

MINUTES OF ICKLETON PARISH COUNCIL MEETING

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

Wednesday 10th December 2025 starting at 7.30pm

Present: Cllr Lucy Davidson, Cllr Steve Heaney (Chair), Cllr John Gidley, Cllr Philly Hamilton, Cllr Terry Sadler.
In attendance: Barbara Benn (Clerk) and one member of the public.

Open

142/25-26 Open Forum for Public Participation – 15 minutes will be made available for members of the public to address the council.

Formalities

143/25-26 Apologies for absence. Apologies were received and accepted for personal reasons from Cllr S Cheney and Cllr T Pavelin.

144/25-26 Councillors' Declarations of Interest. None.

145/25-26 To approve the Minutes of the meeting held on 19th November 2025. It was resolved that the minutes of the meeting held on 19th November 2025 be approved and signed as a true and accurate record.

Agenda

146/25-26 Reports from South Cambs District (SCDCllrs) and Cambridge County Councillors (CCCLlrs).
See Appendix A

Council

The Chair proposed to move agenda item **154/25-26** for consideration at this point in the meeting. All Councillors present were in agreement.

- i. To consider any comments to be returned to SCDC relating to planning applications:
25/04439/LBC Proposal: Removal of existing pantiles and replace with Lincoln Clay interlocking pantiles. Site address: Swallow Barn, Butchers Hill. It was resolved to support the replacement of the pantiled area with a more weatherproof covering in principle, but Councillors agreed with the Conservation Section's assessment that the applicant's suggestion was inappropriate (too harsh, obviously machine made, too modern in appearance). Conservation Section suggests a number of alternative materials that could be used, and which could be supported without reservation.
25/04547/HFUL Proposal: Construct pitched roof over existing single-storey rear extension (amended). Alterations to exterior materials and fenestration. Site address: 2 Brookhampton Street. It was resolved that Council would support the application as it appeared to address most of the objectionable aspects of the previous application, with reservations about the expanse of glass folding doors at the rear which would have a negative impact on the amenity of the neighbouring property and that to be refurbished owing to loss of privacy for both dwellings. The extension is amply fenestrated and a simple glazed door towards the end would be sufficient to improve the connection with the garden without compromising the amenity of both dwellings.
- ii. To note SCDC planning decisions:
25/1124/TTCA Site: 38 Butchers Hill. Proposal: Pruning of flowering cherry, trim 1.7m all round to shape tree. No Objection. Noted
25/1140/TTCA Site: 21 Church Street. Proposal: Fir - Remove Horse Chestnut - Remove two lower limbs back to the main stem. Status: No Objection. Noted.
25/1147/TTCA Site: 37 Butchers Hill. Proposal: Chestnut (dying) - Fell to ground level and remove all wood and waste from site. Status: No Objection. Noted
24/02788/FUL Site: Abbey Barns Duxford Road. Proposal: Two storey extension to Unit 4 and the erection of 2no. new building for office/research and development uses (Use Class E) together with associated car parking, infrastructure and landscaping. Status: Application Permitted. Noted.
- iii. Consider if the Parish council wish to prepare a schedule of works for pricing concerning the village maintenance and grass cutting for 2026-27. After discussion, it was agreed that the Parish Council would create a list of the areas which it is responsible for including the maintenance requirement for each.

