

**MINUTES FOR THE MEETING OF ICKLEFORD PARISH COUNCIL HELD IN ICKLEFORD VILLAGE HALL AT 7.30PM ON THURSDAY 5<sup>TH</sup> FEBRUARY 2009**

---

**Present:** Councillors M Maxwell (Chairman), C R Thurstance, K Goldie, J Carlyle and T Stephenson.

**Officer present:** Katrina Henshaw (Parish Clerk).

**Also present for part of the meeting:** 1 resident.

**115 APOLOGIES FOR ABSENCE.**

115.1 Apologies were received and accepted from Cllr P J Crowe (holiday), Cllr D Chapallaz (hospital), Cllr G Palmer (work commitments), County Cllr Brook and District Cllr P Gibbs, Dr M Willoughby, PC M Jenkins, PCSO N Williams, PCSO E Cuzzo and PCSO S Jeffery.

**116 DECLARATION OF INTERESTS.**

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

116.2 Councillors were advised to review their respective Register of Interests and update them if necessary.

**117 MINUTES OF THE MEETING HELD ON 8<sup>TH</sup> JANUARY 2009**

117.1 Following a proposal from Cllr Goldie seconded by Cllr Stephenson and agreed unanimously it was

**RESOLVED**

**That the minutes of the meeting held on 8<sup>th</sup> January 2009 be approved and the Chairman was authorised to sign them as a true record of the meeting.**

**118 UPDATE FROM THE POLICE**

118.1 In her absence, PCSO Sarah Jeffery advised that during January there were 11 recorded crimes which included:-

- Burglary - Dwelling
- Burglary - Shed
- Theft - mobile phone from pub
- Theft - number plates
- Drugs - intent to supply x2
- Drugs - Cultivating
- Domestic Violence
- Common Assault x2 (Domestic Violence related)
- Crime Other – with holding information.

PC Jeffery also advised that she had been at the school in the afternoons and moved on and spoken to as many parents as she could when they had parked on the double yellows. She has had mixed responses from her actions from very apologetic parents quickly moving their vehicles to parents arguing with her. In light of this response she has been advised to record number plates of any car that is being driven dangerously and pass these on to PC Jenkins who will deal with accordingly. With regards to the parking on double yellow lines NHDC have agreed to send a Civil Enforcement Officer at school times to enforce the lines.

118.2 Meeting between Inspector Tabert, Cllr Maxwell and Cllr Stephenson – 17<sup>th</sup> January 2009

Cllr Maxwell reported this had been a very useful meeting. The main areas discussed were speeding traffic, parking and visibility of the PCSO. Speed checks in Ickleford were agreed for the coming year. The Police will monitor the parking problems in the hot spots mentioned. Police visibility has already increased as PCSO Jeffery had been seen regularly around the village.

**119 UPDATE ON ONGOING MATTERS INCLUDING AGREEMENTS FOR NEXT ACTIONS.****119.1 Proposed Burial Ground**

Cllr Thurstance reported that three new Trustees had been agreed so there are now eight Trustees. Mrs Parker's solicitor is currently amending the Deed and it should be available to be signed this month.

Cllr Crowe met with Charles Franklin, HCC and he agreed in principal to the sports ground entrance being used for the burial ground and would advise NHDC of this. The decision regarding the planning application is expected in March. HCC are also investigating IPC's request to extend the lease for the sports ground and are liaising with David Morgan (IPC's solicitor).

Cllr Crowe and Cllr Thurstance met with WREN on site to discuss the grant application for fencing around the burial ground. WREN will advise their decision in March.

NHDC has awarded a grant of £50,000 towards the costs of the burial ground. The award is made subject to various conditions that are all acceptable except for one that stated that the burial ground must be made available to residents throughout the North Hertfordshire District and not confined only to those with an association with the village of Ickleford, as stated in the grant application. This condition was discussed and with a unanimous vote it was

