



ICKLETON PARISH COUNCIL

Chair: Steve Heaney

Clerk: Barbara Benn

Email: clerk@ickleton-pc.org.uk

2 London Road

Great Chesterford

Essex. CB10 1NY

To members of the Parish Council

You are hereby summoned to attend the meeting of Ickleton Parish Council
On 20th March 2024, at 7.30pm, in the Gordon Woolhouse Meeting Room, Ickleton Village Hall, Frogge Street,
Ickleton. CB10 1SH

The Press and Public are invited to attend.

Open

206/23-24 Open Forum for Public Participation – 15 minutes will be made available for members of the public to address the council.

Formalities

207/23-24 Apologies for absence.

208/23-24 Councillors' Declarations of Interest.

209/23-24 To approve the Minutes of the meeting held on 21st February 2024.

Agenda

210/23-24 Reports from South Cambs District (SCDCllrs) and Cambridge County Councillors (CCCLlrs).

Council

211/23-24 Policy and procedures

- i. Review co- option policy.
- ii. Review privacy policy.
- iii. Review draft FOI publication document.

212/23-24 Projects and initiatives

- i. Update on funding bid for cemetery extension.
- ii. Update on modernisation.

213/23-24 Tax and finance

- i. To approve payment of March 2024 accounts:
Cam Valley Forum membership fee £10.00
E&E Plumridge, INV-3599, £157.50
Cambridgeshire ACRE, 8339, £65.00 (previously approved however invoice only just received)
Ickleton Village Hall, 23-24/36, £50.00
T Pavelin, invoice 29 ,£80
Red Shoes, 12871, £46.80
Clerk's salary - confidential
- ii. Consider adding a Councillor as an additional administrator for online banking.
- iii. Consider adding further Councillors as online banking approvers in order that a rota for authorising payments can be made.
- iv. To note receipts from:
Salvation Army clothes Bank, Jan 24, £51.66
Icene advertising, £36.00
Peasgood & Skeates, £80.00
- v. Bank reconciliation (bank accounts) Instant access £25,856.99, Current £15,158.23 – Total £42,831.53
- vi. Equals cash card reconciliation, February 2024, no transactions. Balance £26.04.

214/23-24 Organisation and Roles

- i. Parish Council email addresses for individual Councillors to be added to the website.

- ii. Request for the Clerk to attend training - Understanding the AGAR (Annual Governance Accountability Return) - on 27th March. Cost £25.
- iii. Request for Clerk to attend Greater Cambridge Planning Event for Parish Councils on 17th April.
- iv. Consider if cover required for Clerks' planned absence at September 2024 meeting.
- v. Discuss training available for Councillors and book courses as required.

215/23-24 Membership and Elections

- i. Consider applications for co-option to role of Parish Councillor.

216/23-24 Safety and risk management

- i. Asset register review
- ii. Emergency Plan review working group
- iii. Review Gallagher insurance pre renewal questionnaire and agree any changes necessary.

217/23-24 Collaborations and affiliations

- i. Cambridgeshire Past Present and Future membership expiring 17th May. Annual membership fee is £40. Do the Council wish to renew?

Community

218/23-24 Health and Safety

- i. Defibrillator check (Cllr Pavelin)

219/23-24 Church and cemetery

- i. Consider design for the headstone of Patrick Bloomfield.
- ii. Update re works required to cemetery gravestones, walls and trees.

Environment

220/23-24 District development

- i. Wellcome Genome Campus Expansion Update
- ii. Great Chesterford update
- iii. Boro Farm appeal update
- iv. Application No: ESS/111/23/UTT. Proposal: Certificate of Lawfulness for an existing use for aggregates and aggregate creation by way of screening, storage, importation and distribution. Location: Boro Farm. Consideration of further material submitted to Essex CC in support of the second application ESS/111/23/UTT for a Certificate of Lawfulness for an Existing Use at Boro Farm, and what response the Parish Council should make. Formal response deadline 25th March 2024.

221/23-24 Land and premises

Planning information from SCDC:

- i. Planning decisions:
Reference: 23/01699/CONDB. Decision: Discharge Condition in Full. Site: 31 Frogge Street. Proposal: Submission of details required by conditions 3 (external materials), 5 (traffic management plan) and 7 (construction environmental management plan) of planning permission 23/01699/FUL

Reference: 24/00048/S7. Decision: Granted Permission. Site: 31 Frogge Street. Proposal: S73 to vary condition 2 (Approved plans) of planning permission 23/01699/FUL (Demolish the existing building and erect a new dwelling) enclosure of the open porch to the front to create a larger entrance and internal alterations.

Reference: 24/00020/FUL. Decision: Refused Permission. Site: 7 Southfield Ickleton. Proposal: Demolition of garage and erection of a new dwelling using the existing access.
- ii. Brookhampton Hall - Consider any action to be taken concerning the state of disrepair of this building which appears on the SCDC Listed Building at Risk register.
- iii. Consider quotation for grass cutting April 24 to March 2025 from C Frankau. Total - £6,821.
- iv. Consider quotation for grass cutting from D Pallett. Total - £5,500.
- v. Update on Right of Way application for Ickleton Lion car park.
- vi. Agree response to email received re off street parking at 15 Coploe Road.

- 222/23-24

i.

Council response to email from resident, received 4th March 2024, concerning field maple in Back Lane.
- 223/23-24

i.

Consider email communication from residents concerning blocked drains and raw sewage in Ickleton. Decide action to be taken and responses to residents.
- 224/23-24

i.

Consider email from SCDC asking if the Parish Council owns any small pieces of land that could be transformed to host a small community food growing venture.
- 225/23-24

Action list and Clerk’s report.
- 226/23-24

Date and time of next Parish Council meeting: Wednesday 17th April 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

Close

Barbara Benn

Date 14th March 2024