

ICKLETON PARISH COUNCIL

Minutes of the meeting held on Wednesday 19 March 2014 at 7.30pm in the Meeting Room, Ickleton Village Hall

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

048/14 Apologies for absence: Susan Clew

049/14 To approve the minutes of the meeting held on 19 February 2014: The minutes were approved and signed by the Chairman.

050/14 Adjournment for questions from members of the public: None

051/14 Matters Arising:

028/07 Proposed Tennis Courts - Kern Roberts reported that Junior Tennis was starting in the Easter holidays using Mr & Mrs P Owen's court or Village Hall if raining. **Action: KR**

054/12 Additional litterbins and dog fouling notices inc. no dog sign for Play Area – The Chairman had sent a e-mail to Cllr Martin asking if we could have an update on the delay. Cllr Martin reported that they would be in place by the end of next week. The delay had been caused by the Council having to use their own staff, after they had finished their own work, as the previous 'jobbing builders' had proved to be too expensive. **Action: Clerk**

252/12 Memorial to Sheila Birch (Coploe Pit)- Date to formalise Interpretation Board – The Chairman had spoken with Gerry Birch and the date for the gathering at Coploe Pit would be Saturday 12 April 2014 at 4pm.

030/13 White Lining on roads – The white lining of the road around and beyond Cemetery corner had been done, with the word SLOW painted at each end.

189/13 Correspondence File - The file had remained with one Councillor all month and had not been circulated. **Action: ALL**

265/13 CCC Parish Council Grants for Bus Facility Improvements – Real Time Information Displays – The Chairman will ask for a timescale update as to when these signs are likely to be installed. **Action: TS**

278/13 Proposed closure to vehicles at Mill Lane level crossing - This closure had been raised at the recent Liaison meeting with Wellcome Trust, who seemed unconcerned but would check their deeds. The Parish Council need take no further action.

287/13 SCDC Parish Planning Forum (03/12/13) – response to query raised - Cllr Martin said he had no update but that a test case was coming up in Duxford and this should give him an opportunity to raise the query with the Planning Committee. **Action: Cllr Martin/TS**

003/14 Chestnut Tree on Village Green - The tree will be looked at when in leaf. **Action: TS**

009/14 Wellcome Trust Liaison Meeting – 11 March 2014 – Terry Sadler and Lewis Duke attended the meeting and reported that we were beginning to see early stages of planning for developments to house spinouts, which will be added to the Southfield site. We can expect to see numbers of further buildings in due course. Wellcome had funded Genome England Ltd. to come to the site. Wellcome will take the lead with the Environment Agency regarding river maintenance. They will need to encourage the Environment Agency to come up with a proper plan for this area and try to obtain the existing plan, which had not been adhered to. Thanks were given to Wellcome for the Litter pick equipment. It is likely that the Campus will close on the date of the Tour de France. A video on YouTube is available on resiting the rare aged Mulberry Tree at a cost of approx. £60,000.

Tree planting – There are avenues of permitted views included in their plans. They were asked to review the sight line from the resident's property in Brookhampton Street to the EBI hub to see if some further planting of trees would be possible. The EBI hub has 300 trees planted between the building and Ickleton.

019/14 Ickleton Village Hall – Supplementary Trust Deed – The Deed is being revised and the Village Hall has agreed to pay the costs. **Action: Clerk**

022/14 Village Litter Pick – 9th March 2014 - This was a very successful event with over 30 bags of rubbish being collected around the village. The Parish Council wish to record their thanks to Clare Driver for organising the event and to SCDC for collecting the bags promptly the next day.

043/14 SCDC Community Pride & Village Hero Awards 2013/14 – 20 March 2014 @ 7pm @ Cambourne – The Chairman, Parish Clerk and Mr & Mrs John Fowler will be attending the event.

Action: TS/Clerk

043/14 Ickleton Post Office - This item is outstanding with the Chairman.

