

MINUTES OF ICKLETON PARISH COUNCIL

Wednesday 16th September 2020 starting at 7.30pm. This meeting was held remotely using the software application Zoom.

Present: Cllr Sian Wombwell, Cllr Terry Sadler, Cllr Tim Pavelin, Cllr Liz Gibson, Cllr Simon Cheney, Cllr Hugh Molloy, Cllr Philly Hamilton, Cllr Edmund Heaney, Cllr Katherine Denman-Johnson, Leanne Smith (Clerk)
District & County Cllr Peter McDonald

091/20-21 To Receive Apologies for Absence

None.

092/20-21 Councillors Declaration of Interest for Items on the Agenda & Requests for Dispensation

Cllr Wombwell – agenda item 107/20-21 i.

Cllr Pavelin – agenda item 104/20-21 i.

093/20-21 Open Forum for Public Participation Including Youth Representation

None.

094/20-21 To approve minutes of meeting held on 19th August 2020

It was **resolved** that the minutes of the meeting held on 19th August 2020 are approved and signed by the Chair.

095/20-21 Matters Arising

The Clerk has successfully applied for an Equals Cash Card.

096/20-21 Traffic and Highways Issues

i. Speedwatch

Cllr Sadler reported that Speedwatch has resumed in Ickleton after a break due to Covid-19 at a reduced capacity but regular sessions are being conducted. Volunteers have reported a noticeable reduction in the number of vehicles travelling through the village and that the Frogge Street build out is successfully slowing vehicles down.

ii. Local Highways Initiative (LHI) 2021-22

The Parish Council received some proposals and costs from Highways relating to improvements at the Grange Road/Coploe Road junction and concluded that it was beyond the scope of an LHI. Improvements at this junction will be discussed further and in more detail at the October 2020 Parish Council meeting.

Cllr Molloy suggested that an LHI application is made for the speed signs on Coploe Road to be moved further out of the village past the allotments and to put in a speed bump. It was noted that there are now thirty allotment holders and that the current positioning of the speed signs may have been placed before The Stackyard was built. It was resolved and agreed unanimously that an LHI application would be made. Cllr Cheney will make the application.

097/20-21 Rural Crime Report

Cllr Wombwell had a meeting with representatives from Countryside Watch and MP Anthony Brown and his legal representative about rural crime such as hare coursing. They discussed in particular lobbying to afford the brown hare a closed season. They also discussed the RCAT shift rota and noted that there was no RCAT coverage for example on the August bank holiday.

098/20-21 Reports from County and District Councillors

Report received ahead of the meeting from Cllr Peter McDonald – Appendix A.

Wellcome Genome Campus - A draft S.106 agreement for Hinxtton has been proposed to include funding for the village hall, a 25year land lease for land adjacent to the hall and access to Campus sports facilities. The Parish Council had a discussion about access to Campus sports facilities in particular and a Councillor noted that facilities are already inadequate. A Councillor asked if Ickleton could benefit from the S.106 and it was thought not because the Campus doesn't fall under Ickleton parish.

Solar panel offer - The County Council and District Councils have joined forces with Solar Together as part of the initiative to improve energy efficiency and reduce carbon emissions. Households across Cambridgeshire can now register for the chance to club together to buy and install solar

panels at a reduced price. A Councillor asked if Cllr McDonald was aware of any applications for community solar farms in South Cambridgeshire and he stated that he was not but that he was aware of the scheme.

