

# ICKLETON PARISH COUNCIL

Minutes of the meeting held on Wednesday 18 June 2014 at 7.30pm in the Meeting Room, Ickleton Village Hall

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

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

**117/14 Apologies for absence:** Liz Goddard, Susan Clew, Michael Robinson

**118/14 To approve the minutes of the meetings held on 21 May and 11 June 2014:** The minutes of both meetings were approved and signed by the Chairman.

**119/14 Adjournment for questions from members of the public:** None

## **120/14 Matters Arising:**

028/07 Proposed Tennis Courts – Nothing further has been heard from the Committee. **Action: TS**

054/12 'No dogs' sign for Play Area – This item is still outstanding. **Action: TS/Clerk**

265/13 CCC Parish Council Grants for Bus Facility Improvements – Real Time Information Displays – Nothing further has been heard from CCC about the date of installation. **Action: TS**

287/13 SCDC Parish Planning Forum (03/12/13) – response to query raise – Cllr Martin reported that there is still dialogue going on in Duxford and he will hopefully be able to report more at the next meeting.

**Action: Cllr Martin**

003/14 Chestnut Tree on Village Green – The Chairman and Clerk had looked at the tree, which is now in full leaf and agreed some branches need to be trimmed. They also looked at the Chestnut Tree in the Recreation Ground as Mrs McKibbin had asked if the branch overhanging their property could be cut back. The Clerk will obtain some quotations for this work to be carried out. **Action: Clerk**

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

043/14 Ickleton Post Office – The Chairman had sent letters to Andrew Lansley CBE MP and to Sir Alan Haselhurst MP and was waiting for responses. **Action: TS**

045/14 World War I Commemoration – Lewis Duke reported that suitable trees were still being sourced. We need to confirm the number of trees required. We would prefer to stick to the number as per the names on the War Memorial. He will speak to Robin Driver about the hedge. **Action: LD/SW**

054/14 Haymarket Exhibitions – Cereals 2014 – The Chairman had monitored the traffic situation at the top of Abbey Street to see where and how the traffic was coping. Overall the system set up using the track in Frogge Street had helped in saving a lot of traffic coming through the village. Cllr Martin reported that Duxford Parish Council had received no notification from Haymarket Exhibitions about the event. They will send a complaint as a lot of traffic, especially when leaving the event, went through Duxford village. It was agreed that the Chairman would send a review letter to Haymarket with copies to CCC Highways and Cambridgeshire Police. **Action: TS**

Liz Gibson joined the meeting.

It was agreed that communication to local people should be improved and road signage made more explicit.

064/14 SCDC Thermal Imaging Camera available for home energy surveying – to be reviewed in September. **Action: Clerk**

065/14 Annual Parish Meeting – The meeting was well attended by Parish Councillors but the number of residents was down on previous years.

085/14 CCC - Local Highway Improvements 2013/14 – Traffic Calming - Work by CCC has still to be carried out to make these features more prominent. **Action: TS**

CCC Local Highway Improvements Initiative 2014/15 includes 026/12 Proposed 20mph Speed Limit – As the bid had been unsuccessful, the bid will now be put forward to LHI 2015/16 and the item for 2014/15 will be removed.

HCV's – After discussion it was agreed that Speed Checks should go ahead. The Chairman had been given the firm of Skanska (by CCC) who would carry out a lorry count and speed checks at 5

locations at a cost of £1,300. The Parish Council would need to pay up front upon receipt of their invoice. These speed checks are needed to inform our request for a 20mph speed limit. A discussion with the company will be had to decide where to place the checks. **Action: TS**  
109/14 Piped water supply to Allotments – Nothing further to add at the moment. **Action: TS**

**121/14 Youth Representation:** None

**122/14 Reports from District and County Councillors:**

District: Cllr Martin said he was concerned about the impact of the Tour de France coming through the area on 7 July as it is not known how long the roads will be closed. There is special concern about the Sawston Roundabout preventing traffic going from east to west and vice versa.

SCDC have installed 2,000 solar systems on Council Houses.

Following the election last month, there is no difference overall in control of the Council.

County: No report received.

