

MINUTES OF ICKLETON PARISH COUNCIL

Held in the Gordon Woolhouse Meeting Room, Ickleton Village Hall on Wednesday 17th November 2021 starting at 7.30pm

Present: Cllr Sian Wombwell, Cllr Terry Sadler, Cllr Tim Pavelin, Cllr Liz Gibson, Cllr Simon Cheney, Cllr Philly Hamilton, Leanne Smith (Clerk)

1 Parishioner

099/21-22 To Receive Apologies for Absence

Cllr Hugh Molloy – apologies

Cllr Lucy Davidson – apologies

District & County Cllr Peter McDonald - apologies

100/21-22 Councillors Declaration of Interest for Items on the Agenda & Requests for Dispensation

Cllr Pavelin – agenda item 110/21-22 i.

101/21-22 Open Forum for Public Participation Including Youth Representation

None.

102/21-22 To approve minutes of meeting held on 20th October 2021

It was resolved that the minutes of the meeting held on 20th October 2021 are approved and signed by the Chair.

103/21-22 Matters Arising/Clerk's report

The Clerk's report was circulated to Parish Councillors ahead of the meeting.

There are outstanding maintenance matters on Back Lane. Public footpath signs need to be put up and MOT laid. Cllr Wombwell to resolve.

The application for the Privately Funded Local Highways Initiative relating to the Grange Road/Coploe Road/Abbey Street junction will be re-sent by Cllr Wombwell and the Clerk copied in.

Cllr Wombwell reported that repairs to the chapel windows at the cemetery have still not been completed. Contact with the company has not been established to date. There is no update to the cemetery extension plan. To be discussed further at the December 2021 Parish Council meeting.

104/21-22 Traffic and Highways Issues

i. Speedwatch

Cllr Sadler reported on behalf of the Speedwatch Team. Cambridgeshire Constabulary were now providing feedback when a vehicle had been reported for speeding on three occasions. A member of the Safer Speeds Team had hand delivered a third warning letter to an offender in the past week. Speedwatch volunteers had been pleased to receive the feedback.

A Councillor asked for feedback relating to the new locations. Cllr Sadler stated that sessions at some new locations are still to be carried out. Vehicles at one new location are able to slow down so rapidly on approach that the monitor has difficulty registering the speed.

ii. National Highways – road closure A11 motorway 17th November – 20th December 2021

The A11 motorway will be closed between the A505 Babraham junction and the A14 at junction 36 during the period of 17th November to the 20th of December 2021 between 8pm and 6am to complete the surveys.

- Southbound – Wednesday 17th of November to Friday 3rd of December (excluding Friday's and weekends)

- Northbound – Monday 6th of December to Monday 20th of December (excluding Friday 10 December, but including the weekend of 18 and 19 December).

A11 southbound traffic will be diverted via the A14 westbound to junction 31a, onto the M11 southbound to junction 10 and re-join the A11 via the A505. Northbound traffic will follow the same route but in reverse.

Noted by the Parish Council. ACTION – for inclusion in Icene.

105/21-22 Rural Crime Report

Nothing to report.

- 106/21-22 Reports from County and District Councillors**
Report received from Cllr McDonald ahead of the meeting – see Appendix A. Cllr McDonald was not in attendance at the meeting so Councillors were not able to discuss a couple of items included in his report.
- 107/21-22 Correspondence Received**
- i. **Cambridgeshire County Council – plant a tree for the jubilee**
Next year marks 70 years since Queen Elizabeth II took the throne and to celebrate the anniversary a UK-wide tree planting initiative named The Queen’s Green Canopy (QGC) has been established. The scheme involves inviting people to “Plant a Tree for the Jubilee” in the current and in the next planting season (October 2021 – March 2022 and October 2022 – March 2023). Any trees planted in this period can be badged under the project.
Cambridgeshire County Council is raising awareness of the project with residents, community groups, schools, businesses and other partners to encourage and support their participation. This includes individuals planting trees on private land, community planting projects, schools planting trees on their premises and businesses setting up tree planting projects with employees.
The Parish Council will at some point before March 2023 plant and badge a tree under the project.
- ii. **Greater Cambridge Planning – Local Plan public consultation**
The public consultation opened on the 1st of November and will close on the 13th of December 2021. Cllr Sadler will draft a response on behalf of the Parish Council.
- 108/21-22 Planning Information**
- i. **For consideration**
None.
- ii. **Planning Decisions**
Reference: **21/03750/HFUL**
Proposal: Single storey front extension and two storey side extension
Site address: Shepherds Cottage, Grange Road, Ickleton, CB10 1TA
Granted permission.
Noted by the Parish Council.
Reference: **21/04016/HFUL and 21/04017/LBC**
Proposal: Replacement conservatory
Site address: 14 Duxford Road, Ickleton, CB10 1SX
Granted permission.
Noted by the Parish Council.
Reference: **21/03685/FUL**
Proposal: Temporary period of 3 years for the construction of a two-storey modular building (temporary sequencing laboratory) comprising of 1,690sqm (GEA) of level 2 laboratories (Use Class E) and ancillary uses including welfare accommodation, toilets, storage, associated plant, cycle shelters, enclosed generator, bin store, loading area, vehicular and cycle parking (including for disabled), utility connections including to adjacent building, hard and soft landscape works including wildlife planting areas, drainage, and associated engineering works and earthworks.
Site address: Wellcome Trust Genome Campus, Cambridge Road, Hinxton, Cambridgeshire
Granted Permission.
Noted by the Parish Council.
Reference: **21/04048/HFUL**
Proposal: Single storey rear/side extension
Site address: 1 Priory Farm Barns, Swinton House, Back Lane, Ickleton
Granted permission.
Noted by the Parish Council.
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.