099/20-21

Correspondence Received

- i. **Age UK – Community Warden Scheme**
Correspondence received from Age UK who informed the Parish Council that they were successful in their application to South Cambs District Council for the tender of the implementation of new community warden schemes. One of the identified schemes is for Ickleton and this scheme will also support those living in Sawston, Whittlesford, Duxford, Hinxton and Pampisford. They are currently advertising to recruit a full time Team Leader with the interviews due to take place during September 2020. ACTION - Clerk to contact Age UK regarding Cllr Wombwell's attendance at a virtual meeting about the scheme.
- ii. **Duxford Primary School, Duxford Preschool and DX Club – thank you for donation**
Correspondence received thanking the Parish Council for the donation made in response to the recent fire.
- iii. **Connecting Cambridgeshire – Government Rural Gigabit Voucher Scheme**
Correspondence received from Connecting Cambridgeshire as a result of enquiries made by the Parish Council about poor internet connections and speeds in the village. The Government's Rural Gigabit Voucher Scheme is an initiative to help homes and businesses in rural areas install a gigabit-capable, full fibre connection to their premises when part of a group scheme. Rural premises with broadband speeds of less than 100 Megabits per second (Mbps) can apply for vouchers worth up to £3,500 for each SME, and up to £1,500 per residential premise to support the cost of installing new gigabit-capable connections.
- iv. **Stop Stansted Expansion**
Correspondence received from Stop Stansted Expansion to inform the Parish Council that Manchester Airports Group (MAG) lodged an appeal against the decision of Uttlesford District Council (UDC) to refuse its 2018 Planning Application which had sought approval for an increase in Stansted's permitted annual throughput from 35 million to 43 million passengers per annum. As a result there will be a public enquiry. Ickleton Parish Council opposes the appeal and supports Uttlesford District Council's decision to refuse the application. ACTION - Cllr Sadler to send a representation to the Planning Inspector on behalf of the Parish Council.
- v. **Local Energy Advice Partnership (LEAP) – Fuel poverty**
Correspondence received from LEAP. This is a free service run in partnership with South Cambridgeshire District Council and aims to tackle fuel poverty. The scheme will be run as free telephone advice service to help residents switch supplier, provide energy saving and debt advice, post out easy measures such as light bulbs and radiator reflector panels, and offer advice on Warm Home Discount and social water tariffs. ACTION – Clerk to include in scene report.

100/20-21

Planning Information

- i. For consideration
Reference: 20/03693/LBC
Proposal: Installation of secondary glazing
Site address: 21 Church Street Ickleton CB10 1SL
Applicant: Mr Simon Fawcett
Application to install secondary glazing to increase insulation and lower energy consumption through the winter months to reduce home carbon emissions whilst maintaining the historic heritage and upkeep of the building. Formal quote obtained from a leading specialist supplier Selectaglaze Ltd who have a royal warrant and have done a number of historic building in South Cambridgeshire.
The Parish Council were unanimously in support of this application.
- ii. Planning Decisions
None.
- iii. Planning Appeals
None.
- iv. Tree Works

Reference: 20/1837/TTCA

Proposal:

T.1 - Conifer - Fell conifer in hedge row due to close proximity to oil tank and new tank to be installed

T.2 - Walnut - Reduce canopy by 2M

T.3 Conifer - Trim regrowth on sides and reduce height by 1M

Site address: 34 Frogge Street, Ickleton, CB10 1SH.

Applicant: Nelson.

Noted by the Parish Council who had no objections to the work being carried out.

101/20-21 Greater Cambridge Local Plan – Publication of responses to First Conversation & Call for Sites

Sites effecting Ickleton are as follows:

20 residential units on land to the rear of 24 Brookhampton Street

30 residential units on land at Grange Road/Coploe Road

100 residential units on land south of Ickleton Road, Great Chesterford

It was also noted that there are several sites at Whittlesford with substantial numbers of residential units.

Cllr Sadler informed the Parish Council that the charity Campaign to Protect Rural England (CPRE) has started a petition against Government plans to take decision making away from District and Parish Councils.

102/20-21 Planning Advisory Service Review Focus Group Meetings

Cllr Sadler attended the meeting which took the form of a peer review of the South Cambs District Council Planning Committee. Matters discussed of note were planning delegations, cut and paste responses to applications and the new SCDC online planning system. A report will be published and a questionnaire will be sent to Parish Councils.

103/20-21 Reports from Councillors

Cllr Hamilton – asked when the grit bins will be installed at Icknield Close and The Stackyards. Confirmation of precise location needs to be given to Highways after consultation with residents and then the bins can be installed.

Cllr Cheney – wished to note that the churchyard was looking very well presented. He informed the Parish Council that he has made contact with the Highways project team to assess the recent improvement work carried out at Butchers Hill. One of the key objectives was to remove a camber which on completion doesn't appear to have been reduced.

Cllr Pavelin – asked if the Village Hall would be applying for a zero carbon communities grant and Cllr Gibson was able to state that they are not. He asked if the Parish Council could make a request to South Cambs District Council (SCDC) for a dog bin to be provided and installed on Coploe Road and the Parish Council were unanimously in support. ACTION - Clerk to contact SCDC.

Cllr Sadler – reported various outstanding highways matters dating back many months and asked that the Parish Council refer them to District and County Cllr Peter McDonald for support.

