

MINUTES OF ICKLETON PARISH COUNCIL

Wednesday 20th January 2021 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 Simon Cheney, Cllr Hugh Molloy, Cllr Philly Hamilton, Cllr Edmund Heaney, Leanne Smith (Clerk)

District & County Cllr Peter McDonald

158/20-21 To Receive Apologies for Absence

Apologies received ahead of the meeting from Cllr Liz Gibson.
Cllr Katherine Denman-Johnson was absent from the meeting.

159/20-21 Councillors Declaration of Interest for Items on the Agenda & Requests for Dispensation

Sian Wombwell – 166/20-21 vii
Sian Wombwell – 167/20-21 ii
Simon Cheney – 167/20-21 i
Simon Cheney – 167/20-21 iv
Tim Pavelin - 167/20-21 iv
Tim Pavelin – 170/20-21 i

160/21-21 Open Forum for Public Participation Including Youth Representation

None.

161/20-21 To approve minutes of meeting held on 9th December 2020

It was **resolved** that the minutes of the meeting held on 9th December 2020 are approved and signed by the Chair.

162/20-21 Matters Arising

i. Cemetery Chapel repairs

The Parish Council had approved a quote for £5,591.70 at the November 2020 Parish Council meeting. However, on looking at the quote in further detail, some work has already been carried out and therefore a revised cost was re-calculated as £4,434.00 at the December 2020 Parish Council meeting. However, on consultation with Cambridge Stained Glass, they explained that the original quotations were independent of each other and not all work carried out in November 2019 would be removed from the other quote as further works would also be carried out now. The revised quote provided was £4,859.00. This figure was approved over email by a majority vote so the deposit could be paid and work carried out as planned.

ii. Mental health community support

It was decided that the Parish Council will advertise the community mental health first aid initiative in the next edition of Icene. South Cambs District Council are offering mental health training provided by MIND to Parish Councils and community groups and the Clerk will ask the community mental health first aider if she wishes to have the training. Parish Council members will also consider if they wish to have the training.

163/20-21 Traffic and Highways Issues

- i. Temporary Traffic Order Application – 16/2/2021 Ickleton Road, Great Chesterford**
Works will be carried out between 10pm on 16/2/2021 and 6am on 17/2/2021 to replace a chevron that was damaged in a bridge strike on Ickleton Road, Great Chesterford. Traffic will be diverted along the A1301, A505 and Hunts Road, Duxford.

164/20-21 Rural Crime Report

Suspected drug dealing and antisocial behaviour on Cement Hill.

165/20-21 Reports from County and District Councillors

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

Covid 19 support for business:

The figures provided in the report related to lock down 2 and Cllr McDonald was able to include new figures from the start of lockdown 3 and state that to date around £4.5 million has been deployed.

Thakeham:

The South West Cambridge Action Group has held meetings on 16/12/2020 and 20/1/2021 with information published on their website swcag.org.uk under news and events. A Councillor asked why planning staff at South Cambs District Council (SCDC) accepted the submission from Thakeham after the call for sites deadline and Cllr McDonald stated that SCDC had to accept the submission or it would have gone to a judicial review.

Covid 19 case numbers for Cambridgeshire:

Case numbers for South Cambs are around 400 per 100,000 people and there are over 200 covid patients in Addenbrookes hospital. A Councillor asked what capacity Addenbrookes has and if patients are being taken from other areas. Cllr McDonald stated that there is a capacity for 300 patients at Addenbrookes and they are not taking patients from other areas at this time.

Covid 19 vaccine:

Granta Medical Practice in Sawston is now administering vaccines. Public Health England have prevented Duxford Air Museum being used as a vaccine hub and Cllr McDonald encouraged the Parish Council to write to the Minister to offer comments.

Cllr McDonald invited questions from the Parish Councillors. Cllr Cheney wished to raise the following matters: he had to submit a formal Tree Works notification because he couldn't simply have a telephone conversation with a Tree Officer at South Cambs District Council. He submitted changes to his planning application on 21st December 2020 and to date it has not been acknowledged meaning that builders on site are having to suspend work. Cllr Sadler wished to raise an issue of flooding on Grange Road. The nearby occupants have reported the problem to Highways and there is an ongoing dispute about whether it is a public or private slip road. Cllr McDonald is already aware of the problem. ACTION – Cllr McDonald to follow this matter up. Cllr Wombwell wished to raise another highway matter in that tarmac repairs on Birds Close are of a poor standard. ACTION – Cllr McDonald to also follow this matter up.

