

MINUTES OF ICKLETON PARISH COUNCIL

Held in the Gordon Woolhouse Meeting Room, Ickleton Village Hall on Wednesday 16th March 2022 starting at 7.30pm

Present:

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

District & County Cllr Peter McDonald

1 Parishioner was in attendance.

169/21-22 To Receive Apologies for Absence

Apologies received ahead of the meeting from Cllr Steven Heaney and Cllr Lucy Davidson.

170/21-22 Councillors Declaration of Interest for Items on the Agenda & Requests for Dispensation

Cllr Pavelin – agenda item 181/21-22

Cllr Wombwell – agenda item 179/21-22 i

Cllr Sadler – agenda item 179/21-22 iv

171/21-22 Open Forum for Public Participation Including Youth Representation

None.

172/21-22 To approve minutes of meeting held on 16th February 2022

It was resolved that the minutes of the meeting held on 16th February 2022 are approved and signed by the Chair.

173/21-22 Matters Arising

i. Clerk's report

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

ACTION - Cllr Cheney to contact resident on Abbey Street regarding installation of bollards.

ACTION – Cllr Wombwell to re-submit the Privately Funded LHI application for the Grange Road/Coploe Road/Abbey Street junction.

ACTION – Cllr Wombwell to have a formal conversation with the land owner regarding the cemetery extension and report back to the Parish Council at the April 2022 meeting.

ii. Planning application 22/00362/FUL Dove Barn, Butchers Hill, Ickleton

Due to the collapse of a boundary wall, the Parish Council did not feel at their previous meeting that they could support this application until the wall was re-instated. It had since been established that the collapsed portion of the wall was not part of the Dove Barn application. Concerns regarding the collapsed wall have been addressed in that the collapsed section did not relate to the application, and therefore the Parish Council now supports the application.

174/21-22 Defibrillator check

Defibrillator check carried out by the Clerk on 16/3/2022.

175/21-22 Traffic and Highways Issues

i. Speedwatch

Sessions are being carried out at a reduced level due to the absence of a volunteer. The Parish Council sends best wishes to Penny Fletcher.

The Speedwatch Team have been able to ascertain from the Cambridgeshire Police Safer Speed Team confirmation that the 20mph speed limit in Ickleton is enforceable.

ii. Local Highways Initiative 2022-23 bid

The outcome of the bid will be announced next month.

176/21-22 Rural Crime Report

Several incidents have been reported in the last month as follows:

Number plates were stolen from a vehicle on Back Lane.

A dog waste bin was set on fire on Brookhampton Street. The Clerk reported it to South Cambs District Council who stated that several bins in the area have been set alight recently.

The cricket netting posts on the recreation field were vandalised.

Parishioners should be vigilant with regard to the possibility of diesel and oil theft due to the increase in value.

177/21-22 Reports from County and District Councillors

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

Ukraine

116 Ukrainian nationals reside in South Cambs and are able to apply to the Ukraine Family Scheme so family members can come to the UK.

The Homes for Ukraine Scheme has launched in which individual sponsors can provide homes or a spare room rent-free for as long as they are able, with a minimum stay of 6 months, and in return will receive £350 per month. £10,000 will be allocated by the Government to each refugee to cover costs associated with social factors such as housing and schooling.

A Councillor asked what capacity South Cambs has to accommodate Ukrainian refugees in housing and schools. Councillor McDonald stated that cities are likely to be affected more than rural areas and at this time numbers are unknown.

Easter school holidays programme for children

The Holiday Activities and Food (HAF) programme is offering eligible children access to up to 16 hours of free holiday childcare during the school Easter holiday period. More information can be found at <https://www.cambridgeshire.gov.uk/news/holiday-activities-and-food-programme>

Flooding

A new strategy and plan to reduce the risk of flooding in Cambridgeshire over the next five years has been approved by members of the County Council's Environment & Green Investment Committee.

Cllr McDonald reported that a parishioner contacted him to state that they are not receiving the South Cambs Magazine. The Clerk has had the same issue reported to her recently and subsequently made contact with SCDC. It is possible that the distributors have missed the Parish due to the postal address. ACTION – Cllr McDonald to investigate.