- 147/25-26** Policy and procedures
i. Ickleton PC Grievance Procedure for review. It was resolved the procedure be approved for adoption by the Parish Council with minor changes to wording.
- 148/25-26** Projects and initiatives
i. Cemetery extension update. The matter is still in the hands of the Solicitors.
- 149/25-26** Tax and finance
i. To note receipts from:
Icene advertising £78.00
Burial fees £250.00
ii. To approve payment of December 2025 accounts:
Clerk's salary (confidential)
HMRC payment for Q3 25-26 £95.20
E&E Plumridge, INV-5098, Icene Dec 25, £186.25
Madingley Mulch, pro forma invoice, play bark, £666.40
Red Shoes, invoice 17278, payroll services Q3, £52.20
Bank charge £6.00 DD to be taken 31st December 2025
It was resolved that the payments listed above be approved and paid.
iii. To approve payment of December invoice from T Pavelin, bin emptying, No. 50 £60.00. It was resolved this invoice be approved and paid.
iv. Bank reconciliation. Current account £55,587.60, Instant access account £15,083.30 Total £70,670.90. It was resolved that the bank reconciliation for November 2025 is approved and signed.
v. Equals cash card reconciliation. Balance £504.54. It was resolved that the Equals card reconciliation for November 2025 is approved and signed.
vi. Consider if the Parish Council wish to give any feedback on the SCDC estimates for the tax base for Ickleton for 2026-27. The Council resolved not to comment.
vii. Consider if the Parish Council wish to comment on the SCDC consultation relating to the payment of precepts during 2026-27. The Council resolved not to comment.
viii. Consider and decide the Parish Council contribution commitment towards the 2026/27 LHI bid. After discussion it was agreed that the Parish Council would contribute a total of £4,200 to a potential LHI bid to be split over two budget years.
ix. Consider and decide proposed budget for 2026-27. After discussion the budget was approved with a minor change to the precept amount.
x. Decide precept requirement for 2025-26. After discussion it was resolved the precept be set at £43,500 for the 2026-27 financial year.
xi. To note that the RBL payment for the Poppy Wreath was made in November 2025. Agree if this should be funded from s.137. It was unanimously resolved that the Council in accordance with its powers under sections 137 and 139 of the Local Government Act 1972, should incur the expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure.
- 150/25-26** Organisation and roles
i. Consider Clerk's request for annual leave: 22nd December 2025 and 2nd January 2026. It was resolved to approve this request.
- 151/25-26** Collaborations and affiliations
i. Consider email from CAPALC asking for a representative Councillor from each member organisation. No Councillor was appointed at the meeting.
Community
- 152/25-26** Health and Safety
i. Defibrillator check (Cllr Pavelin). This will be checked at a later date.
- 153/25-26** Churchyard and cemetery
i. Consider area to be put aside at the cemetery for the burial of ashes and consider associated fee. After discussion it was resolved that the area previously discussed be agreed. It was further resolved the fees would be set at £150 for the purchase of the Exclusive Right of Burial (99 years) and £100 for the interment of cremated ashes.

Environment

154/25-26

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:
25/04439/LBC Proposal: Removal of existing pantiles and replace with Lincoln Clay interlocking pantiles. Site address: Swallow Barn, Butchers Hill. Comment by 11th December 2025. Considered earlier in the agenda.
25/04547/HFUL Proposal: Construct pitched roof over existing single-storey rear extension (amended). Alterations to exterior materials and fenestration. Site address: 2 Brookhampton Street. Comment by 23rd December 2025. Considered earlier in the agenda.
- ii. To note SCDC planning decisions:
25/1124/TTCA Site: 38 Butchers Hill. Proposal: Pruning of flowering cherry, trim 1.7m all round to shape tree. No Objection.
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- iii. Consider if the Parish council wish to prepare a schedule of works for pricing concerning the village maintenance and grass cutting for 2026-27. Considered earlier in the agenda.

Social issues

155/25-26

Housing

- i. Consider and discuss report received from ACRE following Housing Needs Survey. Confirmation that ACRE will make a presentation at the Council meeting to be held on 21st January 2026. The results were discussed at the meeting.

Transport and Streets

156/25-26

Traffic calming

- i. Update on possible options for further traffic calming in the village following road safety walk on 21st November and general feedback on traffic and highways matters. A summary of items identified on the walk was given to the Parish Council. Residents should be encouraged to report highways faults such as potholes as soon as they occur.
- ii. Consider proposed Icene paragraph concerning parking on pavements and overgrown hedging. It was resolved to include a paragraph in the next edition of Icene concerning parking and overgrown hedging. The paragraph was approved and will be included in the January Icene.
- iii. Update on replacement bollards. These will be reported to Cambridgeshire County council.
- iv. Update on delivery of 2nd MVAS following successful bid for funding by Speedwatch Group. The speed camera will be delivered late spring early summer.
- v. LHI funding programme 2026/2027. Consideration of further effort to secure funding to extend the kerb at the foot of Butchers Hill. It was resolved that the Parish Council would submit a bid with a contribution of £4,200 to be funded over two years.

157/25-26

Roads and Highways

- i. Consider Parish council survey response for suggestions of large-scale projects for Highway Maintenance Investment 2026/27. It was resolved that the Parish Council wished to respond to request resurfacing of Frogge Street from south of the junction with Church Street to where it meets Abbey Street.

158/25-26

Action list update and Councillors' reports. Action list all matters covered elsewhere on the agenda.

159/25-26

Matters for Further Discussion. A letter from the Cricket Club was received by the Chair thanking the Parish Council for their contribution to the all-weather cricket net. A small leaf lime has been delivered and will be planted ASAP. A request to use the Village Hall car park on 20th December was agreed. A free covid commemorative tree will be requested.