Have no objection.

Noted by the Parish Council.

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

It was noted that this application has been withdrawn.

iii. **Planning Appeals**

None.

iv. **Tree Works**

Reference: 21/1396/TTPO

Proposal: Walnut tree- crown has grown considerably since last reduced, 3pprox.. 2 metres, causing considerable loss of light to house and garden, leaf fall in gutters. Proposed to crown reduce to points where it was previously reduced, after which it would be 3pprox.. 13 metres high. Work to be done by Anglia Tree Care as on previous occasion.

Site address: 7 Brookhampton Street, Ickleton, CB10 1SP

Noted by the Parish Council.

109/21-22 Reports from Councillors

Cllr Sadler:

Cllrs Sadler and Davidson have been invited to parish liaison meetings with the Wellcome Genome Campus. Information suggests that many staff are still working from home or in hybrid format and Councillors wonder whether all staff will return and if the campus can justify existing expansion plans.

Cllr Gibson:

The Village Hall Committee have asked if a link to the Village Hall booking calendar can be put on the Parish Council website. Clerk to ACTION.

110/21-22 Financial Matters

i. **To approve payments of November 2021 accounts:**

Clerk's salary (confidential)

Clerk's expenses – £57.50

Tim Pavelin (empty bins) – £80.00

Dominic Pallett (Coploe Pit) - £20.00

The following invoices were not published on the agenda but brought to the meeting for consideration:

Bob Calladine (repair and repaint of skate ramp) - £550.00

Bob Calladine (repair to bus shelter and bench) - £150.00

It was resolved that all the payments listed are made.

ii. **Bank reconciliation (bank accounts)**

Unity Current Account - £29,123.76

Unity Instant Access Account - £25,088.12

Total - £54,211.88

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

iii. **Bank reconciliation (cash card)**

Total - £106.99

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

iv. **Top up Equals cash card**

Cllr Cheney proposed, Cllr Wombwell seconded and it was resolved that the Equals cash card will be topped up with £100.00.

v. **Covid community grant**

A Covid Community Grant of £200.00 was awarded to Ickleton Parish Council in November 2020. To date £136.40 has been spent. Contact was made with South Cambs District Council to enquire about the return of unspent money and to date confirmation hasn't been received.