178/21-22 Correspondence Received

i. South Cambs District Council (SCDC) – Cambridge water supply

Correspondence received regarding the contaminated water supply affecting residents in the area. Tests arranged by SCDC on private water supplies in the Duxford area have confirmed that the water is safe to drink. A meeting was held by SCDC with Cambridge Water, who were able to give assurances over the water quality and committed to contacting residents who were previously supplied by the Duxford source. It was noted that Ickleton is not affected by this water supply.

ii. Ickleton United Charities – Renovations to Almshouses

Fundraising to renovate an almshouse on Mill Lane is planned and Ickleton United Charities asked if a leaflet can be delivered alongside the copy of Icene. The Parish Councillors had no objection.

iii. Peasgood & Skeates Funeral Directors – Headstone memorial inscription

A memorial inscription application has been received. The Parish Council had no objection to the proposed inscription. ACTION – Clerk to notify the Funeral Directors.

179/21-22 Planning Information

i. For consideration

Reference: **22/00597/PRIOR**

Proposal: Change of use of agricultural building to dwellinghouse (use class C3) and associated operational development.

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

Cllr Wombwell declared an interest and briefly left the room for the application to be discussed.

The Parish Council unanimously supported this application.

Reference: **22/00496/HFUL**

Proposal: Proposed two storey rear and side extension

Site address: 31 Frogge Street, Ickleton, Saffron Walden

The Parish Council unanimously supported this application.

ii. Planning Decisions

Reference: **21/05505/HFUL**

Proposal: Single storey side extension

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

Granted permission.

Noted by the Parish Council.

Reference: **21/05597/CL2PD**

Proposal: Certificate of lawfulness under S192 for a proposed rear roof extension

Site address: 6 Priory Close, Ickleton, Saffron Walden, CB10 1TF

Certificate granted.

Noted by the Parish Council.

iii. **Planning Appeals**

None.

iv. **Tree Works**

Reference: **22/0225/TTCA**

Proposal: S211 Tree Works. T1 - Field Maple - Crown reduce by 2.5 metres, T2 Cherry - Reduce Crown by 1 metre

Site address: 61 Abbey Street, Ickleton, Saffron Walden, Cambridgeshire

Noted by the Parish Council.

Reference: **22/0218/TTCA**

Proposal: S211 Tree Works. 5 Day notice. Laburnum damaged during storm- Fell

Site address: 1 Mill Lane, Ickleton, Saffron Walden, Cambridgeshire

Noted by the Parish Council.

Reference: **22/0251/TTCA**

Proposal: 5 Day notice Ash - reduce to standing monolith to be retained for habitat by removing all the main branches back to stem. To leave trunk standing at 9 metres. Works required to make the tree safe following the intense storms.

Site address: 29 Frogge Street, Ickleton, Saffron Walden, CB10 1SH

Noted by the Parish Council.

Reference: **22/0291/TTCA**

Proposal: Alder 1 - Reduce height by 1-2m, reduce crown on beech side by 1-2m

Alder 2 - Reduce height by 1-2m, reduce crown on beech side by 1-2m

Alder 3 - Reduce height by 1-2m, reduce crown on beech side by 1-2m

Alder 4 - Reduce height by 1-2m, reduce crown on beech side by 1-2m

Site address: Abbey Barns, Duxford Road, Ickleton

Noted by the Parish Council.

180/21-22 Reports from Councillors

Cllr Cheney:

ACTION - Clerk to report the landfill site located near the A11 to Essex Environmental Health.

Several Parishioners have contacted the Parish Council in response to the silver birch trees offered to the Parish.

Cllr Gibson:

Ickleton Parish Council have been invited to the Duxford Neighbours' Forum at the Imperial War Museum on the 6th of April 2022. Cllr Gibson will attend.

181/21-22 Financial Matters

i. **To approve payments of March 2022 accounts**

Clerk's salary (confidential)

Clerk's expenses – £57.50

Tim Pavelin (empty bins) – £80.00

CAPALC (Affiliation fee) - £319.78

Dominic Pallett (Tree clearance and hedge planting) - £640.00

The following payments were received after the agenda was published and brought to the meeting for consideration:

Charles Frankau (Grass cutting Dec 21 - March 22) – £2,346.00

Charles Frankau (Tree clearance) - £432.00

Dominic Pallett (Grass cutting Dec 21 - March 22) – £460.00

It was resolved that all payments listed are made.