160/25-26

Date and time of next Parish Council meeting: Wednesday 21st January 2026 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 10.10 pm

Signed: S Cheney

Dated: 21st January 2026

Appendix A

Parish Council County Report - December 2025 South Cambs Council

Greater Cambridge Shared Planning has been crowned Planning Authority of the Year at last night's prestigious Royal Town Planning Institute (RTPI) Awards for Planning Excellence.

This nationwide recognition celebrates the service's outstanding commitment to delivering high-quality planning for local communities, supporting sustainable growth, and shaping places where people can thrive. The award follows a year of significant achievements for Greater Cambridge Shared Planning (GCSP) – which is a partnership between Cambridge City and South Cambridgeshire District councils. It comes after GCSP was crowned Planning Authority of the Year - East of England at the local RTPI Awards for Planning Excellence earlier this year.

Highlights from the last year

Some of the past year's highlights from GCSP's award-winning work are:

- Advancing several digital planning initiatives. This includes creating an artificial intelligence tool to speed up the assessment of local views on policy documents, improving online information through a brand new GCSP website and developing analysis tools using a digital 3D model of Cambridge to enable faster, better-informed decisions. On Monday, consultation begins on the draft Greater Cambridge Local Plan, which also adopts an improved user-friendly approach using interactive maps.
- Biodiversity Net Gain leadership, with the service proactively securing more than 200 hectares of habitat for biodiversity offsetting, ahead of national policy requirements. This project won the 'Planning for the Natural Environment Award' at the Planning Magazine Awards 2025.
- Its multi-award-winning Youth Engagement Service, which is an internationally recognised programme giving young people a voice in town planning and design, having won the Social Value Award in 2025's Thornton Education Trust Inspire Future Generations competition.
- Inclusive planning: Through initiatives like the Cambridge Neighbourhoods Design Code project, GCSP is tackling inequality and improving access to green spaces in some of the region's most deprived areas.
- Apprenticeship and talent development: A structured programme supporting future planners through hands-on experience and academic study, ensuring a strong pipeline of planning professionals.

Local Government Re-Organisation

Three Cambridgeshire councils have now backed the creation of a new unitary Council for Greater Cambridge and another for North Cambridgeshire and Peterborough – with local leaders saying they offer financial security, deliver up to £43 million savings a year and respect local identities.

Option B would replace the seven existing councils with two new unitary councils:

North Cambridgeshire and Peterborough – serving around 612,000 people in East Cambridgeshire, Fenland, Huntingdonshire and Peterborough.

Why Cambridge City, East Cambridgeshire District and South Cambridgeshire District councils believe option B is best

Financial security: Independent analysis shows option B is the most financially sustainable option of the proposals developed by local councils this year. It would save up to £43 million a year, more than three times the saving of other options developed locally, paying back the cost of change in just four years. Future savings will be reinvested in frontline services, as residents have called for.

Next steps

Four proposals are being submitted to Government by the Cambridgeshire and Peterborough councils. There will be a consultation run by the Government in 2026, before they ultimately make a final decision next summer. New unitary councils are then due to begin operating in a shadow capacity from May 2027, with full implementation expected in April 2028.

Ukrainian Residents

South Cambridgeshire has welcomed almost 1,000 Ukrainians fleeing the war, thanks to the generosity of local communities and support provided by the District Council.

The Government launched the Homes for Ukraine scheme in 2022 to enable UK residents to offer accommodation to people escaping the conflict in Ukraine. The District Council responded rapidly to ensure that residents who were keen to support those fleeing the war in Ukraine could offer a place to stay as promptly as possible. This initial work included hundreds of DBS checks, in-person visits to check accommodation was suitable, ensuring payments were made to both guests and hosts, and much more.

Recognising that guests want to live more independently where they could – the Council established dedicated support for those who wanted to find their own accommodation early in the scheme. This included involvement from Homes for Ukraine guests who have in-turn helped other guests.

Councillors have said that South Cambridgeshire residents responded with extraordinary kindness, making the district one of the leading areas nationally for participation.