Cllr Wombwell – reported more graffiti on the motorway bridge on Frogge Street.

Cllr Heaney – reported that repair work carried out on the Brookhampton Street bridge has been completed.

Cllr Gibson – asked for feedback relating to the state of Brookhampton Hall that was reported to the Conservation Officer at South Cambs District Council (SCDC). The Clerk was able to say that the officer acknowledged the email but did not provide any further subsequent information. ACTION – Clerk to make contact to establish what action if any has been taken.

104/20-21 Financial Matters

i. To approve payments of September 2020 accounts

Clerk's salary (confidential)

Clerk's expenses – £57.50

Tim Pavelin – £80.00

Defibrillator replacement infant pads - £102.00

Treetops Arboricultural Services - £240.00

Cambs County Council (street lighting) - £277.34

Red Shoes Accounting (payroll) - £45.00

Wicksteed (playground inspection) - £144.00

An invoice was received after the agenda was published and was brought to the meeting for approval:

Cambridgeshire County Council (LHI 2019-20) - £1,100.00

It was resolved that the payments listed are made.

ii. Bank reconciliation 31/8/2020

Unity Current Account - £24,623.78

Unity Instant Access Account - £25,088.12

Total - £49,711.90

It was resolved that the bank reconciliation for August 2020 was approved by the Parish Council.

iii. Cam Valley Forum membership

Cllr Sadler proposed that the Parish Council take out membership with the Cam Valley Forum which is a voluntary charity group who work to protect and improve the environment of the River Cam. Cllr Wombwell seconded the proposal. This was unanimously supported by the Parish Council. There was a subsequent discussion regarding the membership subscription, the minimum requirement being £15.00. Cllr Hamilton proposed £50.00 and Cllr Pavelin seconded the proposal. This was also unanimously supported by the Parish Council.

iv. Treetops quote – cemetery work

Quote provided for the following:

Dead hawthorn tree - Fell to ground level

Group of 7 dead or dying elms - Fell to ground level

Chestnut with bacterial canker - Fell to ground level

£456.00

Cllr Wombwell proposed that all three works are carried out and Cllr Pavelin seconded the proposal. This was unanimously supported by the Parish Council.

v. Motion to Exclude the Public and Press - agenda item 104/20-21 vi

Since there were no public or press at the meeting and only Council members in attendance, there was no need for a Motion to Exclude to be passed before discussion of the next item.

vi. Clerks salary - National Joint Council for Local Government Services pay scales 2020-21

The National Joint Council for Local Government Services has agreed the new pay scales for 2020-21 to be implemented from 1st April 2020. The new pay scales were shared with the Parish Council and noted. ACTION - Clerk to inform the payroll company of the new pay scale and back dated payment required.

105/20-21 Recreation Ground and Play Area

i. Playground Inspection

Inspection report received from Wicksteed. Cllr's Molloy and Pavelin subsequently attended the playground to assess the report. All repair work is minor and can be carried out by the Parish Council.

ii. Playground clean

Having attended the playground very recently Cllr's Molloy and Pavelin suggested a clean is not needed at this time and should be re-considered next summer when the next inspection is carried out. The Parish Council were in agreement.

iii. Recreation ground pedestrian gate repair and railings re-paint

Bob Calladine provided a quote for the following:

Repair pedestrian gate

Rub down and re-paint railings

£200.00

Cllr Wombwell proposed that the work is carried out. Cllr Hamilton seconded the proposal. This was unanimously supported by the Parish Council.

106/20-21 Maintenance

i. Frogge Street bench relocation

A relocation to outside the shop was suggested but due to concerns about people congregating and disturbing nearby residents it was not approved. The Parish Council will therefore consider alternative location and discuss at the October 2020 Parish Council meeting.

107/20-21 Cemetery

i. Memorial request

Approved in principle but the cemetery guidelines stipulate that chippings must be embedded and there is insufficient detail on the request to ascertain if they will be. ACTION – Clerk to make enquiries.

ii. Review cemetery guidelines

To be reviewed at the October 2020 Parish Council meeting.

108/20-21 Parish Council and village websites

The new Parish Council website has gone live and can be found by visiting <http://www.ickletonparishcouncil.org.uk/>

The old website will remain in use as a village website but is in need of some modernisation. Therefore those involved with maintaining the website will consult with Shaggy Dog web design.