166/20-21

Correspondence Received

i. Newgate Communications – Sunnica Energy Farm

Statutory consultation on the proposal by Sunnica for a new solar energy farm and battery storage facility connecting to the Burwell National Grid Substation in Cambridgeshire. The Parish Council declined to provide feedback on the proposal. The location is north of Cambridge and the Parish Council were notified after the consultation had taken place.

ii. National Garden Scheme – open garden notification

Caldrees Manor had agreed to open their gardens to the public on Saturday 13th February 2021. However a Councillor had noted that since the Parish Council were notified of the event, it is showing on the website as cancelled.

iii. Cambridgeshire County Council Highways – stakeholder survey

Cambridgeshire County Council is currently carrying out a stakeholder survey to find out opinion on their Highways Service. The aim of the questions included in this survey is to gain opinion, in order to ensure they continue to monitor their performance and where possible improve future service delivery. The survey is open until Sunday 31st January 2021. ACTION - Cllr Cheney will complete the survey on behalf of the Parish Council.

iv. Martin Woodhead – Openreach fibre broadband funded by the Government's Rural Gigabit Voucher Scheme

Martin Woodhead has been proactive in making enquiries about Openreach fibre broadband funded by the Government's Rural Gigabit Voucher Scheme. To date he has received an Excel spreadsheet from Connecting Cambridgeshire of every property in Ickleton which was requested by Openreach. If they confirm their interest in bringing fibre broadband to Ickleton homes, funded by the Government's Rural Gigabit Voucher Scheme, they will then make contact with every property to request a pledge of interest. It has been suggested that a volunteer is found for every street in the Parish to help co-ordinate the effort. ACTION – Clerk to include in the next edition of Icene to ask for co-ordinators for each street.

v. Greater Cambridge Planning - Listed Buildings at Risk Register, Brookhampton Hall, Ickleton

Correspondence received from the Conservation Officer at Greater Cambridge Shared Planning Services to advise that following assessment against their criteria, Brookhampton Hall in Ickleton

has been included on the latest Buildings at Risk register for Greater Cambridge Shared Planning Service. The intention of the register is to identify these vulnerable structures, so work can begin with the owners to agree any necessary urgent works to keep the building secure, weathertight and structurally sound. The list of buildings at risk can be viewed in the Planning section of South Cambridgeshire District Council's website. ACTION – Clerk to include in the next edition of Icene.

vi. **Greater Cambridge Planning – Foxton Neighbourhood Plan**

Foxton Parish Council submitted the Neighbourhood Plan for its parish to South Cambridgeshire District Council (SCDC) in February 2020, and SCDC began a public consultation in March 2020 seeking views on the Neighbourhood Plan. However, this consultation had to be suspended due to the onset of the Covid-19 pandemic and the restrictions this imposed on how we could meet the national regulatory requirements regarding neighbourhood plan consultations. SCDC are now able to resume the consultation on the Foxton Neighbourhood Plan and are seeking views from parish Councils on the plan before it is considered by an examiner and can proceed towards a referendum. The Parish Council declined to provide feedback on the proposal.

vii. **Greater Cambridge Planning - Information on application for Certificate of Lawful Use or Development, Rectory Farm, Ickleton.**

Information on application for Certificate of Lawful Use or Development. For information only, this planning application has been received.

Reference: 20/04389/CLUED

Proposal: Application for a Certificate of lawfulness under section 191 for change of use of agricultural barn to C3 dwelling.

Site address: Rectory Farm Grange Road Ickleton Saffron Walden

Applicant: JD Wombwell & Sons.

Noted by the Parish Council.

167/20-21 Planning Information

i. For consideration

Reference: **20/05149/HFUL**

Proposal: Single storey rear extension

Site address: 11 Mill Lane, Ickleton, CB10 1SW

Applicant: Mrs Jo Wallis

It was noted that informal pre-application advice was sought from a Planning Officer and the decision was made to proceed with the application. Several Councillors were not in favour of some aspects of the design proposed, but were sympathetic to the occupants need for the extension. The Parish Council were in support of this application.

Reference: **20/05382/CTY**

County Reference Number: PP-02005382

Application: Reserved matters application seeking approval of appearance, layout, scale and landscaping for 76 dwellings following approval of outline planning permission UTT/19/0573/OP Land to The South West of London Road Great Chesterford.

