

MINUTES FOR THE MEETING OF ICKLEFORD PARISH COUNCIL HELD IN ICKLEFORD VILLAGE HALL AT 7.30PM ON THURSDAY 13TH NOVEMBER 2008

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

Officer present: Katrina Henshaw (Parish Clerk).

Also present for part of the meeting: County Cllr N Brook and District Cllr P Gibbs.

79 APOLOGIES FOR ABSENCE.

79.1 Apologies were received and accepted from Cllr D Chapallaz (personal), Cllr G Palmer (holiday), Dr M Willoughby, PC M Jenkins, PCSO N Williams and PCSO E Cuzzo.

80 DECLARATION OF INTERESTS.

80.1 Cllr Thurstance declared a 'personal and prejudicial' interest relating to item 11.2 of the agenda (89.2 of the minutes) and agreed to leave the room when this item was discussed.

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

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

81 MINUTES OF THE MEETING HELD ON 2ND OCTOBER 2008.

81.1 Following a proposal from Cllr Maxwell seconded by Cllr Stephenson and agreed unanimously it was

RESOLVED

That the minutes of the meeting held on 2nd October 2008 be approved and the Chairman was authorised to sign them as a true record of the meeting.

82 UPDATE FROM THE POLICE.

In her absence, PCSO Williams advised that since 2nd October there have been 13 recorded crimes which are as follows:-

- 4 x domestic related incidents
- 2 x criminal damage (to outdoor lighting)
- 1 x damage to vehicle whilst parked on grass verge outside injured party's address
- 2 x drugs warnings issued
- 1 x deception (offender known to the injured party and the offence has taken place over a number of years)
- 1 x domestic burglary - entry gained by forcing rear bedroom window
- 1 x theft from handbag whilst at an organised event in the village
- 1 x burglary (non-residential - outbuilding broken into and brass fittings stolen)

PCSO Williams also advised that she will be carrying out security checks for residents in Cedar Avenue next Friday (21st November) and that speed checks are ongoing in the rural area - including Ickleford.

Currently PCSO Burrows is covering for PCSO Cuzzo following her recent injury. However, once fully trained PCSO Jeffery will be taking over. Concern was expressed about the lack of visibility of the PCSO Ickleford are paying for so it was agreed that the clerk would arrange a meeting with PCSO Williams and PCSO Jeffery once she is in place. Cllr Stephenson to also attend the meeting.

CIK/TS

83 UPDATE ON ONGOING MATTERS INCLUDING AGREEMENTS FOR NEXT ACTIONS.**83.1 Proposed Burial Ground**

Cllr Crowe reported that

- £50,000 grant has been applied for from PACIF.
- £8,600 grant applied for from WREN for landscaping costs.
- Frank Pratt has produced a plan for the new entrance to the burial ground. This plan has been sent to the planning department at NHDC with the revised planning application.
- The archaeologist at HCC has been advised of current proposal to use only 25% of the ground initially. Plan of proposed area has been sent to him and it is hoped that he will confirm that minimum trenching work will be required.
- Mrs Parker has been advised of current proposals and status.
- Mrs Parker's solicitor is preparing new Trust Document.
- Meeting to be arranged with Trustees to update them on progress and to seek their views on cemetery design. Cllr Carlyle and Frank Pratt to attend.
- Water board has been contacted about water supply.
- Investigations about water containers have been made.

Cllr Crowe also informed IPC of all the voluntary work Frank Pratt has done and all the Councillors were very grateful for this and asked Cllr Crowe to pass on their thanks to him.

IPC has been advised to request that HCC extend the current lease of the sportsfield to 2050. It was agreed that Cllr Crowe would contact David Morgan (Solicitor) to discuss this. **PJC**

The appointment of Trustees was discussed and following a proposal from Cllr Maxwell, seconded by Cllr Goldie and agreed unanimously it was

RESOLVED

That the field to be known as 'The Ickleford Burial Ground' will be transferred into the names of Trustees, two of whom should always be Councillors of Ickleford Parish Council. The Trustees will delegate the management of the facility to Ickleford Parish Council who are authorised to accept any grant monies applied for in connection with the setting up and establishment of the burial ground.