**123/14 Correspondence received:**

|                              |   |  |
|------------------------------|---|--|
| SCDC (Karen Pell-Coggins)    | - | Planning Application: S/1099/14/RM                     |
| SCDC (K Human)               | - | Parklife 2014  |
| SCDC                         | - | May's Parish e-bulletin                                |
| SCDC (Pat Wilkinson)         | - | Vacancy on Parish Council                              |
| CCC (C Ross-Bain)            | - | Cambridge Park & Ride sites                            |
| CCC (Mike Cooper)            | - | White lines on village roads                           |
| CCC (CST)                    | - | Gully Programme Cambridge 2014                         |
| CCC (Transport Plan)         | - | Consultation on transport strategy in Cambs.           |
| CCC (Steve Dighton)          | - | Local Highway Improvement Initiative 2015/16           |
| CCC (M Gowler)               | - | Surface Dressing Programme 2014/15 South Cambs.        |
| CCC (T Rockall)              | - | Cambs. Statement of Community Involvement (SCI)        |
| CCC (Passenger Transport)    | - | Changes to Local Bus Services                          |
| CCC (Jo Challis)             | - | Replacement of road markings+studs following surfacing |
| Mrs Pam Fearn                | - | Copy of e-mail to CCC Highways re. Frogge Street       |
| Inside Government (A Dunne)  | - | Environment Agency discuss flooding, funding           |
| Hft (Mia Guthrie)            | - | Annual Charity Bike Ride in Ugley 2014                 |
| NRS Healthcare (E Glover)    | - | Promotional Support for Safe+Well Service              |
| EACH Milton                  | - | Request for donation                                   |
| Various e-mails              | - | Circulated to Councillors                              |
| Sophie McKibbin              | - | Chestnut tree overhanging property                     |
| Wrights Mower Centre         | - | Countax mower  |
| Cambs. Acre                  | - | New Digest June 2014                                   |
| Harts                        | - | Sales brochure   |
| Magpas                       | - | Acknowledgement of donation                            |
| HMRC                         | - | Expenses & Benefits/Generic Notification Notices       |
| LCR                          | - | Magazine Summer 2014                                   |
| Ickleton Society (R Radford) | - | WW1 Commemorations                                     |
| S Cahill                     | - | Chapel drainage channel repair/Church wall repairs)    |
| Abbey Memorials Ltd.         | - | Application to erect Monument (C Vincent)              |
| SCDC (H Duffett)             | - | Additional litter bin (near Skate park)                |
| Cambs. Police                | - | Sawston Panel Meeting                                  |
| Gt Chesterford PC            | - | Planning/Development matters/Application S/1099/14/RM  |

**Correspondence sent:**

|                           |   |   |
|---------------------------|---|---|
| SCDC (Karen Pell-Coggins) | - | Planning Application: S/1099/14/RM      |
| SCDC (H Duffett)          | - | Additional litter bin (near Skate park) |
| C. Frankau/D Pallett      | - | List of items requiring their attention |
| CCC (D Ahmad)             | - | PRV's in Ickleton                       |
| G Birch                   | - | Grass verges in Abbey Street            |
| Various e-mails           | - | Sent in response                        |

|                                  |   |  |
|----------------------------------|---|--|
| CCC (Mike Cooper)                | - | White lines on village roads           |
| Malcolm Hall                     | - | Icene Advertising                      |
| Wrights Mower Centre             | - | Countax mower                          |
| Resident next to 83 Abbey Street | - | Cutting hedge overhanging pavement     |
| Andrew Lansley CBE MP            | - | Ickleton Post Office                   |
| Sir Alan Haslehurst MP           | - | Ickleton Post Office                   |
| SCDC                             | - | Community Right to Bid – Ickleton Lion |
| SCDC (J Fisher)                  | - | S106 query                             |

**124/14 Planning application(s) received from SCDC:** Declarations of Interest to be declared.

Liz Gibson declared an interest as she was employed on the Wellcome Trust site and did not vote in relation to that application.

The application had previously been discussed at the Extraordinary Meeting held on Wednesday 11 June as a response was requested by SCDC to be submitted and received by 13<sup>th</sup> June 2014. SCDC subsequently allowed revised time limit for response to 21 days from 10<sup>th</sup> June to comment (i.e. 30 June). It had been decided to adjourn the discussion to today's date.

S/1099/14/RM – Erection of R & D buildings with ancillary facilities and infrastructure – Wellcome Trust Genome Campus, Hinxton, CB10 1RQ – Mr Duncan Parsley, Wellcome Trust **plus Amended plans plus Planning & Transport Statements**

The Chairman reported that Duncan Parsley of Wellcome Trust had called him as he had become aware of the comments that had been submitted to SCDC following the Extraordinary Meeting. The Councillors discussed the situation again and the screening of the access road caused concern. It was also agreed that a condition of a cycle path from Gt Chesterford should be included. There was 1 vote Against, 1 vote For subject to conditions. It was agreed the Chairman should speak to Duncan Parsley in the morning. He was then delegated the right to cast his vote after the conversation.

