

**MINUTES FOR THE MEETING OF ICKLEFORD PARISH COUNCIL HELD IN ICKLEFORD VILLAGE HALL AT 7.30PM ON THURSDAY 2<sup>ND</sup> OCTOBER 2008**

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**Present:** Councillors P J Crowe (Chairman), M Maxwell, C R Thurstance, D Chapallaz, J Carlyle, G Palmer and T Stephenson.

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

**Also present for part of the meeting:** County Cllr N Brook and 9 residents.

**65 APOLOGIES FOR ABSENCE.**

65.1 Apologies were received and accepted from Cllr K Goldie (ill), District Cllr P Gibbs, PC M Jenkins, PCSO N Williams and PCSO E Cuzzo.

**66 DECLARATION OF INTERESTS.**

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

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

**67 MINUTES OF THE MEETING HELD ON 4<sup>TH</sup> SEPTEMBER 2008**

67.1 Following a proposal from Cllr Carlyle seconded by Cllr Palmer and agreed unanimously it was

**RESOLVED**

**That the minutes of the meeting held on 4<sup>th</sup> September 2008 be approved and the Chairman was authorised to sign them as a true record of the meeting.**

**68 UPDATE FROM THE POLICE**

In her absence PCSO Williams sent in the following report.

Since 4<sup>th</sup> September there have been 12 recorded crimes (with 9 being arrests) which are as follows:-

- 1 burglary (St Katherine's Close)
- 3 drug related arrests
- 2 drink drive arrests
- 1 breach of ASBO arrest
- 3 going equipped arrests (males stopped in a vehicle with equipment which may be used in crime)
- 1 theft of vehicle
- 1 assault (person was hit by a stone as a car passed. It was unclear if this was thrown from the vehicle or thrown up from the road by wheels)
- 1 fraudulent transactions on bank account
- 1 theft from dwelling (by tenant)

There is no further update with regard to the burglary in St Katherine's Close - however, PCSO Williams has now extended the No Cold Calling Zone which was in place in Greenfield Avenue to include St Katherine's Close.

**69 OPEN DISCUSSION OPPORTUNITY FOR RESIDENTS.**

The Chairman closed the meeting at 8.00 pm for an open discussion with residents of Ickleford and re-opened it at 9.00 pm. During the closed meeting

69.1 One resident advised that North Herts Homes allegedly already owned some allotments at the back of Ryder Way / Avenue and suggested IPC ask NHH to look into this.

69.2 It was reported that drug taking had been witnessed in the lower car park at ISRC. This incident had been reported to the police.

IPC encouraged all residents to report any future incidents immediately to the Police.

69.3 Prior to the meeting Colin Gooch had e-mailed the following question:-

“The village Plan identifies Chambers Lane as a danger area to pedestrians and recommends establishing a footpath along the lane, adjacent to Arnolds Farm field. A feasibility study by North Herts District Council rejects this option and proposes improving the right of way along the far side of the field connecting with Raymond Cottages path. The Parish Council has endorsed this. This route would be unlit and twice as long as the Chambers Lane path. It is therefore unlikely to be used by school children or others going to the shop or bus stop and would thus fail to address the identified safety issue. The rejection of the Chambers Lane path was on the basis of cost and possible need to acquire extra land. However, I have been informed by the head of NHDC Highways that their feasibility study did not consult fundamental documents such as the land registry records or historical photographs of the area nor, I believe, did it locate the decaying boundary fence within the overgrown bank. I believe that a proper investigation would show that there is ample room for a footpath as originally proposed. I therefore request that the Parish Council review its position and pursue the establishment of a footpath alongside Chambers Lane as recommended in the village Plan”.

Mr Gooch was advised that IPC are looking at the historic photographs that he had supplied and have also requested plans from the land registry for Arnolds Farm to establish the boundary. However, all indications show that they may only be between 1 and 1.2 meters available which would not meet Highways criteria for widths of footpaths. If this is the case then land would need to be purchased from the land owner which would be a costly and lengthy process, hence the reason why Highways have only offered one solution - to upgrade the footpath behind Arnolds Farm. If this footpath is upgraded the school could operate a walking bus with parents dropping off children at ISRC car park.