Invoices from Essex Cares Ltd for Icene printing for the February and March 2022 editions are outstanding. The Clerk has contacted the accounts department requesting the invoices so they can be paid in the current financial year with no response to date. Cllr Wombwell proposed, Cllr Gibson seconded and it was resolved that the Clerk can make the payments if the invoices are received before the end of the month.

ii. Bank reconciliation (bank accounts)

Unity Current - £16,378.61

Unity Instant Access Account - £25,089.67

Total £41,468.28

It was resolved that the bank reconciliation for February 2022 is approved by the Parish Council.

iii. Bank reconciliation (cash card)

No money was spent on the cash card last month. The total remains at £194.54. Noted by the Parish Council.

iv. CPRE membership renewal

It was resolved that membership at a cost of £36.00 will be renewed.

v. Clerk's salary - National Joint Council for Local Government Services pay scales 2021-22

The National Joint Council for Local Government Services has agreed the new pay scales for 2021-22 to be implemented from 1st April 2021. Noted by the Parish Council. The Clerk has informed the payroll company of the new pay scale and back dated payment required.

vi. Grass cutting contract 2022-2023

Quotes for the 2022-23 grass cutting season were obtained from Dominic Pallett and Charles Frankau and presented to the Parish Council at the February 2022 meeting. Cllr Wombwell proposed at that meeting that they are offered a longer-term contract in which prices are reviewed every two years. The following quotes for a two year contract were received:

Charles Frankau –

2022-23 £7,423.20 inclusive of VAT

2023-24 £7,794.00 inclusive of VAT

Dominic Pallett –

2022-24 £9,000.00

Cllr Wombwell proposed, Cllr Molloy seconded and it was resolved that the quotes are accepted.

vii. Review Asset Register

It was resolved that the following items that were purchased in the current financial year will be added to the Asset Register:

White Line machine - £350.00

Litter bin - £345.00

ACTION – Clerk to update register and contact insurance company.

viii. Play area fence quote

Quote received from Bob Calladine to remove and replace rotten posts and re-attach wire - £400.00.

Cllr Sadler proposed, Cllr Wombwell seconded and it was resolved that the quote is accepted and work is carried out.

ix. Queens Green Canopy commemorative plaque

The Parish Council will plant a collection of commemorative trees on the recreation ground to include a tree for the Queens Jubilee. This is likely to be in the autumn. ACTION – Cllr Cheney to liaise with parishioners. The Parish Council declined to purchase a commemorative plaque.

182/21-22 Recreation Field and Play Area

i. Outdoor table tennis project

The second quote for the base is outstanding. ACTION - Cllr Wombwell to action. To be carried

- over for consideration at the April 2022 Parish Council meeting.
- ii. **Play area swing mats**
ACTION – Clerk to obtain a quote from Bob Calladine to repair the Play area swing mats.
- 183/21-22 **Cemetery Chapel**
Repair work on the Chapel windows is now complete. Cllr Wombwell proposed that the Chapel is open to Parishioners to visit. The Chapel will be open between 2-4pm on Sunday 17th April 2022.
- 184/21-22 **Policy and procedure**
i. **Standing Orders – motion proposed to add or vary**
A motion to add to Standing Order 3S was proposed to correspond with the policy on co-option that was adopted by the Parish Council on the 19th of January 2022 which states that voting on co-option shall be by ballot. Cllr Sadler proposed, Cllr Pavelin seconded and it was resolved that the Standing Orders will be amended to that effect. ACTION – Clerk to amend the document.
- 185/21-22 **Annual Parish Meeting date and agenda**
The Annual Parish Meeting will be held at the Village Hall on Wednesday 4th May 2022 at 7.30pm. All Parishioners are welcome and invited to attend. ACTION – Clerk to invite the Wellcome Genome Campus developers and request a report.
- 186/21-22 **Parish Council Elections 2022**
Nomination papers must be completed and signed by 2 registered electors of the parish before being delivered to the Returning Officer at South Cambs District Council by 4pm on Tuesday 5th April 2022 at the latest. Nomination papers are available from the Returning Officer at South Cambridgeshire District Council or from the Parish Council Clerk. The election date if contested is the 5th of May 2022.
- 187/21-22 **Councillor resignation**
Cllr Molloy stepped down from the Parish Council with immediate effect. It was resolved that the vacancy will be filled by way of election rather than co-option on this occasion due to the timing of the forthcoming election in May 2022.
- 188/21-22 **DATE OF NEXT MEETING:**
Wednesday 20th April 2022
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 9.55pm

Appendix A

Report for Parish Councils – March 2022.