**Action: TS/Clerk**

(For information – Duncan Parsley in a telephone conversation with the Chairman indicated that he is very willing to work on increasing the height of the bund and work with the Parish Council on a planting scheme, which would ensure that the road and vehicles using it were obscured from Ickleton. On the basis of such an undertaking the Chairman informed him that the Parish Council would support the application. Duncan Parsley was about to attend a meeting to discuss the proposals and would bring up the Parish Council's concerns and how these could be addressed and the mechanics of doing this within the planning process.)

Approve

**Action: TS/Clerk**

Discussed at Meeting held on 18<sup>th</sup> June:

S/0890/14/FL – Dwelling following demolition of existing buildings – Howeys Yard, Abbey Street, Ickleton, CB10 1SS – Mr R Pullin. Approve.

**Action: Clerk**

The plans were still out with the Planning Committee and not available at the meeting. These should be returned to the Clerk.

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

S/0870/14/FL – Rebuilding Single Storey Side Extension – Rectory Farm, Grange Road, Ickleton, CB10 1TA – Mrs Karen Attwood.

**Meeting with SCDC Planning Department – 17 September 2013** – Waiting response re. Construction of garage 33 Church Street. Cllr Martin reported that an experienced Planning Officer had now been appointed the New Regional Head and he would be speaking to her shortly.

**Action: Cllr Martin**

The Chairman queried points of the SCDC CiL. Cllr Martin explained various points and said we need to be pro active in applying for the money.

Cllr Martin left the meeting.

**125/14 Reports from Councillors:**

Tim Pavelin reported that the new footpath had not been strimmed. The Clerk informed him that it had been on the list that she passed to the Contractors. She will mention it again.

**Action: Clerk**

Lewis Duke reported that banks on the approaches to Gt Chesterford railway bridge needed cutting back as it was causing traffic to go towards the middle of the road. The Clerk will e-mail Gt Chesterford requesting that they ask Essex CC to carry out this work.

**Action: Clerk**

Terry Sadler reported that the conifers, brambles and weeds are growing through the fence of the house adjacent to the footpath between Back Lane and Abbey Street. The Clerk was asked to contact the residents asking if they could cut them back. **Action: Clerk**

**126/14 Finance (Bank Balances) including payments to:**

Harts (May Icene - £86.43) + Annual Parish Leaflets (£6.00) – TOTAL: £92.43

A Pavelin (Emptying Litter Bins) – £100.00

Sherriff Amenity (Spraying Recreation Ground) - £350.40                      Costcutter (Annual Parish Mtg) - £46.95

**Money received:** Abbey Memorials Ltd (C Vincent) - £73.00

Rothwell's Carpet Cleaning (Icene Advert.) - £60.00

**Outstanding invoice/receipt:** M Hall (Icene Advert.) - £20.00. Liz Goddard should speak to Mr Hall asking if there was a problem and for payment for the advert. **Action: Liz Goddard**

**Bank Balances:**

Community Account - £ 2,249.04

Business Base Rate Tracker Account - £58,808.19 (inc. £12,320.43 Section 106 money)

**Wrights – Purchase of Countax Mower:** The Chairman and Clerk had agreed a price with Wrights of £150 for the mower. They will be sending us a cheque for that amount. The Clerk was asked to check with the contractors that they have the correct insurance to use their own equipment. **Action: Clerk**

**Section 106 Money – Play Area:** A meeting needs to be arranged with the Play Area group. **Action: TS**

**Storage for Sports Clubs and Village Hall:** The Chairman had had an exchange of e-mails with SCDC and they have said that the S106 money is available for such a project. The Chairman said before any decision is made, the Parish Council needs to know who will run this project and supply the relevant information to the Parish Council on a regular basis. **Action: MR**

**127/14 Recreation Field and Play Area:**

Wicksteed Annual Safety Inspection (26/03/14) – Skate Park – hole in middle section - Tom Dazey has this repair in hand. **Action: Clerk**

Wooden picnic table - Michael Robinson had sent a website link to look at. The Clerk will check with Wicksteed if the table needs to be fixed to the ground. The Chairman and Clerk will look at the tables and were given a budget of £250 (proposed by Tim Pavelin seconded by Lewis Duke) to purchase one. **Action: TS/Clerk**

Basketball net – Albert Pavelin has fitted the new net.