109/20-21 DATE OF NEXT MEETING:

Wednesday 21st October 2020

Any business and payments to be considered at the Parish Council Meeting must be delivered to the Clerk for inclusion on the agenda at least 7 days prior to the meeting.

The meeting closed at 10.09 pm

Appendix A

Report for Parish Councils – September 2020.

South Cambs District Council

Again this month I've now included other major items as well as C19.

UK Government Planning Whitepaper

As you will be aware The Government has published the new white paper on planning. Where land is designated as growth or renewal, then permission will be either granted automatically or in principle and therefore will remove District & Parish input. This is a real concern and we will need to closely monitor and lobby accordingly.

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/907647/MH-CLG-Planning-Consultation.pdf

Planning Advisory Service Review

Progress to date

Part of Phase 1 of the review which has focused on the SCDC Planning Committee and Chair's Delegation process has now been completed. Interviews have taken place with the SCDC Chief Executive, Planning lead member, Planning Committee Chair and legal advisors, Planning Committee members, Stephen Kelly plus other senior officers within the planning service who are involved in the management and support of the SCDC Planning Committee. The team also viewed a number of virtual SCDC Planning Committees.

Next steps

To complete Phase 1, we will be having some focus group sessions with parish councils in mid September (15,16,17-most probably 15/16) and communications will be sent out in respect of these shortly. These will be followed up by a questionnaire.

We will be inviting one rep from each parish, which will still give us approx. 25/26 attendees per session potentially. If specific parishes cannot attend their designated session, there will be some scope for moving to another session, provided we keep the numbers across the four sessions reasonably consistent.

After these have taken place, an interim written report will be produced by PAS on Phase 1 of the process.

An initial notification will be sent out to all parishes today highlighting that this process will be taking place within timings etc, to be followed within the next day or so by the formal invitations/appointments. I will ensure that district council members are copied in.

Phase 2

We are now planning Phase 2 which will focus mainly on the review of the City Council Planning Committee but also the JDCC (a more brief overview of the latter). This will start in the second half of October with interviews following the same pattern as those for the SCDC Planning Committee and with residents association focus groups. Appointments will be circulated for the interview sessions shortly. The City Chief Executive will be interviewed in September. The final report will then be prepared by PAS at the end of this process.

Planning Delegations

The numbers for the last three months for June, July & August: Total Referrals: 36

Referred to committee 8 = 22%

The numbers are a bit mis-leading as 7 referrals were conditions only from one site in Linton. Conditions are considered to be technical issues and would only be considered for committee if our specialist consultants raised objections, none where. If these are excluded then the referral rate to committee would be 27.5%. Another factor not included is the applications delegated with the agreement of the PC. I will confirm this number.

Call for Sites

The first issue of data & information on the call for sites will be issued soon. The first formal view on sites will be summer 2021 but with sessions between now and then with Parishes on the process and perspectives. All the details of the sites will be published.

Making Appointments at South Cambs

From 15 September 2020 we will start to welcome a small number of essential customer visits at our office again.

We will start by opening for a limited number of days each week, and with shorter opening hours each day. Please do not visit South Cambs Hall without contacting us first.

We are offering appointments between 10am to 3pm on a Tuesday, Wednesday and Thursday. Once we do reopen for visitors we will be following Government guidelines to ensure the building is Covid-secure for visitors too.

Need to visit us?

Before booking a visit, please consider whether you really need to visit in person. If you can contact us online, please continue to do so. If Zoom, Microsoft Teams, or WhatsApp are convenient for you, let us know.

Please also consider scanning any documentation rather than bringing it in in person, if possible. Where this is not possible, a deposit box will be provided, and your documents will then be returned by post within safe working practices and timescales.

Booking an appointment

To arrange a visit please book an appointment in advance to ensure we can limit the number of customers at one time.

Complete our online form to book an appointment

When you visit us

- Please wear a face-covering (staff will also wear protective equipment) and keep a 2 metre distance from others.
- Use the marked and signposted entrance to help maintain social distance and use hand sanitiser which will be provided at the main entrance.
- Bring your own pen to use or, if that is not possible, use a pen we provide which you will then be asked to keep.

North East Cambridge

Local Councils have drafted plans for a new city district in North East Cambridge – which could create 8,000 homes and provide space for 20,000 jobs over the next 20-plus years – and they now want to know what residents and businesses think of the draft plans.