REASON

To ensure there is a link existing between the Trustees and IPC in connection with all financial matters and future management of the burial ground.

83.2 Rural Programme New Travel Plan

The Public Meeting was held on Wednesday 8th October with 102 residents attending. Ian Thompson and Aziza Jeppe were there from HH. Feasibility plans were on display. Cllr Crowe welcomed residents, Cllr Maxwell gave a brief background about the Parish Plan and Ian Thompson, HH gave details of the proposed schemes. Residents were then invited to ask IPC and HH questions.

Cllr Stephenson reported that 60% of households responded to the traffic calming survey and the results are summarised below.

SCHEME:	LOCAL RESULTS		VILLAGE WIDE RESULTS	
	% households returned	% residents support	% households returned	% residents support
Turnpike Lane	59%	75%	60%	64%
Arlesey Road (north)	61%	68%		68%
Chambers Lane	67%	72%		83%
Bedford Road	38%	100%		85%

These results have been published on the Ickleford website and emailed to all residents on the mailing list. Press releases have been sent to The Comet and NHDC and a report will be included in the December edition of the St Katharine Wheel.

All Councillors thanked the clerk for arranging the Public Meeting at short notice and also for organising the traffic consultation and collating the results so quickly.

Cllr Stephenson advised that the results were positive enough for HH to recommend that design work now commences on all of the schemes. HH were delighted with the 60% response rate as they normally only receive 15-20% when they carry out postal consultations. IPC asked HH for a contribution to IPC's administrations costs for carrying out the consultation. HH agreed to look into this.

HH have also requested that the results are supplied based on 'one household, one vote' as apposed to the number of residents over 18. This has been done, with no significant changes to the results, and has been sent to HH.

HH have also advised that they need to receive support from local Councillors. County Cllr Brook and District Cllr Gibbs both agreed to send Ian Thompson, HH a letter of support.

NB/PG

Stage 1 (Feasibility Study) is now complete. The next steps are as follows:-

- **Parish Plan Leaflet.** HH to start work on leaflet to be distributed to all households. This will be sent to IPC for review prior to it being printed. It is expected that this will be complete January 2009.
- **Stage 2 (Design)** will take until January 2009 to complete. This would entail an independent safety audit, input from various highway departments such as street lighting and finalising the design.
- **Stage 3 (Contract preparation)** would finish in April and would involve having all the paperwork in place so that the work could be handed across to the Design Team.
- **Stage 4 (Build)** includes handing the project over to the works team, preparing for the build, and the construction of the schemes themselves. This was provisionally programmed for the school summer holidays 2009.
- **Stage 5 (Post Build)** involved finalising the account and looking at the effectiveness of the scheme.

Cllr Stephenson also advised that following concern from residents that Arlesey Road between the triangle and Bowman's Mill had not been included in any of the traffic calming proposals, HH had agreed to carry out speed and volume counts in this area. Ian Thompson did state though that he couldn't make any commitment on this area as work here was not budgeted for. However, he would consider the position once the results were known.

Additionally, Cllr Stephenson reported that HH had agreed to look to bring forward resurfacing Walnut Way from 2010/11 to 2009/10 and also look to include Upper Green and Chambers Lane.

83.3 Chambers Lane

Councillors discussed the index map that IPC had received from the Land Registry and agreed that the boundaries for the area were still unclear. It was agreed that further investigations would be required.

83.4 Garage area and Little Park behind Turnpike Lane.

Cllr Crowe reported that he still has not yet had a response from NHDC Planning Department about this area.

84 **REPAIRS AND MAINTENANCE**

84.1 Black Poplars at ISRC

Cllr Crowe has applied to WREN for a grant for this work and should receive a decision by March 2009.

85 UPDATE ON IPC'S RESPONSES TO PLANNING APPLICATIONS

85.1 0801661/1HH 24 Cedar Avenue.
Front extension.

As agreed in minute reference 73.2 the planning advisors looked at the application in more detail and sent the following response to NHDC.

Ickleford Parish Council support this application.

REASON

IPC could see no planning issues.

85.2 08/01545/1 Land to r/o 49 Arlesey Road.

