

MINUTES FOR THE MEETING OF ICKLEFORD PARISH COUNCIL HELD IN ICKLEFORD VILLAGE HALL AT 7.30PM ON THURSDAY 4TH SEPTEMBER 2008

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

Officer present: Katrina Henshaw (Parish Clerk).

Also present for part of the meeting: PC Matt Jenkins and 2 residents.

48 APOLOGIES FOR ABSENCE.

48.1 Apologies were received and accepted from District Cllr Gibbs, Dr Willoughby (Parish Plan), Mr Saunders (Traffic & Transport sub group), PCSO N Williams and PCSO E Cuzzo.

49 DECLARATION OF INTERESTS.

49.1 Cllr Thurstance declared a 'personal and prejudicial' interest relating to item 12.2 of the agenda (60.3 of the minutes) and agreed to leave the room when this item was discussed.

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

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

50 MINUTES OF THE MEETING HELD ON 3RD JULY 2008

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

RESOLVED

That the minutes of the meeting held on 3rd July 2008 be approved and the Chairman was authorised to sign them as a true record of the meeting.

51 UPDATE FROM THE POLICE

PC Jenkins reported there had been 5 reported crimes in July and 11 reported crimes in August which were made up of

July

- 3 domestic crimes
- 1 graffiti to fence
- 1 attempted theft of vegetables from an allotment

August

- 7 all happened on one evening and included 2 burglaries. The offenders have since been caught.
- 4 thefts from motor vehicles. There was no damage to vehicles. 2 vehicles had cash taken from them and the other 3 had nothing taken from them.

September (to date)

- 2 thefts from motor vehicles

PC Jenkins advised there had been no recent logs of sightings of the prostitute in the village but did request that if there are any future sightings they are reported to the non-emergency number 0845 33 00 222. However, if she was putting her life or other lives at risk, he would recommend people call 999.

PC Jenkins also advised that the Neighbourhood Team were pulling resources together and planned to carry out more speed checks throughout the villages.

52 UPDATE ON ONGOING MATTERS INCLUDING AGREEMENTS FOR NEXT ACTIONS.

52.1 Proposed Burial Ground

Cllr Crowe reported that since the July meeting Cllr Thurstance and he had had meetings with Hertfordshire Highways (on site and at the Stevenage office), Reverend Margaret Holford, NHDC, Frank Pratt (on site to discuss entrance), Funeral Director Paul Males (on site), Mrs Parker, Mrs Parker's solicitor, CMS and Heritage Network (re Archaeology).

Outcomes from the meetings were

- HH recommended using the Sport Club entrance as this would save £40 - £50,000 costs for carriageway investigations, main services, plans etc.
 - Frank Pratt has agreed to provide further drawings using existing entrance to Sports Club and the entrance into burial ground with a turning circle for the hearse.
- The car park will need upgrading.
 - Frank Pratt has agreed to obtain quotes from contractors.
- Paul Males has confirmed he can enter the site with a hearse via the Sports Club entrance from either direction with no problems. The gate, though, would need to be moved back slightly.
- IPC have written to HCC Corporate Estates to advise them of the above and make sure they do not have any objections.
- IPC need to inform the Sports Club of these proposals.
- NHDC have been very supportive of the changes to the plan.
- CMS will provide advise on landscaping the area
- Cllr Crowe and Cllr Thurstance are meeting with HCC Archaeologist on Monday 8th September to advise him of the proposed changes and to seek clarification that his original conditions associated with planning can be varied that only a portion of the land will be used initially.
- Reverend Margaret Holford is liaising with the Bishop over the Church's requirements for consecrated ground.
- Mrs Parker's solicitor is looking at the former draft deed for the Trust and will update at no cost.
- Cllr Crowe has written to proposed Trustees to establish that they are still happy to be Trustees.
- Planning permission will need to be applied for to show these changes. This will cost IPC £132.50.
- The deadline for a PACIF application is 30th September 2008. A maximum of 75% of the project costs can be awarded and if successful with their application, IPC would need to find the remaining 25% via other grants or from own funds.