Ickleton Parish Council has previously objected to application UTT/19/0573/OP. The same applicant has, since the granting of outline approval by UDC, applied (ref UTT/20/2724/OP) for a further possible 134 dwellings on the opposite side of London Road (the B1383) and Ickleton Parish Council objected to these proposals.

Ickleton Parish Council has been able to consider the objections for these proposals submitted by both Great and Little Chesterford Parish Councils, and also objects to the proposals and fully supports the points made by those Parish Councils.

In particular, Ickleton Parish Council supports the contention that consideration of traffic impacts should be based on the combined impact of some 210 houses that would result from the two intended developments combined. Road safety issues are a concern and the applicant is offering no remedial measures to prevent this which is unacceptable and objectionable.

ACTION - Cllr Sadler will comment on behalf of the Parish Council.

ii. Planning Decisions

Reference: **S/4329/18/OL**

Site address: Wellcome Genome Campus, Hinxton, Saffron Walden, Cambridgeshire, CB10

1RQ

Applicant: Wellcome Trust

This application was Granted Permission. Noted by the Parish Council.

Reference: **20/04567/HFUL**

Site address: 27 Frogge Street, Ickleton, CB10 1SH

Applicant: Mr Scott Wentzell

This application was Granted Permission. Noted by the Parish Council.

Reference: **20/02882/PRI06A**

Proposal: Prior notification for the erection of an agricultural building

Site address: Rectory Farm, Grange Road, Ickleton, Saffron Walden

This application was Prior Approval Not Required. Noted by the Parish Council.

iii. Planning Appeals

None

iv. Tree Works

Reference: **20/2487/TTCA**

Proposal: Birch - remove lowest branch above greenhouse, reduce spread of lower canopy on south side only by 1.5m - 2m, reduce spread of middle canopy on south side only by 1m.

Site address: 1 Mill Lane, Ickleton, CB10 1SW

Applicant: Mr Surridge

SCDC has issued an outcome of No Objections.

Reference: **20/2452/TTCA**

Proposal: Fell - common walnut (t4) - previous permission has been given for a crown reduction but further investigation shows that the position of the tree is causing damage to a historic flint wall, which will increase over time. The trees position was not planned and it will require ongoing maintenance due to its proximity to the road.

Site address: 6 Church Street Ickleton CB10 1SL

Noted by the Parish Council who did not have any objections.

168/20-21 Thakeham South West Cambridge Development

Discussed at agenda item 165/20-21.

It was noted that the media has reported that the proposal has become a political battle ground between South Cambs Conservative MP and Liberal Democrat Councillors who control the District Council and have set up a campaign group to oppose the proposal.

169/20-21 Reports from Councillors

Cllr Cheney:

A parishioner has reported fungus growing on the play area swings. ACTION – Cllr Wombwell to assess.

Hedging delivery is expected at the end of March 2021 and the Parish Council will need to decide where it will be planted. Consideration was given to further hedging around the allotments. ACTION - Cllr Molloy to discuss with the Allotment Association.

Noted that the horse chestnut tree on the recreation ground has not been felled. The Clerk was able to say that the Parish Council approved the quote by Treetops Arboricultural Services in September 2020 and having recently chased them has been told it is on their schedule.

He has been asked by a resident if trees can be planted on the recreation ground. ACTION – he will speak in more detail with the resident in the first instance.

Asked for an update relating to the action for Cllr Wombwell to have a conversation with the land owner regarding hedging by the footpath at Windy Hill. ACTION – Cllr Wombwell to speak to the land owner.

Cllr Heaney:

Highlighted issues with the cancellation of Covid vaccines with regard to travel and internet access, resulting in appointments being wasted. ACTION – Cllr Heaney to consider reporting the issues in detail to Cllr McDonald who had left the meeting.

Cllr Wombwell:

Contact has been re-established with Cambridgeshire County Council regarding the area of Icknield Close to consider if any environmental improvements were needed. Solar powered sensor lighting

for the car park and footway funded by South Cambs District Council are under consideration and the surveyor will consult with residents. The Housing Officer for the area has been contacted about the removal of household waste from outside a property.

Noted that the introduction of the fish and chip van in the village appears to have been a success and is a great asset for the village.