Detached 4-bedroom dwelling with proposed access from Arlesey Road together with provision of 5 parking spaces.

As agreed in minute reference 73.2 the planning advisors looked at the application in more detail and sent the following response to NHDC.

Ickleford Parish Council has no strong objections to this proposal but there are a number of matters which cause considerable concern.

- 1.a Of the property itself, there are no details given of the measures which would be necessary to guard against water accumulation / flooding of the lower ground floor in the event of sudden and heavy rainfall. The area of impermeable paved ground leading down to the garage is considerable and would induce a large volume of water to immediately run off rapidly during and after any heavy rainfall. Major works would be needed to guard against this.
- 1.b As an observation, the residents of Number 47 feel that they would be overlooked in what is an open aspect at the moment. They also feel that cars moving onto the proposed drive would impinge on the privacy of their garden.
- 2 The second major concern is that of the access onto Arlesey Road from the proposed driveway. In standing on the pavement at that point, it is impossible to see to the left well enough to be able to judge when to turn right from the driveway.

85.3 08/01937/1AD /32 Arlesey Road.

Installation of 1 double-sided and 1 single face non-illuminated signs both with wrought iron detailing top.

IPC received this application after the October meeting. As NHDC required a response before the November meeting, the planning advisors looked at the application and sent the following response to NHDC.

Ickleford Parish Council support this application.

REASON

This is retrospective as the signs are already in place. IPC could see no planning issues with the request.

86 PLANNING APPLICATIONS

86.1 08/02069/1HH 8 Bedford Road
Vehicular access.

The planning application was discussed and it was

RESOLVED

That IPC would support this application.

REASON

IPC could see no planning issues.

- 86.2 08/02073/1HH Icknield House, Westmill Lane.
Rear conservatory.
The planning application was discussed and it was

RESOLVED

That IPC would support this application.

REASON

IPC could see no planning issues.

87 PLANNING DECISIONS.

- 87.1 08/01865/1HH 10 Cedar Avenue
Single storey rear extension.
NHDC granted conditional permission on 24th October 2008

REASON OR CONDITIONS

The extension hereby permitted would have no adverse effect on the amenities of the neighbouring residential properties, 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 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, 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.

- 87.2 08/01591/1 The Cottage, Bedford Road, Ickleford. SG5 3XG
Replacement 3-bedroom dwelling following demolition of existing
NHDC granted conditional permission on 19th September 2008

REASON FOR DECISION

- 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 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) Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 as amended no development as set out in Class(es) A, B, C, D, E of Part 1 of Schedule 2 to the Order, (or any subsequent Statutory Instrument which revokes, amends and/or replaces those provisions) shall be carried out without first obtaining a specific planning permission from the Local Planning Authority. **Reason:** Given the nature of this development, the Local Planning Authority considers that development which would normally be "permitted development" should be retained within planning control in the interests of the character and amenities of the area.
- 5) No works of site clearance or demolition are to take place within 10 metres from the top of the bank top along the watercourse of the River Oughton until the results of a water vole survey have been carried out, and if water voles are found to be using the site, a mitigation strategy stating how it is proposed to accommodate water voles within the new development, has been submitted to and approved in writing by the Local Planning Authority. The development shall be carried out in accordance with the approved strategy. **Reason:** In the interests of biodiversity conservation.
- 6) Prior to the commencement of the development hereby permitted the existing dwelling (known as 'The Cottage') shall be demolished and the site cleared to the written satisfaction of the Local Planning Authority. **Reason:** To ensure that the openness of the Green Belt is maintained and to ensure compliance with Green Belt policy.

87.3 08/01661/1HH 24 Cedar Avenue

Front extension.

NHDC granted standard conditional permission on 22nd October 2008

REASON OR CONDITIONS

The extension hereby permitted would have no adverse effect on the amenities of the neighbouring residential properties, 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 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, 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.

87.4 08/01545/1 Land to r/o 49 Arlesey Road.

Detached 4-bedroom dwelling with proposed access from Arlesey Road together with provision of 5 parking spaces.

