

MINUTES OF ICKLETON PARISH COUNCIL MEETING

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

Wednesday 11th December 2024 starting at 7.30pm

Present: 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 (arrived at 7.33pm)

Open

136/24-25 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

137/24-25 Apologies for absence. Apologies were received and accepted for personal reasons from Cllr Simon Cheney and Cllr Lucy Davidson.

138/24-25 Councillors' Declarations of Interest. Cllr Pavelin declared a pecuniary interest in agenda item 142/24-25 ii.

139/24-25 To approve the Minutes of the meeting held on 20th November 2024. It was resolved that the minutes of the meeting held on 20th November 2024 be approved and signed by the Chair as a true and accurate record.

Agenda

140/24-25 Reports from South Cambs District (SCDCllrs) and Cambridge County Councillors (CCCLlrs).

Council

Action

141/24-25 Projects and initiatives

- i. Cemetery extension update. Drawings of the proposed purchase area have now been received.
- ii. Email and Microsoft upgrade update. The Clerk is progressing with the change of domain name to a Gov.uk domain. Emails will be moved once this has been completed. **Clerk & Cllr Heaney**
- iii. Update on successful Shared Prosperity Fund application for meadow area. It was resolved to postpone discussion of this item to the next meeting. **Clerk**

142/24-25 Tax and finance

- i. To note receipts from:
Salvation Army clothing bank £3.78
Icene advertising £72.00
- ii. To approve payment of December 2024 accounts:
T Pavelin, invoice 38, £60.00. Cllr Pavelin abstained from consideration of this item.
Clerk's salary (confidential)
CCV, volunteers' expenses, £49.70
Happy Branches, INV0214-09Y24(1), remove cherry tree, £500.00
C Frankau, invoice 58, £2727.60
Bank charge £6.00 DD to be debited 31st December 2024
HMRC payment, Ers NI, £19.40
Red Shoes, payroll, 14698, £48.60
Sunshine Survey, GY/5726, £960.00
Payment to Ickleton Community Pub Limited, £5,000
It was resolved that the payments listed above be approved and paid. **Clerk**
- iii. Bank reconciliation. Current account £24,675.82, Instant access account £41,394.46. Total £66,070.28. It was resolved that the bank reconciliation for November 2024 is approved and signed.
- iv. Equals cash card reconciliation. Balance £649.20. It was resolved that the Equals card reconciliation for November 2024 is approved and signed.
- v. Consider if the Parish Council wish to feedback on the tax base estimates for 2025-26. It was resolved that no feedback is required.
- vi. Consider if the Parish Council wish to respond to the consultation document setting out proposals for payment of Parish Precepts by the District Council in 2025-26. It was resolved that no response is required.

