



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 Annual meeting of Ickleton Parish Council
On Wednesday 20th May 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.

Open

- 001/26-27** To Elect the Parish Council Chair. Sign and receive the Declaration of Acceptance of Office.
002/26-27 To Elect the Parish Council Vice Chair. Sign and receive the Declaration of Acceptance of Office.
003/26-27 Welcome new Councillors who have been elected unopposed. Sign and receive the Declarations of Acceptance.
003/26-27 Consider if the Declaration of Acceptance for those who are unable to attend can be made at a later date.
004/26-27 Open Forum for Public Participation – 15 minutes will be made available for members of the public to address the council.

Formalities

- 004/26-27** Apologies for absence.
005/26-27 Councillors' Declarations of Interest.
006/26-27 To approve the Minutes of the meeting held on 15th April 2026.

Agenda

- 007/26-27** Reports from South Cambs District (SCDCllrs) and Cambridge County Councillors (CCCllrs).

Council

- 008/26-27** Policy and procedures
i. To review and consider for adoption Ickleton PC Financial Regulations
ii. To review and consider for adoption Ickleton PC Code of Conduct
iii. To review and consider for adoption Ickleton PC Co-option Policy
- 009/26-27** Standing orders
i. To review and consider for adoption Ickleton PC Standing Orders
ii. Review of subscriptions to other bodies
iii. Review of expenditure incurred under s.137
- 010/26-27** Projects and initiatives
i. Consider quotations received for move to Gov. domain name and Microsoft upgrade.
- 011/26-27** Tax and finance
i. To note receipts from:
Icene Advertising £36.00
Precept payment 1 26-27 £25,000
ii. To approve payment of May 2026 accounts:
Rialtas, invoice 33638, Year End 2026, £744.00 paid on 21st April 2026 (prior approval from two Cllrs received).
Clerk's salary (confidential)

E&E Plumridge, icene printing, INV-5462, £189.00
CAPALC, Internal Audit, Invoice 6057, £299.82
Hundred Parishes membership fee 26-27, £10.00
Bank charge £7.00 DD to be taken 30st May 2026.

- iv. To approve payment of May 2026 invoice from T Pavelin, bin emptying, No.55, £100.
- v. Bank reconciliation. Current account £41,797.49, Instant access account £15,244.64. Total £57,042.13.
- vi. To review banking arrangements.
- vii. To review options for a Parish Council pre-paid debit card. Unity Bank Multipay Card – setup fee £50 monthly fee £3. Wise Business card set up fee £45.00 and monthly fee pay as you go. Personal pre pay debit card in Clerk’s name for example Revolut.
- viii. To review and approve the explanation of variances for the Annual Return.
- ix. To receive and note the Internal audit report and set out any plans for improvements required or remedial actions.
- x. To consider, complete and sign the Annual Governance Statement.
- xi. To consider, approve and sign the Annual Accounting Statement.
- xii. To review and confirm the dates of Exercise of Electors Rights.

012/26-27 Membership and elections

- i. To consider vacancies arising from recent elections and agree any actions.

013/26-27 Meetings and decision making

- i. Determine the time and place of ordinary meetings of the Council up to and including the next Annual meeting of the council

014/26-27 Safety and risk management

- i. Review of insurance and confirmation of cover.
- ii. Decide if the Parish Council wish to approve payment of for insurance quoted of £1918.82 and whether to accept the offer of a fixed price for three years.
- iii. Discuss whether a separate Cyber Insurance policy is now required.

Community

015/26-27 Health and Safety

- i. Defibrillator check.

016/26-27 Churchyard and cemetery

- i. Email concerning flint wall repairs. To receive an update from Councillors and consider whether the Parish Council is willing to contribute towards the cost of repairs. Agree a Council response.
- ii. Chapel doorway repairs. Consider quotations and agree response.

Environment

017/26-27 District development

- i. Wellcome Genome Campus expansion update following CLG meeting.

018/26-27 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:
26/0412/TTCA Address: Caldrees Manor 2 Abbey. Proposal: T15 - Horse Chestnut - Remove tree to near ground level. T28 - Yew - Crown lift to approximately 6 metres. T32 - Leylandii - Remove tree and grind stump below ground level. For information only as response due by 14th May 2026. Sent to Councillors on 23rd April 2026.
- ii. Review contract for T Pavelin and decide whether to approve for 2026-27.
- iii. To review quotations received for a tree survey and consider whether to proceed with commissioning the work.
- iv. Zip wire. Consider quotations received and agree on design to be installed. Consider offer for community fundraising and agree next steps and community funding required.
- v. Update on bench repairs required at the skate park.

019/26-27 Natural Environment

- i. Consider any action to be taken in respect of weed clearance from the river as it flows through Ickleton.

Social issues

020/26-27 Housing

- i. Review site finding report from English Rural and consider any actions.
- ii. Consider proposed article, concerning a possible future land search, for Icene and wider publication within the village.

Transport and Streets

021/26-27 Road Maintenance

- i. Update on LHI application and consideration of the responses received from residents.

022/26-27 Action list update and Councillors' reports.

023/26-27 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.

024/26-27 Date and time of next Parish Council meeting: Wednesday 17th June 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

Barbara Benn
Date 14th May 2026