

**MINUTES FOR THE MEETING OF ICKLEFORD PARISH COUNCIL HELD IN
ICKLEFORD VILLAGE HALL AT 7.30PM ON THURSDAY 1st SEPTEMBER 2011**

Present: Parish Councillors M Maxwell (Chairman), P J Crowe, M Barber, D Chapallaz, K Goldie and Cllr Thurstance

Officer present: Katrina Henshaw (Parish Clerk) and Pauline Martin (Parish Clerk).

Also present for part or all of the meeting: District Cllr Cowley (part), County Councillor N Brook (part) and 1 resident (all).

55 APOLOGIES FOR ABSENCE.

55.1 Apologies for absence received from S Gray (away), S Taylor. (away), PC Kate Hull and PCSO Sara Masella

56 DECLARATION OF INTERESTS.

56.1 No 'personal' nor 'personal and prejudicial' interests relating to items on the agenda were received.

56.2 Councillors were advised to review their respective Register of Interests and update them if necessary. Cllr Goldie to update her Register of Interests as she has retired. **KG**

57 MINUTES OF THE PREVIOUS MEETINGS.

57.1 Following a proposal from Cllr Goldie seconded by Cllr Crowe and agreed unanimously it was

RESOLVED

That the minutes of the annual parish meeting held on 26th May 2011 be approved and the Chairman was authorised to sign them as a true record of the meeting.

57.2 Following a proposal from Cllr Crowe seconded by Cllr Chapallaz and agreed unanimously it was

RESOLVED

That the minutes of the parish meeting held on 20th June 2011 be approved and the Chairman was authorised to sign them as a true record of the meeting.

57.3 Following a proposal from Cllr Goldie seconded by Cllr Crowe and agreed unanimously it was

RESOLVED

That the minutes of the meeting held on 14th July 2011 be approved and the Chairman was authorised to sign them as a true record of the meeting.

58 APPOINTMENT OF NEW CLERK

58.1 Mrs Pauline Martin was introduced as the new clerk. Her contract is from 1st September 2011 and her pay will be Scale LC1 and part LC2 Spinal point SCP22.

59 PUBLIC PARTICIPATION SESSION

59.1 One resident was upset that his security and privacy was being reduced as his neighbour is currently applying to move FP7a and has recently removed shrubbery. Cllr Goldie explained the current situation and confirmed that HCC will consult IPC on the application to move FP7a. Although IPC were sympathetic about the situation, it was agreed that due process appears to have been followed, and IPC would look at the application when it is received from HCC.

60 UPDATE ON ONGOING MATTERS AND TO CONSIDER/AGREE NEXT ACTIONS.

60.1 Rural Programme Travel Plan

Cllr Gray to coordinate writing to HH and liaising with all residents in the Bedford Road area to establish what the demand is. **SG**

60.2 Cadwell Bridge

60.2.1 HH has been asked to cut back the overgrown grass and weeds that are obstructing the barrier.

60.2.2 Cllr Thurstance and Cllr Crowe met with HH on 12th July 2011 and it was agreed that all 5 proposed options had various issues that were not acceptable to village residents. It was suggested that HH will design a new scheme (option 6) that would be an awareness option. HH are applying for funding from the Accessibility Budget and will be including £19,000 from IPC's Network Rail contribution. The decision on which bids are successful is in Feb 2012 and if successful works will be able to start after April 2012. Before that though, when a new design has been completed HH would ask IPC to do a consultation exercise with the Parish.

60.3 Garage area and Little Park behind Turnpike Lane

Cllr Crowe reported that William Crosse and Maydencroft had quoted to clear the site. Following a discussion and a proposal from Cllr Crowe seconded by Cllr Goldie and agreed unanimously it was

RESOLVED

To accept the quote from William Crosse.

To request NHDC draw up a lease.

To request Foreman Laws act in IPC's behalf.

REASON

To establish allotments to be let to residents as agreed in the Parish Plan.