- vii. Agree proposed budget for 2025-26. It was resolved that the budget for 2025-26 be approved and adopted. **Clerk**
- viii. Agree precept requirement for 2025-26. After some discussion it was resolved that the precept requirement for 2025-26 is set at £40,000. **Clerk**
- ix. Agree subscription package for Rialtas Year End Closedown. It was agreed to sign up for a three-year package for year-end closedown contingent on this being payable annually. **Clerk**
- 143/24-25** Meetings and decision making
- i. Consider if a full Council response is required to the consultation on remote attendance and proxy voting. It was resolved that a full Council response was not required as Councillors could respond individually.
Community
- 144/24-25** Health and Safety
- i. Defibrillator check (Cllr Pavelin). Checked 10th December 2024 and in full working order.
- 145/24-25** Services and amenities
- i. Update on responses received concerning battery back up at the Coploe Road mast site. No further responses received. **Clerk**
- 146/24-25** Church and cemetery
- i. Chapel roof repairs update. The company have been instructed to proceed.
- ii. Consider the next steps in relation to the replacement of trees at the churchyard. It was resolved that the Clerk contact the PCC to discuss the sourcing and replacement of the trees. **Clerk**
- iii. Consider request for spring guided walk at the Church. The Parish Council resolved to approve this request. **Clerk**
- Environment**
- 147/24-25** District development
- i. Update following the meeting of the Community Liaison Group. A planning application is to be made for a further tranche of the development, which will include a restaurant and pub. The traffic survey using ANPR is limited in scope and will not include Ickleton Village. It was agreed that Cllr Sadler would contact SCDCllr P McDonald for figures concerning traffic flow in the village. **Cllr Sadler**
Boro Farm development - Cllr Sadler also updated the PC concerning letters received by two Councillors at Great Chesterford Parish Council from the Norwood Group in relation to interruption to trading.
- 148/24-25** Land and premises
Planning information from South Cambridgeshire District Council (SCDC)
- i. To consider any comments to be returned to SCDC relating to planning applications:
24/04451/HFUL Proposal: Single storey rear extension, conversion and extension of existing garage into habitable living space and internal alterations. Address: 8 Butchers Hill. Response by 20th December. It was resolved to support this application assuming the Conservation Officer's recommendations are followed in full. **Cllr Sadler & Clerk**
24/04452/LBC Application for listed building consent. Proposal: Single storey rear extension, conversion and extension of existing garage into habitable living space and internal alterations. Address: 8 Butchers Hill. Response by 20th December. It was resolved to support this application assuming the Conservation Officer's recommendations are followed in full. **Cllr Sadler & Clerk**
- ii. To consider any comments to be returned to SCDC relating to tree works:
24/1363/TTCA Address: 14 Frogge Street. Proposal: Rowan Tree - Remove, grind out the stump and replace it with a new tree. Response by 19th December. No comment.
The Clerk advised Councillors that the following decisions were made by SCDC after publication of the agenda:
Applications for work to trees:
24/1216/TTCA. Site: Adjacent 14 And 16 Duxford Road. Proposal: Walnut - 2m Crown reduction 2 x Silver Birch - Reduce height by 2 metres – no objections
24/1366/TTCA. Site: St Mary Magdalene Church. Proposal: Five Day Notice for a dead Cherry tree to be removed - no objections.
Planning Inspectorate appeal ref:

23/03132/PRIOR. Site: Rectory Farm, Grange Road. Proposal: Change of use of agricultural building to 1 No. dwellinghouse (use class C3) and associated operational development - appeal dismissed

- iii. Update on plan for a village wildflower area. It was agreed that the area would be cleared for planting and the wildflower seeds purchased. Cllr Wombwell to write a piece for publication in Icene. **Cllr Wombwell**
- iv. Consider plan for remedial/replacement works required following receipt of the playpark inspection and agree actions to be taken. It was resolved to purchase a replacement set of swings and pursue other fundraising options for replacement of the zip wire and skate park. It was agreed to discuss the next steps at the January meeting.

149/24-25 Water and sewerage

- i. Update on actions to be taken by Anglian Water. Acknowledgement of the request for an update has been received and a full response is awaited. **Clerk**

Social issues

150/24-25 Housing

- i. Consider provision of rented housing in Ickleton and any actions to be taken in relation to this. It was resolved that the Clerk would seek advice on assessing need and next steps. **Clerk**
- ii. Update on response received re Icknield Close. A response from SCDC Housing is awaited. **Clerk**

151/24-25 Roads and Highways

- i. Consider and agree proposal to be put forward for the LHI 2025/26 funding round. It was resolved to resubmit the application for a build out at the bottom of Butcher's Hill with a Parish Council contribution of £4,000. **Cllr Gidley & Cllr Sadler**
- ii. Update following stakeholder meeting concerning highway capital maintenance prioritisation. Cllr Heaney has responded to Cambridgeshire County Council highlighting the footpath from Frogge Street to the railway crossing at Great Chesterford and the proposed build-out to reduce traffic speed at the bottom of Butcher's Hill as areas where capital investment is needed.

152/24-25 Action list update and Councillor's reports.
All items covered elsewhere on the agenda.

9.45pm - Cllr Gittins left the meeting at this point for person reasons.

153/24-25 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. Cllr Sadler raised a concern about the ivy on the churchyard wall. The Clerk will contact a contractor to ask them for advice re removal mindful of the rare moss identified on the top of the wall. Cllr Wombwell has contacted Highways concerning clearing the ditch on Frogge Street.