- vi. Eon price increase**
Eon is increasing energy prices from the 1st of December 2021 that apply to street lighting in Ickleton. The price will increase from 25.40p per kWh to 33.80p per kWh. This is a substantial increase, but price rises are expected and other suppliers will be increasing their charges. Unlike other energy providers Eon do not charge a standing charge. Therefore, it was resolved that the supply would remain with Eon.
For future reference, Cambridge and Peterborough Association of Local Clerks has provided information to Parish Councils about an energy consultancy and broker service for parishes looking for energy supply.
- vii. Royston and District Community Transport donation**
Following a request from Royston & District Community Transport for a donation, Cllr Cheney proposed, Cllr Hamilton seconded and it was resolved that a donation of £50.00 is made using S.137 spending powers. It was noted that if the current Ickleton medical car scheme ceased to exist, Royston & District Community Transport would be called upon.
- viii. Blood donation session at the village hall**
The Village Hall Committee have decided to waiver hire charges for blood donation sessions at Ickleton Village Hall. Martin Waters from the Village Hall Committee attended the meeting and spoke on their behalf to say that the first session in September 2021 was a success. Cllr Pavelin proposed that Ickleton Parish Council will, for each occasion that the NHS Blood Donation service use the Village Hall, donate £100.00 to the Village Hall to help offset their hire losses for a maximum of four times a year and to be reviewed annually. The proposal was seconded by Cllr Gibson and it was resolved to make the donation using S.137 spending powers.
- ix. Abbey Street verge posts**
Estimated costs were obtained from Dominic Pallett last month. The Clerk obtained costs from Barricade Fabrications. 100x100mm posts with a pyramid top, recess and reflective band cost £114.75 each. 150x150mm posts with a pyramid top, recess and reflective band cost £156.15 each. Delivery is £55-£65. Dominic Pallett provided a quote to install the posts of £250.00. Cllr Wombwell proposed, Cllr Hamilton seconded and it was resolved that up to £1,600.00 would be spent on the supply, delivery and installation of eight 150x150mm posts. This allows for any changes to the cost of supply since the Clerk obtained the costs due to fluctuating prices for timber.
ACTION – Clerk to write to residents along Abbey Street to notify them of the intended installation.
- x. Broken rocker**
A quote for the supply of parts for the broken rocker in the recreation field play area has been obtained at a cost of £159.39 plus VAT. Cllr Pavelin proposed, Cllr Hamilton seconded and it was resolved that the parts would be purchased.
- 111/21-22 Recreation Field and Play Area**
- i. Community Chest grant – outdoor table tennis**
The Parish Councillors took a vote by show of hands on the following two locations that were proposed:
Within the children's play area – two votes
By Howey's Yard and the Back Lane entrance of the recreation field – Four votes
ACTION – the Clerk will present up to date costs for the chosen table to Parish Councillors at the December 2021 PC meeting.
- 112/21-22 Hedge planting**
The Parish Council will soon receive 420 hedge saplings from The Woodland Trust after Cllr Cheney's successful application for free trees. It was resolved that the saplings would be planted near to the railway line. Dominic Pallett has provided a quote for planting at a cost of £400.00 but this is dependent on the level of preparation needed based on the condition of the ground. Cllr Cheney proposed, Cllr Pavelin seconded and it was resolved that the quote is accepted.

113/21-22 Privacy Policy

A Privacy Policy was drafted by the Clerk and circulated ahead of the meeting. The policy outlines how the Parish Council manages data. It was resolved that the Policy is approved. ACTION – Clerk to upload the policy to the Parish Council website.

114/21-22 Parish Council vacancy

Two applications were received for the vacancy of Parish Councillor that can be filled by co-option. Neither applicant attended the meeting and there was not enough information for the Councillors to make a decision. Therefore, it was resolved that the co-option would be deferred to the December 2021 Parish Council meeting and both applicants would be invited to attend.

115/21-22 DATE OF NEXT MEETING:

Wednesday 8th December 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 9.20pm

Appendix A

Report for Parish Councils – November 2021.

South Cambs District Council

Update on the development of the next Local Plan

The consultation period on the ‘first proposals’ stage in the development of the joint Cambridge City and South Cambridgeshire Local Plan began on November 1st and runs until 5pm on December 13th. The proposals were published in August by the Greater Cambridge Shared Planning Service (GCSPS) for consideration by parish councillors, residents, district councillors and other stakeholders.

GCSPS will be holding an in-person drop-in event on Saturday 27 November, 9am to 12pm, at Great Shelford Farmers Market. Further to the updates provided in the October reports, GCSPS has gathered the key links connected to the Local Plan:

The Local Plan homepage, which includes event listings: <https://www.greatercambridgeplanning.org/localplan>

An interactive map of the sites in the ‘preferred options’:

<https://maps.3csharedservices.org/portal/apps/webappviewer/index.html?id=ee39c55cf37845b1aeb3d5374e4c5214>

A library of all the documents published in with at the ‘first proposals’ stage:

<https://consultations.greatercambridgeplanning.org/greater-cambridge-local-plan-preferred-options/supporting-documents>

An explanation of how to comment on the proposals, including links to a quick survey and how to submit more detailed responses:

<https://consultations.greatercambridgeplanning.org/greater-cambridge-local-plan-first-proposals/tell-us-what-you-think>

Grant scheme for young people: deadline November 10th

A new grant has opened aimed at providing funds for projects that support children and young people. £38,000 is available through the scheme for projects which help to empower children and young people; helping them to build self-belief and make a positive difference to themselves and their community. Organisations that are independently set-up for charitable or social benefit (including Parish Councils) can apply for grants of between £4,000 and £8,000.

This is being administered via the Grants Advisory Committee, who will review all the applications and award the grants to successful projects in early 2022.

The deadline for applications is Wednesday November 10th. More information, including application criteria, can be found here: <https://www.scambs.gov.uk/new-grant-scheme-opens-for-local-organisations-working-with-children-and-young-people/>

Black History Month

This year, South Cambs joined forces with Cambridge City Council to run events for Black History Month. The first virtual event took place on October 4th with Patrick Vernon OBE who spoke about preserving the legacy of the Windrush Generation. The second live event was hosted by the Cambridge African Network on Thursday 14th with a panel talking about their experiences of living in the UK and Cambridgeshire.

