

MINUTES OF ICKLETON PARISH COUNCIL MEETING

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

Wednesday 21th August 2024 starting at 7.30pm

Present: Cllr Simon Cheney, Cllr John Gidley, Cllr Philly Hamilton, Cllr Steve Heaney, Cllr Tim Pavelin and Cllr Terry Sadler.

In attendance: Barbara Benn (Clerk) and two members of the public.

Open

061/24-25 Open Forum for Public Participation – 15 minutes will be made available for members of the public to address the council. A member of the public spoke in their capacity as an employee of Riverside Barns. They wished to bring to the attention of the Parish Council that residents of only one of the Barn's neighbouring properties had objected to a recent planning application, that the licence for the premises ends at 11pm and they felt the proposal would not adversely affect biodiversity in the area.

Formalities

Action

062/24-25 Apologies for absence. Apologies were received and accepted for personal reasons from Cllr Lucy Davidson and Cllr Emily Gittins.

063/24-25 Councillors' Declarations of interest. Cllr Pavelin declared a pecuniary interest in agenda item 068/24-25 ii.

064/24-25 To approve the Minutes of the meeting held on 17th July 2024. It was resolved that the minutes of the meeting held on 17th July 2024 be approved and signed as a true and accurate record.

065/24-25 Reports from South Cambs District (SCDCllrs) and Cambridge County Councillors (CCCLlrs). No report is made during August.

Council

066/24-25 Policy and procedures

- i. Cllr. Cheney to confirm or update register of interests. Cllr Cheney confirmed there are no changes.
- ii. Website review update. A discussion was had about a possible upgrade to the website and email services used by the Parish Council. It was agreed that consideration of a change to these services be added to the agenda for the September meeting. **Clerk**
- iii. Draft Biodiversity policy and action plan for review and adoption. It was resolved that the Biodiversity Policy be adopted. It was resolved that the biodiversity action plan remain as a draft document. **Clerk**
- iv. Consider adopting an Ickleton Parish Council action plan. It was resolved that a working group prepare an action plan for submission to the full council for consideration. **Cllr Heaney**

067/24-25 Projects and initiatives

- i. Cemetery extension update. The purchase of the land is progressing with solicitors for both parties instructed. **Cllr Cheney**
- ii. It was proposed by Cllr T Pavelin and seconded by Cllr Gidley and agreed by all present that the Parish Council minute its strong support for the efforts by the Ickleton Lionhearted Group to secure the village pub.

068/24-25 Tax and finance

- i. To note receipts from:
Salvation Army Clothing Bank £27.11
Cemetery income £170.00
Icene income £216.00
HMRC VAT126 Q1 £586.02
- ii. To approve payment of August 2024 accounts:
T Pavelin, Invoice 34, £100.00. Cllr Pavelin abstained from consideration of this item.
Clerk's salary (confidential)
E&E Plumridge, INV-3952, £186.25
CAPALC, Invoice 5009, Internal Audit, £273.80
Equals card spending:
Mower Magic £51.60
Amazon £23.28

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

- iii. Bank reconciliation July 2024. Current account £44,120.06. Instant Access £26,212.77. Total £70,322.83. It was resolved that the bank reconciliation for July 2024 is approved and signed.
- iv. Equals cash card reconciliation. Balance 31st July £236.04. It was resolved that the Equals cash card reconciliation for July 2024 is approved and signed.
- v. Request for an additional Councillor to be a bank signatory. Cllr Cheney will be added as a further bank signatory. **Clerk**

069/24-25 Organisation and Roles

- i. Clerk's request for contracted hours to increase to 43 per month. It was proposed by Cllr Gidley and seconded by Cllr Sadler that the Clerk's contracted hours increase to 43 per month. All present in favour to commence from 1st September 2024.
- ii. Clerk's request for annual leave 23rd to 31st October 2024. Approved by all present.

070/24-25 Membership and Elections

- i. Councillor vacancy update on application process. The vacancy can now be filed by co-option and the has been advertised. **Clerk**

071/24-25 Safety and risk management

- i. Emergency plan for review and adoption. The Emergency plan was reviewed and adopted. **Clerk**
Community

072/24-25 Health and Safety

- i. Defibrillator check (Cllr Pavelin). Checked and in full working order 22nd August 2024.

073/24-25 Services and amenities

Consider correspondence received from a resident concerning the lack of telephone service during a power cut. It was resolved that the Clerk should contact the local MP to highlight this issue, publicise in Icene and write to the Mobile Service Operators. **Clerk**

074/24-25 Church and cemetery

- i. Chapel repairs update. It was agreed that Cllr Cheney would meet with the contractor to discuss the works on site. **Cllr Cheney**
- ii. Cemetery tree works consider quotations and agree contractor. One contractor approached for quotation did not respond so two quotations were considered. Proposed by Tim Pavelin and seconded by P Hamilton that Happy Branches be appointed for the essential works. All present in favour. **Clerk**

Environment

075/24-25 District development

- i. Consider Parish Council response to a request for its view on the Thriplow and Heathfield Neighbourhood Plan before it is considered by an Independent Examiner and can proceed towards a referendum. It was resolved that the Parish Council would not respond.

076/24-25 Land and premises

Planning information from SCDC:

- i. For consideration:
24/02788/FUL. Site: Abbey Barns. Proposal: Two storey extension to Unit 4 and the erection of 2 no. new building for office/research and development uses (Use Class E) together with associated car parking, infrastructure and landscaping. It was resolved that the Parish Council contact the Planning Department to notify them that they were unable to comment due to a lack of up-to-date drawings with the application. **Clerk**
- ii. Information only applications:
23/03746/CONDB. Site: 7 Church Street Ickleton Cambridgeshire CB10 1SL. Proposal: Submission of details required by condition 3 (External Materials) of listed building consent 23/03746/LBC.
- iii. Planning decisions:
24/01253/FUL. Site: Ickleton Riverside Barns. Proposal: Retention of three teepee tents and use of land for events/picnic area/children's play areas/parking. Status: Refused Application.
24/0611/TTCA. Site: 20 Church Street. Proposal: Walnut - Reduce height 3m and Spread 2m
Whitebeam - Reduce garden side canopy by 1m Prunus - Remove mistletoe Weeping Birch - Reduce branch growing into building by 1.5m to clear building by 1m. Sycamore - Reduce height by 3m and

spread by 1.5m to balance shape Yew - Reduce crown by 1.5m Laburnum - Crown Reduce 1m Bay - Crown Reduce 2m. Status: No Objection.

- iv. Playground repairs update and agree contractor for small works. The minor repairs have been completed. It was resolved that the Clerk would order 6 cubic metres of play bark. It was further resolved that that contractor be appointed to undertake the playground repairs to the value of £700. It was noted that Wicksteed would now visit in October 2024. It was resolved to buy a replacement memorial bench to replace the damaged one. **Clerk**
- v. Recreation ground wildflower area update. It was resolved that this be further considered at the September meeting.
- vi. Consider registering the Village Shop as an Asset of Community Value. It was resolved to consider this at the September meeting.

Transport and Streets

077/24-25 Public transport

- i. Response to invitation, as statutory consultee, to the Cambridge and Peterborough Combined Authority. It was resolved that the Parish Council will prepare a response to be agreed at the September meeting and that the consultation would be advertised in Icene. **Cllr Pavelin & Clerk**

078/24-25 Action list and Clerk's report. Highways working group meeting to be arranged. **Cllr Gidley**

079/24-25 **Date and time of next Parish Council meeting: Wednesday 18th September 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

The meeting closed at 10.20pm

Signed: S. Heaney

Dated: 18th September 2024