

MINUTES OF ICKLETON PARISH COUNCIL MEETING

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

Wednesday 20th November 2024 starting at 7.30pm

Present: Cllr Simon Cheney, Cllr Lucy Davidson, Cllr John Gidley, Cllr Emily Gittins, Cllr P Hamilton, Cllr S Heaney (Chair), Cllr Tim Pavelin, Cllr Terry Sadler and Cllr P Wombwell.

In attendance: Barbara Benn (Clerk) and one member of the public.

Open

114/24-25 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

115/24-25 Apologies for absence. None.

116/24-25 Councillors' Declarations of Interest. Cllr Pavelin declared a pecuniary interest in agenda item 121/24-25 ii and a personal interest in item 126 ii.

117/24-25 To approve the Minutes of the meeting held on Wednesday 16th October 2024. It was resolved that the minutes of the meeting held on 16th October 2024 be approved and signed as a true and accurate record.

Agenda

118/24-25 Reports from South Cambs District (SCDCllrs) and Cambridge County Councillors (CCCLlrs). See Appendix A. Cllr McDonald updated the Councillors in respect of the ongoing plans relating to the A505 McDonalds roundabout congestion. An email received from a parishioner concerning a drainage ditch on Grange Road was also discussed. Cllr McDonald will respond to this enquiry.

Council

119/24-25 Policy and procedures **Action**

- i. Consider responses from other Clerks and information received from current website provider and agree actions in relation to the change of domain name, email accounts and upgraded Microsoft package. These were circulated to Councillors prior to the meeting and the replies noted. It was agreed to transfer the website to the Gov.uk domain. It was further agreed to move agenda item 120/24-25 ii. - Vote on replacement and upgrade of existing email and collaboration tools. – for resolution at this point. A vote was taken with 8 votes in favour and one abstention. The Parish Council will proceed with replacing the existing email system and upgrading to a Microsoft for Business package. **Clerk & Cllr Heaney**

120/24-25 Projects and initiatives

- i. Cemetery extension update. Survey to take place in early December. It was agreed to move agenda item 126 iii - Receive results of the application to the Shared Prosperity Fund for Green Spaces and agree actions to be taken. – for discussion at this point. The Parish Council were successful in its bid to the Shared Prosperity Fund for funding towards improving green spaces in the village. It was resolved that Cllr Davidson contact SCDC in respect of the next steps. **Cllr Davidson**
- ii. Vote on replacement and upgrade of existing email and collaboration tools. This item was resolved at 119/24-25.

121/24-25 Tax and finance

- i. To note receipts from:
Burial income £420.00
Salvation Army £3.63
Football Pitch Hire £400.00
- ii. To approve payment of November accounts:
T Pavelin, invoice 37, £100. Cllr Pavelin abstained from consideration of this item.
Clerk's salary (confidential)
E&E Plumridge, INV-4153, £173.00
Ickleton Village Hall, 24-25/05, £50.00
Wicksteed, 0000826691, Inspection £360.00
Equals card, Amazon, INV-GB-140579851-2024-134998, Safety Signs, £11.96
Bank service charge, £6.00, DD 30.11.24
Bank service charge, £5.40, DD 31.10.24

Ernest Doe, 771424, strimmer service, £100.76

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

Clerk

Following publication of the agenda, the Clerk received an invoice relating to the previously agreed works to the chapel walls: A Hoare, invoice 002, £1,400. It was proposed by SCllr Cheney and seconded by Cllr Sadler that this invoice be paid. Cllr Pavelin abstained from consideration of this item. An invoice from D Pallet: Invoice 201124, £2,000, was also received. It was proposed by Cllr Pavelin and seconded by Cllr Heaney that this invoice also be paid.

iii. October 2024 bank reconciliation. Instant Access £41,394.46. Current £29,093.05. Total £70,487.51.

It was resolved that the bank reconciliation for October 2024 is approved and signed.

iv. October 2024 Equals cash card reconciliation. Balance £649.20. It was resolved that the Equals card reconciliation for October 2024 is approved and signed.

v. To note that the annual SLCC fee for the Clerk's membership was £148 rather than £144. Noted and approved.

vi. Clerks request to purchase stamps using Equals card £13.60. Approved.

vii. To note that the Finance Working Group is meeting before the next PC meeting to discuss the budget and precept request for 2025/26 and ask Councillors if they wish to attend or have suggestions for significant new items that should be added to known potential outgoings. This was noted and Cllrs Heaney, Pavelin and Sadler will attend.

122/24-25 Organisation and Roles

i. Proposal to increase the Clerk's salary in line with the agreed National Joint Council for Local Government Services pay rates applicable from 1 April 2024 to 31 March 2025. This was proposed by Cllr Gidley and seconded by Cllr Hamilton and agreed by all present.

