

# ICKLETON PARISH COUNCIL

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

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

**217/13 Apologies for absence:** Susan Clew

Other absences: Sian Wombwell; Cllr Peter Topping (County)

**Ron Coulson** – The Chairman wished to pay tribute to Ron Coulson who sadly died on 28 September 2013. He was such a fixture in the village carrying out grass cutting and numerous other works for over 50 years. The Parish Council sends their condolences to his family and friends.

**218/13 To approve the minutes of the meeting held on 18 September 2013:** The minutes were approved and signed by the Chairman.

**219/13 Adjournment for questions from members of the public:** None

## **220/13 Matters Arising:**

028/07 Proposed Tennis Courts – Kern Roberts reported that they are having a meeting on 24 October 2013. The Chairman reminded Mr Roberts that the Parish Council need a steer from them regarding future proposals. **Action: KR**

168/11 Queen Elizabeth II Fields – Plaque (2) – The treatment of the first Plaque is with Fields in Trust. The other Plaque has yet to be sited. **Action: Clerk**

026/12 Proposed 20mph Speed Limit– Cllr Topping had not updated us following queries raised with him at the last meeting. The Chairman will contact Cllr Topping. **Action: TS**

HCV's – The lorry advisory sign is now in place on the A505. An approximate date (the week following half-term) for the traffic survey has been received. **Action: TS**

M Cooper(CCC)quote for traffic survey-£660-£1,000 – this is currently on hold. **Action: TS**

054/12 Additional litterbins and dog fouling notices inc. no dog sign for Play Area – The Clerk had sent two e-mails to Heidi Duffett (SCDC) asking for an update but had received no reply. Cllr Martin will look into the situation and let us have an update. **Action: Cllr Martin/Clerk**

252/12 Memorial to Sheila Birch (Coploe Pit) – The Chairman is waiting to hear from the Wildlife Trust. **Action: TS**

009/13 Potholes – The Chairman had sent an e-mail to Mike Cooper (CCC) outlining the various Highways defects. A response had been received saying CCC have been overwhelmed with potholes due to the length of last winter and their now very limited resources. The work is on order and will be completed as soon as possible. **Action: TS**

030/13 White Lining on roads – Mike Cooper (CCC) is arranging to refresh the road markings around the bend in Brookhampton Street and the SLOW markings. The Chairman was requested to ask Mr Cooper to take the road markings down to the level crossing. **Action: TS**

Footpath Abbey Street – CCC will resurface the area affected by tree roots during this financial year.

Pavement outside 57 Church Street – The Chairman and Kern Roberts had met with the occupants. They had a reasonable grievance in view of the state of the footpath in front of their house. It was however a fact that there were other footpaths in an equally poor state around the village. The Chairman will respond to Mike Cooper (CCC) with a copy to Mr & Mrs Livingstone. **Action: TS**

097/13 Telephone Kiosk (01799 530221) – The Clerk had contacted BT who said the kiosk was still under their regime. The fault was reported and they offered to clean the kiosk inside and out. The kiosk had generated 79p in revenue last year.

121/13 Coploe Pit – Wildlife Trust re. Rabbits – this item is still outstanding with Michael Robinson.

**Action: MR**

Sheep grazing – The Wildlife Trust had suggested that sheep could be grazed in Coploe Pit. The e-mail had been forwarded to Sian Wombwell for a response. **Action: SW**

Bus shelter Abbey Street – The Clerk had contacted John Pattie with regard to making any necessary repairs. He would let the Clerk know if there were any expenses. **Action: Clerk**

150/13 Proposed Foot and Cycle Path between Saffron Walden and Cambridge – The Chairman had included our response in the draft local plan.

185/13 Fast Broadband – Nothing further to report although Kern Roberts felt the system had been slower recently. **Action: TS/LD**

187/13 Neighbourhood Watch Coordinator - Glynis Hammond had given the relevant contact information to be included in Icene.

188/13 Copse tribute to Ron Coulson - Sian Wombwell had reported that the application to the Woodland Trust had been successful and the trees will be delivered early November. Biffa has sponsored our pack and all the spirals and canes will be free of charge. Lewis Duke said he would look into rabbit fencing the copse before the trees are planted. Lewis Duke suggested they liaise with Catherine Cocks as to how the trees are set out. **Action: SW/LD**

Liz Goddard joined the meeting.