Action: TS

045/14 World War I Commemoration - The Chairman reported that the Ickleton Society had a speaker at their AGM and Neil McKillen was trying to obtain memories/stories from Ickleton residents. Lewis Duke said that we had names of those killed on the War Memorial but there were others who were involved and returned home to the village. It would also be good if there were any persons left in the village who had family connections to those on the War Memorial. Mr Duke reported that Robin Driver is to replant the county boundary hedge at the top of Coploe Road and he proposed that we plant 16 trees within the hedge in commemoration of those who died. It was agreed to put this item on the Agenda again next month and Sian Wombwell was asked to consider suitable trees that could be planted on that site. **Action: TS/LD/SW**

064/14 SCDC Thermal Imaging Camera available for home energy surveying (13 March 2014) – The Camera had been used on 6 houses in the village. It was found to have been a useful exercise and it was agreed to put another article in Icene in October. The Clerk will put the item on the September Agenda. Lewis Duke suggested to Cllr Martin that the Building regulations/Control department does not have a camera and therefore there was no post building check apparently done. Cllr Martin agreed to suggest this to the department. **Action: Cllr Martin/Clerk**

052/14 Youth Representation: None

053/14 Reports from District and County Councillors:

Appendix I - District Councillor Report
Appendix II - County Councillor Report

054/14 Correspondence received:

Haymarket Exhibitions - Cereals 2014 (June)

It was agreed to reply to the firm stating:

- 1) *Nobody had consulted the Parish Council*
- 2) *The Parish Council were not happy with the information regarding traffic as the village streets were not considered capable of coping with the likely volume of vehicles intending to pass through them.*
- 3) *Whether this is a viable plan and why were there traffic lights being put in Frogge St.*
- 4) *Copies of e-mail to be sent to the District and County Councillors*

Action: Clerk

Cambs & Peterborough NHS	-	Public consultation on proposals to improve older peoples care.
Sawston PC (J Keeler)	-	Local Plan Proposals – Sawston
SCDC (P Adams)	-	Data protection workshops
SCDC	-	Planning Policy Monthly update
SCDC (L Browne)	-	Parish Liaison Meeting 27 March 2014
LDF	-	Village Services & Facilities
CCC	-	Policy & Regulation Consultation correspondence
CCC	-	Street Lighting Energy costs
CCC (Lisa Lark)	-	Proposed extension to 30mph Speed Limit – Frogge Street
CCC (S Dighton)	-	Local Highway Improvements Initiative 2014/15
CCC (A Davies)	-	Free & confidential advice & support for adults
CCC (Cllr P Topping)	-	February minutes / 20mph speed limit
CCC (M Cooper)	-	Anglian Water manhole cover / white lining in Brookhampton St.
	-	Drainage in Church Street/Mill Lane
CCC (M Gowler)	-	Closure for road works of Abbey Street and Grange Road
CPALC	-	Briefing Notes for NALC
Ickleton Village Hall	-	Change to hire rates

Planet Aid UK	-	Newsletter
LCR	-	Magazine Spring 2014
Clerks & Councils	-	Direct Magazine March 2014
Essex County Council	-	Essex Replacement Minerals Local Plan
Wicksteed Playscapes	-	Acknowledgement of order to inspect Play Area
Rachel Radford	-	Fly tipping
I Livingstone	-	Section 106 money
Gareth Bevens	-	Cycle path publicity
HMRC	-	Information/updates
Imperial War Museum	-	Neighbours Forum documents
Various e-mails	-	Circulated during the month
Correspondence sent:		
CCC (Cllr P Topping)	-	February minutes
S Wentzell	-	Response to 2 queries
CCC (M Cooper)	-	Anglian Water manhole cover
Peter & Catherine Cocks	-	Decision on Planning Application S/2292/13/FL
Various e-mails	-	Sent during the month

055/14 Planning application(s) received from SCDC: Declarations of Interest to be declared.
S/0373/14/FL – Dwelling and Associated Works – Land to the west of 20 Church Street, Ickleton – Heddon Management Ltd. Tim Pavelin declared an interest and did not take part in the discussion. After discussion the recommendation, unanimously agreed, of the Parish Council to SCDC was: Refusal **Action: Clerk**

Planning application(s) granted by SCDC:
S/0031/14/FL – Garage Conversion and Extension (Use ancillary to main dwelling) – 15 Birds Close, Ickleton – Mr A Paterson

SCDC Consultation to carry out tree works subject to a tree preservation order or situated within a conservation area: C/11/40/054 – Fell Sorbus Xthuringiaca Fastigiata and replace with another tree – 63 Abbey Street, Ickleton – Mr T Sadler. The Chairman stood down and Lewis Duke (Vice Chairman) took the meeting to discuss this application. No objections were raised and it was Approved. **Action: Clerk**
The Chairman (Terry Sadler) resumed the Chair.