Clerk

123/24-25 Meetings and decision making

i. Consider Parish council response to government consultation on enabling remote attendance and proxy voting at local authority meetings. It was resolved that Councillors would respond individually and discuss if a full Parish Council response is required at the next meeting.

Clerk

Community

124/24-25 Health and Safety

i. Defibrillator check (Cllr Pavelin). Checked 19th November 2024 and in full working order.

125/24-25 Services and amenities

i. Consider any further action to be taken by the Parish Council in relation to the lack of battery back up at the Coploe Road mast. It was resolved that the Clerk would follow up the email to our local MP for a response.

Clerk

126/24-25 Church and cemetery

i. Chapel roof repairs. Consider the two quotations received and agree further action to be taken. It was proposed by T Sadler and seconded by Cllr Wombwell that the Parish Council proceed with the quote for urgent repairs only at £750.

Clerk

ii. To agree price increase for approved works to the chapel walls which have risen from £1200 to £1400 due to the increased cost of scaffolding. It resolved that the increase is agreed and the full invoice be paid.

iii. Receive results of the application to the Shared Prosperity Fund for Green Spaces and agree actions to be taken. This agenda item was resolved at 120/24-25.

iv. Consider request for a memorial bench at the cemetery. It was resolved to approve this. A member of the public brought to the Councillors attention that the PCC would like to work with the PC on a plan to replace the two cherry trees which have been removed at the church. This will be included as an agenda item for December.

Clerk

Environment

127/24-25 District development

i. Update on the planning appeal re the development between Walden Road and Newmarket Road Great Chesterford: **UTT/22/2997/OP**. Appeal reference: APP/C1570/W/24/3347808. Site: Land Between Walden Road and Newmarket Road Great Chesterford. Formal notification received that the appeal has been withdrawn. The withdrawal of this appeal was noted by the PC.

ii. Genome Campus Expansion – consider if the Parish Council have any questions they would like taken to the next Community Liaison Group Meeting. Cllr Sadler and Cllr Hamilton will be attending.

Concerns were raised over mitigation of traffic issues on the A505 and these will be taken to the meeting.

128/24-25

Land and premises

Planning information from South Cambridgeshire District Council (SCDC)

- i. To consider any comments to be returned to SCDC relating to tree works:
24/1216/TTCA Site: Adjacent 14 And 16 Duxford Road. Proposal: Walnut - 2m Crown reduction, 2 x Silver Birch - Reduce height by 2 metres. Information only as comments due by 15th November. Sent to Councillors 31st October.
- ii. Update on plan for a village wildflower area. A quote has been received for the planting of a wildflower area on the recreation ground. It was resolved that a more accurate quote is obtained for 220 sqm and a vote is taken at a future meeting. **Cllr Wombwell**
- iii. To receive the annual play park inspection report and consider actions arising. It was resolved that a working group meet to consider the report and quotes and prepare a plan for presentation to the next meeting. Cllrs Gittins and Davidson will meet to discuss this. **Cllrs Davidson & Gittins**
- iv. To consider quotation received for minor repairs following the inspection. It was resolved to discuss this at the next meeting.
- v. To consider quotations received to date for replacement equipment. It was resolved to discuss this at the next meeting.
- vi. Consider request from resident to cut back Recreation Field tree which they consider to be dangerous. It was resolved that Cllr Cheney would respond to the resident about this. **Cllr Cheney**
- vii. Consider offer from SCDC for six free trees (or one large potted tree) and decide if the Parish Council wish to apply. It was resolved that Cllr Cheney would apply for a single plant. **Cllr Cheney**

129/24-25

Street Care and Cleaning

- i. Consider if the Parish Council wish to have the option to either take on additional areas of grass maintenance or, if preferred, have CCC resume responsibility for certain verges. It was resolved that the Parish Council would complete the survey and await the outcome of the review before making any decision on the maintenance of the verges. **Clerk**

130/24-25

Water and Sewerage

- i. Anglian Water update on any actions taken and those outstanding. It was resolved that the Clerk would follow up the last email received from Anglian Water and ask for an update on the commitments made. **Clerk**

Social issues

131/24-25

Housing

- i. Consider provision of rented housing in Ickleton and any actions to be taken in relation to this. A resident advised the PC that due to the sale of a number of houses there was a diminishing number of rental properties in the village. This item was discussed at length and it was resolved to include it on a future agenda. **Clerk**
- ii. Update concerning access and maintenance of properties in Icknield Close. The Parish Council are awaiting an update form South Cambridgeshire District Council. **Clerk**

