

MINUTES OF ICKLETON PARISH COUNCIL

Held in the Gordon Woolhouse Meeting Room, Ickleton Village Hall on Wednesday 20th October 2021 starting at 7.30pm

Present: Cllr Sian Wombwell, Cllr Terry Sadler, Cllr Tim Pavelin, Cllr Simon Cheney, Cllr Hugh Molloy, Cllr Philly Hamilton, Cllr Davidson, Leanne Smith (Clerk)

District & County Cllr Peter McDonald

Three parishioners were in attendance.

078/21-22 To Receive Apologies for Absence

Cllr Liz Gibson - absent

079/21-22 Councillors Declaration of Interest for Items on the Agenda & Requests for Dispensation

Cllr Pavelin – agenda item 090/21-22 i.

Cllr Sadler – agenda item 087/21-22 i. 21/04048/HFUL

80/21-22 Open Forum for Public Participation Including Youth Representation

None.

081/21-22 To approve minutes of meeting held on 15th September 2021

It was resolved that the minutes of the meeting held on 15th September 2021 are approved and signed by the Chair.

082/21-22 Matters Arising

i. Outstanding work for Parish Council

There are a number of outstanding works still to be completed for the Parish Council. Some of which are to be discussed under agenda item 094/21-22.

Other outstanding works are repairs to the skate ramp, Abbey Street bus shelter and Coploe Pit bench that were offered to Bob Calladine in acceptance of his quotes. He has stated that the delay is due to vehicle issues but will be completed imminently.

The Cemetery Chapel window repairs are still to be completed. Contact has been made with Cambridge Stained Glass who have stated that the work should be completed the first week of November 2021.

083/21-22 Traffic and Highways Issues

i. Speedwatch

Over 1,000 speeding vehicles have been reported to the police since the start of the year. The Speedwatch Team have been given authority by the Police to operate in new places within the parish and codes have been supplied for the purposes of reporting.

Local Highway Improvement 2022/23

Cllr Sadler had submitted and circulated a bid for funding to enable three village gateways to be installed as previously discussed.

084/21-22 Rural Crime Report

Recent theft at Rectory Farm.

085/21-22 Reports from County and District Councillors

Report received from Cllr McDonald and circulated to Parish Councillors ahead of the meeting – see Appendix A.

Greater Cambridge Local Plan

A Councillor commented that material for publication by Parish Councils does not appear to be available until into the consultation. Cllr McDonald will try and obtain the material and forward to the Clerk for publication in Icene.

Visit South Cambs website

South Cambs District Council have launched a Visit South Cambs website to include business listings. ACTION – Clerk to check what businesses are listed for Ickleton.

The Clerk has provided information about Ickleton Church and walks within the parish to be included on the website.

Covid

A Councillor asked about the roll out of the booster jab in the area having contacted Granta Surgery in Sawston and been told it is not available there. Cllr McDonald advised to look on the NHS website.

County Councillors have requested that mobile vaccine vans attend local sporting events such as Shelford Rugby Club and Cambridge United due to the low uptake of the vaccine by the 18-25 age group.

086/21-22

Correspondence Received

i. Wellcome Genome Campus - Quarterly Campus/Parish Council liaison meetings

Invitation from the Wellcome Genome Campus to re-instate quarterly meetings with local Parish Councils. Cllrs Davidson and Sadler will attend on behalf of Ickleton Parish Council.

ii. Football Pitch use – Abbey Barns

Correspondence received regarding use of the recreation field football pitch on Wednesday lunch times by employees of a company at Abbey Barns. The Clerk replied stating that regular use of the football pitch incurs a fee and requested more information regarding the intended use. To date the Clerk has not received a reply. A Councillor has seen a small group of people using the pitch on a Wednesday lunchtime. This appears to be on an ad hoc basis and without use of the goal posts and net. ACTION – Clerk to attempt contact again.

iii. Cambridgeshire County Council Highways – Community gritting scheme

Cambridgeshire County Council Highways have sent a request for winter 2021-22 community gritting schemes. The Parish Council felt that the Parish has an effective scheme in place already. ACTION – Clerk to check grit bins at Stackyards and Icknield Close.

iv. Ickleton Broadband Team - Ickleton Gigabit Fibre Broadband Project

Openreach have put forward the Ickleton project based on the amount accumulated as a result of those who had validated their emails and some additional funds which appear to have come in the form of top-up vouchers from Cambridgeshire County Council. Not all emails were validated and the team need to obtain a 100% response if possible, not only to raise as much voucher value as possible but also to show that the parish is enthusiastic about having full fibre installed. The Parish Council would encourage all parishioners to validate the emails as a matter of urgency so the project is successful. It was noted that there were discrepancies in the number of emails validated by parishioners and the number recorded by Openreach. ACTION – Clerk to include in Icene.

