

**MINUTES FOR THE MEETING OF ICKLEFORD PARISH COUNCIL HELD IN
ICKLEFORD VILLAGE HALL AT 7.45PM ON TUESDAY 9TH MAY 2006**

Present: Councillors P.J. Crowe (Chairman), M. Maxwell, D. Chapallaz, Mrs. B. Crosse, J. Carlyle and Mrs. G. Palmer.

Also present: Cllr N. Brook (HCC), Mrs. P. Gibbs (NHDC) and 2 Members of the Public.

Officer present: Katrina Henshaw (Parish Clerk).

9. TO RECEIVE APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Thurstance (holiday) and Cllr Mrs Goldie (ill).

10. TO RECEIVE MEMBERS DECLARATIONS OF INTEREST

None were received and all Councillors' (excluding the ones co-opted today) details remain unchanged.

11. TO APPROVE AND SIGN THE MINUTES OF THE MEETING OF THE COUNCIL HELD ON 11TH APRIL 2006.

Following a proposal from Cllr Maxwell, seconded by Cllr Chapallaz it was

RESOLVED

That the minutes of the meeting held on 11th April 2006 be approved and the Chairman was authorised to sign them as a true record of the meeting.

12. UPDATE ON ONGOING MATTERS

12.1 Burial Ground

Cllr Crowe reported that he had received the photographs back from Cambridge college and passed them to Heritage Network in Letchworth who advised that they were not sufficient as were over 1km from the proposed site. Cllr Crowe has now contacted the National Monuments Record Office in Swindon as they may be able to produce more specific photographs. Depending on the outcome there still remains the possibility of a report being required which could cost £5,000 minimum.

Cemetery Development Services Limited will charge £300 to speak to the Environment Agency to discuss the Tier 2 assessment they have asked for. The assessment could then take nearly one year at a cost of £3/4,000. If the Environment Agency then requires a Tier 3 assessment there will be a further cost of £10/15,000.

Hertfordshire Highways have already indicated their fees could be £10,000 with an additional £3,500 being required for a report on-site from their engineer.

IPC have already paid £3,500 legal fees but could be looking at further costs of between £10,000 and £35,000 over 2-3 years plus further legal fees before the project has even started. Cllr Crowe asked all Councillors to consider how and if IPC should proceed. It was agreed no decision would be made until photographs have been supplied by the National Monuments Record Office.

12.2 Land at Ickleford Sports and Recreation Ground

Waiting for HCC's officers and consultants to complete looking at their current policies on land.

- 12.3 Building for Ickleford Pre-School
Cllrs Crowe, Maxwell, Thurstance and the clerk met with Rowena Crabtree, Chairperson of Ickleford Pre-School on Wednesday 3rd May where Rowena Crabtree explained that they have estimated the size of the building that will be required and have looked into what grants would be available for this project. WREN is a good possibility but for a new build there would be a requirement to have at least 4 groups involved. It has been suggested that this maybe an ideal location for before and after day care, youth centre and a drop in / internet café. However, it has been agreed to wait for the results from the Parish Plan questionnaire before proceeding with getting plans drawn. Cllr Mrs Gibbs indicated that this project may be eligible for grant from PACIF. Cllr Crowe is looking into what tests would be required as it is in an area that may have archaeological interest.
- 12.4 Byelaw regarding parking on footpaths
The clerk is waiting for Yvette Roberts, Legal and Democratic Services at NHDC to clarify the law regarding parking on pavements and to explain in more detail the time and costs involved in creating a byelaw for parking on grass verges. Cllr Mrs Gibbs to speak to Yvette Roberts. **PG**
- 12.5 Village of the Year
The clerk has returned the entry. The judges will be visiting Ickleford on Tuesday 13th June at 2.15pm. It was agreed to meet on the Village Green. All Councillors to tell the clerk before 30th May their suggestions on how to entertain the judges. **ALL**
Cllr Mrs Gibbs to try and attend. **PG**
- 12.6 Parish networking meeting on 27th April 2006 at 7.30 pm
Cllr Crowe and Cllr Thurstance attended this meeting where a variety of subjects were discussed. These included Quality Parish Councils, Luton Airport expansion and Youth Shelters.
- 12.7 Memorial bench for Jack Lawman
The clerk is waiting for Mary Gooderham to advise proposed location and style of bench.
- 12.8 Parish Plan
Cllr Maxwell reported that all the questionnaires should be inputted by 20th May and should be analysed by 19th June so the committee can put together a result booklet that will be distributed to all households. Following the results, an action plan would be put together which would need several working parties to carry out the actions. As IPC will finally adopt the Parish Plan in its entirety, it may be useful if on some or all of the working groups there was representatives from IPC. This would be discussed further once the results were available.