Received correspondence from the Allotment Association on the 18th January 2021 requesting funding from the Parish Council. There are currently three people on the waiting list and land is available but plots would need to be prepared and fenced at a cost of £539.00. The work would need to be undertaken immediately to benefit from this growing season and due to funds allocated for the community garden project the Allotment Association cannot fund the new plots. Cllr Wombwell proposed, Cllr Sadler seconded and it was resolved that the Parish Council would make a donation of £500.00 as S.137 spending to the Allotment Association. Cllr Cheney suggested that the Parish Council consider making an annual donation but it was thought that ad hoc requests were more appropriate.

170/20-21

Financial Matters

i. To Approve Payment of January 2021 Accounts:

Clerk's salary (confidential)

Clerk's expenses – £73.25

Tim Pavelin (empty bins) – £120.00

Eon (street lighting) - £70.62

Viking Office Supplies (stationary) - £30.66

It was noted that the figure on the agenda relating to Viking Office supplies was £30.67. That was the figure on the order confirmation, but the Clerk will go by what is on the invoice.

It was resolved that the payments listed are made.

The following payment was made with approval by the Parish Council between meetings and after the publication of the agenda:

Cambridge Stained Glass (deposit for works) - £971.80

ii. Bank reconciliation (bank accounts) 31/12/2020

Unity Current - £23,633.50

Unity Instant Access Account - £25,088.12

Total - £48,721.62

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

iii. Budget review (October- December 2020)

Budget report up to 31st December 2020 had been circulated and was noted by the Parish Council. There were no matters raised by Councillors.

iv. Cambridgeshire Acre membership

The annual membership of Cambridgeshire ACRE was due for renewal on 1st January 2021. The membership fees for 2021 have been held at £57.00. Cllr Sadler proposed, Cllr Wombwell seconded and it was resolved that the membership would be renewed at a cost of £57.00.

v. Play area bark quotes

Two quotes were obtained for consideration:

TMA bark supplies, Norfolk - £84.20 plus VAT per cubic metre.

Madingley Mulch, Cambridge - £89.50 per cubic metre including VAT. They give a bulk order discount of 10%.

The Councillors first decided to order 5 cubic metres as the bark was topped up when the new equipment was installed a few years ago.

Cllr Pavelin proposed, Cllr Cheney seconded and it was resolved that 5 cubic metres of bark would be ordered from Madingley Mulch. The cost with a bag deposit and bulk discount was calculated at £427.75. ACTION – Clerk to place the order and ask if they offer any further discount for advertising.

vi. Clerks training

The Clerk would like to have online training with CAPALC in understanding annual meetings and understanding elections and the Clerks role at a cost of £30.00 each. It was resolved that the training could be undertaken.

171/20-21 Maintenance

i. Back Lane

Cllr Cheney proposed that the Parish Council consider engaging with the community to discuss ongoing maintenance issues on Back Lane. It was noted by a Councillor that it is an unadopted road meaning it is not the responsibility of the County Council or Parish Council. However the County Council is responsible for ensuring the surface of back lane, which is designated as a public footpath, is fit for use by pedestrians. The Parish Council has previously maintained footpaths and carried out small improvements in partnership with CC Highways, who provided the funding. Another Councillor noted that much of the recent maintenance issues have been caused by building work to the rear of Harlequin House and suggested that maintenance costs should be incurred by them. In the past the County Council has served notices on Back Lane residents requiring them to repair areas where it had been damaged by vehicles accessing their properties. It was also noted that maintenance costs on unadopted roads usually fall to owners of properties fronting the highway. Cllrs Wombwell and Cheney will conduct a site visit together in the first instance and the matter will be discussed further at the February 2021 Parish Council meeting.

172/20-21 Cemetery extension and hedge/tree planting

Cllr Sadler proposed that the Parish Council begin to consider a further extension to the cemetery with a view to also supporting biodiversity in the Parish with new hedging and tree planting. The Parish Council will need to consider the size of a further extension and cost. An informal conversation with Mr Lewis Duke regarding the sale of his land was had in 2006 and it was agreed in principle. Cllr Wombwell will have a further informal conversation with Mr Duke before any formal negotiations take place.

173/20-21 Annual Parish meeting 2020 and 2021

The requirement to hold an Annual Parish Meeting was eventually removed from the regulations in 2020. The Parish Council will be required to hold an Annual Parish Meeting in 2021. The Clerk has made a provisional booking at the village hall for Wednesday 5th May 2021, however it is likely that it will need to be conducted remotely using the software application Zoom.