Transport and Streets

132/24-25

Roads and Highways

- i. To note the LHI application window for the 2025/2026 funding round has now reopened and consider making an application. To consider if the Parish Council have any suggestions for a project or any questions to be put forward at the online drop-in meeting on 28 November. The Highways working group have arranged a meeting with Highways Officers and will put forward a proposal to the Parish Council at the next meeting. **Cllr Gidley & Cllr Sadler**
- ii. Consider making an application for the SCDC Grant for Improving the High Street by the deadline of 13th December. It was resolved that Cllr Pavelin would get some costs for an art project and Cllr Davidson would submit the application. **Cllrs Davidson & Pavelin**
- iii. Agree response to the email from Cambridgeshire County Council asking if the Parish Council wish to highlight any roads or footpaths where capital investment is needed. Response deadline 8th December 2024. It was resolved that the Parish Council would put forward three schemes for consideration. **Cllr Heaney**

- iv. To decide if a member of the Parish Council wishes to attend the stakeholder meeting, held by Cambridgeshire County Council, in respect of highways capital maintenance prioritisation. It was resolved that Cllr Wombwell would attend this meeting. **Cllr Wombwell**
- v. Update following meeting of working group on traffic calming measures. The working group are considering an application to the LHI.
- 133/24-25** Action list update and Councillor reports. The loan agreement for the Ickleton Lion Group will be signed on behalf of the Parish Council by Cllr Gittins and sent to the Ickleton Lion Community Pub Group as soon as practicable.
- 134/24-25** Matters for Further Discussion. This item is subject to the discretion of the Chair and includes matters raised by Councillors with a view to being an item on the next agenda. Please note that no decisions can be lawfully made under this item. None.
- 135/24-25** **Date and time of next Parish Council meeting: Wednesday 11th December at 7.30pm**

The meeting closed at 22.50pm.

Signed: S Heaney

Dated: 11th December 2024

Appendix A

Parish Council County Report Nov 2024

South Cambs Council

Grants for Improving the High Street

A new £200,000 grant scheme has been launched to boost the heart of communities across the district. Grants of between £5,000 to £20,000 per project are available to rural businesses, community groups and Parish Councils across the district. The scheme aims to improve the look of local high streets, promote rejuvenation, encourage residents to shop locally, and to attract more local businesses to the area. The grant can cover a wide range of projects such as renovating shop fronts, street art, new benches, hanging baskets, interactive family fun trails, street cleaning, local maps or new signs. Cambridgeshire and Peterborough Combined Authority is the lead authority for the fund, while South Cambridgeshire District Council is responsible for delivery and allocation. The first application window is now open until 10 November. The second application window will open on 14 November and close on 15 December. The third and final application window will open on 19 December and close on 19 January next year. Funds may run out before the end of these application windows, so you are encouraged to apply promptly. The scheme is part of the Government's UK Shared Prosperity Fund. Scrutiny of council and partner services .

<https://www.scambs.gov.uk/business/uk-shared-prosperity-fund/improving-the-high-street-grant>

Anglian Water & EA

In the October meeting we were visited by representatives from Anglian Water, the Environment Agency and the County Council to examine the state of drainage, flood control and pollution mitigation. This followed some extraordinary failures in recent months including sewage outflows in Fowlmere and Ickleton in the spring/summer and an alarming rate of discharge into our watercourses across the district. Unsurprisingly, serious questions were asked about these incidents. Anglian Water have since agreed to regular meetings with local representatives to avoid a repeat of these incidents.

Pilot Employment Hubs

The pilot Employment Hub project now has 3 locations in place to support people who have been unemployed for some time due to a long-term physical/mental health condition or a disability. One of these is at the Melbourn Hub, provided by Citizens Advice. Funding has been allocated for 1 year. There is no pressure to find employment: the focus will be on helping people on their journey back into work.

By-election in Histon & Impington

A by-election for the role of South Cambridgeshire District Councillor for Histon and Impington took place on 24 October. This followed the resignation of Cllr Pippa Heylings, after her election as MP for South Cambridgeshire in July. James Rixon, the Liberal Democrat candidate, was elected and will represent the ward until May 2026, when all the seats on South Cambridgeshire District Council will be up for election again

Cambs County Council

Cambridge Biomedical Campus Development

On 23rd October the Cambridge Biomedical Campus Landowners' Collaborative Group offered an update on our long-term development aspirations for the sustainable development and expansion of the Cambridge Biomedical Campus.

Residents and stakeholders at the Greater Cambridge Shared Planning Community Planning Update meeting heard that the outline concepts, which are at their earliest stages, put Addenbrooke's Hospital at the heart of a wider vision to meet health and community needs across the Cambridge Biomedical Campus site.