Meeting with SCDC Planning Department – 17 September 2013 – Waiting response re. Construction of garage 33 Church Street – Due to various changes at SCDC Cllr Martin has been unable to obtain a satisfactory response. **Action: Cllr Martin**

Query with SCDC re. Planning Application S/2292/13/FL – Cllr Martin reported that an application to build a new dwelling will go to the Planning Committee if the Parish Council recommends refusal, but applications relating to extensions can be determined by Planning Officers unless they are “called in” by the Local Member for referral to Committee. This information had not been made known to the parties involved. The Chairman asked Cllr Martin if he could obtain a copy of the procedures that Planning Officials followed. He would attempt to do so. **Action: Cllr Martin**

056/14 Reports from Councillors:

Tim Pavelin wished to make the Parish Council aware that there was a lack of camping sites in the district for the forthcoming Tour de France.

Kern Roberts said that Ickleton Cricket Club in conjunction with Red Balloon was holding a Charity Bike Ride & Fun Day on Sunday 8 June 2014. The Village Hall had been booked and asked if the Parish Council agreed to the use of the Recreation Ground on that day. Councillors raised no objections and gave permission.

Cllr Peter Topping arrived.

Sian Wombwell reported that some garden rubbish had been dumped in Coploe Pit.

Terry Sadler had talked with the Allotment Association about the supply of water. Confirmation of costs need to be obtained which may be able to be met from various sources.

The Chairman moved the following items:

Matters Arising: 026/12 Proposed 20mph Speed Limit - see item below:

061/14 CCC - Local Highway Improvements 2013/14: No objections had been received to the proposed extension to the 30mph Speed Limit in Frogge Street. The traffic calming measures in Duxford Road are due to start before the end of the month and whilst on site CCC Highways should be able to move the signs.

CCC Local Highway Improvements Initiative 2014/15: CCC (Steve Dighton) sent an e-mail dated 20 February 2014 stating that the application for funding to reduce the speed limit (to 20mph) had not been successful. Our application has been placed on the reserve schemes list. If for any reason, it proves impossible to implement any of the approved applications it may be possible to proceed with our project and they will get back to us if this proves to be the case. The Parish Council would like the help of Cllr Topping in arranging a meeting with CCC Highways officials to explore our 20mph speed limit project covering the whole village in the hope that we could establish a process for moving it forward. The Chairman will ask for feedback about the Review Panel's scoring of the Parish Council's 2014/15 bid and for a break down of the total cost.

Action: TS/KR/Cllr Topping

HCV's The Chairman had noticed on Cllr Topping's website mention of HCV's in Hinxton. The Parish Council had contacted CCC (Shyful Choudhury) some time ago. He had undertaken to carry out a lorry count, but after a wait of several months it emerged that CCC's equipment was defective and Highways are unable have a lorry count owing to lack of funds. Parish Councils if they wanted a lorry count had to fund one themselves.

David Lilley left the meeting

The Chairman said he had included in our 2014/15 bid the cost of carrying out a traffic survey. Given the failure of the bid to secure funding for the time being, the Chairman suggested we should indicate our serious intent by arranging for speed checks to be carried out. This should cost in the region of £1,000 - £1,200. The Chairman proposed and it was unanimously agreed to fund this survey and if possible to incorporate and lorry count. The possibility of doing this will be raised at the meeting that Cllr Topping has undertaken to facilitate.