189/13 Correspondence File – The circulation of the file had gone reasonably well although not all Councillors had seen the file. The Clerk will put a circulation list in the file but the method of e-mailing when the file has been moved on should continue. **Action: ALL**

200/13 Bollards outside 53 Abbey Street – CCC have agreed to make the bollards smaller.

214//13 Purchase/planting Daffodil bulbs – The Clerk has purchased the bulbs, which will be planted shortly.

**221/13 Youth Representation:** None

**222/13 Reports from District and County Councillors:**

District - See later in minutes  
County - None received

**223/13 Correspondence received:**

Ickleton Football Club	-	Fixture details
CCC (C Howes)	-	Parish Paths & Rights of Way matters
CCC (L Meats)	-	Budget consultation promotion
CCC (C Collins)	-	South Cambs Parish Council Grants for Bus Facility imp.
CAPALC	-	Requesting change of name on cheque
	-	E-Bulletin / Social Media Course / AGM
SCDC	-	Planning Policy Monthly Update (October 2013)
SCDC (Cllr M Martin)	-	Flint Wall at rear of Norman Hall
SCDC (J Hunter)	-	Review of Polling Districts & Polling Places 2013
SCDC (S Smart)	-	Parish Precepts and Estimated Tax Base
SCDC	-	Minutes of Liaison Meeting 1 October 2013
PKF Littlejohn	-	Completion of the annual audit for the year ended 31/3/13
NALC	-	2013/14 National Salary Awards
Wellcome Trust	-	Dog on Leads – Wetlands Wildlife Nature Reserve
	-	Agenda Liaison Meeting 8 October 2013
Stop Stansted	-	Campaign Update Sept 13/Recent Press Release
Cambs Police	-	Neighbourhood Alert e-mail/Panel Meeting Update
Sawston Youth Drama	-	Newsletter Autumn 2013
Mr & Mrs David Bushell	-	Ash Tree, Back Lane
Various e-mails	-	Circulated to Councillors during the month
M Hall	-	Poppy Wreath – Royal British Legion
Consultation – Essex	-	Wendens Ambo & High Roding Conservation Area
Cambridge Family History Fair	-	Saturday 26 October – Girton Glebe Primary School
Camb. Police & Crime Commissioner	-	Neighbourhood Watch
Magpas	-	Newsletter & Raffle tickets

Ordnance Survey	-	Public Sector Mapping Agreement
Richard Inman	-	Are public services changing?
Dominic Pallett	-	Dog Fouling
Wellcome Trust (J Proctor)	-	Mill Lane Level crossing/'Freebie' Seats
Mrs J Livingstone	-	Pavement outside 57 Church Street
Victim Support	-	Donation request
IWM	-	Agenda 16/10/13 & previous minutes
Mrs L Baker	-	Frogge Street
Caloo	-	Caloo Cardio Bundle
Land Registry	-	B193(A) Notice of objection under Section 73(5)
Came & Co.	-	Parish Matters Autumn 2013
B Coleman	-	Rear of 12 Bird's Close
<b>Correspondence sent:</b>		
Ickleton & Crocus Football Club	-	Requesting Fixture details
CAPALC	-	Amending change of name on cheque
Mr & Mrs David Bushell	-	Ash Tree, Back Lane
M Hall	-	Wreath – Royal British Legion
Various e-mails	-	Acknowledgements
CCC (M Cooper)	-	Ickleton Highways Defects
SCDC	-	Meeting with Kate Wood & David Bevan
SCDC (H Duffett)	-	Litter & Dog bins
Land Registry	-	Coploe Pit - Application for cancellation
Mrs L Baker	-	Frogge Street
T Silk	-	Aerial Runway

Cllr Mick Martin joined the meeting.