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

RESOLVED

- (1) That the Sports Club entrance should be used.**
- (2) IPC would apply for Planning Permission with these changes.**
- (3) IPC would apply for a grant from PACIF.**

REASONS

- (1) To save £40 – £50,000 as it not considered vital to use a different entrance.**
- (2) To seek necessary approval.**
- (3) To seek money to fund the project.**

52.2 Parish Plan - Facilities and Amenities

The clerk has tried to make contact with North Herts College about computer courses being run in Ickleford School but has not had a response yet.

52.3 Rural Programme New Travel Plan

All Councillors had been supplied a copy of the Stage 1 Feasibility Report dated 1st July 2008 of the Rural Programme New Travel Plans and this had also been distributed to members of the Traffic and Transport sub group and discussed at a recent Traffic and Transport sub group meeting. Cllr Stephenson reported that several questions were raised at that meeting and he has asked HH to respond to these. HH has requested that IPC endorse the report at this meeting so that they can secure funding. Prior to any work being agreed, HH would consult residents' about the work. As all this work would affect all residents in the village, all Councillors agreed that the whole village should be consulted and not just those near the proposed work. The report was discussed and after a proposal from Cllr Chapallaz, seconded by Cllr Thurstance and agreed by a majority of 6 votes it was

RESOLVED

That IPC endorsed the Stage 1 Feasibility Report dated 1st July 2008 of the Rural Programme New Travel Plans that has been produced by Hertfordshire Highways with the proviso that the whole village is consulted (and all results from the consultation made available for review) and that representatives of the Parish Council continue to be informed and allowed to provide input into all future stages of the project.

REASON

To implement actions from the Parish Plan and to increase safety in the village.

Cllr Goldie and Cllr Palmer both voted against IPC endorsing this report as they would have preferred to consult with the village prior to endorsement.

All Councillors thanked Cllr Stephenson and the Traffic and Transport sub group for all their hard work to getting to this stage.

52.4 Garage area and Little Park behind Turnpike Lane.

Cllr Crowe reported that Dr Willoughby and he had attended a meeting with NHDC Estates to discuss IPC's proposals for allotments in this area. They were advised to contact the planning department to see if they had any plans for the area. Cllr Crowe has therefore written to Tom Rea, NHDC Planning Officer.

52.5 Ways to reduce the use of plastic bags in Ickleford.

Jean Jones, Ickleford Stores has found someone who can produce woven bags and is currently getting quotes. She will speak to the Parish Council when she has a proposal.

53 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 at 8.20 pm. During the closed meeting

53.1 Mrs Young asked IPC to ensure that Nick Gavin supervises fires if he is doing any more work to the hedge at ISRC.

53.2 Ms Taylor thought that the proposal to use the existing Sport Club entrance to gain access to the new burial ground would be much better.

53.3 Mrs Young asked that the gate to the overflow car park remains locked when there are no sports matches or burials. Cllr Crowe confirmed this would be the case.

54 NEW MATTERS TO CONSIDER/AGREE ACTIONS

54.1 CiLCA

The clerk has now been awarded this qualification. All Councillors congratulated the clerk for achieving this qualification. Her salary was discussed on agenda item 12.2 (60.3 of minutes).

54.2 Quality Parish Council Status

HAPTC are running a QPS Seminar in Bishops Stortford between 10am and 12noon on Friday 19th September. It was agreed for the clerk and Cllr Thurstance to attend this seminar.

55 REPAIRS AND MAINTENANCE55.1 Playground annual inspection

Clements Play Management Ltd carried out the annual playground inspection and risk assessment for the children's play area in Chambers Lane in July 2008 and reported the following:-

Site and Ancillary Items	Condition	Action	Cost £ (approx)
Gates	Latches missing from two gates. Entrance gate fouling on the concrete.	Fit catches and raise gate	£80.00
Fence	Satisfactory		
Litter Bin	Full	Empty Bin	IPC
Seat	Satisfactory		
Picnic Table	Satisfactory		
Ownership Signs	Satisfactory condition, but should have contact details		IPC
Overall Area	Satisfactory		
Play Equipment			
2 Seat Cradle Swing	Chains worn.	Replace	£100.00
4 Flat Seat Swing	Swing bushes worn	Replace	£70.00
4 Tyre Swing	Ino. tyre has chain ripped out. Remainder of tyres worn	Replace all tyres	£100.00
4 Seat See-Saw	Satisfactory		
Tyre Walk/Monkey Bars	Tyres worn and rough	Replace tyres	£100.00
Trim trail	Satisfactory		
Square Climber	Chain walk very slack	Shorten chain	£30.00
Multi-Climber/Slide	Climbing net frayed	Contact Playdale for repair/replacement after the school holidays	IPC
Springer	Satisfactory		
Toddler Slide	Satisfactory		
Safety Surfacing			
Grass mat Areas	Satisfactory		
Tiled Bases	Satisfactory, but some minor gaps throughout	Reseal gaps as good maintenance practice	£100.00
Raised Bark Pits	Satisfactory		
Risk Assessment			
High Risk	Disconnected chain on tyre seat	Replace tyre seat	See above
Medium Risk	Wear in the climbing rope on the multi climb - unit	Repair/ replace section within 3 months	See above
Low Risk	All other minor defects listed above		