69.4 Prior to the meeting Bob Saunders had emailed the following questions.

1. Funds were raised for the PCSO through increase of the parish precept component of the Council Tax in recent years, but have not yet been used. Has the Parish Council considered using these funds to support Herts Highways where funding is an issue which prevents The village having the solutions requested?

IPC's response was that additional funds raised on the precept are in fact now supporting the shared PCSO for Ickleford. Some of the traffic calming measures which were raised in the parish plan but are not being progressed have stalled not because of lack of funds, but for technical reasons. There is money in the Parish Council budget for traffic calming, but this would not be enough to fund those items where funding is an issue (e.g. Cadwell Bridge).

2. The proposed, unlit, footpath around Arnolds Farm, which adds approximately 100 metres to the walk to school for the few who could use it, gives nothing tangible to other walkers. Has the Parish Council established the likely usage by villagers of this alternative route?

IPC's response was that the likelihood is that the main users of this would be the proposed walking bus for the school. The school travel plan coordinator has been involved in discussions with HH via the T&T groups. IPC have not done a survey of other likely users.

3. Given that the proposals offered by Hertfordshire Highways meet none of requested solutions to problems as surveyed for the village Plan; will the Parish Council now reconsider its support of that plan and ask for the proposals to be revisited to meet village requirements; whilst accepting that this may delay implementation of the requested solutions beyond the current timeframe?

IPC response was that it hopes that it hasn't given a false impression about what the parish plan was meant to achieve. It is a list of aspirations that the village has proposed with no consideration of the feasibility (or otherwise) of the proposals. Some are more attainable than others; some, no matter how desirable, are unlikely ever to be achieved; others are flatly contradictory. IPC share Mr Saunders frustration, for example, about Cadwell Bridge. IPC will continue to look for opportunities to address residents' concerns about the current negative opinion from HH.

- 69.5 After reading about the proposals on the front page of the Comet, some residents wanted to know more detail of what was being proposed.

IPC advised that all households would receive a summary of the proposals and an executive summary with feasibility drawings would be displayed on the village noticeboard and website. Each household will receive a reply slip asking them for their opinion on each proposed area of work.

- 69.6 Concern was also expressed that the Comet's article was biased towards the proposals.

IPC responded by advising that they had issued the Comet with a Press Release about the consultation to make people aware of what was happening. IPC have no control over what the Comet print.

- 69.7 Several residents expressed their concern that the consultation did not supply sufficient detail in it and there wasn't enough time for residents to make informed decisions.

IPC advised that it was very difficult to summarise a 30 page document to an A4 summary but they had done their best. IPC reiterated that the executive summary and the feasibility drawings would be displayed on the village noticeboard and website.

- 69.8 Several residents felt that they needed a public meeting to discuss these proposals fully.

IPC agreed to discuss this during their meeting.

- 69.9 The remainder of the closed meeting session involved a discussion about the proposals with residents giving their opinions on them.

## **70 UPDATE ON ONGOING MATTERS INCLUDING AGREEMENTS FOR NEXT ACTIONS.**

### **70.1 Proposed Burial Ground**

Cllr Crowe reported that he has met with the Archaeologist at HCC and explained that only 25% of the plot would be used initially. The Archaeologist agreed to the Phase 1 / Phase 2 approach for development and would apply this approach to the conditions of the variation of planning permission as now submitted to NHDC.

Quotations for the following have been received.

- Profession Fees - £1,000
- Access to burial ground, including upgrading car park - £32,480
- Archaeology costs - £4,170
- Equipment costs (mower, benches etc) - £10,000
- Water supply, fencing etc £18,600
- Contingency - £6,496.

Total estimation for project = £72,746.

A grant from PACIF for £50,000 has been applied for.

Additional grants from WREN and BIFFA will be applied for.

