

MINUTES OF ICKLETON PARISH COUNCIL MEETING

Held in the Gordon Woolhouse Meeting Room, Ickleton Village Hall, Frogge Street, Ickleton. CB10 1SH

Wednesday 17th July 2024 starting at 7.30pm

Present: Cllr John Gidley, Cllr Emily Gittins, Cllr Philly Hamilton, Cllr Tim Pavelin and Cllr Terry Sadler.
Cllr Davidson arrived at 8.36pm (055 vii).

In attendance: Barbara Benn (Clerk) and one member of the public. SCDC Peter McDonald (arrived at 7.43pm).

Due to the absence of the Chair and Vice Chair it was proposed by Cllr Gidley and seconded by Cllr Pavelin that Cllr Sadler would chair the meeting.

Open

043/24-25 Open Forum for Public Participation – 15 minutes will be made available for members of the public to address the council. No representations were made.

Formalities

Action

044/24-25 Apologies for absence. Apologies for absence, for personal reasons, received and accepted from Cllr Cheney, and Cllr Heaney. Cllr Davidson advised that she would arrive late.

045/24-25 Councillors' Declarations of Interest. Cllr Pavelin declared a pecuniary interest for agenda item 050/24-25 ii.

046/24-25 To approve the Minutes of the meeting held on 19th June 2024. It was resolved that the minutes of the meeting held on 19th June 2024 be approved and signed as a true and accurate record.

Agenda

047/24-25 Reports from South Cambs District (SCDCllrs) and Cambridge County Councillors (CCCllrs).

Council

048/24-25 Policy and procedures

- i. Cllrs. Cheney and Wombwell to confirm or update their register of interests. To be considered at the August meeting as neither Councillor present. The acting Chair advised Councillors that an email was received from Sian Wombwell, just before the meeting, resigning with immediate effect.
- ii. To review and approve the updated Financial Regulation Policy. These were reviewed and it was resolved that the final document was agreed for adoption and publication. **Clerk**
- iii. To consider if an external Data Protection Officer should be appointed. It was resolved that this would be considered at a future meeting.
- iv. To consider if the current website accessibility arrangements are adequate. Improvements have been made to the website and it was resolved that Cllr Heaney would review these. **Cllr Heaney**

049/24-25 Projects and initiatives

- i. Cemetery extension update on funding application to the Frank Lichfield Trust. The application for funding was successful.
- ii. Proposal that Ickleton Parish Council proceed with the purchase of the land for the cemetery extension. It was proposed by Cllr Pavelin and seconded by Cllr Gidley that the Parish Council proceed with the purchase of the land. All present were in agreement. **Cllr Cheney**
- iii. Notice of decision to include land/buildings on the list of Assets of Community value for The Ickleton Lion Public House. The decision was discussed and noted.
- iv. Application to County Council for Definitive Map Modification Order (Footpath through Ickleton Lion car park). Acknowledgement of receipt of the application has been received. It can take up to three years for enquiries into applications to begin. Any change such as the route being blocked, or an application for change of use being made, should be reported to the County Council without delay.

050/24-25 Tax and finance

- i. To note receipts from:
Frank Lichfield Gen Charitable Trust, £15,000.00
Bank interest, £178.50
Cemetery fees, £85.00
Salvation Army, £37.25
- ii. To approve payment of July's accounts:
T Pavelin, invoice 33, £80.00. Cllr Pavelin abstained from consideration of this item.
Clerk's salary (confidential)

E&E Plumridge, INV-3879, £171.00

Ickleton Village Hall, invoice 23-24 70, £80.00

Shaggy Dog, invoice SI-166, website domain renewal 2024-2026, £23.00

D Pallett, invoice 030724, £2,000.

Npower, invoice IN10968437, £88.48. DD to be collected 17.07.2024.

Ickleton Community Pub, transfer of donation balance, 20.06.24. £2,2309.00

It was resolved that the payments listed above be made and approved.

Clerk

- iii. Bank reconciliation. Current £31,378.02. Instant Access £26,212.77. Total £57590.79. It was resolved that the bank reconciliation for June 2024 is approved and signed.

- iv. Equals cash card reconciliation. Balance £ 236.04. It was resolved that the Equals cash card reconciliation for April June 2024 is approved and signed.

- v. To review and agree VAT126 reclaim for quarter one. It was resolved that this was agreed.

- vi. To review the budget for quarter one. This was circulated prior to meeting for review. It was resolved that the budget has been reviewed.

051/24-25 Safety and risk management

- i. To review and agree the emergency Plan. It was resolved that the updated emergency Plan would be circulated and agreed at the August meeting.