The Landowners' Collaboration Group is formed of Cambridgeshire County Council; Cambridge University Hospitals NHS Trust; the University of Cambridge; Prologis and the Pemberton Family Trust.

With continued Government interest in this area, these early ideas would continue to develop the Campus, and expand it further to the south. These ideas are being outlined in response to the growth proposals set out in the Greater Cambridge First Proposals documents and in response to Cambridge Biomedical Campus Ltd's Cambridge Biomedical Campus Vision 2050. Our ideas also show how we think development options being explored through the emerging Great Cambridge Local Plan and Cambridge Biomedical Campus Ltd's Vision for 2050 could be taken forward.

Whilst still working through the potential options ahead of any formal planning proposals, the various partners have collectively agreed to refine the various ambitious proposals for this nationally significant site.

The campus is of strategic importance for healthcare globally due to the unique health and research benefits achieved through the co-location of Addenbrooke's Hospital, University research departments, research institutes including the MRC Laboratory of Molecular Biology, the Royal Papworth Hospital, the future Children's and Cancer Hospitals, AstraZeneca and other research companies in the life-science industry.

The Landowners' Collaborative Group intend to comprehensively engage with the local community, initially through a range of theme-based workshops which will take place in 2025. The workshops will align with planning timetables including the Greater Cambridge Local Plan and ensure that future proposals for the site benefit from the input of the wider community.

Workshops are anticipated to include representatives from campus occupiers, councillors, Parish Councils and key interested parties, with this meeting the first step in a substantial engagement process ahead of any decisions being made.

Recently representatives from local authorities met with Housing and Planning Minister, Matthew Pennycook MP at the Biomedical Campus to discuss partnership efforts to ensure responsible and sustainable economic growth around Greater Cambridge – and the Campus.

The recording and slides are here:

<https://www.greatercambridgeplanning.org/about-us/news/cambridge-biomedical-campus-planning-update/>

Care Leavers Event

A special celebration event was held October 30 for young people from across Cambridgeshire leaving care. It is one of several events planned for National Care Leavers' Week this week.

Young people themselves have been involved in planning the celebration event, which was held at The Junction in Cambridge.

Activities will include a nail bar and henna tattoo artist, as well as activities from Inspire2Ignite – a locally based organisation which works to reduce the number of young people who are not in education, employment, or training.

Support workers develop and deliver targeted programmes and experiences that engage and empower these young people, providing them with meaningful opportunities and support.

Representatives from the National Youth Advocacy Service will also be on hand with advice and guidance for care leavers.

The weekly drop-in hub for care experienced young people aged 16-25 continues in Huntingdon library on Thursdays between 10am and 1.30pm, with a focus on CV writing and career advice from Personal Advisors, education and employment workers and the Virtual School.

A Tenancy Ready course run by South Cambridgeshire District Council was held at Huntingdon Library.

The course helped young people prepare for independent living, and covered topics such as how to maintain a tenancy, how to pay bills, how to manage money on a budget, and tenants' rights.

The Leaving Care Service works with many local and national organisations including Goal 17, who will be holding a mentoring session for care leavers at The Junction tomorrow afternoon (October 30) and Become – a charity for children in care and young care leavers.

Cambridgeshire County Council has recently updated and improved its local offer page for care leavers, which explains what services and support are available for those leaving care.

Half Term Vouchers

The supermarket voucher scheme operated again during October half-term, for all eligible families in Cambridgeshire.

Cambridgeshire County Council is continuing to run the scheme during October half-term, using the Household Support Fund from the Department for Work and Pensions, with additional funding provided by the council.

The council will issue a £15 voucher to the parent or guardian of each eligible child/young person. This will be sent via email and/or text on Saturday 26th October.

Children who become eligible up until Sunday 2nd November will also receive a voucher.

The voucher scheme has been a huge success since its introduction and is widely appreciated by families struggling in the current financial climate.

Details of how to apply for income related Free School Meals can be found here: [Cambridgeshire Holiday Voucher Scheme | Cambridgeshire County Council](#)

There is a simple [application form](#) which only requires a few details for an instant eligibility check. Each successful application will also bring up to £1,500 additional funding for your child's school.

All vouchers must be claimed by 3pm on Friday 29 November. The council is unable to reinstate unclaimed vouchers after this date.

In addition to the Holiday Voucher Scheme, there is further support available in response to the cost of living which can be found here: [Support with the cost of living | Cambridgeshire County Council](#) - here you can find our dedicated Household Advice and Support Team, available to support families with information, advice and direct financial support.

Further information about the Holiday Voucher Scheme, including FAQs for parents, can be found here [Cambridgeshire Holiday Voucher Scheme | Cambridgeshire County Council](#)

Peter McDonald

Nov 2nd 2024