174/20-21 DATE OF NEXT MEETING:

Wednesday 17th February 2021 at 7.30pm

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 10.28 pm

Appendix A

Report for Parish Councils – January 2021

South Cambs District Council

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

Covid 19 Support for Business in Lockdown 2.

As of Friday January 8th the business grants made were

Hardship

- 9 payments totalling £16,334
- Total hardship to date: £94,002 (44 businesses)

Wet-led pubs

- 21 payments totalling £21,000
- Total wet-led pubs to date £26,000 (26 pubs)
- (10 applications outstanding/requiring further info and investigation).

Legacy Local Restrictions and Additional Restrictions Grants

- £871,627 paid to 574 business

Total grants paid to date £991,629.

- There are c.160 applications still going through the system as part of legacy grant applications (and new ones pertaining to legacy still coming in daily) to be paid next week.
- South Cambs website will be updated Jan 11th with a clearer table/visual of what grants are available, by timescale and how to apply as we can see from the emails businesses are rightly perplexed as to what they can apply for/are eligible for.

Planning Advisory Service Report

The review by the Planning Advisory Service (PAS) was commissioned as part of continuing work to further strengthen the South Cambridgeshire District Council (SCDC) Planning Service, which it shares with Cambridge City Council. The findings and recommendations will be discussed by the District Council's Planning Committee later this month and will be taken forward.

Following the report, a new joint member and officer group has already been established. The group's role will be to explore the recommendations and where appropriate oversee their implementation. Some changes suggested are already underway, all aiming to help raise standards further while improving trust and confidence between officers and Councillors.

In addition, the review also looked carefully at specific processes – including how Parish Councils can provide feedback and make a request for an application to be decided by South Cambridgeshire District Council's Planning Committee. This process is covered by the Council's Scheme of Delegation. The meetings and decisions with regard to delegations are now reported each month. <https://www.scambs.gov.uk/planning/forums-committees-and-consultations/planning-delegation-meetings/>

As of Dec 14th the numbers were:

Total Applications – 76 ; Delegated decisions – 54; Refer to committee – 17; Other/to be reconsidered at further meetings – 5. Referral rate 23% of total applications.

Winter Support Grants

South Cambridgeshire District Council is using its £30,000 share of the grant pot allocated to the county to support local charities and community organisations, such as Cambridge Online. The long-established digital charity will help provide data packages or devices to children in families in the District who currently have no internet access, enabling them to get online to learn and keep up-to-date with school work and to socialise this winter.

In response to the pandemic, Cambridge Online has been providing free computer tablets and internet connections to isolated people across Cambridgeshire, giving them access to the outside world, such as when ordering food deliveries online or keeping in touch with family and friends. A new team of digital champions has also been supporting people to learn digital skills by 'phone.

With a £5,000 payment from the Winter Support Grant, awarded via the District Council, it will be able to provide devices and data to children who have been particularly affected. For more details, see Cambridge Online, email to help@cambridgeonline.org.uk or call the Cambridge Online helpline on 01223 300407, quoting 'South Cambs Winter Support Grant'.

The District Council is also supporting Cambridge Council for Voluntary Service (CCVS) with a £5,000 grant and from Wednesday, January 6, South Cambridgeshire parishes and community groups will be able to apply to the charity for sums of up to £500 for local projects which provide food, fuel and essential supplies. More information can be found at CCVS

Thakeham aka South west Cambridge

This is of major concern for Foxton & Shepreth but I will update everyone. We had a useful call with 150 residents on Dec 16th. We then had a meeting with the developers Jan 4th. I have circulated the FAQ's after this call to you all. As of writing we still do not have a map let alone any application to South Cambs. The developers say they will submit by Easter.

The presentation from Dec 16th & FAQ are here: [News and Events | www.swcag.org.uk](#)

Brexit

A little thing called Brexit happened on Dec 24th. S Cambs & City have a cross party group engaging with businesses on this and assessing impact on their ability to export. Several businesses already reported impact due to paperwork.