You can catch up on recordings and educational content related to Black History month on the South Cambs website: at <https://www.scambs.gov.uk/your-council-and-democracy/equality-and-diversity/equality-activities-and-events/>

Council services to support people to live independently

South Cambs' Visiting Support Service is free for people over the age of 65, with a short-term focus to support people in their home – perhaps someone recovering from an operation, or who will be on their own for a short period of time, or who is having an unexpected crisis. The Community Warden Service is longer-term, and a nominal fee is payable; clients can be of any age, and the wardens will ring up or visit on a regular basis, and can help with tasks such as form-filling, picking up some essentials from the shop, or just being a friendly face. The Community Lifeline Service (under £4.50/week) provides a worn pendant that individuals of any age can press in an emergency, such as if they have a fall at home on their own. You can find out more about all of these services on our website:

- www.scambs.gov.uk/visitingsupportservice
- www.scambs.gov.uk/mobilewardenscheme
- www.scambs.gov.uk/lifelines

We have produced some leaflets and posters to raise awareness of these services-attached are samples. If you would like some leaflets or a few posters to display please email Lesley.McFarlane@Scambs.gov.uk

South Cambs Christmas market

SCDC's Business Support team is organising an outdoor Christmas market in Cambourne on Sunday 5 December 3pm to 8pm.

Do you know any local performers who may like to perform on the stage at the event for about 30 minutes? They could be school, college or community groups, choirs or amateur dramatics group, musicians or bands. Please ask them to get in touch with the organising team at: reopening@scambs.gov.uk

More details can be found here: <https://www.scambs.gov.uk/business/south-cambridgeshire-outdoor-christmas-market/>

Cambridgeshire County Report

County Highways Issues

The Nov 4th committee looked at:

- County wide policy for 20 mph – a full paper will come back to the Committee
- HGV policy.
- Moving traffic offences e.g. yellow box blockage – this will be facilitated by Civil Parking Enforcement.
- Kings Parade barrier development and ant-terror review for the City.

Addenbrookes Roundabout

A safety review is underway after the sad fatality of a young woman who was hit by an artic fuel tanker.

Guided Busway

An independent review will take place of the Southern stretch after the recent fatality in a similar area to the 2018 death of Stephen Moir.

School Governors

A campaign has been launched to find more people willing to serve on the governing bodies of schools in Cambridgeshire. Schools are looking for governors who can bring a variety of skills and expertise from a wide range of backgrounds.

Governors – who are volunteers – support the strategic leadership of the school, providing support, challenge and accountability to the school's headteacher and senior leaders. The headteacher is responsible for the operational running of the school on a day-to-day basis.

Cambridgeshire County Council is particularly seeking to build diverse governing bodies which reflect the communities they serve, enabling children to succeed and thrive.

Previous experience of being a school governor is not necessary, as full induction and training will be offered.

Experience of working in education is not necessary either.

Governors are usually appointed for a four-year term. Time commitments vary from school to school, but to fulfil the role effectively, governors are expected to sit on individual committees, visit the school regularly and attend full governing body meetings.

Responsibilities include working as part of a team, maintaining educational standards and performance, holding the school to account and monitoring the school's budget.

Further information about the role and how to apply can be found here:

<https://www.cambridgeshire.gov.uk/residents/working-together-children-families-and-adults/working-with-partners/school-governors>

Covid 19 ERA

Rising rates in older people coupled with building pressures on local health and education services led to the Cambridgeshire & Peterborough Councils who are both responsible for public health to ask Government to grant the whole area 'enhanced response area' status for at least five weeks from Monday November 1 - to bring down infection rates which are currently higher in most areas than seen in January's peak.

The ERA status allows us to push for additional support to:

- Accelerate and target 12-15 vaccination roll out to key areas and schools where infections are highest
- Accelerate booster vaccinations for eligible groups who have had their second vaccination more than six months ago
- Increase vaccination rate in areas with the lowest uptake
- In addition, as part of ERA status the area will enter into further discussions with the DfE about additional measures it can use in schools, but in the meantime it will continue to:
- Encourage secondary school teachers or pupils who are household contacts of positive cases to take daily LFT tests
- Continue with advice given to schools before the half term that face coverings should be worn in secondary school communal areas, and that meetings happen virtually where possible
- Encourage anyone who is a household contact of a positive case to take daily rapid tests, until a negative PCR test is received
- For the general population a government funded additional communications push will also begin from next week
- recommending wear face coverings in crowded and enclosed areas where you come into contact with people you do not usually meet'
- Reminding people to get their vaccinations, test regularly and particularly before attending events, meet with others outside their households in well ventilated spaces and wash hands regularly and well

Peter McDonald

November 5th 2021