154/24-25 **Date and time of next Parish Council meeting: Wednesday 15th January 2025 at 7.30pm**

The meeting closed at 9.55pm.

Signed: T. Sadler

Dated: 15th January 2025

Appendix A

Parish Council Report December 2024

South Cambs District Council

South Cambridgeshire District Council has written to nearly 300 households believed to be missing out on the Winter Fuel Payment.

Following recent Government changes, access to the Winter Fuel Payment is restricted, with only pensioners receiving a means-tested benefit, such as Pension Credit, able to receive it.

As part of its continued [cost-of-living support for residents](#), South Cambridgeshire District Council is using innovative software to better target support and advice to residents on a low income in more of a proactive way. The software uses different pieces of data that residents have already provided to the Council.

Using the data it already holds in more innovative ways, the Council identified 287 local households that are eligible for Pension Credit but not claiming it. A person can claim Pension Credit if they are receiving the State Pension and on a low income. According to the Department for Work and Pensions, the average Pension Credit award is around £3,900 per year.

All these households have received a letter to let them know of this information and explain how to apply – which then opens the door to receiving the Winter Fuel Payment. A follow up reminder is being sent at the start of December to ensure as many people as possible get the support they are entitled to.

The Council is appealing to all local pensioners to check their entitlements as it is estimated that around 880,000 UK households eligible for Pension Credit currently miss out on claiming.

Eligibility criteria

You can now only get a Winter Fuel Payment if you are over the State Pension age, and receiving one of the following benefits:

- Income Support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Pension Credit
- Universal Credit (for example, through a joint claim with your partner).

You must have been eligible between 16 and 22 September 2024, known as the 'qualifying week', to receive the Winter Fuel Payment this winter. It is however still possible to receive the payment this winter if you apply for Pension Credit by 21 December 2024 and backdate your application to 21 September 2024, which is within the qualifying week. As you can only backdate an application by a maximum of three months, you must do this by 21 December.

To see details on how to apply for Pension Credit, visit the [Gov.uk website](#) and for additional support to apply, email the District's local partner Hope CIC at office@hopeagainst.org or call them on 07474 725477 and they will be able to assist with an application and answer any questions.

Find out about cost-of-living support in South Cambridgeshire [on the District Council website](#).

- [Cost of living support](#)

South Cambs Tree Offer

6 free trees are being offered to parish councils to create habitats and food for wildlife, while also playing a role in the battle against climate change. This scheme is in its fifth year and has seen more than 750 trees planted across South Cambridgeshire. The campaign encourages tree planting by promoting its many benefits and is one of a range of initiatives by South Cambridgeshire District Council to support its ambitions to double nature and get the district to net zero carbon by 2050.

Council Tax Fraud

South Cambridgeshire District Council working with Cambridgeshire County Council has run an initiative to identify individuals incorrectly claiming a Council Tax Single Person Discount. The project has identified more than £800,000 worth of lost income which was due to public services. Incorrect and fraudulent claims for Council Tax discounts or exemptions reduce the overall revenue collected by local councils. This means that there is less money available to fund essential public services. Where there is a debt identified, it is recovered through the normal Council Tax billing process. The District Council is urging people to #DoTheRightThing and report any changes of circumstances which may affect their Council Tax liability. For more information about entitlement please visit the Council's webpage.

4 Day Week Trial

The Government has removed the Best Value Notice that was given to South Cambridgeshire District Council for its four-day week working arrangements. The Council received a six-month Best Value Notice from the then Department for Levelling Up, Housing and Communities in November 2023. It was extended for another six months in May 2024. However, in a recent letter from the recently

named Ministry of Housing, Communities and Local Government (MHCLG), the Government says the Notice will not be reissued.