087/21-22

Planning Information

i. For consideration

Reference: **21/04218/HFUL**

Proposal: Two storey rear extension

Site address: 9 Southfield, Ickleton, Saffron Walden

Applicant: Art & Architecture Ltd.

The Parish Council unanimously supported this application.

Reference: **21/04048/HFUL**

Proposal: Single storey rear/side extension

Site address: 1 Priory Farm Barns, Swinton House, Back Lane, Ickleton

Applicant: Mr & Mrs Hay.

Cllr Sadler declared an interest and did not comment. The Parish Council supported this application by a majority.

Reference: **21/04016/HFUL and 21/04017/LBC**

Proposal: Replacement conservatory

Site address: 14 Duxford Road, Ickleton, CB10 1SX

Applicant: C/O agent.

The Parish Council unanimously supported this application

Reference: **21/04354/FUL and 21/04355/LBC**

Proposal: Construction of new boundary wall to enclose garden land and the creation of two pedestrian access points in existing wall to allow the erection of two pedestrian gates.

Site address: Land at Dove Barn, Butchers Hill, Ickleton, Saffron Walden

Applicant: Mr and Mrs Burrows

Several Parish Councillors carried out a site visit. It was noted that the Conservation Officer did not object to the application. The Parish Council supported this application by a majority.

ii. **Planning Decisions**

Reference: **21/03360/HFUL**

Proposal: Erection of timber greenhouse on brick plinth

Site address: Ickleton Lodge, 14 Frogge Street, Ickleton, Saffron Walden

Applicant: Mr Michael Hancock

Granted permission. Noted by the Parish Council.

Reference: **21/03650/HFUL**

Proposal: Two storey side and rear extension, dormer windows to rear and front, and front Porch.

Site address: 31 Frogge Street, Ickleton, CB10 1SH

Applicant: Stephen Harding

Refused permission. Noted by the Parish Council.

Reference: **21/0898/TTCA**

Proposal: Walnut tree, T1 -since the crown was last reduced the tree has grown considerably by up to 2 metres on average. It extends over a public footpath and neighbouring gardens. It is proposed to crown reduce it to the points to which it was previously reduced, so after this crown reduction it would be approximately 14 metres by 11 metres. Holly tree, T2 - it is proposed to reduce the length of some of the side shoots to maintain its conical shape, to the extent done on previous occasions.

Site address: 63 Abbey Street, Ickleton, CB10 1SS

Have no objection. Noted by the Parish Council.

iii. **Planning Appeals**

None.

iv. **Tree Works**

Reference: **21/1200/TTCA**

Proposal: Broad Leaf Cockspur Thorn - crown reduction of 4 feet (1.2 metres) because branches are now rubbing against a garage, the bus stop on Abbey Street, impeding the visibility of the bus stop sign and shading overhead street lighting.

Site address: 73 Abbey Street, Ickleton, CB10 1SS.

Noted by the Parish Council.

Reference: **21/1311/TTCA**

Proposal: Silverberry Oleaster - remove in order to replace fence. This short hedgerow has become unwieldy, grown through the fence panels, destroying the fence and its rapid growth is difficult to contain. Once fence is replaced, spot will be replanted with one small deciduous tree, likely cherry blossom tree or similar.

Site address: 73 Abbey Street, Ickleton, CB10 1SS.

Noted by the Parish Council.

088/21-22 Greater Cambridge new Local Plan: public consultation 1st November - 13th December 2021

A public consultation will be held between the 1st of November and 13th of December 2021. All comments submitted will be read by the Inspector and the Parish Council would encourage parishioners to take part in the consultation. Information on how to do so will be published on the Parish Council website and in Icene.

The draft Local Plan retained the concept of village frameworks and a settlement hierarchy that would see Ickleton remain an infill only village. The Parish Council supported these elements as they helped preserve the character of the village. It should respond to SCDC accordingly and encourage residents to do so. This was agreed.