70.2 Parish Plan – Crime and Disorder Plan

Cllr Maxwell reported that in response to the Parish Plan Update (published in the St Katharine's Wheel) that stated IPC had not yet received a response for the Icknield Management Company (Watson's) about the parking problems in Icknield Close, Elizabeth Morton arranged a meeting with Cllr Crowe and Cllr Maxwell. Unfortunately, there were no representatives present from Watson's.

Mrs Morton advised that the Management Company were trying to improve lighting around the garages to encourage residents to use them more. It was suggested that the Icknield Close Management Company carried out a survey to establish usage of the garages. Another suggestion was to have parking bays and/or to have turf reinforcement mats under the grass on the verges to allow cars to park there without ruining the grass. Cllr Crowe has written to Highways with these suggestions.

70.3 Rural Programme New Travel Plan

The close session was discussed and it was agreed to distribute the consultation documents to all residents as planned. It was also agreed that a Public Meeting would be held on Wednesday 8<sup>th</sup> October between 8.00 pm and 9.00 pm. It was agreed that it would be important to have representatives from Hertfordshire Highways there to explain the proposals and answer questions. Fliers about this meeting to be sent to all households with the consultation document.

70.4 Garage area and Little Park behind Turnpike Lane.

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

70.5 Quality Status

Cllr Thurstance and the clerk attended the workshop about Quality Status that HAPTC had organised. Quality status requires a council to show that it is

- representative of the whole community
  - communicates with its residents
- and
- is properly managed and responsible.

To apply for Quality Status, the councils must submit an application form, together with the required supporting evidence, to the local County Accreditation Panel. Quality Status is awarded for four years.

Cllr Thurstance reported that after looking at the criteria, it was clear that IPC already do most of what is required so suggested that IPC apply for the status. Portfolios need to be submitted 6 weeks before the meeting of the Accreditation Panel. As the next meeting is scheduled for 12/11/08, IPC have missed the opportunity to apply at that meeting. It is expected that the meeting after that will be in March 2009 so portfolios need to be submitted by Mid January.

Following a proposal from Cllr Thurstance, seconded by Cllr Maxwell and agreed unanimously it was

**RESOLVED**

**That IPC would apply for Quality Status.**

**REASON**

**To give the electorate confidence that IPC follow correct procedures and is managed appropriately.**

## 71 NEW MATTERS TO CONSIDER/AGREE ACTIONS

### 71.1 Open Surgeries

Cllr Thurstance reported that other Parish Councils hold 'Open Surgeries with Councillors' before their Parish Council meeting. Following a discussion, it was agreed that IPC would try holding these between 7.15 pm and 7.30 pm on meeting nights starting in November. It was also agreed that the opportunity for residents to have an open discussion would be moved to between 7.30 pm and 8.00 pm. The clerk to advertise appropriately. **CIK**

## 72 REPAIRS AND MAINTENANCE

### 72.1 Black Poplars at ISRC

The tree roots are now protruding the playing field which has resulted in football pitches having to be moved further into the cricket pitch to ensure that children are not at risk of tripping over the roots. Cllr Thurstance showed Councillors photographs of the tree roots that are causing the problem.

Several tree experts have seen the problem and they all agree that the only way to solve the problem is to remove the trees. There are approximately 45 trees that would need to be removed and HCC have agreed to replace these.

IPC have received 2 quotes

- Maydencroft Rural – Total Cost = £6,360
- Sentry Ltd – Total Cost = £11,700

Both of these companies are on CMS approved contractors list.

The work was discussed and following a proposal from Cllr Thurstance, seconded by Cllr Maxwell and agreed unanimously it was

#### **RESOLVED**

- **That the trees should be removed and the contract to be given to Maydencroft.**
- **IPC to apply for a grant from WREN or BIFFA to do the work.**

#### **REASON**

- **To ensure the Recreation Ground remains a safe area for all.**
- **To minimise costs to IPC.**

### 72.2 Playground annual inspection

Clements Play Management Ltd has quoted £865.00 to purchase and install a replacement net for the Playdale Multi Play in the children's play area.