Clerk

Community

052/24-25 Health and Safety

- i. Defibrillator check (Cllr Pavelin) Checked and in full working order 17th July 2024.

053/24-25 Church and cemetery

- i. Consider request from resident for short term use of the chapel. It was resolved that the chapel could be used for a community event in September.

Clerk

- ii. Update/quotes for chapel repairs. It was resolved that the Clerk and Cllr Hamilton would follow up on the requested quotations.

Cllr Hamilton & Clerk

Environment

054/24-25 District development

- i. Uttlesford Local Plan - Councillors to consider revised Draft Local Plan. The revised plan will be considered by the Local Plan Panel on 15 July and then Cabinet on 18 July. The plan was circulated to the Councillors prior to the meeting.

Notification of an appeal, in respect of the development of 350 dwellings in Great Chesterford, was received just prior to the meeting. It was agreed that the Parish Council would reiterate its opposition to this application and confirm its support of UDC's refusal of the application. **Cllr Sadler**

055/24-25 Land and premises

Planning information from SCDC:

- i. Planning decisions:

Reference: **24/02254/CL2PD**. Site: 31 Frogge Street Ickleton. Proposal: Certificate of lawfulness under S192 for the installation of 10 no. solar panels. Decision: Certificate Granted.

Reference: **24/01664/FUL**. Site: Abbey Barns. Proposal: Renewal of temporary building for office accommodation. Status: Application Permitted

Reference: **24/01846/HFUL**. Site: 68 Abbey Street. Proposal: Single storey rear conservatory and extension to existing rear dormer - part retrospective. Status: Application Permitted.

Cllr Davidson arrived at the meeting.

- vii. Update on progress re the village and play park repairs. It was agreed that these should proceed as soon as possible.

Clerk, Cllr Pavelin & Cllr Hamilton

- viii. Consider quotation received from Madingley Mulch for play bark. It was resolved to proceed with this order.

Clerk

- ix. Consider request to leave an unmown strip by the hedge on the far end of the rec to be sown with wild flowers in the Autumn. It was resolved that Cllr Sadler would look into this further.

Cllr Sadler

056/24-25 Street Care and Cleaning

- i. Consider if the Parish Council wish to pay for the grass to be cut back outside 14 Frogge Street to allow easier access for pedestrians. Clerk to ask for a quotation.

Clerk

057/24-25 Natural Environment

- i. Request from Coploe Pit wardens for strimmer service at £90.00. It was resolved to approve this request. **Clerk**
- ii. Request from Coploe Pit wardens for the Cambridge Conservation Volunteers to work in the pit this Autumn/ Winter clearing scrub. It was resolved to support this request and any expenses arising. **Clerk**

Transport and Streets

058/24-25 Traffic calming

- i. Review traffic consultant's report and agree any actions arising from it. Consider recent requests for traffic calming measures. It was resolved that a working group be set up to consider this. **Cllr Gidley**

059/24-25 Action list and Clerk's report. Items covered elsewhere on the agenda.

060/24-25 **Date and time of next Parish Council meeting: Wednesday 21st August 2024 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 9.38pm

Signed: S Heaney

Dated: 22nd August 2024

Appendix 2

Parish Council County Report July 2024

South Cambs District Council

Rural Exception Site information

The council is working with Cambridgeshire ACRE to provide more information to Parish Councils about providing affordable housing through the Rural Exception Site process. As part of this, Cambridgeshire ACRE are hosting a tour of local rural exception sites on Thursday 11 July, aimed at helping Parish Councillors to learn more about these sites. Please book your places here. The Housing Strategy Team are always happy to come to Parish Council meetings. Please contact Strategic.Housing@scambs.gov.uk .

Funding for green space improvement

South Cambridgeshire District Council is currently working on a green space improvement project, utilising funding from the Shared Prosperity Fund and the Rural England Prosperity Fund. All Parish Councils are invited to submit a bid for a site they feel could be improved. Applications must be received by Thursday 1 August 2024. At least four sites will be selected for improvement out of the applications received, and project costs could range from small works up to around £15,000 per site. We are particularly keen on working with Parish/Town Councils who have volunteers interested and keen to support the green space improvements.

The aim of the scheme is to provide a higher quality and/or more useable green space in your area. The works undertaken may include but are not limited to:

- Tree planting/hedging
- Seating areas/benches
- Wildlife habitat improvements
- Wildflower planting
- Repair work to existing structures.
- Paths and resurfacing

To submit your application, please complete the application form.

