pavement opposite the new Traffic Calming build out in Frogge Street was rather narrow. The Chairman said he would look at the path as it may be possible to get growth cut back to make it wider.

**Action: TS**

Liz Gibson reported that the Sanger site would be shut on the day of the Tour de France.

Sian Wombwell said confusion seemed to be arising with the traffic calming which appeared to be due to the project not yet being completed.

Terry Sadler had been speaking with the Allotment Association about their desire for a water connection to the site.

Jocelyn Flitton said that after nearly ten years as Parish Clerk she wished to stand down. She had enjoyed the work but felt she would like to have more free time to pursue other things. She was happy to help her successor and gave six months notice for a replacement to be found. The Chairman and Councillors thanked her very much for her services to the Parish Council.

**Action: TS**

The Chairman brought the following item forward:

**087/14 SCDC Parish Liaison Meeting 27 March 2014:** Terry Sadler and Jocelyn Flitton had attended this meeting. The Chairman said it was interesting to hear Cllr Martin give advice that items (normally for the green bin) could be put in the black bin during the winter months when the green bin would only be collected once a month instead of fortnightly. Cllr Martin said that the ‘Terminator’ requires a certain percentage of green waste to be able to function efficiently. Other topics covered at the meeting were City Deal, Local Plan: Next Steps, Knock on effects of latest SCDC budget cutbacks and Open Forum.

Cllr Martin and David Lilley left the meeting.

#### **081/14 Finance (Bank Balances) including payments to:**

Harts (Mar Icene) - £86.94

CPALC (Affiliation Fee) - £231.77

Ickleton Village Hall (Hire of Hall) - £64.00

Fields In Trust (Subscription) - £25.00

Stop Stansted Expansion (Subscription) - £30.00

Wicksteed Leisure Ltd. (Annual Inspection) - £108.00

Albert Pavelin (Emptying Litter Bins) - £100.00

Cambridge Conservation Volunteers (Coplee Pit) - £80 – It was proposed and seconded that the amount be increased from £30.30 to reflect the input of Laura Osborne in the production of the Interpretation Board.

**Money received:** Zaffir Mladenov (Icene Advert) - £30.00

SCDC (Precept 1<sup>st</sup> Instalment) - £11,500.00

#### **Bank Balances:**

Community Account - £3,901.85

Business Base Rate Tracker Account - £58,808.19

**Donation request:** Royston & District Community Transport / Magpas – It was agreed that next month we would donate £25 to Royston & District Community Transport and £50 to Magpas.

**Action: Clerk**

Annual limit for minor donations (up to £50) – Donations to be decided on application. The Clerk will circulate the record of past donations to Councillors beforehand.

**Action: Clerk**

**Section 106 Money – Play Area Sub-Committee Meeting** – Nothing further to report.

**Action: TS**

**Risk Assessment** – The revised version had now been completed and circulated to Councillors. Lewis Duke asked that we minute items mentioned in the assessment e.g. Churchyard Working Party.

**Financial year-end 31/03/14** (Draft Accounts) – These had been circulated to Councillors and the Internal Auditor by the Clerk for their consideration before they are adopted next month. **Action: ALL**

**082/14 Recreation Field and Play Area:**

Quotation to spray Recreation Ground – A quotation from Mick Williamson (Agrovista UK Ltd) had been received. The costs were the same as last year – Spraying @ £250.00, Travel approx. 60 miles @ £0.70p/mile, Chemical – 1 x T2Green Pro @ £79.52/10lt + VAT. This has proved to be a successful exercise and it was agreed to accept the quotation. **Action: Clerk**

Wicksteed Annual Safety Inspection (26/03/14) – Skate Park – damaged platform – Tom Dazey will repair the platform, which entails removing the balustrade, after the Easter holidays. It was noted that a litter bin (noted in the report) had been moved and used to make a ramp together with pallets. This litterbin had subsequently been set on fire and the fire brigade had been called. The Chairman asked Tim Pavelin to arrange for the bin to be examined to see if it needed replacing. **Action: Clerk/TP**

Removal - Metal litter bin – Tom Dazey had removed this bin.

Wooden picnic table – Tom Dazey had removed the broken table. It was agreed a sturdy replacement table was required. Michael Robinson agreed to look in Ridgeons and let the Clerk know the cost – up to a discretionary limit of £300 – so it could be purchased and installed. **Action: MR/Clerk**

Basketball net – Kern Roberts has a reserve basketball net, which needs to be put in place. **Action: KR**

**083/14 Cemetery - Chapel** – Condition to be kept under Review

Cemetery gates – this is still outstanding. **Action: SW**

Cemetery Chapel masonry repairs – check if any outstanding work - The Chairman had sent an e-mail to Shane Cahill regarding the renewal of the ground gutter. The Clerk mentioned that she had been asked if the Water Butt could be altered to make it functional. **Action: TS**

Headstone check – This item is still outstanding. **Action: KR**

**084/14 Churchyard**

Repairing Flint Walls/Buttresses + repairing hole in wall – The Chairman had been in touch with Shane Cahill regarding the buttresses. He also reminded Michael Robinson that he was looking into obtaining bricks. **Action: TS/MR**

Headstone check – This item is still outstanding. **Action: KR**

Yew Hedge – to be cut in June – This will be carried out by Dominic Pallett. **Action: Clerk**

Churchyard Working Party 5<sup>th</sup> April 2014 – Two Parish Councillors and the Clerk, together with Catherine Cocks turned out for the annual clear up. No risks were identified.

Wildlife Garden – Catherine Cocks was happy that Charles Frankau and Dominic Pallett could begin cutting the pathway through the wildlife garden. The Clerk had informed them of this.

**085/14 Localism Act 2011 – Community Right to Bid:** The Chairman had spoken with Chris Collinson and agreed they would meet. **Action: TS**

**086/14 Flooding**

Land adj. Stumps Cross - Extension granted until 30 September 2013 – No meeting with Clive Onslow had yet been arranged. **Action: LD**

Flooding/Drainage in Church Street/top of Mill Lane – Nothing further had been heard from Mike Cooper (CCC) following his e-mail of 26 February 2014 when he said no timescale could be given. **Action: Clerk**

Environment Agency – They will be approached regarding managing The Slade. The watercourse at Coploe Road had been mentioned in the e-mail sent to Mike Cooper (CCC) on 20 March, to which a reply is awaited. **Action: LD/TS**

**088/14 Wellcome Trust Presentation – 28<sup>th</sup> April 2014 @ 5.30pm:** Terry Sadler, Lewis Duke, Liz Gibson, Susan Clew, Jocelyn Flitton will attend this presentation. **Action: TS/LD/LGIB/SC/Clerk**

The Chairman had deferred this item:

**075/14 Matters Arising:**

085/14 CCC - Local Highway Improvements 2013/14 – Traffic Calming – These were now being put in place in Duxford Road and Frogge Street. A completion date is not known. **Action: TS**

CCC Local Highway Improvements Initiative 2014/15 includes 026/12 Proposed 20mph Speed Limit and HCV's – Cllr Topping has set up a meeting on 2<sup>nd</sup> May with the Chairman and Steve Thulborn (CCC). **Action: TS**

**089/14 Adjournment for questions from members of the public:** None

**090/14 Date and time of next meetings – Annual General Meeting + Parish Council Meeting 21 May 2014 and Annual Parish Meeting 28 May 2014**

There being no further business the meeting closed at 10.00pm

**Chairman**

**Date**