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

#### **RESOLVED**

**That IPC would ask Clements to purchase and install this net.**

#### **REASON**

**To ensure that the play area is safe.**

## 73 PLANNING APPLICATIONS

### 73.1 08/01865/1HH 10 Cedar Avenue

Single storey rear extension.

The planning application was discussed and it was

#### **RESOLVED**

**That IPC would support this application.**

#### **REASON**

**IPC could see no planning issues.**

73.2 08/01661/1HH 24 Cedar Avenue.

Front extension.

The planning application was discussed and it was agreed that the planning advisors would look at the application in more detail and advise the clerk of comments. Responses to be sent to NHDC by 12<sup>th</sup> October.

**DC/KG/JC/GP**

73.3 08/01545/1 Land to r/o 49 Arleseey Road.

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

The planning application was discussed and it was agreed that the planning advisors would look at the application in more detail and advise the clerk of comments. Responses to be sent to NHDC by 12<sup>th</sup> October.

**DC/KG/JC/GP**

**74 PLANNING DECISIONS.**

74.1 08/01426/1HH Glendale, Snailswell Lane, Ickleford. SG5 3TS

Single storey front and side extensions and two storey rear and side extensions following demolition of existing garage/workshop and provision of new roof.

**NHDC granted standard conditional permission on 3<sup>rd</sup> September 2008**

**REASON FOR DECISION**

The extensions, hereby permitted, will not have adverse harm on the openness or character of the Green Belt, or the amenities of the neighbouring occupiers and therefore complies with the provisions of Policies 2, 28 and 57 of the North Hertfordshire District Local Plan no.2 with Alterations 1996.

- 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.

74.2 08/01591/1 The Cottage, Bedford Road, Ickleford. SG5 3XG

Replacement 3-bedroom dwelling following demolition of existing

**NHDC granted conditional permission on 19<sup>th</sup> 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.

## 75 CORRESPONDENCE.

- 75.1 NHDC – NH Green Infrastructure Plan: Invitation to stakeholder workshop on Thursday 9<sup>th</sup> October. There is an afternoon workshop at 2:00 pm and an evening workshop at 7:00pm.
- 75.2 HCC – Hertfordshire Waste Development Plan Documents: Withdrawal of Core Strategy
- 75.3 Communities and Local Government – The making and enforcement of byelaws. A consultation. Comments are invited by Thursday 20<sup>th</sup> November. Cllr Crowe to respond. **PJC**
- 75.4 The Standards Board – Town and Parish Standard. Issue 3. September 2008.
- 75.5 HAPTC – September 2008 newsletter.
- 75.6 The Chiltern Society – Chiltern Views. Issue 6. Autumn 2008.
- 75.7 Ickleford Village Hall – Formal re-opening ceremony on Saturday 11<sup>th</sup> October between 2.30pm and 4.00 pm. They would like to have as many people as possible at the ceremony. It would be nice if as many of the Parish Councillors as possible could join the Village Hall committee at the ceremony.
- 75.8 St Katharine, Ickleford PCC – Thank you for contribution towards the cost of printing the Wheel and also thanks to the members of IPC for their continued support in what has proved a very worthwhile partnership in circulating village news.

## 76 FINANCE.

- 76.1 Summary of Q1+Q2 2008/9 Accounts  
All Councillors were supplied with the following summary of the accounts for Q1+Q2.

<b>Balance carried over 1st April 2008</b>	<b>£21,565.44</b>
Q1 receipts	£41,025.03
Q1 payments	£15,018.69
<b>Balance at 30th September 2008</b>	<b>£47,571.78</b>

76.2 Comparison with 2008/9 budget.

All Councillors were supplied with the following comparison between expenditure and budget for Q1+Q2 2008/9.