Of the three plots put forward for development in the Call for Sites, two had been graded red (unsuitable) by officials, but the plot behind Brookhampton Street had been graded amber. The site had been considered suitable for development subject to improvements being made to pedestrian access. Cllr Sadler suggested that this assessment was wrong and the Parish Council should state to SCDC that the site was unsuitable for development. This was agreed, and it was also agreed to withhold the basis for the Council's view until such time as an actual application

came forward. If the new Local Plan is adopted as drafted, an application is unlikely to succeed in any event, since the site is not being brought forward in the Plan.

089/21-22

Reports from Councillors

Cllr Molloy:

A parishioner has proposed that a tree is planted in the proposed cemetery extension/community orchard to commemorate the birth of every baby born in the Parish.

Cllr Sadler:

Attended a Parish Infrastructure workshop held by South Cambs District Council and circulated presentation material to the Parish Councillors. Several projects have fallen under permitted development without the need for a full planning application. Greater Cambridge Partnership has begun a feasibility study relating to the transition to electric vehicles. Local substations will need to be upgraded to provide an adequate supply of electricity. To date accurate information relating to working practices and commuting on local roads post covid is not available.

Cllr Cheney:

Applied for the six free trees project available to Parish Councils from South Cambs District Council. The application was more complicated than the last in that Sth Cambs have used a third-party supplier on this occasion. The trees from The Woodland Trust will be delivered imminently and Cllr Cheney will Liaise with Dominic Pallett regarding planting.

Cllr Pavelin:

Attended the welcome event for new parishioners and wanted to thank the organisers for putting on the event.

Cllr Wombwell:

The bollards have been installed at the Back Lane entrance of the recreation field and after some recent rain appear to serve the purpose.

090/21-22

Financial Matters

- i. To approve payments of October 2021 accounts:
Clerk's salary (confidential)
Clerk's expenses – £41.75
Tim Pavelin (empty bins) – £100.00
Essex Cares Ltd (Icene printing September edition) - £124.00
Essex Cares Ltd (Icene printing October edition) - £174.00
Ickleton Village Hall (Hall hire) - £66.00
Dominic Pallett (Installation of bollards) - £433.00
Eon (Street lighting) - £74.07
It was resolved that all payments listed be made.
- ii. **Authorise refund to Peasgood & Skeates**
A payment of £166.00 was made to the Parish Council by Peasgood & Skeates in error and therefore the money needs to be returned. Cllr Pavelin proposed, Cllr Wombwell seconded and it was resolved that the Clerk would return the money.
- iii. **Covid Community Grant**
The Parish Council received a Covid Community Grant of £200.00 in November 2020. To date £50.00 has been given away. The Parish Council will need to return any unspent money next month.
It was resolved by a majority that the Clerk would purchase sanitiser and face masks for the Parish to include the Ickleton Church. Cllr Wombwell proposed, Cllr Cheney seconded and it was resolved that items would be purchased up to the value of £100.00.
Cllr Pavelin proposed that vitamin D supplements are purchased with the grant for parishioners. It was resolved by a majority that the grant would not be used to purchase vitamin D.
The Clerk will advertise the grant in Icene one last time before any unspent money will be returned to South Cambs District Council.
- iv. **Remembrance Day wreath**
The Clerk has made arrangements for a wreath to be laid at the War Memorial on behalf of the Parish Council. Cllr Sadler proposed, Cllr Wombwell seconded and it was resolved that a payment

of £80.00 would be made to The Royal British Legion to cover the cost of the wreath and by way of a donation.

v. Bank reconciliation (bank accounts)

Unity Current Account - £30,221.20

Unity Instant Access Account - 25,088.12

Total - £55,309.32

It was resolved that the bank reconciliation for September 2021 is approved by the Parish Council.

vi. Bank reconciliation (cash card)

Total - £193.39

It was resolved that the bank reconciliation for September 2021 is approved by the Parish Council.

vii. Quarterly budget review

The quarterly budget review was presented to the Parish Council and noted. All spending is as expected. A payment of note still to be made in the current year's budget is for the cemetery Chapel window repairs.

091/21-22 Parish Council website accessibility

Shaggy Dog Web Design carried out an online accessibility checker. A few minor errors were identified and easily fixed. An error relating to empty links was identified but would be costly to fix and incur ongoing costs for little benefit. The Parish Council has not received any complaints or feedback relating to the website accessibility. For this reason, the Parish Council do not consider the work to be of cost-benefit. ACTION – Clerk to update website accessibility statement.