NHDC refused permission on 5th November 2008

REASON OR CONDITIONS

- 1) The proposed development, by introducing a new dwelling into the rear garden of a listed building would harm the open and landscaped setting of the historic building. The bulk, massing, form roofing materials and plastic windows of the proposal would create a dominating and unsympathetic building that would also harm the character and setting of the listed building as would the new vehicular access and hard surfacing. The proposed development would be contrary to the provisions of Section 66 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

- 2) The proposed residential development of the site would appear cramped and overdeveloped in relation to nearby residential development and would result in a very unsatisfactory form of townscape and backland development failing to have regard to the character and context of the surrounding area. Furthermore, by reason of the siting of the development in close proximity to the rear elevations of Rose Cottage, 47, 49 and 55 Arlesey Road the development would detract from the visual and residential amenity of occupiers of those dwellings. The development would therefore be contrary to the provisions of Policies 26 and 57 of the local plan and the provisions of PPS 3 in particular with reference to achieving high quality housing which does not compromise the quality of the local environment.
- 3) By reason of the siting of the access drive and houses at the rear of the site the development would be unsympathetic to the established and well landscaped character of the area and would give rise to noise and disturbance to the occupiers of Numbers 47 and 49 Arlesey Road through the close proximity of the access road and the associated noise of car and pedestrian movement immediately adjacent. The development would also result in overlooking of the rear garden of No. 49 to the detriment of the adjacent occupiers residential amenity. The proposals would therefore conflict with the aims of Policies 26 and 57 of the local plan and the guidance in PPS 3
- 4) The proposed development does not provide a suitable width of access road or suitable turning area within the site for emergency vehicles or delivery vehicles. Inadequate provision is made for refuse storage within the development site to meet the requirements of the Highway Authority. Furthermore the development does not comply with the recommended vehicle inter-visibility splays required by the Highway Authority. The development would not comply with Hertfordshire County Council's document "Roads in Hertfordshire: A Guide for New Developments", Manual for Streets (2007) and Design Manual for Roads and Bridges (1992) and would result in conditions detrimental to highway safety contrary to the guidance in PPG 13.
- 5) The application makes no provision for the mitigation of the impact associated with the proposed development as required by the Council's adopted Supplementary Planning Document: Planning Obligations (November 2006). This seeks contributions to support the local infrastructure, services or facilities arising from the development consistent with the advice on creating sustainable communities as set out in Planning Policy Statement1: Delivering Sustainable Development.

87.5 08/01937/1AD 32 Arlesey Road. Installation of 1 double-sided and 1 single face non-illuminated signs both with wrought iron detailing top.

NHDC granted conditional advertisement consent on 5th November 2008

REASON OR CONDITIONS

- (a) No advertisement is to be displayed without the permission of the owner of the site or any other person with an interest in the site entitled to grant permission.
- (b) No advertisement shall be sited or displayed so as to –
 - (i) endanger persons using any highway, railway, waterway, dock, harbour or aerodrome (civil or military);
 - (ii) obscure, or hinder the ready interpretation of, any traffic sign, railway signal or aid to navigation by water or air; or
 - (iii) hinder the operation of any device used for the purpose of security or surveillance or for measuring the speed of any vehicle.
- (c) Any advertisement displayed, and any site used for the display of advertisements, shall be maintained in a condition that does not impair the visual amenity of the site.
- (d) Any structure or hoarding erected or used principally for the purpose of displaying advertisements, shall be maintained in a condition that does not endanger the public.
- (e) Where an advertisement is required under these Regulations to be removed, the site shall be left in a condition that does not endanger the public or impair visual amenity.

Reason: As imposed by regulation within the Town and Country Planning (Control of Advertisements) (England) Regulations 2007.