Cllr Crowe to coordinate.

PJC

60.4 Hyde Mill

Cllr Thurstance reported that over the summer months the volunteer diggers had exposed some footings from the original building. The next meeting is scheduled for 12th September and there is the opportunity for everyone to visit the site before that meeting.

60.5 Mapboards

Cllr Chapallaz to seal the edges.

DC

60.6 Ways to prevent parking on the Common Land opposite The Cricketers

Cllr Gray to speak to Mr Harry, The Cricketers, to discuss the parking problem.

SG

60.7 Hedges on FP7

Cllr Taylor has spoken to the residents who have recently planted hedges outside their boundary. The residents have assured her that they will not allow this to encroach onto the path and they have chosen slow growing conifers for that specific reason.

60.8 Annual Report 2010/11

The Annual Report is now available on www.icklefordpc.com. Printed copies will be sent to organisations and are available on request.

60.9 Kissing gate on FP7

Cllr Goldie advised that the work will be done on site so there is no need to contact the Equestrian Centre regarding the horses.

60.10 Overgrown footpath alongside Raymond Cottages

HH has confirmed they are responsible for this path and has raised a contract to cut back the weeds.

60.11 Kissing gate on BW6

Cllr Goldie to chase HCC up to repair this and also fill in the hole adjacent to the gate. **KG**

- 60.12 Bridleways between Ickleford and Pirton
A site meeting between residents, HCC and Mrs Parker's representative has been arranged for 13th September.
- 60.13 Monitoring of the Windfarm planning application
The clerk to request Central Beds and Arlesey Town Council to send IPC copies of any future applications. **CIK**
Cllr Brook agreed to advise CPRE about this application. **NB**
Cllr Goldie advised that she had asked HCC to investigate if there is any problem with having a windfarm close to a bridleway.
- 60.14 Olympic Torch
Derrick Ashley at HCC has advised that HCC has applied for the torch to come through Hertfordshire. It is unlikely it will come through Ickleford though as they will be focusing on more populated areas of the County.
- 60.15 Bus shelter, Arlesey Road
The Passenger Transport Unit has agreed to investigate if the bus stop and the bus shelter could be nearer one another.
- 60.16 Proposed Youth Club
Cllr Taylor has put an advert in the Ickleford column of the Comet and the St Katharine's Wheel about the new proposed youth club. She is also having a meeting with the PCSO Marsella about the funding. Cllr Crowe to speak to Geoff Robinson about the possibility of letting using the sports club for this for 2 hours once a month. **PJC**
- 60.17 Queen's Diamond Jubilee Bank Holiday Event for the village in 2012.
Cllrs Barber, Gray and Taylor have met to discuss this and had a very useful brainstorming session which resulted in many ideas. They are currently speaking to other organisations to see if they wish to get involved. It was suggested that a steering committee to include groups and residents other than IPC should be set up to arrange this event.
Cllr Goldie suggested some mugs for the children of Ickleford School.
Estimated costs for the event and any merchandise to be supplied to the Clerk by end of October so they can be agreed and included in the budget for 2012/13. **MB/SG/ST**
If anyone wants to organise a street party, HCC have agreed to waive the normal road closure fee.
- 60.18 Parking in Turnpike Lane
HH did a letter drop, about parking on the grass verge. Number 4 has responded by having just paid for a vehicle crossover. This should be completed within the next 2 to 3 weeks. Once this has been completed HH will monitor the parking. If it continues HH may have to install wooden bollards.
- 60.19 Pinchgut Hall
Ken Clowes, HCC has advised that the road gullies have been cleaned and connections jetted in the past and there do not appear to be any problems with the drainage in the adjacent area although HH will consider further jetting. Ken Clowes also stated in previous correspondence to Mr and Mrs Wilbor that it would appear from a report he commissioned that Mr and Mrs Wilbor need to install a non-permeable membrane to his cellar to prevent ingress of ground water. The clerk to send a copy of the letter from Mr Clowes to Mr and Mrs Wilbor. **CIK**

