



ICKLETON PARISH COUNCIL
<https://www.ickletonparishcouncil.org.uk>

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 Wednesday 17th September 2025, 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

087/25-26 Open Forum for Public Participation – 15 minutes will be made available for members of the public to address the council.

Formalities

088/25-26 Apologies for absence.

089/25-26 Councillors' Declarations of Interest.

090/25-26 To approve the Minutes of the meeting held on 20th August 2025.

Agenda

091/25-26 Reports from South Cambs District (SCDCllrs) and Cambridge County Councillors (CCCllrs).

Council

092/25-26 Policy and procedures

- i. Ickleton PC Publication scheme review policy.
- ii. Ickleton PC Privacy Policy review new policy.
- iii. Ickleton PC Document Retention Policy review new policy.
- iv. Ickleton PC Data Protection Policy review new policy.
- v. Ickleton PC Record of Processing Activities review new document.
- vi. Ickleton PC Recreation Ground Policy review of new policy and playpark inspection report.

093/25-26 Projects and initiatives

- i. Cemetery extension update.

094/25-26 Tax and finance

- i. To note receipts from:
Whittlesford Warriors, pitch hire, £450.00
Icene advertising £24.00
- ii. To approve payment of September invoice from T Pavelin, bin emptying, invoice 47, £80
- iii. To approve payment of September 2025 accounts:
Clerk's salary (confidential)
HMRC payment for Q2 2025-26, £156.51
E&E Plumridge, Icene printing, INV-4871, £171.00.
Ickleton Village Hall, Hall Hire, 24-25/100, £75.00.
PFK Littlejohn, Audit fees, SB20251099, £378.00.
Red shoes, Payroll service, 16640, £52.20
Bank charge £6.00 DD to be taken 30th September 2025.
Data Protection fee of £47.00 DD to be taken 22nd October 2025.
- iv. Bank reconciliation. Current account £43,600.91, Instant access account £14,998.24 Total £58,599.15.
- v. Equals cash card reconciliation. Balance £504.54.
- vi. To note that Npower have issued a credit note for electricity consumption of £84.32.
- vii. Notice of conclusion of audit.
- viii. Confirmation that AGAR Part 3 has been published on the website.
- ix. Consider purchase of a new Parish Council laptop to the value of £400.

- 095/25-26** Collaborations and affiliations
- i. Decide on the Parish Council response to the re-consultation on the draft Greater Cambridge Planning Obligations Supplementary Planning Document.
 - ii. Decide on the Parish Council response to the Cambridgeshire County Council Local Government Reorganisation request for local views.
 - iii. Clerk's request to continue with annual membership of the Society of Local Councils Clerks (SLCC) with effect from 1st October 2025. Cost £150.
- Community**
- 096/25-26** Health and Safety
- i. Defibrillator check (Cllr Pavelin).
- 097/25-26** Services and amenities
- i. To discuss update concerning the mast on Coploe Road.
- 098/25-26** Churchyard and cemetery
- i. Consider if the Parish Council wish to arrange for the removal of a damaged tree which overhangs the road and discuss quotation received.
 - ii. Consider quotation received for cutting back of shrubbery to make room for cremated remains burials.
 - iii. Discuss urgent repairs which are required to a flint wall at the churchyard and decide next steps.
- Environment**
- 099/25-26** 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:
25/03419/HFUL Proposal: First-floor extension, single storey replacement, porch and changes to materials and fenestration. Site address: 2 Brookhampton Street. Response by 25th September 2025.
 - ii. To note SCDC planning decisions:
25/0713/TTCA Status: No Objection. Site: 63 Abbey Street. Proposal: Walnut tree, T1 - since the tree was crown reduced in 2021, it has grown considerably and is approximately 17m high by 14m wide. Some branches extend over the adjacent public footpath and over the gardens of neighbours. It is proposed to reduce the crown to the points where it was pruned on previous occasions after which it will be approximately 14m high by 11m wide. Holly, T2 - it is proposed to trim the side shoots back by 0.5-1m to maintain the conical shape of the tree.
 - iii. Consider quotations received for removal and replacement of zip wire.
 - iv. Discuss emails received from residents concerning trees on or near the recreation ground.
 - v. Consider Clerk's recommendation to undertake a tree survey of the trees at the Recreation Ground, Cemetery and Village Green.
- Leisure and culture**
- 100/25-26** Recreation
- i. Consider request from Ickleton Cricket Club for a letter giving written evidence of Landlord's consent for the all-weather cricket nets project.
- Transport and Streets**
- 101/25-26** Traffic calming
- i. To consider if a proposal for speed bumps should be included in the LHI 2026/27 round.
- 102/25-26** Road Maintenance
- i. Update on resurfacing of Icknield Close.
- 103/25-26** Action list update and Councillors' reports.
- 104/25-26** 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.
- 105/25-26** **Date and time of next Parish Council meeting: Wednesday 15th October 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