13 REPAIRS AND MAINTENANCE

- 13.1 Hedge on Chambers Lane
Still waiting for Patrick Boyle to cut the hedge back so that it is not overhanging the highway.
- 13.2 Wheelie bins (St Katherine's Cottages)
The bins are still being left out, the clerk is waiting for advice from Yvette Roberts, NHDC Legal and Democratic Service. Cllr Mrs Gibbs to speak to Yvette Roberts. **PG**

13.3 Turnpike Lane garage area

Cllr Crowe and the Clerk met with Marian Simmons, NHH on 26th April. Marian Simmons was supplied with details of owners for all the garages and agreed to write to them all. Marian Simmons also advised that she was sending letters to all residents in the surrounding area asking what improvements they would like in this area so that she can apply for a grant from the Neighbourhood Improvement Budget. She would also like to see the results from the Parish Plan questionnaire with regards to this area, which the clerk promised to send to her once they were available. Marian Simmons is waiting for a quote to clear the footpath to Bedford Road. All the rubbish has now been cleared.

13.4 Cherry Tree pruning in Freewaters Close – This tree will be pruned this financial year.

13.5 Bus stop on Arlesey Road, just after Cadwell Bridge as you enter Ickleford
HCC have agreed to arrange for the bush to be cut back so the sign can be seen.

13.6 Mud Patch outside the school
Waiting for the results from the Parish Plan Questionnaire.

13.7 Proposed safety works around Ickleford School
HCC have supplied the amended plan for Arlesey Road which shows the extended anti-skid. Additionally, it has been agreed that the 'no stopping at any time' (double yellow lines) restriction for Upper Green should be extended onto Arlesey Road. They will shortly be consulting with those residents directly affected by the waiting restrictions. IPC agree with this proposal. The clerk to advise HCC and to state that it has been assumed that enforcement will take place periodically. **CIK**

13.8 Bench on Lower Green
The clerk has ordered the bench.

14 OPEN DISCUSSION OPPORTUNITY FOR RESIDENTS.

The Chairman closed the meeting at 8.00 pm for an open discussion with Ickleford Residents and re-opened at 8.20 pm.

During the closed meeting one resident expressed concern over the poor condition of the old Post Office in Walnut Way and it is believed that there is no one living in the flat above at the moment. There was also concern regarding the van that is parked in-front of the building as there is petrol under the vehicle. The clerk explained that she had spoken to PCSO Nikki Williams earlier in the day who had agreed to look into what, if anything can be done regarding this property. PCSO Nikki Williams is also checking who the current registered owner of the van is and as there is no tax if he has an off road licence.

15 PLANNING APPLICATIONS

15.1 06/00476/1HH 5 Turnpike Lane, Ickleford.
Provision of vehicular access to property via dropped kerb and vehicle crossover.

The application was discussed and it was

RESOLVED

That IPC had no objections to this application.

15.2 06/00564/1HH 2 Raymond Cottages, Upper Green, Ickleford.
Single storey rear extension.

The application was discussed and it was agreed for the planning advisories to visit the site and neighbours and send comments to NHDC. **DC/BC/GP**

16 PLANNING DECISIONS

None received

17 CORRESPONDENCE17.1 Hertfordshire's Local Transport Plan 2006/07 – 2010/11.17.2 Consultation on the provisions of transport by HCC to Faith schools.

IPC to respond saying that although all children should be treated the same; they did not support the withdrawal of free transport by HCC to faith schools as this would increase traffic.

CIK17.3 CPRE East of England.

A one day workshop for Parish and Town Councils to be held on Thursday 5th October 2006, Hinchbrooke Country Park, Huntingdon.

Cllr Crowe and Cllr Chapallaz expressed an interest in attending.

PJC/DC17.4 NHDC Southern Rural Area Committee Discretionary Grant for 2006/7.

Maximum of £1,000 to support projects such as general equipment, activities and workshops, training, public address and hearing loop systems, sports equipment, tables and chairs, play equipment, refurbishment projects and heating systems. Deadline is 14th July 2006. A copy of this letter has been sent to committees for the Village Hall, Pre-school, Church and Sports Club.

Cllr Chapallaz to see if the church requires any mowing equipment.

DC17.5 NHDC Grant Funding Awards – 2006/7.

The deadline of the 2006/7 Parish Challenge Parish Playground / PECF and PACIF grant schemes is 31st August 2006. There is a meeting on 15th June explaining these grants. A copy of this letter has been sent to committees for the Village Hall, Pre-school, Church and Sports Club. Cllr Crowe to attend the meeting on 15th June.

PJC17.6 HAPTC. April 2006 newsletter.17.7 HAPTC Councillor Workshop.

To be held on Thursday 15th June 7pm – 9pm at Knebworth Village Hall. Cost is £25 per delegate.