092/21-22 Queens Jubilee Beacon

Information regarding the Queens Jubilee Beacon was sent to the Clerk by the National Association of Clerks. The Parish Council have been informed that a beacon/bonfire on Coploe Hill is being organised primarily by The Ickleton Society and local farmers. Cllr Davidson attended a meeting and the organisers will ask the Parish Council for permission to use the recreation field for celebrations.

093/21-22 Recreation Field and Play Area

i. Community chest fund grant – table tennis

The Clerk obtained further advice from Table Tennis England who did not recommend that the table is put within the children's play area. Cllr Davidson drafted the safeguarding policy for the play area that was adopted by the Parish Council and did not consider the play area to be a suitable location. The Clerk also made enquires relating to a concrete base. Due to differing opinions the location remains undecided and the Parish Councillors will have another meeting on the recreation field to consider locations. ACTION – Clerk to forward photograph from Table Tennis England of what they consider to be an ideal location and an outdoor tennis table guide.

094/21-22 Maintenance

i. Icknield Close

Outstanding matters for consideration are parking, replacement fencing and new road signs. These matters have been passed on to Sean Gentle who should be conducting a site visit in the near future. The matter of grass cutting has been raised by a parishioner. The County Council previously cut the grass four times a year. This will also be raised with Sean Gentle at the site visit. Other matters relating to tenants will be discussed with the housing officer Andrew Cole.

ii. Abbey Street verge posts

The Parish Council requested a quote from Dominic Pallett to supply and install bollards on verges along Abbey Street. Dominic contacted a timber merchant for a price for the oak, which has nearly doubled in last 18 months. He calculated that eight posts would cost around £1,600.00 and suggested that Highways would might be cheaper and quicker. The Parish Council felt that Highways would take significantly longer and may not agree to supply them. ACTION – Clerk to

discuss further with Dominic Pallett and obtain a cost from the company who supplied the bollards for the Back Lane entrance to the recreation field.

iii. **Butchers Hill Ivy**

Dominic Pallett quoted the cost to remove ivy on Butchers Hill at £60.00. Cllr Wombwell proposed, Cllr Molloy seconded and it was resolved that the quote is accepted and work carried out.

095/21-22 Climate change

A Committee has been formed consisting of Parish Councillors and Village Hall Committee members to consider a project to install solar panels on the Village Hall roof. The Committee has contacted three companies who will provide quotes or feasibility studies. One company would be unable to carry out installation until April 2022. The Committee has also made enquiries with Oxford PV.

Cllr Molloy will publish a climate change top tip in Icene on a monthly basis.

096/21-22 Review Standing Orders

The Standing Orders document was circulated ahead of the meeting for review. No changes were proposed so the document remains unchanged.

097/21-22 Councillor vacancy

Following the Notice of Vacancy, there was no request for election made to South Cambs District Council so the Parish Council can co-opt a new Councillor. The Clerk has already made the announcement on the Parish Council website and village noticeboard. ACTION – Clerk to include in the next edition of Icene. Applications are invited by the 12th of November 2021 to be considered at the November 2021 Parish Council meeting.

098/21-22 DATE OF NEXT MEETING:

Wednesday 17th November 2021

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 9.38pm

Appendix A

Report for Parish Councils – October 2021

South Cambs District Council

Local Plan

Residents are encouraged to comment on the First Proposals for the new Local Plan, after councillors at Cambridge City and South Cambridgeshire District Councils completed their formal scrutiny of the draft documents.

The public consultation, which will start on 1 November, will help to shape the final plan – which will eventually set out how Greater Cambridge will develop over the next twenty years. The proposals at this stage include 19 new sites for homes and business space, with the majority of extra development proposed for North East Cambridge and the Cambridge Airport site.