South Cambs District Council

Ukraine

The Council has pledged to support people fleeing the Ukraine and is calling for a national resettlement programme to be set up by the Government so that this can happen. Councillors have said that the Council will play their part and work to identify local homes for refugees leaving the warzone if needed. You can read the Council's position in full here: [pledge to support people fleeing Ukraine](#).

We hear and empathise with the anxiety and concern of residents who want to do something to help those affected and we want to help by signposting people who wish to offer support in response to the humanitarian crisis.

Donations

The Disasters Emergency Committee brings together 15 leading UK aid charities to raise funds quickly and efficiently at times of crisis overseas. You can [learn more about their Ukraine Humanitarian Appeal](#).

Additionally, local organisation [Cambridge Convoy Refugee Action](#) – which ordinarily works to take regular convoys of donated items to refugees in Calais – has advised that it is NOT currently collecting items for Ukraine. They suggest instead that donations of money are a much more effective way of helping the aid organisations that are working in the region. Furthermore, the Local Government Association (LGA) has provided Councils with [this link to BBC News online](#) where it suggests people should direct their support to organisations including:

- [The British Red Cross](#), which has launched an appeal to help the Ukrainian Red Cross to provide food, medicine, clothing and shelter, as well as first aid training in bomb shelters, and drinking water to villages in eastern Ukraine
- [The UNHCR refugee agency](#), which is funding emergency shelters, repairs for homes damaged by shelling, emergency cash assistance, psychological support and warm clothing
- [UNICEF](#), the UN's children's charity, which is helping to ensure families have clean water and food and that child health and protection services continue
- [Save the Children](#), which is providing cash assistance, food and other support to refugees crossing into Romanian and Lithuania, as well as in Ukraine itself.

Additionally, the Secretary of State for Defence, Ben Wallace, has suggested donating money through the Ukrainian Embassy's [With Ukraine](#) fund. The money will be spent on providing humanitarian assistance to the civilian population and to purchase medical and military supplies for Ukraine's army.

Business grants update: Hospitality and Leisure Grant and Additional Restrictions Grant (ARG) top-up. This is up and running and the status as of March 1st was:

OHLG

Applications received: 328
Applications processed: 237
Processed value: £819.4k
Rejected/duplicate: 83
Pending/in progress: 8

ARG – please see attached analysis

Applications received: 133
Applications processed: 82
Process value: £256.8k
Rejected: 34
Pending/in progress: 17

Cambridgeshire County Report

Secondary School Places

The proportion of pupils offered a place at one of their preferred Cambridgeshire secondary schools has risen.

In total, 90% of pupils have received a place at their first choice school for 2022/23, similar to the 90.9% figure from this time last year. Moreover, 97.2% of pupils were allocated a spot at either their first, second or third preference school, a rise from 97% last year.

Overall, 6,983 offers were made, up from 6,819. There were more online applications and fewer paper applications in 2022. Students heard on 1 March 2022 at which secondary school they have been offered a place in September 2022.

Easter Programme for Children

Enriching experiences and a nutritious lunch are being made available in the Easter holidays for the children of families receiving benefits-related free school meals.

The Holiday Activities and Food (HAF) programme offers fun with friends and free food for primary and secondary school children in both Cambridgeshire and Peterborough.

The sessions will include a healthy meal, a variety of exciting activities or sports and the opportunity to socialise with other children. Any child receiving benefits-related free school meals is eligible for the programme. Funded by the Department for Education (DfE), the HAF scheme enables local authorities to coordinate free holiday childcare and enriching experiences locally. The programme will be delivered by approved providers, co-ordinated by Cambridgeshire County Council and Peterborough City Council.

Each eligible child will be able to access up to 16 hours of free holiday childcare or enriching experiences through the school Easter holiday period. Further information can be found at www.cambridgeshire.gov.uk/haf and Early Years & Childcare | Peterborough Information Network

As part of the HAF programme, eligible children will be able to access:

- Fun and enriching play opportunities or new experiences that provide children with new skills and knowledge.
- At least one meal a day.
- Guidance on healthy eating and getting children involved in food preparation and cooking.
- Support for parents, carers or other family members with guidance on how to source, prepare and cook nutritious and low-cost food.