The Chairman brought the following two items forward:

**239/13 CCC Parish Council Grants for Bus Facility Improvement:** CCC (Charlotte Collins) had sent an e-mail inviting Parish Councils to bid into funding to improve facilities for their bus users. David Lilley had sent an e-mail to the Parish Council requesting real time bus information which he thought would be of great benefit to bus users. The Parish Council is being asked if it is willing to make a contribution towards the costs. The Chairman will contact CCC to express our interest (by 4 November) but ask how much it would cost. Cllr Martin said SCDC is challenging the amount available quoted as they think it should be £400,000. As a point of interest Duxford never paid for their real time bus information, probably because they have WiFi. **Action: TS**

**231/13 Land Registry – Title Number: CB331648 – B193(A) Notice of objection under Section 73(5) Land Registration Act 2002 – Coploe Hill Pit:** The Chairman had drafted a letter to the Solicitors Lee Bolton Monier-Williams which he had circulated to the Councillors. The Councillors agreed with the contents and that the Chairman could send the letter. Coploe Pit was awarded to the Surveyors of the Highways following the Ickleton Inclosure Act 1810 and not to the forerunners of the Church Commissioners. It followed that Chancel repair liability could not arise. The pit has been in the ownership of the Parish Council since at least 1894. A letter dated 14 October 2013 had been received from the Land Registry asking if we 1) wished to negotiate with the other party (2) do not wish to negotiate and 3) wish to withdraw their application. The Parish Council will tick box 1. **Action: TS**

**222/13 Report from District Councillor:** Cllr Martin reported that SCDC had made a decision to contribute £7 1/2M over 25 years towards the cost of upgrading the A14. If they had not made a contribution, the A14 would have stayed as it is and Northstowe would not get built. This would place SCDC's Local Plan in jeopardy. SCDC will recommend that car owners who pay SCDC council tax will not be charged for using the toll road. Andrew Lansley CBE MP will give his support to this. Cambridge City is not making any contribution. They are facing strong financial pressure on their budget.

The Conservation Team are adamant that the boundary wall at Norman Hall is rebuilt by using traditional methods and materials. Cllr Martin is calling the application in to be heard by the Planning Committee.

David Lilley left the meeting.

The Chairman brought the following item forward:

**238/13 SCDC Liaison Meeting – 1<sup>st</sup> October 201:**

The Chairman and Clerk had attended this meeting. The Chairman felt the meeting was very good and informative and gave a resume to the Councillors. Minutes of the meeting had been circulated.

**224/13 Planning application(s) received from SCDC: None**      Declarations of Interest to be declared.  
**SCDC Planning Appeal** – S/1220/13/FL – Two-Storey Rear Extension – 18 Birds Close, Ickleton – Mr & Mrs E Farrow. No response had been sent as the Parish Council was not allowed to make further comments.

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

S/1645/13/FL – Installation of roof light – Glebe House, Brookhampton Street – Mr & Mrs Varley

**Tree Works subject to a tree Preservation Order or situated within a Conservation Area: Meeting with Head of Planning:**

C/11/40/054 – 1. Fell Sycamore Tree; 2. Remove broken branch from Willow tree – Riverside, Church Street, Ickleton – Mrs Tina Thorn      Approve

C/11/40/054 – 1. Cherry Tree in front of house requires cutting back as growing over the house. 2. Mulberry Tree – to back of the house – requires cutting back as branches damaging side wall and obstructing windows – Providence House, 6 Frogge Street, Ickleton – Mrs Sophie McKibbin.      Approve

**Request** from Mrs Sophie McKibbin for the Parish Council to cut back the branches of the horse chestnut tree in the Recreation Ground that hangs over her garden – Lewis Duke will speak to the resident as pruning of this tree needs to take place mid summer and not this time of the year.      **Action: LD**

**Meeting with SCDC Planning Department – 17 September 2013** – Letter of thanks. The Chairman had sent an e-mail to Kate Wood and David Bevan (copy to Cllr Martin) thanking them for their time.

**Construction of garage 33 Church Street** – The Chairman requested in his e-mail a response to the outstanding query regarding the curtilage that had been raised again at the meeting.      **Action: TS**

**SCDC (Sawston) Local Plan** – Extra housing in Sawston – Consultation finished on 14<sup>th</sup> October 2013 – The Chairman has submitted a representation on behalf of the Parish Council.