Cllr Carlyle and Cllr Mrs Palmer expressed an interest in attending.

JC/GP17.8 Defra. Getting to grips with the Clean Neighbourhoods and Environment Act 2005

A Parish Council guide to environment enforcement.

17.9 The Chiltern Society. Spring 2006 newsletter.**18 FINANCE**18.1 Accounts 2005/6

The clerk supplied all councillors with a summary of the accounts for 2005/6 showing a balance of £10,834.76.

This was allocated as follows:-

Parish Plan	£ 6,203.17
Bench	£ 250.00
Speed prevention	£ 2,000.00
Proposed Burial Ground	£ 2,000.00
Total	£10,563.17

The balance of unallocated money was therefore £271.59.

18.2 Audit for accounts 2005/6

The accounts for 2005/6 are to be audited on 30th June 2006 by Lubbock Fine Chartered Accountants. The balance carried over at 31st March 2006 was £10,834.76.

Each Councillor who had been in office during the financial year 2005/6 acknowledged that as the members of Ickleford Parish Council their responsibility for the preparation of the statement of accounts and for the council's internal controls and confirmed, to the best of their knowledge and belief, with respect to the council's statement of accounts for the year ended 31st March 2006 that

- 1) they have approved the statements accounts which have been prepared in accordance with the requirements of the Accounts and Audit Regulations and proper practices.
- 2) they have maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.
- 3) they have taken all reasonable steps to assure themselves that there are no matters of actual or potential non-compliance with laws, regulations and codes of practice which could have a significant financial effect on the ability of the council to conduct its business or on its finances.
- 4) they have provided proper opportunity for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.
- 5) they have carried out an assessment of the risks facing the council and taken appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.
- 6) they have maintained an adequate and effective system of internal audit and the council's accounting records and control systems.
- 7) they have taken what they consider to be appropriate action on all matters raised in previous reports from the internal and external auditor.
- 8) they have considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the end of the financial year end, have a financial impact on the council and, where appropriate have included them in the statement of accounts.

Following a proposal from Cllr Maxwell, seconded by Cllr Chapallaz with a unanimous vote it was

RESOLVED

That the accounts were approved and the Chairman and the clerk were authorised to sign the Annual Return.

Notice of Appointment of date for the exercise of elector's rights has been displayed on the village noticeboard.

18.3 Accounts 2006/7

Following a proposal from Cllr Chapallaz, seconded by Cllr Carlyle, with a unanimous vote it was

RESOLVED

To allocate £1,000 to the speed prevention contingency fund and £1,000 to the proposed burial ground as per budget agreed earlier this year.

18.4 Receipts since the last meeting

None received

18.5 Payments for the months of May 2006.

Payments OF £3,185.41 were proposed by Cllr Maxwell and seconded by Cllr Palmer and agreed unanimously.

19 REPORTS FROM COUNTY AND DISTRICT COUNCILLOR

19.1 HCC

Cllr Brook reported that 67 applications for secondary transfer had been lost. Fortunately, the problem has been resolved but HCC have set up a committee to investigate how this happened.

Following the sudden sad death of Cllr Robert Ellis, Cllr David Beatty had become the new leader of HCC.

The library service is being revamped for the first time in about 20 years which will result in some of the ones that attract very little attention being closed.

The Office of the Deputy Prime Minister still hasn't announced the decision regarding the proposed West of Stevenage development.

19.2 NHDC

Cllr Mrs Gibbs reported that NHDC are reviewing their museums at Officer level and there is a 5 year project to revamp, review and digitalise them.

20 REPORTS FROM REPRESENTATIVES

20.1 Ickleford Village Hall

Cllr Crowe reported that the committee were compiling a project plan and were hoping that the person who carried out the survey would agree to be the project manager. New chairs, tables and crockery had been ordered.

A race night was planned for November to raise funds.

As the committee did not have the machinery to reduce the height of the hedge at the front of the car park, they asked IPC if they knew anyone who would be able to do it. Cllr Mrs Crosse agreed to ask William if he would be able to cut the hedge. **BC**

The village hall committee have asked everyone to check the lost/mislaid property which is accumulating in the kitchen. Anything left unclaimed at the end of May will be removed.

20.2 ISRC

Cllr Crowe reported that the year end profit was £4,400 against £5,300 last year. Bar takings were up from £40,000 to £45,000 with a gross profit of 48%. Currently 10% of the members are residents from Ickleford. Cllr Mrs Palmer suggested they hold an Open Day so that residents can see the facilities. Cllr Crowe to pass this suggestion onto the committee.

PJC

There being no other business the meeting closed at 9.55 pm.

The next meeting of Ickleford Parish Council will be held on Tuesday 13th June 2006 in the small hall at 7.30 pm.