61 NEW MATTERS**61.1 Playground Safety Inspection Report**

The annual inspection was carried out on 9th August 2011 by Clements Play Management Limited who has also quoted for any work that needed to be done. All Councillors had been supplied a copy of the inspection and quotation. These were discussed and following a proposal from Cllr Crowe, seconded by Cllr Goldie and agreed unanimously it was

RESOLVED

That IPC would request Clements Play Management Limited to do the following work:-

- **Seats**
Replace plug £5.00
- **Square climber**
Replace step log £60.00
- **Multi climber/slide**
Tighten fixings £10.00
- **Tiled Bases**
Re-grout as necessary £75.00

REASON

To ensure that the play area remain safe.

The clerk to place contract with Clements Play Management Limited.

Cik

Clements play Management Limited also highlighted some weeds around the fence and some graffiti on the sea-saw. It was agreed that the clerk should ask William Crosse to cut back the weeds and ask NHDC about removing the graffiti.

Cik

61.2 IPC computer and printer

IPC only require the laptop and laser printer. Following a proposal from Cllr Goldie, seconded by Cllr Maxwell and agreed unanimously, it was agreed that IPC would donate the old computer and printer to the Burial Ground Trust.

61.3 Litter bins in play areas

As the litter bins have been overflowing during the summer, it was agreed that IPC should ask NHDC to empty the bin more often than once a week in school holidays and also install an extra bin. The clerk to ask NHDC costs.

Cik

61.4 Process of writing IPC meeting minutes

For the benefit of the new Councillors, the clerk explained that draft minutes were distributed to all Councillors after the Chairman had checked them. After the minutes had been approved at the following meeting, the minutes were then available to the public.

62 PLANNING APPLICATIONS.

62.1 None received.

63 PLANNING DECISIONS.**63.1 11/01289/1HH 35 Turnpike Lane, Ickleford. SG5 3XB**

First floor rear extension

NHDC granted standard conditional permission on 21st July 2011

Reasons or conditions

The extension hereby permitted would have no adverse effect on the amenities of the neighbouring residential properties or the visual amenity of the locality and, as such, complies with the relevant provisions of the development plan as summarised below.

Summary of Development Plan Policies and Proposals relevant to the Decision:

North Hertfordshire District Local Plan No 2 with Alterations

Policy 5 - Excluded Villages

Policy 28 - House Extensions

Policy 57 - Residential Guidelines and Standards

- 1) The development hereby permitted shall be begun before the expiration of 3 years from the date of this permission. **Reason:** To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.
- 2) The development hereby permitted shall be carried out wholly in accordance with the details specified in the application and supporting approved documents and plans listed above. **Reason:** To ensure the development is carried out in accordance with details which form the basis of this grant of permission.

63.2 11/01396/1 Glebe House, Ickleford. SG5 3XY

Two external lift shafts to be built attached to the existing building to facilitate disabled access to first floor; continuation flat roof from existing office to proposed NW lift shaft to form new scooter store.

NHDC granted conditional permission on 9th August 2011

Reasons or conditions

The proposed extensions are considered acceptable in terms of their design and appearance and there would be no significantly adverse impact on the visual or residential amenity of the locality. As such the proposals are in accordance with the provisions of the following development plan policies:

North Hertfordshire District Local Plan No. 2 with Alterations

Policy 5: Excluded Villages

Policy 55: Car Parking Standards

Policy 57: Residential Guidelines and Standards

- 1) The development hereby permitted shall be begun before the expiration of 3 years from the date of this permission. **Reason:** To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.
- 2) The development hereby permitted shall be carried out wholly in accordance with the details specified in the application and supporting approved documents and plans listed above. **Reason:** To ensure the development is carried out in accordance with details which form the basis of this grant of permission.
- 3) During the construction phase no noisy activities should take place outside the following hours: Monday to Friday 07:30 - 18:00 hours; Saturdays 09:00 - 13:00 hours. No noisy work shall take place on Sundays or Bank Holidays. **Reason:** In the interests of the residential amenity of adjacent occupier.