**RESOLVED**

**That IPC was unable to comply with this proposed condition**

**REASONS**

- This project has been progressed by IPC following the generous gift of a plot of land from a local resident, Mrs D Parker. The following clause appears in the Trust Deed: 'Mrs Parker's gift is made on the following condition: the field is used as a burial ground for all former and current residents of the village of Ickleford and others who have been actively involved in village life in Ickleford regardless of religious belief or religious denomination'. IPC has already broadened the scope of the original deed to enable those with a link to the village, irrespective of residence, and those with different Faiths or none to have access to the burial ground because we wished to be as inclusive as possible.
- The conditional planning approval granted by NHDC in April 2008 states: 'The use of land hereby permitted is acceptable in terms of Planning Policy and would have limited impact on local residents, local ecology and the highway network.' IPC believe that opening the burial ground to all residents of North Herts with the likely large increase in the number of expected burials would lead to a very significant impact to local residents, local ecology and the highway network. It is not practical to increase the number of burials owing to the limited access along a very narrow lane, which effectively only accommodates single file traffic. It is already used as a 'rat run' to and from the school and the sports and recreation club, and can only cope with minimal extra traffic. IPC's plan would be to restrict burials and ash interments to less busy times so as to avoid traffic chaos in this area; this is something which would be more difficult to do were the burial ground open to a greater number. IPC believe that the proposed condition thereby conflicts with the above reasons given by NHDC for conditional planning approval.
- IPC has no mandate from the residents to accept the proposed condition cited above. In June 2008, IPC performed a village-wide consultation on our plans for the burial ground. It was very clear to residents that the new burial ground will be available **only** to all former and current residents of Ickleford and others who may have been actively involved in village life. Of the 63% who responded to the consultation 82% supported our proposal. IPC believe the result would be very different were the proposed condition in place.

Cllr Maxwell to write to NHDC and ask the Panel to reconsider this one condition. It was suggested that perhaps a formal condition stipulating that the burial ground would be made available to all North Herts residents with an association with Ickleford would address the concerns of the Panel members.

**MM**

119.2 Rural Programme New Travel Plan

Cllr Stephenson advised that he was still waiting for the results from the Arlesey Road survey and for the draft leaflet of proposals. He has also asked HH about decorative entrance gates and was waiting for a response from them.

Cllr Thurstance reported that he had received an email from Network Rail asking for details of costs of the proposed traffic calming schemes in Ickleford that IPC had asked them if they would like to make a contribution towards. Cllr Stephenson agreed to ask HH for the information so that he could respond to the email.

**TS**

119.3 Garage area and Little Park behind Turnpike Lane.

There has been further correspondence with NHDC to enquire if this land can be used for allotments. To date no decision has been made. Cllr Gibbs has offered her support and has asked Cllr Knighton, the relevant Portfolio Holder, to get some action on this. Garry Gover, Community Development Manager has also suggested that he arranges a meeting with all parties and establishes what information is needed to take this proposed project forward. He has agreed to arrange this meeting in March.

119.4 Annual Parish Meeting.

Ickle Drama and the choirs from both Ickleford School Choir and St Katharine's Church have all agreed to perform during the evening. Volunteers from the pre-school committee have offered to provide the refreshments. Nick Jones has offered to provide a sound system so that speakers can be heard. Representatives from organisations will be invited to attend to promote what they do. It was agreed to deliver flyers to all households and display posters around the village. The clerk has been quoted £140.00 for these and this price was accepted by the Councillors. The clerk to coordinate.

**Clk**

119.5 Consultation on Admission Arrangements for 2010/11.

The consultation for Community and Voluntary-Controlled school was launched on the 4th January 2009, and will run until 1st of March 2009. Cllr Maxwell agreed to respond to this consultation.

**MM**

119.6 Application for Quality Parish Status.

The clerk has completed and submitted the application.

**120 PLANNING DECISIONS**

120.1 08/03014/1PUD 7 Witter Avenue.

Front entrance porch

**Proposed Development was grant by NHDC on 21<sup>st</sup> January 2009**

120.2 07/03036/1 Ickleford Motor Company, Arlesey Road, Ickleford.

Erection on one 5-bedroom dwelling and one 4-bedroom dwelling with detached garages together with creation of vehicular and footpath access from River Court and revision to existing access off Arlesey Road, following demolition of existing commercial premises (as amended by plan number RAK/07/01B)

**NHDC granted conditional permission 20<sup>th</sup> January 2009**

**Reason for Decision**

The development hereby permitted is of an acceptable design and appearance and would not detract from the visual amenities of the locality, the amenities of adjoining occupiers or conditions of safety on the adjacent highway. In addition, it is unlikely that the development will have an adverse impact on the floodplain. As such, the development is considered to be in accordance with the following development plan policies:

East of England Plan 2008

Policy SS1: Achieving Sustainable Development

North Hertfordshire District Local Plan No. 2 with Alterations  
Policy 5: Excluded villages  
Policy 26: Housing Proposals  
Policy 51: Development Effects and Planning Gain  
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, or with minor modifications of those details which have previously been agreed in writing by the Local Planning Authority as being not materially different from those thereby permitted. **Reason:** To ensure the development is carried out in accordance with details which form the basis of this grant of permission.
- 3) Details and/or samples of materials to be used on all external elevations and the roof of the development and the hard surfaced areas hereby permitted shall be submitted to and approved in writing by the Local Planning Authority before the development is commenced. The approved materials shall be implemented on site. **Reason:** To ensure that the development will have an acceptable appearance which does not detract from the appearance and character of the surrounding area.
- 4) The approved details of landscaping shall be carried out before the end of the first planting season following either the first occupation of any of the buildings or the completion of the development, whichever is the sooner; and any trees or plants which, within a period of 5 years from the completion of the development, die, are removed or become seriously damaged or diseased, shall be replaced during the next planting season with others of similar size and species, unless the Local Planning Authority agrees in writing to vary or dispense with this requirement. **Reason:** To safeguard and enhance the appearance of the completed development and the visual amenity of the locality.
- 5) The development hereby permitted shall not be brought into use until the proposed accesses have been constructed, the existing accesses along Arlesey Road and River Court have been closed and the footway has been reinstated to the current specification of Hertfordshire County Council and to the Local Planning Authority's satisfaction. Also, as part of these works, a new footway shall be provided for an approximate distance of 35 metres to provide pedestrian access from the new dwellings at 1.5 metres wide to the satisfaction of the Highway Authority and Local Planning Authority. **Reason:** In the interests of highway safety and amenity.
- 6) A 2.0 metre x 2.0 metre visibility splay shall be provided and permanently maintained on either side of the access. It shall be measured from the edge of the access way to the edge of the carriageway/back of footpath, within which there shall be no obstruction to visibility between 600mm and 2.0 metres above the carriageway/footpath level. **Reason:** To provide adequate visibility for drivers entering or leaving the site.
- 7) Before the access in River Court is brought into use, vehicle visibility splays of 2.0 metres x 30 metres shall be provided in either direction and shall be permanently maintained so that there shall be no obstruction to visibility between 600mm and 2.0 metres above the carriageway level. **Reason:** To provide adequate visibility for drivers entering or leaving the site.
- 8) Before the occupation of any of the dwellings hereby permitted the car parking facilities shown on the approved plan shall be marked out and made available, and shall thereafter be kept available solely for the parking of motor vehicles. **Reason:** To ensure the provision of satisfactory car parking facilities clear of the public highway to meet the needs of the development.

- 9) The turning area to the new access to Arlesey Road as shown on drawing no.RAK/07/01B shall be provided and marked out and shall be retained in that form and kept available for the purposes of the development and maintained thereafter. **Reason:** In the interests of highway safety and amenity.
- 10) The gradient of the access shall not be steeper than 1 in 20 for at least the first 5 metres from the edge of the carriageway. **Reason:** To ensure a vehicle is approximately level before being driven on to the highway.
- 11) The accesses shall be 3.0 metres wide to Arlesey Road and 5.0 metres wide to River Court. **Reason:** In the interests of highway safety and amenity.
- 12) The accesses shall be constructed in a hard surfacing material for the first 5 metres from the edge of the carriageway. **Reason:** To prevent loose material from passing onto the public highway which may be detrimental to highway safety.
- 13) All building work associated with the development hereby approved shall be restricted to between the hours of 7.30am and 6.00 pm Mondays - Fridays and between the hours of 8.00 am and 1.00pm on Saturdays and no time on Sundays or Bank Holidays. **Reason:** To safeguard the general amenities of the nearby occupiers.
- 14) Prior to the commencement of the development hereby approved a scheme for the protection of local residents from site dust during demolition and site preparation shall be submitted to and approved in writing by the Local Planning Authority. The development shall be carried out in accordance with the approved details. **Reason:** To protect the amenity of local residents and the general amenity of the locality.
- 15) The level of site construction noise permitted by the Local Planning Authority shall not exceed 75 dB LAeq 12 hr between 0700 hours and 1900 hours on Mondays to Saturdays or 75 dB LAeq 5 hr between 0800 hours and 1300 hours on Saturdays when measuring at any point 1 metre from any facade of any sensitive premises. **Reason:** To protect the residential amenity of surrounding residents from construction noise.
- 16) Prior to the commencement of development for any phase approved by this planning permission (or such other date or stage in development as may be agreed in writing with the Local Planning Authority), the following components of a scheme to deal with the risks associated with contamination of the site shall each be submitted to and approved, in writing, by the local planning authority for that phase:
  1. A preliminary risk assessment which has identified: all previous uses potential contaminants associated with those uses a conceptual model of the site indicating sources, pathways and receptors potentially unacceptable risks arising from contamination at the site.
  2. A site investigation scheme, based on (1) to provide information for a detailed assessment of the risk to all receptors that may be affected, including those off site.
  3. The site investigation results and the detailed risk assessment (2) and, based on these, an options appraisal and remediation strategy giving full details of the remediation measures required and how they are to be undertaken.
  4. A verification plan providing details of the data that will be collected in order to demonstrate that the works set out in (3) are complete and identifying any requirements for longer-term monitoring of pollutant linkages, maintenance and arrangements for contingency action.