Key achievements in South Cambridgeshire

Since the scheme began:

- 993 Ukrainians have arrived in South Cambridgeshire, thanks to local hosts opening their homes - one of the highest figures for a lower-tier authority in the country.
- 416 families have since moved on into their own independent accommodation, supported by the Council's housing and tenancy services.
- A Ukrainian-speaking Tenancy Support Officer at the District Council has assisted over 100 families with setting up homes, managing bills, and registering with local services.
- The Council has run multiple tenancy workshops, provided English lessons, and worked with partners such as Beam to deliver employment support, including CV writing, interview coaching, and job searches.
- Community integration has been strengthened through collaboration with local groups like Open Arms in Shelford and Stapleford, Cambridge Refugee Resettlement Campaign, and Cottenham4Ukraine, alongside many others.
- Practical help has included providing guests with recycled laptops and electronics, second-hand bikes, and funding for visa advice, mental health support, and wellbeing activities for children.
- The Council has also supported the Cambridge Ukrainian School, enabling cultural education and excursions for young people.
- Supporting wellbeing and integration
- Beyond housing and employment, the Council has worked with partners to provide:

- Mental health services through Refugee Host Support, including group sessions and one-to-one therapy.
- Summer camps and sports activities for children to help them integrate and build confidence.
- Funding for visa queries and applications through Cambridge Ethnic Community Forum, ensuring families can transition to the Ukraine Permission Extension scheme.

The Government's Ukraine Permission Extension Scheme allows guests from Ukraine to apply for an 18-month visa extension when they are within 28 days of their existing visa ending. The Council continues to support guests as part of this process – along with those looking to move on elsewhere. Find out more about the Homes for Ukraine scheme at www.gov.uk/register-interest-homes-ukraine

Cambs County Council

Local Government Re-Organisation

Cambridgeshire County Council has published its final proposal for 'Two Councils. One fairer future.' also known as Option A for Local Government Reorganisation (LGR).

The County Council's proposal will be submitted directly to Government by the deadline of Friday, 28 November, following the decision of the Full Council in October.

Option A sets out the proposed creation of two new unitary councils across the Cambridgeshire and Peterborough area, replacing the seven existing councils. This consists of a Northwest unitary council covering the current footprint of Fenland, Huntingdonshire, and Peterborough, and a Southeast unitary council, covering Cambridge, East Cambridgeshire and South Cambridgeshire

Option A sets out proposals for Neighbourhood Area Committees (NACs). These will give residents a stronger, more empowered, and more local voice. They will complement the role of democratically elected councillors, who will become responsible for the political leadership of the full range of local government services. Builds on a robust, evidence-based options appraisal demonstrating that Option A most effectively meets the Government criteria for LGR.

Between September and October, the council undertook a second phase of engagement across the whole of Cambridgeshire and Peterborough that received 1,912 responses from residents, businesses, public bodies, and community and voluntary sector groups. The results showed strong support in favour of Option A:

East Cambridgeshire: 67%

Cambridge City: 62%

South Cambridgeshire: 61%

Peterborough: 55%

Strong support was evident for Option A, with 65% of organisations and 58% of elected representatives responding to the engagement survey also being in favour to the consultation.

Lower support for Option A was recorded in Fenland (26%) and Huntingdonshire (20%) – this was largely due to concerns about local identity in the proposed council structure.

<https://www.cambridgeshire.gov.uk/asset-library/lgr/proposal/LGR-Option-A-Proposal-28-Nov-25.pdf>

Highways Workers Safety

Cambridgeshire County Council is supporting a national campaign to stop abuse of roadworkers. The council is appealing to the public to show respect for our highway officers after incidents of physical and verbal abuse.

In Cambridgeshire, there have been 29 threatening behaviour reports and four assaults in the past year (since November 2024). These included incidents where highways workers have been intimidated, sworn at, had a bottle thrown at them, spat at and one officer was assaulted whilst trying to help the public with a diversion route. There have also been 30 intentional incursions onto our worksites since February 2025, all of which could have resulted in a more serious outcome than they did.

While trying to carry out their work on the highway, officers continue to face daily verbal abuse as well as more serious cases.

In one incident, in South Cambridgeshire, a woman drove at the highway officer, rammed her vehicle into barriers, became extremely aggressive, got out of her car, shouted personal abuse at him, threatened him, and then called the police.

The Stamp It Out campaign hopes to raise awareness of the issue amongst the public and help remove abuse that roadworkers receive every day. Research by the group found that 50% of those in public-facing roles face weekly abuse, while 80% do not report it, as they feel nothing will be done.

To tackle this behaviour, highway workers have begun to wear bodycams and vehicles are fitted with dashcams to record any incidents. We're also working with the police to report these incidents and pass on the recordings for further investigation and prosecution.

More details about the national Stamp It Out campaign can be found on their website. <https://www.stampitout.uk/>

A very Merry Christmas and Happy New Year to all of You
Peter McDonald Dec 5th 2025