64 CORRESPONDENCE.

64.1 HCC – Hertfordshire’s Traffic and Transport Data Report 2010.

64.2 HCC Hertfordshire’s LTP3 Bus Strategy and Intalink Strategy.

64.3 HCC – Hertfordshire Building Futures Awards 2011.
Nominations close on 14th October 2011.

64.4 HCC – Hertfordshire Waste Core Strategy and Development Management Policies

64.5 HH – Parish Liaison
 HH has asked IPC to supply a list of areas that require Highway maintenance during the next financial year. Deadline for application is 8th September. Cllr Gray to send a list of requests to HH. **SG**

64.6 North Hertfordshire Homes
 The Annual Estate Inspection for Ickleford is on Wednesday 21st September at 10.00 am. IPC invited to attend. District Councillor Cowley and the clerk to attend. All Councillors to email the clerk with any areas that need looking at. **ALL**

64.7 HAPTC
 Employment workshops
 County Training Partnership Schedule 2011 / 12
 CiLCA Skills 2012 **Cik**

65 FINANCE

65.1 Audit 2010/11
 BDO have completed the above audit. There are no matters which came to their attention which required the issuing of a separate additional issues arising report. The Notice of conclusion of audit has been displayed for 14 days.

65.2 Internal Audit for accounts 2010/11
 Rod Major stated that he did not want any payment for carry out this audit but instead asked for a donation to be made to the St Katharine's Church Restoration fund. This was discussed and following a proposal from Cllr Thurstance, seconded by Cllr Chapallaz and agreed unanimously it was

RESOLVED

To donate £20.00 to the St Katharine's Church Restoration fund.

REASON

To thank Rod Major for carrying out the Internal Audit.

The Chairman to inform Rod Major and thank him for his work. **MM**

65.3 Contribution to St Katharine's Wheel
 All Councillors were advised that the printing costs for the next 12 months was estimated to be £1,000.00. This was discussed and following a proposal from Cllr Thurstance, seconded by Cllr Crowe and agreed unanimously it was

RESOLVED

To contribute £375.00 towards the printing costs of the St Katharine's Wheel.

REASON

IPC are very grateful to the Church for compiling and distribution a village newsletter every quarter.

65.4 Notification of receipts received since the last meeting.
 The following receipts have been received.

NHDC - Precept	£21,250.00
Groundwork - 2011/12 P3 works programme	£950.00
Total receipts =	£22,200.00

- 65.5 To approve payments for the month of September 2011.
Following a proposal from Cllr Crowe, seconded by Cllr Chapallaz and agreed unanimously payments of £6,598.73 were approved and the cheques were signed.

66 REPORTS FROM REPRESENTATIVES ON OTHER COMMITTEES.

- 66.1 Parish Paths Partnership.
Cllr Taylor has asked Richard Nicholls to remove the tree that has fallen down on Christmas Common.

Cllr Taylor has advised HCC that the small footbridge bridge at Gerry's Hole is dangerous. HCC has agreed to get his bridge engineer to take a look at this and has closed the bridge until the repairs have been done. Unfortunately, the way the bridge has been closed is not safe. Cllr Goldie to speak to HCC. **KG**

67 ANY OTHER BUSINESS ANY OTHER BUSINESS.

NB This is for exchange of information only. No decisions or actions can be agreed at this time.

- 67.1 Cllr Barber expressed an interest in assisting with Cadwell Bridge.

68 DATE FOR THE NEXT MEETING.

- 68.1 The next meeting will be held on Thursday 6th October 2011 at 7.30 pm in the small hall.

The meeting closed at 9.25 pm