Action: TS/Cllr Topping

057/14 Finance (Bank Balances) including payments to:

Harts (Feb Icene) - £76.80	JEMS Groundworks (Ferreting in Cemetery) - £160.00
Tom Dazey (Removal of Playhouse) - £170.00	A Pavelin (Emptying Litter Bins) - £90.00
CCC (Street Lighting) - £310.07	

Money received: Ickleton Society (Contribution to Interpretation Board) - £170.00

D Bennett (Icene Advert) - £10.00	Peasgood & Skeates (J Driver dec'd) - £73.00
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Bank Balances:

Community Account	-	£3,396.04
Business Base Rate Tracker Account	-	£49,301.46 (inc. Section 106 - £12,320.43)

Donation request: Royston & District Community Transport/Magpas. The Clerk had produced a spreadsheet of donations over the past few years. The Parish Council had donated £225 plus £30 subscription to Stop Stansted Expansion this financial year. It was agreed donations to the two named above would be given next month. The Clerk recommends that a fixed amount to be donated is known for each financial year.

Action: Clerk

Cllr Peter Topping left the meeting.

Section 106 Money – Play Area Sub-Committee Meeting: A meeting was held on 28 February 2014 to discuss the general understanding of the Committee. Another meeting will be arranged when more information has been gathered.

Action: Clerk

Risk Assessment – This should include a weekly check of the play area, which is a requirement under our Public Liability Insurance section. The Parish Council agreed that Albert Pavelin would be asked to carry out this task whilst he is emptying bins. The Clerk will produce an appropriate form for him to complete.

Action: LD/Clerk

SCDC Emergency Plan – this has been updated and circulated.

Financial year end 31/03/14 – Approval Clerk's 3 month's salary + PAYE paid up to and including 31/03/14. The Parish Council approved the payment to the Clerk.

Action: Clerk

058/14 Recreation Field and Play Area:

Wicksteed Annual Safety Inspection (09/04/13) – Removal of Playhouse – The Playhouse had been removed and the area made good. Mr Dazey will lay turf on the earth in due course.

Damaged Picnic Table – The Chairman had reported this to Councillors and the Clerk had mentioned it to C Frankau. **Action: Clerk**

059/14 Cemetery - Chapel – Condition to be kept under Review

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

Cemetery Chapel masonry repairs – check if any outstanding work - this item is outstanding. **Action: TS**

Rabbits – Culling/Ferretting - last until September 2014 - Culling of the rabbits has been successful during the winter months and will resume later in the year.

Headstone check – this is outstanding. **Action: KR**

060/14 Churchyard

Repairing Flint Walls/Buttresses + repairing hole in wall – this item is outstanding. **Action: TS**

Headstone check – this is outstanding. **Action: KR**

Quote to cut Yew Hedge - It was agreed to ask Dominic Pallett to cut this hedge in June again this year. **Action: Clerk**

Wildlife Garden – The Clerk will liaise with Catherine Cocks regarding the garden for this year. **Action: Clerk**

Reminder – Working Party Saturday 5th April 2014 @ 9.00am **Action: ALL**

062/14 Localism Act 2011 – Community Right to Bid: This item is outstanding. **Action: TS**

063/14 Flooding

Land adj. Stumps Cross - Extension granted until 30 September 2013 – After discussion it was agreed to speak to Clive Onslow. **Action: LD**

Flooding/Drainage in Church Street/top of Mill Lane – CCC (M Cooper) replied that there had been worse flooded locations, which were given priority. A flood team has been appointed to investigate all the affected locations and this site has been added to their list. They regrettably cannot give a timescale. **Action: Clerk**

Flooding – Additional sandbags – this has been dealt with.

Environment Agency – Talks will be held later regarding the possibility of managing the Slade. Lewis Duke considered that the culvert, which runs under the road, needed cleaning out which would assist with the flow of water. Mike Cooper (CCC) will be asked to arrange this. **Action: LD/TS/Clerk**

064/14 Imperial War Museum – Neighbours Forum – 17 March 2014: Lewis Duke attended the meeting and reported that a new Director from London (temporary) is in place. There was nothing significant to report other than the roof damage, during the high winds, to the large hangar near the motorway.

065/14 Annual General Meeting + Parish Council Meeting 21 May / Annual Parish Meeting 28 May: The Councillors agreed that there would be no speaker at the Annual Parish Meeting.

066/14 CCC Abbey Street & Grange Road road closures for carriageway patching & ironwork adjustment: The work in Abbey Street had taken place. The Clerk was asked to contact CCC saying that the edge of the patches had not been sealed and several of them seem to stand slightly proud of the surrounding road surface. Attention was also drawn to the large amounts of debris from the pothole repairs, which had simply been left on the road and footpaths. Mike Cooper (CCC) will be asked about these items. Grange Road work is due to start on Tuesday 25th March. **Action: Clerk**

067/14 SCDC Parish Liaison Meeting 27 March 2014: The Chairman and Clerk will attend this meeting.