<https://forms.office.com/pages/responsepage.aspx?id=Yr5uzntVNkShnHZ-yizUUcdhN169J2FOmjbQhzBnlahUQTdTVU1IQzYzQlAyUEJQNU5aMlcxSVVESy4u>

New e-bulletin for Parish Clerks

Following feedback from the recent peer review, and a discussion with a group of clerks in February, the council is seeking to make improvements to its communication and support for clerks. This includes a new clerks' e-bulletin. I would be grateful for any feedback from clerks on this new initiative.

Market Trader Support and Youth Engagement Programme

The council is jointly organising two initiatives funded by the government's Shared Prosperity Fund:

- 20 traders in South Cambridgeshire will be able to access advice and support to enhance their current business operations, and may be eligible to apply for £1,000, grants to help develop their business.
- A Youth Enterprise Support Programme will support young people who want to start their own business. The programme will work with people aged 16–25 to develop essential skills, knowledge and will include opportunities to gain real market experience. Candidates will also have the opportunity to apply for £1,000 grants to transform their business ideas into local market ventures.

Candidates can register for the programme here <https://nxgconnect.co.uk/youth-enterprise-programme/>

County Council Report

New operator and timetable for 26 bus route

The 26 bus route, which had been operated for the past 2 years by Centrebus under tender from the Cambridge & Peterborough Combined Authority (CPCA), has now been taken on as a commercial route by local bus operator A2B. A2B have expressed their wish to bring gradual improvements to the service. Initially they had decided to remove Fowlmere from the route, but after representation from Cllr Hobro, Cllr van de Ven and myself they agreed not to do this, as the service between Fowlmere and Cambridge is very well used, and there is no rail alternative. There have been some teething problems with the handover, most notably the fact that the 26 service has disappeared from live tracking apps. We are working with A2B to bring the live information back, as many people rely on this to have confidence in the bus service. All single fares cost £2, and £1 concession fares are available for under-25s. Some services now additionally stop at the station and Tesco in Royston. One daytime service also runs via Shepreth and Meldreth.

HAF Programme

The Holiday Activities and Food (HAF) programme is offering funded holiday scheme places for children in Cambridgeshire this summer who are eligible for free school meals.

This initiative by Cambridgeshire County Council offers primary and secondary school children in the county the chance to enjoy exciting experiences at a wide range of holiday schemes. With a focus on providing healthy meals alongside activities, the programme is ideal for children who want to stay healthy and active during the summer school holidays.

Any child receiving benefit-related free school meals is eligible for the programme, which will run between 23 July and 30 August. Approximately 19,000 HAF eligibility vouchers were sent to families on 10 June. Each voucher offers 64 hours of access, for no charge, to a HAF scheme during the summer holidays.

The programme will be delivered by approved providers, co-ordinated by Cambridgeshire County Council. The council is working with schools, childcare providers and voluntary and community organisations to deliver the programme.

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

- Fun and entertaining opportunities or new experiences that help children to develop their skills and knowledge

- A variety of holiday schemes including sports, playschemes, drama, technology, outdoor adventure and youth schemes
- At least one meal a day
- Guidance on increasing awareness of healthy eating, lifestyles, and positive behaviours
- Parents will be supported with information and signposting to other services and support which might be helpful to families
- Further information can be found at HAF Provider Directory | Cambridgeshire County Council <https://www.cambridgeshire.gov.uk/council/communities/support-with-the-cost-of-living/holiday-activities-and-food-programme/haf-provider-directory>

Coffee Pod Re-Cycling

This week, we've introduced coffee pod recycling at all nine of our Household Recycling Centres. The new coffee pod bins offer residents an environmentally friendly way to separately dispose of both aluminium and plastic coffee pods.

Over 1 billion coffee pods are sold each year in the UK alone. Waste from these 'single-use' pods will lead to a huge environmental impact if not recycled properly, in the UK and globally. The County Council is partnering with Podback to provide coffee pod recycling services. Podback was initially created by Nespresso, NESCAFE Dolce Gusto and Tassimo to help their customers recycle their coffee pods and is now supported by many more coffee brands. Podback recycles coffee pods in the UK, to reduce waste and saving on new materials. Collected pods are shredded and cleaned of coffee. The shredded pods can be made into new products, while the coffee grounds are used to help create renewable energy and soil improver. Did you know?

You can recycle a huge variety of items at our Household Recycling Centres from aerosols, batteries, and cooking oil, to mobile phones, soil and vapes.

There are nine Household Recycling Centres across Cambridgeshire, run by Thalia, with locations in Alconbury, Bluntisham, March, Milton, St Neots, Thriplow, Whittlesey, Wisbech and Witchford.

July 6th 2024.