Any changes to these components require the express consent of the Local Planning Authority. The scheme shall be implemented as approved. **Reason:** The site is located on a major aquifer with a shallow depth to ground water and it is also close to a surface watercourse into which perched groundwater on site may discharge. The previous use includes potentially contaminative activity. Further investigation will be required, especially in those areas of the site that have not been investigated.

- 17) If, during development, contamination not previously identified is found to be present at the site then no further development (unless otherwise agreed in writing with the Local Planning Authority) shall be carried out until the developer has submitted, and obtained written approval from the Local Planning Authority for, an amendment to the remediation strategy detailing how this unsuspected contamination shall be dealt with. **Reason:** To ensure the protection of the underlying major aquifer.
- 18) Piling or any other foundation designs using penetrative methods shall not be permitted other than with the express written consent of the Local Planning Authority, which may be given for those parts of the site where it has been demonstrated that there is no resultant unacceptable risk to controlled waters. Proposals should be put forward in a Foundation Works Risk Assessment report and shall be submitted to and approved in writing by the Local Planning Authority. The development shall be carried out in accordance with the approved details. **Reason:** To prevent pollution of the water environment. Piling through contaminated ground can cause serious pollution of groundwater. Foundation options should be carefully considered and controlled.
- 19) Development shall not begin until a surface water drainage scheme for the site, based on suitable drainage principles and an assessment of the hydrological and hydrogeological context of the development has been submitted to and approved in writing by the Local Planning Authority. The scheme shall subsequently be implemented in accordance with the approved details before the development is completed. Reason: To prevent the increased risk of flooding and to improve and protect water quality.
- 20) The first floor windows shown on the flank elevation of Plot 2 facing north towards No. 1 Claymore Drive shall be obscure glazed and shall not be altered to clear glazing without the prior written consent of the Local Planning Authority. Reason: To maintain the privacy of adjoining residents.
- 21) Prior to the commencement of the development hereby approved full details of the design, siting and materials to be used on the boundary wall with No. 1 Claymore Drive shall be submitted to and approved in writing by the Local Planning Authority. **Reason:** In the interests of the residential amenities of the adjacent occupiers and the amenity of the area in general.
- 22) (a) No development approved by this permission shall be commenced prior to the submission to, and agreement of the Local Planning Authority of a written preliminary environmental risk assessment (Phase I) report containing a Conceptual Model that indicates sources, pathways and receptors. It should identify the current and past land uses of this site (and adjacent sites) with view to determining the presence of contamination likely to be harmful to human health and the built and natural environment.

If the Local Planning Authority is of the opinion that the report which discharges condition (a), above, indicates a reasonable likelihood of harmful contamination then no development approved by this permission shall be commenced until a Site Investigation (Phase II environmental risk assessment) report has been submitted to and approved by the Local Planning Authority which includes:

- (i) A full identification of the location and concentration of all pollutants on this site and the presence of relevant receptors<sup>1</sup>, and;
- (ii) The results from the application of an appropriate risk assessment methodology and
- (iii) A method statement that specifies the steps necessary to render any contamination harmless and
- (iv) A contingency plan, which specifies how unanticipated pollutants will be dealt with.

No construction work (other than necessary for the discharge of this condition) shall commence on site until the Phase II report has been approved in writing by the Local Planning Authority.

This site shall not be occupied, or brought into use, until:

- All works which form part of the agreed scheme pursuant to the discharge of condition (b) above have been fully completed.
- A Remediation Verification Report (Phase III) confirming that the site is suitable for use has been submitted to, and agreed by, the Local Planning Authority.

Any contamination, other than that reported by virtue of condition (a) and (b), encountered during the development of this site shall be brought to the attention of the Local Planning Authority as soon as practically possible; a scheme to render this contamination harmless shall be submitted to and agreed by, the Local Planning Authority and subsequently fully implemented prior to the occupation of this site.

(e) All works agreed with the Local Planning Authority with regard to remediation of this site shall be permanently retained.

The definition of receptor shall be based on the definition contained within Table A, Annex 3 of the DEFRA Circular on Contaminated Land 1/2006. **Reason:** To ensure that any contamination affecting the site is dealt with in a manner that safeguards human health and the built and natural environment.