068/14 CCC Street Lighting Energy Information: The Clerk had circulated the information received from CCC and an invoice was being settled this month.

069/14 Sawston Health Centre – Delivery of prescriptions to Ickleton, Duxford & Whittlesford: The Clerk was asked to speak to the Health Centre following concerns raised by residents. An article will be put in Icene. **Action: Clerk**

070/14 Adjournment for questions from members of the public: None

071/14 Date and time of next meeting – 16 April 2014

There being no further business the meeting closed at 10.25pm.

Chairman

Date

Tour de France – The Project Officer at SCDC would be interested in any functions being organised between 1-8 July.

Sub-letting of Council and Housing Association owned houses – this was illegal and SCDC would like to know of any cases, if any, in the village.

Support for the Elderly. Access to the service is via a referral form. It can be self-referral, a family member, Council Officer, or a representative within the health, social care or voluntary sector, such as a GP, social worker, community navigator or local councillor.

If you have any queries about this service please contact: Tracey Cassidy on 01954 713271 or tracey.Cassidy@scambs.gov.uk or Sandra Vandort-Murphy on 01954 713389 or Sandra.vandortmurphy@scambs.gov.uk

Unable to pay Council Tax or Business Rates? Get in touch early – that's the message to anyone struggling to pay Council Tax or Business Rates in South Cambridgeshire as new national legislation will see Bailiff charges change next month. SCDC call for people to act early comes ahead of the Takes Control of Goods Act coming into force on Sunday 6th April 2014, which could mean that people are hit with bigger penalties if Bailiffs are needed to collect overdue debts.

The new legislation regulates the Bailiff industry with clear processes and fixed fees for enforcement, taking away the uncertainty for people, as in the past "reasonable fees" could be charged. But, under the new national system, a standard £75 fee is charged immediately when a debt is handed over to a Bailiff, known as Enforcement Agents. This is a cost that can be avoided by making early arrangements with the Council.

If residents or business fail to pay and enforcement action is required, a fee of £235 is added, plus a further 7.5% of any debt over £1500. Where goods are removed, a fee of £110 will be added, and another 7.5% of any debt over £1500. These fees all belong to the Enforcement Agents and local Councils do not get any of the money.

SCDC passes accounts to Enforcement Agents when the Magistrates Court has made a liability order and customers have not come to an agreement to pay, or have broken a repayment arrangement.

In total, 98% of Business Rates and Council Tax are paid on time.

SCDC Local Plan – The plan has been approved by SCDC and will be submitted to the Planning Inspectorate. The 540 new houses for Sawston are still included in the plan .

Appendix II

County Councillor's Report

March 2014

City Deal and county budgets

The county council has now set an increase in council tax rates this coming year by 1.99%, just below the threshold, which would trigger a referendum. The County found an additional sum to go into roads and transport, and there is some new money (£5m across the county) to help insulate older houses, but all services are feeling the pressure as a result of government reductions. The county's children's centres are being re-organised to make savings, for example, I'm getting a briefing at Sawston on Friday on this.

Cereals event at Chrishall 10 June

Can the parish check if they have any concerns about the routes for the large volumes of traffic coming into this, as if there are issues we can talk to the organisers and the highways team at the county.

Cycleways and traffic issues

I have a meeting this Friday afternoon to follow up on getting access to Whittlesford station from the south. Sustrans will be there too. I will take the opportunity to discuss where we go with cross border cycling routes.

I will also ask about the 20mph zone if there are any issues that the parish has re progress.

Grange Road is being resurfaced later in the year and there is some remedial work going on now.

More generally, I have been to meetings regarding bridleways, the Roman Road nature conservation area, and I have had the county attend to various drains jetted out in three villages, plus some more intensive work on soakaways. Clearly the extended periods of heavy rain have had an impact on infrastructure. Consultation work on the future of the 31 bus that runs through Fowlmere and Thriplow starts in two months. The aim will be to get it to run into a park and ride as the 7A now does.