The letter from MHCLG states “We recognise the Council’s constructive engagement with the department throughout the period of the Notices, including your cooperation with the request for data about the impacts of the four-day working week trial. As the Deputy Prime Minister set out in her letter to local authority leaders on 16 July and reiterated on 24 October at the Local Government Association conference, this Government is committed to working as partners in power, with mutual respect underpinning our approach. This means an end to micromanaging local authorities.” The letter also outlines how MHCLG believes that “local authorities are independent employers who are rightly responsible for the management and organisation of their own workforces.”

South Cambs District Council has published all of the very positive results of the trial and is now considering what else needs to be done before a vote is taken by all council members on whether or not the council formally becomes a 4 day a week employer.

County Council Report

Cambridgeshire and Peterborough Combined Authority

CPCA is undertaking a public consultation on spending plans for the next four years closing 23 December and shaping a £309m capital and £320m revenue budget focused on transport, skills, business growth, and resilience. People can participate online, where they can find out more, or via email. Online: <https://cambridgeshirepeterborough-ca.gov.uk/mtfp-budget-consultation>

Email: consultations@cambridgeshirepeterborough-ca.gov.uk

Some of the Combined Authority programmes budgeted under each Corporate Strategy priority include Improving Connectivity: Funding bus reform, extending the £1 Tiger Bus Pass into 2025/26, £42m for Peterborough Station upgrades, and £4m for an A10 footbridge. For Achieving Growth: A ten-year Local Growth Plan, £9.5m for social enterprises, and £20m for a Strategic Innovation Fund. Business support through the Growth Hub and skills brokerage and for Resilient Communities: Climate Action Plan funding, £14.4m for low-carbon projects and electrification.

Mayoral Precept: Proposed 4.99% rise for 2025/26, funding 30 new or improved bus services and safeguarding existing routes amid rising costs.

Restrictions at the Mill Road

The bridge bus gate will now start along with an extended warning period for drivers to get used to the new layout. Work to install the bus gate was completed at the end of last month (November), despite some disruption by protestors, and it is now ready to be implemented.

The council will now begin a phased approach to the bus gate restriction, to allow people time to get used to it and encourage drivers not to drive over the bridge.

The Traffic Regulation Order (TRO) is now enforceable, and until the end of January we will be warning drivers, who are not exempt, not to drive over the bridge. We’ll be monitoring with civil parking enforcement officers and signs will be displayed. This will be a warning period only – no fines or official warning notices will be issued.

At the end of January, there will be a further warning period where non-exempt vehicles will receive warning notices only, and if they are exempt, will be encouraged to register online. Fines are not expected to come into effect until March.

The restriction over the bridge will be implemented as a bus gate and blue badge holders will need to register up to two vehicles for exemption via an application form online, which is [available](#) on the council’s website. More information including the exemption criteria will be updated on our website soon and we’ll be reaching out to care agencies separately to make them aware.

Blue badge holders will be required to provide a copy of their valid blue badge paperwork.

Longer term public realm improvements are anticipated for Mill Road, subject to funding and further local engagement.

HAF Programme

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

This continuing initiative offers primary and secondary school children in Cambridgeshire the chance to enjoy exciting experiences at a wide range of holiday schemes. In addition, families can also book onto fun experiences together.

With a focus on providing healthy meals alongside engaging activities, this programme is ideal for children to stay healthy and active this Christmas.

Each session will include a nutritious meal, a variety of exciting experiences or sports and the opportunity to socialise with other children.

Any child receiving benefit-related free school meals is eligible for the programme, which will run from 20 December.

Approximately 19,000 HAF eligibility vouchers were sent to families on 11 November. Each voucher offers 16 hours of access, for no charge, to a HAF scheme or family experience during the Christmas school holidays.

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. The Council are working with schools, childcare providers, experience providers, district councils 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 develop their skills and knowledge.
- A variety of holiday schemes including sports, playschemes, drama, technology, outdoor adventure and youth schemes.
- A variety of family experiences including skating, swimming, visiting the pantomime and engaging in wildlife park adventures.
- At least one meal a day.
- Guidance on increasing awareness of healthy eating, lifestyles, and positive behaviours.

Parents will also be supported with information and signposting to other services and support which might be helpful to families.

Peter McDonald Dec 9th 2024