37,198 homes are already planned for Cambridge City and South Cambridgeshire between now and 2041. This is through existing Local Plans for the District and City Councils which were adopted back in 2018, existing planning permissions and ‘windfall’ sites expected to come forward. Proposals for the new joint Greater Cambridge Local Plan suggest the following additional housing sites for the period up to 2041:

6,750 new homes at North East Cambridge and Cambridge East (the airport site);

An additional 1,950 new homes at Cambourne;
Bringing forward development at Waterbeach new town and Northstowe at a faster rate, so these become thriving communities more quickly;
An additional 1,000 new homes at Eddington, on the land already allocated for development;
Six additional village sites, totalling 384 homes;
One additional site in central Cambridge, for 20 homes.
Full site listings can be seen at - <https://www.greatercambridgeplanning.org/localplan>

Afghan Re Settlement

Five more homes for families from Afghanistan are being put forward by South Cambridgeshire District Council – meaning up to around 40 refugees can now be housed.
Last month (August) the Council said it would provide homes to three families as part of its response to the international crisis.
Since then, five further suitable properties have been put forward, including some which have been identified following conversations with housing associations working in the area. All the properties are being made available to support families relocating to the UK through the Afghan Locally Employed Support (LES) scheme, following a plea for Government for Councils to provide more housing help to Afghan nationals who worked for the British Government.
The intention is for Cambridge City Council's experienced staff team to provide support to families as they arrive, helping them to establish new lives. This was already the arrangement for the first three properties identified for the LES scheme by South Cambridgeshire District Council.

New Business Growth Fund

So far c £1.4m has been awarded.

Visit South Cambs - Business Listings

As I mentioned last month South Cambs have launched a new business directory of businesses in the District. This is to try to boost local commerce now that we are coming out of Covid restrictions. Any viable, independent, business in South Cambridgeshire can apply to be listed on the website. It is essentially free advertising! - <https://www.visitsouthcambs.co.uk/>

Cambridgeshire County Report

Covid

The return of schools this term has, as expected, led to a rise in the number of positive cases amongst both pupils and staff. In Cambridgeshire, 31.5% of recorded COVID cases for the week ending 22 September were in the 10 to 14 age group. A further 11.1% were amongst those aged 15 to 19.

As a result, schools are working hard to balance safety with the need to ensure that children receive the education they deserve. All schools continue to ensure buildings are well ventilated and have enhanced cleaning regimes in place and children are encouraged to wash their hands well and regularly.

The rules around self-isolation changed last month and it is no longer a requirement for anyone who is under 18, or has had both doses of the vaccine, to self-isolate if they are a close contact of a positive case. Those who have not had both doses of the vaccine still need to self-isolate. It is therefore important that everyone who is eligible for the COVID-19 vaccine, takes up the offer. Pupils with symptoms should not attend school, given the potential risk to others, and should get a PCR test as soon as possible. Headteachers can take the decision to refuse access to school to protect other pupils and staff from possible infection with COVID-19 if they consider the pupil has symptoms.

All education establishments will have contingency arrangements in place to deal with a significant increase in cases and they will work closely with the Local Authority to step up measures where they are needed. This may include reintroducing temporary measures, including the wearing of face coverings and individual classes being ring-fenced from other groups within the school in shared

spaces. Where there are insufficient staff to safely operate the school, children may be temporarily moved to remote learning, but only as a last resort.

Support is available for people who need it whilst self-isolating, including payments for those who will lose income and struggle financially. Parents are also able to claim financial support if they need to self-isolate as a result of a child having symptoms or testing positive.

For more information about this support, see the Council's website here:

www.cambridgeshire.gov.uk/selfisolationsupport

Covid 19 Testing

Residents are being advised that changes to lateral flow test collections from pharmacies come into force (Monday, 4 October).

Under the proposed change, people collecting a test from a pharmacy will be asked to register for a 16-digit collect code via www.gov.uk/get-collect-code or 119 prior to making a collection. This will then be recorded by the pharmacy.

However, Cambridgeshire County Council is advising residents that if they do not wish to register for a code, new government guidance states that their pharmacist should still provide them with the required test kits and record this as an anonymous collection.

Further information can be found at:

<https://www.cambridgeshire.gov.uk/residents/coronavirus/coronavirus-covid-19-rapid-community-testing>.

Sawston Library

The reopening was on Saturday, October 2nd, with an official ribbon cutting ceremony at 10am. The building replaces the original Sawston Library regrettably lost to fire in 2012. The library opened for use last summer, but public celebration had been delayed due to Covid restrictions.

This new building has been designed as a community hub, housing other services including the relocated children's centre, multi-purpose spaces and an outdoor play area. The library is situated next to the Marven Centre, on the Sawston Village College site.

Peter McDonald
October 5th 2021