**128/14 Cemetery - Chapel – Condition to be kept under Review**

Cemetery gates – Nothing further had been heard from Sian Wombwell. The Clerk had spoken to Tom Dazey to see if he could help. The Clerk will also speak to Derek and Michael Rule. **Action: Clerk**

Cemetery Chapel – ground rainwater channel – The Chairman had heard from Shane Cahill (Landmark Restoration) stating he had had to review is previous quote to £2,900. He also asked if we would consider removing the channel completely and lay a gravel path around the edge of the chapel. The Chairman will check the listing particulars to see if a rainwater channel is included and will have a look on site

**Action: TS.**

Memorial to C Vincent – Details of the application had been circulated to the Councillors and no objections were raised. **Action: Clerk**

**129/14 Churchyard**

Repairing Flint Walls/Buttresses – Shane Cahill (Landmark Restoration) had revisited the site and suggested some changes to the work and an extra 2 days work on rebuilding buttresses 3 & 4 would add £725 to his quotation. He has suggested replacing the wall coping with a new cement capping shaping the cement better to simulate the existing stone capping at either side. The price for simulated cement capping was £250. It was agreed to accept the quotation for the cement capping. Lewis Duke suggested that the Chairman took photographs of the wall before and after the work. **Action: TS**

Repairing hole in wall – Andy Hoare said due to pressure of work he was unable to carry out the work and suggested we ask Mr Cahill to repair the hole whilst carrying out the other repair work. **Action: TS**

David Lilley left the meeting.

Yew Hedge – to be cut in June – Dominic Pallett will carry out this work. **Action: Clerk**

**130/14 Localism Act 2011 – Community Right to Bid:** The Chairman had submitted the nomination form to SCDC for The Ickleton Lion to be included on the List of Assets of Community Value.

**131/14 Flooding:**

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

Flooding/Drainage in Church Street/top of Mill Lane – This item to be taken off the Agenda. The Chairman suggested that if the problem persists, then a photograph should be taken which could be sent to CCC Highways.

Environment Agency – Item to be discussed with Wellcome Trust. **Action: TS/LD**

**132/14 SCDC – replacement Litter Bin (near Skate park):** The Chairman had ordered the bin from SCDC at a cost of £250 for supply and installation. **Action: TS**

**133/14 Cambs ACRE – Affordable housing bus tour - 01/07/2014** – (e-mail 06/05/2014): Lewis Duke to attend. **Action: LD**

**134/14 Consultations – SCDC CiL (closes 7<sup>th</sup> July):** The Chairman will complete the consultation form. **Action: TS**

**135/14 Mill Lane Railway Crossing:** Concerns had been raised following the replacement gates at the crossing. There is a fence on the Mill Lane side, but typical wire railway fencing on the other side of the railway line. This is causing concern for safety (as this is a well used pedestrian crossing) in preventing dogs or children getting onto the line. A letter will be sent to Network Rail. **Action: Clerk**

**136/14 CCC White Lining ‘Give Way’ in Frogge Street and Butcher’s Hill:** CCC (Mike Cooper) had said the ‘Give Way’ lining will be done. He agreed that the white lining in Butcher’s Hill needed refreshing and can arrange for this to be carried out in April 2015. If the Parish Council wished to pay for this, the ballpark figure is £500. The Councillors declined to pay £500 but the Clerk was asked if CCC could refresh the ‘Give Way’ linings each end of Butcher’s Hill. **Action: Clerk**

**137/14 CCC Local Highway Improvement Initiative 2015/16 (Deadline 12/09/14):** Our request for a 20mph Speed limit will be put forward. Speed checks, we are told, is an important part of the bid. **Action: TS**

**138/14 Cambs. Police – Sawston Area Meeting 12 June 2014:** The Parish Clerk attended the meeting and had circulated points raised to the Parish Councillors and Neighbourhood Watch Glynis Hammond. The points raised once again were Burglaries, Speeding, Rogue Trading and concerns about the road closures relating to the Tour de France.

**139/14 CCC Surface Dressing - Abbey Street 21 July / Grange Road 21 & 22 July:** This item is to make everyone aware of the proposed work in the village.

**140/14 Ickleton Information Guide (last updated November 2011):** The Councillors agreed that this should be updated and the Clerk agreed to do this. **Action: Clerk**

**141/14 Ickleton Village Hall – Booking Secretaries:** Due to personal circumstances, the Booking Secretaries have had to resign and the Village Hall Committee are looking for a replacement. The Hall plays an important part in the village and the vacancy needs to be filled. Please contact Pam Fearn if you can offer or know anyone that can help.

**142/14 Parish Clerk – Replacement/Vacancy:** There had been two expressions of interest. The Chairman had contacted CPALC for advice. It was agreed to go ahead and interview both applicants. It was noted a job description and employment contract would be needed. **Action: TS**

**143/14 Parish Councillor Vacancy (SCDC to notify us after 16 June - Election or Co-option):** SCDC had informed the Clerk that having waited the statutory period, they were now able to confirm that the vacancy can be filled by means of co-option. A notice will be put in Icene. **Action: Clerk**

**144/14 Adjournment for questions from members of the public:** None

**145/14 Date and time of next meetings – 16 July 2014 at 7.30pm**

There being no further business the meeting closed at 10.20pm

**Chairman**

**Date**