## 121 CORRESPONDENCE.

### 121.1 Nick Gavin

Asking if he can quote to lay the 2<sup>nd</sup> half of the hedge adjacent to the Sportsfield. All Councillors agreed that the clerk should ask him to quote for this job. **Clk**

### 121.2 Hertfordshire Police Authority

Launch of Hertfordshire's Policing Plan 2009/12. The event takes place on Friday 27<sup>th</sup> March 2009, 10.30 am for 11.00 am at The Fielder Centre, Hatfield.

### 121.3 CDA

January 2009 newsletter.

### 121.4 An enquiry re Cadwell area.

The clerk to respond with all known facts. **Clk**

### 121.5 St Paul's Warden

A suggestion was made that the Inter Parish Council meetings may have run their course. After a discussion it was agreed that these meeting were still of interest but maybe they should be only once a year. The clerk to advise St Paul's Warden of IPC's opinion. **Clk**

### 121.6 HAPTC

January 2009 Newsletter.

## 122 FINANCE.

### 122.1 Signatories for financial transactions

It was agreed that the signatories for IPC's bank account would be Cllr Maxwell, Cllr Thurstance, Cllr Goldie and Cllr Stephenson. Instructions to be given to the bank can be from any two of these authorised persons.

### 122.2 Notification of receipts received since the last meeting.

To be advised of all receipts since 8<sup>th</sup> January 2009.

Vat repayment 1/10/08-8/1/09	£580.54
<b>Total receipts =</b>	<b>£580.54</b>

- 122.3 To approve payments for the month of February 2009.  
Following a proposal from Cllr Goldie, seconded by Cllr Carlyle and agreed unanimously payments of £2,890.24 were approved and the cheques were signed.

**123 REPORTS FROM REPRESENTATIVES ON OTHER COMMITTEES**

- 123.1 Ickleford Primary School Governors  
Cllr Maxwell reported that the school finances were in a healthy state.
- 123.2 Rand's Educational Foundation Governors  
Cllr Thurstance reported that grants had been awarded to Ickleford Pre-School (£1,200), Ickleford Cricket Club (£1,000) and the youth groups at St Katharine's Church (£370) for equipment as requested.
- 123.3 Ickleford Village Hall  
Cllr Stephenson reported that the committee had withheld £1,000 from builders as the fire doors need to be fixed. The next projects that the committee will be working on will be the storage for organisations that use the hall and a new boiler. The finances are good. Cllr Thurstance thanked the committee for replacing the clock in the small hall.
- 123.4 Biffa  
Cllr Goldie reported that she and Cllr Palmer attended the North Herts Landfill Site Liaison meeting on 29<sup>th</sup> January 2009. Also present were representatives from Biffa, the Environment Agency and Holwell Parish Council.
- The main bulk of the meeting was technical with a routine level of instances of breaches and normal leachate levels being reported. There had been complaints about a smell lasting for three days (outside Biffa permit level) and this was explained by a problem when changing the flare stack for a smaller version. Biffa apologised for this.
- The increasing number of seagulls was discussed and apparently this is due to the closure of other landfill sites nearby
- Cllr Goldie brought up the issue of the discolouration of stream water in Ickleford. Biffa advised that they do not discharge into water but offered to meet with her at the offending site to have a look at the problem. Cllr Goldie will liaise with Biffa site manager to arrange date of that meeting.
- Biffa representatives said that no one is currently applying for grants from Biffawards. March/April is still the suggested deadline for new applications. Criteria are available on the Biffa website – see [www.biffaward.org](http://www.biffaward.org).

**124 ANY OTHER BUSINESS.**

- NB This is for exchange of information only.  
No decisions or actions can be agreed at this time
- 124.1 Cllr Goldie reported that during the recent bad weather, the roads and pavements in the Snailswell Lane area were very icy and many residents, due to age and/or poor health, were unable to spread the salt from the salt bin provided by Hertfordshire Highways. This has resulted in many of the elderly residents not being able to leave their homes during the past week. Cllr Stephenson agreed that the icy pavements around the village had caused lots of problems for residents and asked if IPC should consider having a plan for future occasions when it snows. This will be an agenda item for the March meeting.
- 124.2 Cllr Thurstance suggested that Councillors monitor the area of the Village Green that is fenced off and discuss at the March meeting when the fence can be removed. Additionally he suggested that the school should be asked if it would be practical to have a hard surface waiting area for parents within the school boundary.

**125 DATE FOR NEXT MEETING.**

125.1 The next Parish Council meeting will be held on Thursday 5<sup>th</sup> March 2009 at 7.30 pm.

The meeting closed at 9.20 pm