Expenditure	<b>BUDGET 2008/2009</b>	Money c/o + extra money received or expected	Money spent Q1+Q2	Money allocated Q3+Q4	Money remaining
Wages	£9,000.00	-	£4,328.54	£4,143.12	£528.34
Admin	£4,600.00	£990.59	£4,412.94	£884.77	£292.88
Open spaces	£4,850.00	£1,848.06	£1,597.05	£3,009.62	£2,091.39
Recreation facilities	£1,500.00	£549.75	£646.20	£474.64	£928.91
Improvements / Repairs	£4,900.00	£1,211.54	£650.00	£1,564.00	£3,897.54
Actions from Parish Plan	£2,000.00	-	£259.35	-	£1,740.65
Grants (+ any S137 payments)	£6,000.00	£2,000.00	£2,000.00	-	£6,000.00
Burial Ground fund	£1,000.00	£3,057.50	£341.07	-	£3,716.43
Speed prevention fund	£2,000.00	£4,487.00	-	-	£6,487.00
New Community Building fund	£3,500.00	£1,500.00	-	-	£5,000.00
PCSO	-	£7,195.00	£59.99	£7,135.01	£0.00
Vat	-	£1,348.02	£723.55	-	£499.19
Bank interest	-	£291.65	-	-	£291.65
<b>Totals</b>	<b>£39,350.00</b>	<b>£24,479.11</b>	<b>£15,018.6 9</b>	<b>£17,211.1 6</b>	<b>£31,473.98</b>

76.3 Grants

Prior to the meeting, all Councillors had been supplied with details of grant applications from village organisations. These were all discussed and following a proposal from Cllr Chapallaz, seconded by Cllr Thurstance and agreed unanimously it was

**RESOLVED**

**That the following grants, totally £5,999, be awarded**

Organisation	Project	Amount requested	Amount raised	Total amount	Amount granted
Ickleford Village Hall	Re-sanding main hall floor	£2,601.45	-	£2,795.34	£1,235.00
	Polishing small hall floor	£193.89			
ISRC	Replacement of existing grass cutter.	£5,000.00	£1,900.00	£3,100.00	£1,000.00
Ickleford Pre-School	Big Books	£250.00	-	£1,215.00	£1,215.00
	Early Reading Books	£200.00			
	Individual Water Bottles	£65.00			
	Arts and Craft materials	£250.00			
	Camera, printer & cartridges	£250.00			
	Staff Training/ Development	£200.00			
St Katharine's	Noticeboard	£1,200.00	-	£1,200.00	£1,200.00
Junior Church	Arts and Craft materials	£40.00	-	£40.00	£40.00
Ickleford Scout Group	Hike Tents	£349.00	-	£1,249.00	£1,249.00
	2 Shelters	£560.00			
	2 sets of tables and benches	£240.00			
	2 cookers	£100.00			
Toddler Group	Play carpet	£60.00	-	£60.00	£60.00

**REASONS**

**To continue to support the village organisations with their ongoing projects so the village is able to provide a variety of sports and leisure facilities for all age groups.**

- 76.4 Notification of receipts received since the last meeting.  
To be advised of all receipts since 2<sup>nd</sup> September 2008.

Bank interest	£166.37
<b>Total receipts =</b>	
	<b>£166.37</b>

- 76.5 To approve payments for the month of October 2008.  
Following a proposal from Cllr Maxwell, seconded by Cllr Stephenson and agreed unanimously payments of £6338.87 were approved and the cheques were signed.

## **77 REPORTS FROM REPRESENTATIVES ON OTHER COMMITTEES.**

- 77.1 Ickleford Primary School Governor  
Cllr Maxwell reported that as Ickleford Primary School is Voluntarily-Controlled Church of England School, the Diocesan Board of Education carry out an inspection in addition to the Ofsted inspection. The Diocesan's inspection will take place on Monday 13<sup>th</sup> October 2008.
- 77.2 Ickleford Village Hall Committee.  
Cllr Stephenson reminded all Councillors of the Opening Ceremony on Saturday 11<sup>th</sup> October and also the Race Night on Saturday 8<sup>th</sup> November.

## **78 DATE FOR NEXT MEETINGS.**

- 78.1 A Public Meeting about the proposed traffic calming & safety improvements in Ickleford will be held on Wednesday 8<sup>th</sup> October between 8.00 pm and 9.00 pm.
- 78.2 The next Parish Council meeting will be held on Thursday 13<sup>th</sup> November at 7.30 pm.

The meeting closed at 10.45 pm