The councils' vision is for the area between the A14, the Guided Busway and Cambridge North station to be a walkable and lively mix of homes, workplaces, services, and green spaces that is inclusive and fully integrated with surrounding neighbourhoods.

The plans by the Greater Cambridge Planning Service (a partnership between South Cambridgeshire District and Cambridge City councils), developed in collaboration with stakeholders and communities, build on case studies from around the world on creating low-carbon, low-car-use districts.

As part of a formal statutory consultation, leaflets are being delivered to 20,000 homes across the local area to gain residents' feedback. The Councils are running online Q&A sessions where residents can find out more about the proposals and ask questions to the team. The draft plan is published online where people can comment.

KPI Reporting

Hopefully you have noticed some improvement in call response although calls have been lower.

Zero Carbon Community Grants

Reminder groups have until 5pm on Wednesday 30 September to submit their applications for Zero Carbon Communities grant funding. Guidance and an online application form are available now.

Duxford Hotel

A 168-bedroom Hampton by Hilton hotel at the Imperial War Museum (IWM), Duxford will have to be re-heard at Planning which will be October as a result of one complainant being unable to speak at the July meeting.

Huawei

The Secretary of State did not call this in and so will proceed to the next phase.

Wellcome

A draft S106 proposed agreement for Hinxton has been proposed including funding for the village hall, a 25year land lease for land adjacent to the hall and access to Campus sports facilities. The covenant on housing are still under discussion.

Cambridgeshire County Report

Schools Return Plan

I have circulated the return to schools plan from Jonathan Lewis. <https://www.cambslearntogether.co.uk/asset-library/Welcome-Back-to-School.pdf>

This is the guidance on transport.

C19 Mobile Testing

Mobile testing units are in place across Cambridgeshire this week to make it as easy as possible for people to get tested if they have coronavirus symptoms.

Testing will be carried out at Chapel Road Car Park in Wisbech on Wednesday, 2 September and Sunday, 6 September, as well as at The Hive Leisure Centre, Ely on Thursday, 3 September and Sunday 6 September. A new testing site is also available at One Leisure in Huntingdon on Wednesday, 2 September and Friday, 4 September. There may be other test centres in the future. Obviously these are only in areas with rising infection rates.

Solar Panel Offers

Registration opens on solar panels offer for Cambridgeshire residents

Households across Cambridgeshire can now register for the chance to club together to buy and install solar panels at a reduced price. The County Council and District Councils have joined forces with Solar Together as part of the initiative to improve energy efficiency and reduce carbon emissions.

Households and small and medium-sized enterprises can now register - for free and without obligation - for the group-buying scheme by visiting the website www.solartogether.co.uk/cambridgeshire

When they register online for their complete solar PV system, applicants will be asked questions about their house, roof, and electricity usage.

The County Council will then arrange an auction with pre-vetted installers on 6 October. The auction is a reverse auction, meaning the lowest bid wins. The winning bid sets the price for all solar systems and battery systems. All installers are pre-vetted and must comply with certain criteria to guarantee the quality of the offer.

After the auction, applicants will receive a personal recommendation based on their registration details. They then have six weeks to decide if they want to take up the recommendation and proceed with an installation.

Solar panels turn sunlight into electricity. In order to use this energy, the panels mounted on a roof need to be connected to an inverter using cables. The Solar Together offer is for a complete service, including all equipment, survey, installation, monitoring and warranties. Afterwards households or businesses will automatically generate their own electricity from the panels on their roof.

Households that already have solar panels installed can also register to have battery storage added to their existing solar panels to maximise the benefits of their system.

Chairman's Recognition

Individuals, businesses and community groups who have tirelessly supported those in need since the start of lockdown are to be officially recognised as part of a new initiative.

Councillor Mac McGuire, Chairman of Cambridgeshire County Council, recently announced a monthly scheme to highlight the sterling work of those who have helped communities across the county during the Covid-19 pandemic.

The scheme is expected to run for at least six months with all councillors asked to put forward suggestions each month of people in their wards whose efforts since March, are worthy of receiving an official Chairman's Commendation.

During the first week of every month the council will issue a special certificate and their details will be published in an online roll of honour on the council website.

Full details of each Member's nomination can be seen now on the council's website.

Peter McDonald

Sep 6th 2020.

DRAFT