Information and signposting to other services and support which might be helpful.

Both councils are working with local schools, voluntary and community organisations, and childcare providers to deliver the HAF programme.

Highways Capital Spending

The 2 year capital plan including footways and paths is here [Document.ashx \(cmis.uk.com\)](#)

The priority schemes are listed here [Document.ashx \(cmis.uk.com\)](#)

Flooding

A new plan to reduce the risk of flooding in Cambridgeshire over the next five years has been approved by Members of the county council's Environment & Green Investment Committee agreed the Cambridgeshire Flood Risk Management Strategy and supporting action plan at its meeting on Thursday. The council is responsible for developing, maintaining and applying a local flood risk management strategy (LFRMS) for the county.

The key objectives of the strategy are: understanding flood risk in Cambridgeshire, managing the likelihood of flooding, helping residents to manage their own risk, ensuring appropriate development in Cambridgeshire and improving flood prediction, warning and post flood recovery.

The newly agreed strategy and action plan will run until 2027 and was agreed following a public consultation which lasted for nearly two months until late January.

The consultation received 31 responses, which led to changes in areas including: greater reference to the natural and historic environment, greater representation of local flooding issues, the impact of new development on flood risk, communication with the community and more details around timescales.

The strategy and action plan are included in the meeting's agenda, which can be viewed here. [Document.ashx \(cmis.uk.com\)](https://cmis.uk.com/Document.ashx)

Residents can check their flood risk by using the online flood maps to check whether they're at risk of flooding at <https://www.gov.uk/check-flooding>.

Ethics & Behaviour at the County Council

You may be aware of 'Farmgate' whereby an independent investigation concluded that the former Cambridgeshire County Council deputy leader breached the Council's Code of Conduct in six different areas. Ex-Councillor Hickford failed to treat Officers and others acting on behalf of the Council with respect; used a bullying manner in order for the Council to pay for works that would otherwise be the responsibility of the tenant. He also used a bullying manner in order to set the terms of the lease for Manor Farm. He compromised Officers and others' impartiality in his dealings with regard to Manor Farm and his conduct towards Officers and others and his conflict of interest would have reduced the public's confidence in him being able to fulfil his role or the Council being able to discharge its functions.

He also used his position as Deputy Leader to receive concessions that the Council would not otherwise have agreed to and failed to register a disclosable pecuniary interest (the tenancy of Manor Farm) within 28 days and he failed to declare a non-statutory disclosable interest in meetings with regard to County Farms matters. Obviously one bad apple is a bad apple too many so the Council is taking a wide range of steps to ensure that appalling behaviour such as this will never be tolerated again by officers or Councillors.

Thakeham

Seems the OxCam Arc is dead for now and Thakeham seems to be quiet.

County Farms Estate

Cambridgeshire County Council has been advertising for new tenants for seven council-owned farms, part of the council's 33,000 acre rural estate. The council's estate – the largest public sector estate in the country – is divided into 226 holdings, with 160 different tenants. The seven farms up for application, 1,800 acres in total, are in South Cambridgeshire, Fenland and Littleport. Interest is high, with 67 viewings booked by mid-February. The estate brings in £5M in rent to the council each year, to support local services. It contributes to the local economy, enables the council to put its environmental commitments into practice, and ensure public access to the countryside with permissive paths and bridleways.

The council is looking for innovative, entrepreneurial applicants with new ideas for developing their own businesses on the land. These could well be arable or livestock farming, but there are also opportunities for ancillary enterprises such as livery, farm shops or engineering.

Applicants will need to demonstrate that they have the necessary skills and a viable three-year business plan and budget. They will also need to show that they understand the council's

expectations for the farms estate, and in particular are keen to farm in step with nature and do their bit to help tackle climate change and increase biodiversity.

Interviews will take place this month, and tenancies will be ready to take up from October onwards. The council has published a brochure about this opportunity,

<https://www.cambridgeshire.gov.uk/business/business-with-the-council/rural-business-opportunities>

Peter McDonald

Mach 6th 2022