



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 21st January 2026, 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.

7.30pm Presentation of Housing Needs Survey by ACRE followed by Q&As

Open

161/25-26 Open Forum for Public Participation – 15 minutes will be made available for members of the public to address the council.

Formalities

162/25-26 Apologies for absence.

163/25-26 Councillors' Declarations of Interest.

164/25-26 To approve the Minutes of the meeting held on 10th December 2025.

Agenda

165/25-26 Reports from South Cambs District (SCDCllrs) and Cambridge County Councillors (CCClrs).

Council

166/25-26 Policy and procedures

- i. Review proposed Ickleton PC Version Control Standard
- ii. Review proposed Ickleton PC Policy and procedure catalogue
- iii. Review proposed Ickleton PC File Plan
- iv. Review proposed Ickleton PC Records Management Policy

167/25-26 Projects and initiatives

- i. Cemetery extension update.
- ii. Discussion matter raised concerning access rights to the meadow via the bridleway running down the northern side of the plot to be purchased.

168/25-26 Tax and finance

- i. To note receipts from:
Icene Advertising 84.00
VAT126 Claim £173.55
- ii. To approve payment of January 2026 accounts:
Clerk's salary (confidential)
E&E Plumridge, INV-5146, Icene Jan 2026. £160.00
Ickleton Village Hall, Invoice 25-26/12, meeting room hire, £100
XOS invoice laptop £510.11
C Frankau, invoice 47, grass cutting & maintenance, £2727.60
C Frankau, invoice 68, bramble removal, £336.00
Happy Branches, invoice INV0342-09Y25, removal of self-sets, £350.00
NPower, IN14677356, Electricity £139.60 DD to be taken 20/1/2026
Bank charge £6.00 DD to be taken 31st January 2026
- iii. To approve payment of January 26 invoice from T Pavelin, bin emptying, No. 51 £120
- iv. Bank reconciliation. Current account £53,767.20, Instant access account £15,166.42 Total £68,933.62

- v. Equals cash card reconciliation. Balance £504.54
- vi. To note donation of £5,000 from the Frank Litchfield Trust.
- vii. 2025-26 Q3 VAT126 claim £173.55.
- viii. To consider and review Q3 25-26 budget and proposed virements.
- ix. Direct Debit review.
- 169/25-26** Membership and elections
- i. Consider if the PC wish to renew ACRE membership for 2026-27. Cost £74.50.
- 170/25-26** Meetings and decision making
- i. Consider alternative venue or later meeting time for February meeting due to meeting room booking.
- ii. Decide on date for Annual Parish Meeting. Proposed date of 5th May 2026.

Community

- 171/25-26** Health and Safety
- i. Defibrillator check (Cllr Pavelin).
- ii. Consider request to use the Parish Council as the group name for an application to East Anglian Air Ambulance concerning free CPR and defibrillator community training sessions for groups.
- 172/25-26** Churchyard and cemetery
- Consider application for memorial permit.
- 173/25-26** Publications
- i. Consider whether to include Icene issues on current Parish Council website.

Environment

- 174/25-26** District development
- i. Consider Parish Council response to the Greater Cambridge Draft Local Plan Consultation. Comments by 30th January 2026.
- 175/25-26** 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:
25/05030/PRIOR Site address: The Heath Barn, Rectory Farm, Grange Road. Proposal: Change of Use and conversion of Buildings on Agricultural Units and former Agricultural Buildings to 2 No. 3 bed Dwellinghouses (Class C3). Response by 21st January. Extension for comment granted until 23rd January 2026.
- ii. To note SCDC planning decisions:
25/00129/CONDA Site: Land At Little Farm Barns 8 Mill Lane. Proposal: Submission of details required by conditions 4 (surface water drainage), 5 (foul water drainage), 6 (ecological enhancement scheme) and 17 (biodiversity net gain plan) of planning permission 25/00129/FUL. Status: Discharge Condition in Full
25/1190/TTCA Site: 50 Frogge Street. Proposal: T1 - Hawthorn - Reduce crown by 3 metres. T2 – Silver Birch - Reduce height by 3 metres T3 - Elder - Reduce height by 5 metres. Status: No Objection
25/1276/TTCA Site: 33 Church Street. Proposal: T1: Conifer - Reduce height by 8 metres T2: Willow - Reduce crown by 10 metres (back to previous pollard points) T3: Willow - Reduce height by 12 metres (this tree has previously had 3 large boughs fail). Status: No Objection
- iii. To consider any comments to be returned to SCDC relating to tree works:
25/1432/TTCA Site address: Caldrees Manor 2 Abbey Street. Proposal: Holm Oak - Prune to clear building, including overhang by approximately 2 metres. Comment by 8th January. Circulated to Councillors on receipt.
26/0017/TTCA Site address: 64 Abbey Street. Proposal: T1 - Pear - Reduce largest leader in height by approx 4m and reduce lateral spread by approx 1-2m, remove smaller secondary leaders to ground level leaving central secondary leader (attached to the main stem) - This is to make a more compact shape and retain the tree. Comment by 29th January 2026.
- iv. Discuss zip wire funding and decide if an order can be placed.
- v. Consider offer of contractor assistance from Wellcome Trust.
- vi. Discuss new playpark. Cost £20.00
- vii. Discuss quotation for playpark inspection 2027.
- viii. Discuss repairs required to memorial bench at recreation ground.
- ix. Discuss whether no obligation quotations should be sought for village maintenance works.

Leisure and culture

176/25-26

Recreation

- i. Consider request for donation towards purchase of new floor mats for use in the Village Hall.

177/25-26

Social Clubs

- i. Consider request for possible locations for a community shed in Ickleton.

Social issues

178/25-26

Housing

- i. Consider any matters arising from the presentation by ACRE

179/25-26

Action list update and Councillors' reports.

180/25-26

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.

181/25-26

Date and time of next Parish Council meeting:

Wednesday 18th February 2026 at 8.30pm (TBC at the meeting).

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

Barbara Benn

Date 15th January 2026