Cambridgeshire County Report

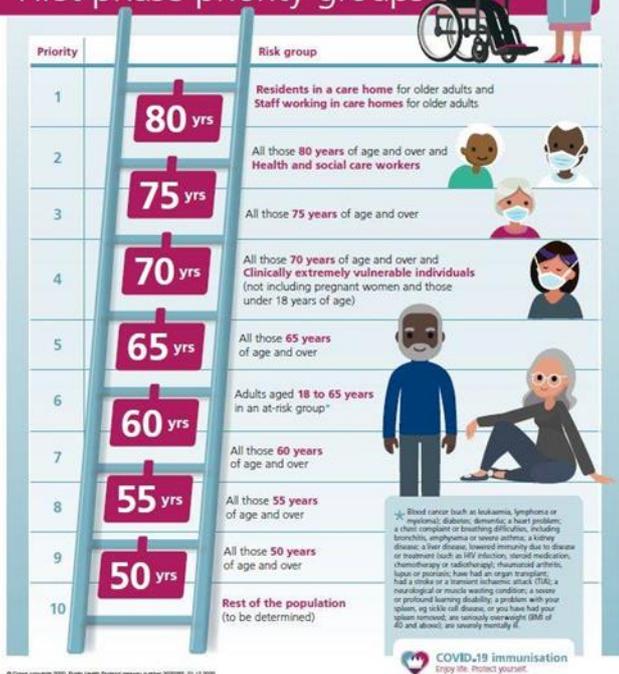
C19 Case Numbers Cambridgeshire December 31st

Vaccination

I think you all know the vaccination hierarchy but here it is anyway. Granta Medical Practise will be starting Cat 1 & 2 Jan 15th.

COVID-19 vaccination

First phase priority groups



Summary of County Council Services Opened & Closed

Coroners - The Coroners service for Cambridgeshire and Peterborough is continuing to operate as normal. Inquests are continuing to be held remotely (via Skype) and in person. It is recommended that people attend inquests remotely where possible.

For more information on the service including contact details and forthcoming inquests visit [here](#)

Household Recycling Centre – All nine HRCs in Cambridgeshire will remain open as usual during lockdown with safety measures in place, however customers are advised to avoid unnecessary visits.

For more information, including opening hours and booking timeslots visit [here](#)

Libraries – All libraries in Cambridgeshire are open, with safety measures in place but operating a restricted service. Customers can use the Select and Collect service to choose and pick up titles, as well as using computers by appointment, with bookings limited to those using public services only. For more information about library services and opening hours visit [here](#)

Registration Services - Following the lockdown announcement, marriage and civil partnership ceremonies can only take place in exceptional circumstances (such as one party with a terminal illness meaning very short life expectancy) and both council's registrations teams are in the process of contacting all couples with a ceremony booked in January and February to discuss options.

In Cambridgeshire, the county's registration service is open for certain pre-booked appointments only:

- Deaths that took place in Cambridgeshire (these are conducted by telephone)
- Births that took place in Cambridgeshire

- Notices of marriage or civil partnership (ceremony must be booked first – these can be booked for late Spring onwards)
- Citizenship ceremonies

Copy certificates, for events previously registered, can be ordered online.

For full details about Cambridgeshire registration services and / or to book visit here. If you are unable to book / order on-line then please call 0345 045 1363.

Residents can continue to register births, but there may be a longer wait than usual for an appointment. Death registrations take place over the telephone, you can book an appointment by calling the office or online.

For notice of marriage/civil partnership appointments – customers with booked appointments during lockdown can still attend. The team is contacting, in ceremony date order, those couples who need to give their notice of intention.

Citizenship Ceremonies - Small group citizenship ceremonies are being held. To book a place call 01733 864646.

Certificates - Orders can only be taken for certificates from recently registered births and deaths. The priority service is suspended.

Clinically extremely vulnerable urged to shield and seek support if they need it

Residents across Cambridgeshire and Peterborough who have been identified by the NHS as clinically extremely vulnerable are being urged to shield once again, following the announcement by the Prime Minister of a further national lockdown.

You can read the full guidance on shielding on the government website, visit <https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19>

If you have previously registered or have already secured priority supermarket delivery slots, you don't need to re-register. But if you haven't already done so, you can register online today. To access the registration service, go to <https://www.gov.uk/coronavirus-shielding-support>

Contact details for the local support hubs are as follows:

- If you live in the South Cambridgeshire District Council area: www.cambridgeshire.gov.uk/coronavirus or 0345 045 5219

If you are not sure which is your local hub, contact the countywide coordination hub via www.cambridgeshire.gov.uk/coronavirus or call 0345 045 5219.

The national NHS Volunteer Responders service is also still available, and support can be accessed via <https://nhsvolunteerresponders.org.uk/services>, or by calling 0808 196 3646 (8am to 8pm, 7 days a week).

Peter McDonald

January 10th 2021.