**225/13 Reports from Councillors:**

Tim Pavelin reported that the step up to the pedestrian crossing at the Mill Lane level crossing was very high and it is difficult to get a pushchair over and may also be difficult for some walkers. The Clerk was asked to report this to Network Rail.      **Action: Clerk**

Liz Gibson reminded everyone about the free Firework Display at the Genome Campus on Wednesday 6<sup>th</sup> November 2013.

Liz Goddard reported that advertising in Icene was going well.

Terry Sadler had received a e-mail regarding the overgrown brambles/ivy onto the footpath from the plot of land adjacent to 64 Abbey Street. The Clerk will contact the owner.      **Action: Clerk**

Jocelyn Flitton had received a e-mail from Dominic Pallett complaining about the amount of dog fouling around the village which is especially noticeable to him when strimming. The footpath from Butcher's Hill to Church Street is absolutely festooned with dog mess and the verge on the right of Coploe Road between the bollards is as bad. It was agreed to put an article in Icene.      **Action: Clerk**

12 Bird's Close – The resident had notified the Chairman that SCDC have ordered a tree firm to cut down and remove the dead trees.

**226/13 Finance (Bank Balances) including payments to:**

19/09/13 – PKF Littlejohn LLP (External Audit Fee) - £240.00

Harts (Sept Icene) - £91.22 + (Filing Box & A4 Paper) - £23.52 = Total: £114.74

Ickleton Village Hall (Hire of Hall) - £48.00

J A Flitton (3mnths salary & expenses) – £546.40

HMRC (PAYE) – £98.80

Albert Pavelin (Emptying Litter Bins) - £60.00

D G Pallett (Grass cutting 11 May – 9 Oct) - £756.25

**Money received:**

SCDC (Second half of Precept) - £11,250.00	Football Club (Use of Pitch) - £20.00
D Bennett (Icene Advertising) - £10.00	Haydn Miles (Icene Advertising) - £120.00
D K Till & Son (Icene Advertising) - £60.00	Luciana Day (Icene Advertising) - £5.00

**Donation Request**–Victim Support – It was proposed and agreed to make a donation next month of £25.00.

**Bank Balances:**

Community Account	-	£687.04
Business Base Rate Tracker Account	-	£61,294.28 (including Section 106 - £12,320.43)

**Budget Update:** The Clerk had circulated the figures for the first six months of the financial year. The Councillors had no queries.

**Section 106 Money:** A discussion took place as to how this money could be spent. It was agreed to put an article in Icene asking for ideas for the Play Area. These should then be considered by a Focus Group, which would need to be set up. **Action: Clerk**

Cllr Mick Martin left the meeting.

**Completion of the annual audit for the year ended 31 March 2013:** Notification had been received from PKF Littlejohn that they had completed their audit of the Annual Return. The Clerk has put notices around saying the Accounts are available for inspection upon request.

The Clerk left the meeting.

**NALC – 2013/14 National Salary Awards – Clerk’s Salary:** The Chairman informed the Clerk when she returned to the meeting that it had been agreed to adopt a pay increase from £11.185 to £11.296 backdated to the 1<sup>st</sup> April 2013.

**227/13 Recreation Field and Play Area:**

Rubber Matting under swings – outstanding with Charles Frankau **Action: Clerk**

Broken benches (rear of R Herbert’s garden) – outstanding with Charles Frankau **Action: Clerk**

Wicksteed Annual Safety Inspection (09/04/13) – Repair to Playhouse & ramp on aerial runway – Michael

Robinson reported that he had asked Martin Smith to carry out this work.

Aerial Runway – The Clerk had sent a reminder to Trevor Silk but had not yet received a reply.

**Action: Clerk**

Ickleton Cricket Club – re-siting Basketball square – Michael Robinson suggested a site meeting to decide on the exact location. He will suggest dates to the Councillors. **Action: Clerk**

Skate park repair – A panel of the skate park had been kicked in. The Clerk contacted Graham Woodcock and Adrian Green who came and carried out the repair at no charge.

**228/13 Cemetery - Chapel** – Condition to be kept under Review

Cemetery gates + ‘Please close the gate’ sign – The marking of the cemetery gates is still outstanding with Sian Wombwell. The Chairman and Clerk will look at signage before the next meeting.