88 CORRESPONDENCE.

Item	From	Title	Deadline for comments	Action
10.1	NHDC	Consultation on service and financial planning process 2009/10	28 th November 2008	PJC to read
10.2	NHDC	Precept requirement	5th January 2009	To be discussed at December meeting
10.3	HCC	Towards better transport in Hertfordshire – Annual progress report August 2008	n/a	TS to read
10.4	Communities and Local Government	Communities in control: Real people, real power: Codes of Conduct for local authorities members and employees – A consultation.	24th December 2008	PJC to read
10.5	Mid Beds District Council	Design guide for Mid Bedfordshire: Launch of Public Consultation. Consultation period is for six weeks starting Monday 3 rd November 2008	15 th December 2008	n/a
10.6	HAPTC	October 2008 newsletter	n/a	n/a
10.7	CPRE	A Pot Pourri of Hertfordshire Calendar for 2009. Cadwell Farm features in July. Copies are available at £6.00 each £10.00 for two.	n/a	n/a
10.8	Ickleford Scout Group	Thank you for the generous grant	n/a	n/a
10.9	Ickleford Pre-School	Thank you for the generous grant	n/a	n/a

89 FINANCE.

89.1 Exclude Public and press from item 11.2 on the agenda (89.2 of these minutes)

Following a discussion it was

RESOLVED

That the public and press should be excluded from item 11.2 of this agenda (89.2 in the minutes)

REASON FOR DECISION

Under Section 1 of the Public Bodies (Admissions to Meetings) Act 1960 in view of the confidential nature of the business to be transacted

89.2 Annual review of salary for parish clerk

Having declared a personal and prejudicial interest, Cllr Thurstance left the room with the clerk for this discussion. Minutes of this session are recorded in 'Part Two' minutes. Cllr Thurstance and the clerk were then invited to rejoin the meeting.

- 89.3 Notification of receipts received since the last meeting.
To be advised of all receipts since 2nd October 2008.

HAPTC Grant (website hosting & new software)	£171.81
Total receipts =	£171.81

- 89.4 To approve payments for the month of November 2008.
Following a proposal from Cllr Stephenson, seconded by Cllr Goldie and agreed unanimously the following payments of £4,959.74 were approved and the cheques were signed.

90 REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

90.1 County Councillor

Cllr Brook advised that HCC depositing money in Icelandic banks was causing HCC a problem but it is not a crisis. Cllr Brook also advised that HCC are looking to make changes to the priority areas for secondary transfer to ensure that children from the certain areas are getting a fair chance.

90.2 District Councillor

Cllr Gibbs confirmed her support for IPC's PACIF application.

91 REPORTS FROM REPRESENTATIVES ON OTHER COMMITTEES.

91.1 Ickleford Primary School Governor

Cllr Maxwell reported the Performance and Development Committee had reviewed the SATs results. However, like a lot of school, Ickleford School had been caught up with the marking problems for English writing so it was difficult to review the results fully. The school had requested eight of the papers be remarked and four of these had been moved to a higher level.

The Diocesan Board of Education carried out an inspection to look at standards in the school when viewed as a church school and the inspector very positive about everything he saw and he graded the school 'Outstanding'.

91.2 Rand's Educational Foundation Governors

Cllr Thurstance reported that 34 children / adults from Ickleford had been awarded grants.

91.3 Ickleford Village Hall Committee.

Cllr Stephenson reported that the race night had been cancelled due to a lack on interest. Thanks to the grant from IPC, the floor in the main hall had been sanded and polished and the floor in the small hall had been resealed and polished. The Village Hall Committee had withheld some of the payment for the refurbishment as some snagging work was still incomplete.

92 ANY OTHER BUSINESS

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

92.1 Rats spotted by the BW15 (Chambers Lane to Bedford Road).

These are on NHH land so the problem has been reported to NHH. Their contractor from Bugs and Things laid bait last Friday. NHH has also arranged for the apples to be removed by PSK their cleaning contractors as it is believed that the apples are the main food source for the rats. The tenant has also requested that the trees be cut down as she feels that they are attracting the rats. It is however the policy of NHH who attempt to be as Green and environmentally friendly as possible not to cut down healthy trees.

92.2 Annual Parish Meeting

Cllr Crowe reminded everyone that the date for the APM is still to be agreed and suggested Wednesday 29th April.

92.3 Gypsy and Traveller Pitch Sites

Cllr Goldie advised that the Comet had reported that 197 Hitchin Road in Arlesey pitches is listed as one of the six Mid Beds District Council's preferred sites with four pitches being suggested at the location.

93 DATE FOR NEXT MEETINGS.

93.1 The next Parish Council meeting will be held on Thursday 4th December at 7.30 pm.

The meeting closed at 9.10 pm