**Action: SW/TS/Clerk**

Cemetery Guidelines – Funeral Directors copy – item still outstanding.

**Action: TS/Clerk**

Cemetery Chapel masonry repairs – The repairs to the Chapel have been started.

**Action: TS**

**229/13 Churchyard**

Repairing Flint Walls/Buttresses – This work will not be done until next year.

**Action: TS**

**230/13 CCC - Local Highway Improvements 2013/14:** The Chairman had received a visit from the Project Engineer (Steve Thulborn) who gave him a plan of the Duxford Road build out. The costing of this had now come out at £8,000 plus; this included the Safety Audit requirements. A discussion took place as to whether we should go ahead with Duxford Road and apply for Frogge Street next year or whether it would be beneficial to do both at the same time. Councillors remained minded to have build outs at both locations, but there is a question mark over affordability for both in this financial year. The Chairman will make further enquiries. **Action: TS**

**232/13 Cambridge PPF – Workshop Saturday 28 September 2013:** Lewis Duke attended the workshop, which he found interesting, with a wide range of people attending. There were various presentations but no serious conclusions made. He felt it was worth attending.

**233/13 Localism Act 2011 – Community Right to Bid:** Outstanding with the Chairman. **Action: TS**

**234/13 Footpath – Frogge Street to Gt Chesterford:** Mike Cooper (CCC) will revisit and review its location within the future work programmed and report back. **Action: TS**

**235/13 Flooding:**

Land adj. Stumps Cross - Extension granted until 30 September 2013 – The Chairman had sent an e-mail to Joanna Francis (Gt Chesterford PC). Lewis Duke had spoken to Clive Onslow. The site is being returned to Henry King. The tidying up is largely done and the Parish Council was welcome to visit. Lewis will arrange for him and the Chairman to have a site visit. **Action: LD**

**236/13 Village Website – Update:** The old village website has been removed. The new website is still in need of tidying up. **Action: SC/LGib**

**237/13 CCC – Reminder to Highways to clear the grips:** The Clerk will contact Mike Cooper (CCC) requesting this work to be done. **Action: Clerk**

**240/13 Cambridgeshire Police – Sawston Panel Meeting 7<sup>th</sup> October 2013:** Lewis Duke, Jocelyn Flitton and Glynis Hammond attended the meeting. Inspector Chris Savage is moving to headquarters and being replaced by Inspector James Sutherland from 14<sup>th</sup> October. These meetings are being reduced from 4 to 3 per year and the area covered will be increased to include Fulbourn and Linton as well as Sawston. The review of the PCSO's is still taking place. The usual topics of Speeding, Anti Social Behaviour were discussed. The new Alert e-mails seem to lack pro-active feeds in their new format. The Clerk was asked to feed this back. **Action: Clerk**

**241/13 Wellcome Trust Liaison Meeting – 8 October 2013:** Terry Sadler and Lewis Duke attended the meeting. Duncan Parsley has ceased to be Head of Facilities Management and is now Capital Products Director. He will however continue to liaise with local Parish Councils. Network Rail had notified them that they are attempting to close Mill Lane level crossing to vehicles. This would stop the Campus from gaining access to the Wetlands. The Chairman will contact Network Rail and CCC to make them aware. **Action: TS**

Grassy Lane entrance has a locked gate and is only accessible by key holders. They were offering around 150 conference chairs free of charge. The Clerk was asked to contact them saying we would like them and request details of how we could collect them. **Action: Clerk**

**242/13 Imperial War Museum Neighbours Forum 16 October 2013:**

Lewis Duke attended this meeting. They are coping with the budget cuts. There will be no Formula 1 testing next year. Refurbishment of the American Airspace will take place in 2015. Plans are going ahead for the anniversary of the 1<sup>st</sup> World War. They plan to turn the Officer's Mess into Serviced Offices.

**243/13 SCDC Review of Districts & Polling Places 2013:** The Councillors are quite happy with how things currently are and will respond accordingly. **Action: Clerk**

**244/13 Adjournment for questions from members of the public:** None

**245/13 Date and time of next meeting – 20 November 2013 at 7.30pm**  
There being no further business the meeting closed at 10.45pm.

**Chairman**

**Date:**