This report was sent to all Councillors in July and it was agreed to do all the repairs as soon as possible for safety reasons. These were carried out in July. Clements Play Management has also agreed to contact Playdale on IPC's behalf in September.

Councillors discussed the ownership signs and agreed that as it was not mandatory to put a telephone number on the signs they would leave them as they are.

55.2 ISRC hedge

Nick Gavin has re-quoted £1,190 (inc. stakes) to lay the remaining ½ hedge. Previously he quoted £560 (plus £80 for stakes) for the whole hedge. IPC have asked him to invoice £280 for 1st half hedge + £40 for the stakes. Total cost for whole hedge would therefore be £1,510. Countryside Contracts quoted £2,800 to lay the whole hedge.

After a discussion, it was agreed that this work did not need to be carried out at the moment. The clerk to advise Nick Gavin that his quote has been unsuccessful. **CIk**

55.3 Trees overhanging footpath between Lower Green and Cadwell

There have been complaints that trees are overhanging this footpath. As the trees are on Common Land that IPC maintain, HH have asked for IPC to have them cut back.

After a discussion it was agreed to have the trees cut back. The clerk to contact William Crosse. **CIk**

56 REPORTS ON MEETING ATTENDED BY COUNCILLORS

56.1 Meeting at NHDC with Members and Parish and Town Councils

Cllr Crowe reported that Cllr Stephenson and he had attended this meeting which was mainly to do with housing. NHDC confirmed that more houses were required in North Herts but they assured everyone they were trying to control the amount.

57 PLANNING APPLICATIONS

57.1 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. The planning application was discussed and it was

RESOLVED

That IPC would support this application.

REASON

Although there may be greenbelt issues and it is a big project for a relatively small site, IPC have no real objections to the proposal.

57.2 08/01591/1 The Cottage, Bedford Road, Ickleford. SG5 3XG

Replacement 3-bedroom dwelling following demolition of existing. The planning application was discussed and it was

RESOLVED

That IPC would support this application.

REASON

Although this is a different building to the previous application (07/02953/1), IPC feel that this is probably a better proposal and again acknowledge that this is a greenbelt development but feel that it would be an improvement to the site.

58 PLANNING DECISIONS.

58.1 08/01049/1HH 74 Icknield Close, Ickleford. SG5 3TE.

Single storey front extension.

NHDC granted standard conditional permission on 3rd July 2008

REASON FOR DECISION

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

NHDLP No 2 with Alterations 1996:

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.

59 CORRESPONDENCE.

- 59.1 NHDC – Parish Council representatives on the NHDC Standards Committee. No Councillor volunteered to do this.
- 59.2 PC Matt Jenkins – The fifth locality meeting will be on Thursday 11th September at 8pm at Kings Walden Village Hall. No Councillors were available to attend on this occasion.
- 59.3 Email received from Bronwyn Tarrier – She is interested in forming an Ickleford history group. She is not really after a big formal group but rather a collection of interested persons from near and far. She currently works teaching web development for the Open University and Barnfield College in Luton and has had a lot of experience setting up and advising on history and collaborative websites in Australia. The clerk has responded stating that there is no group at the moment and IPC would be happy to include this on the website and promote it once she has set it up.

60 FINANCE.

- 60.1 Audit for the year ended 31 March 2008
BDO Stoy Hayward has completed the audit. There were no matters which came to their attention which required the issuing of a separate additional issues arising report. The annual report was presented to the council with BDO Toy Hayward's audit opinion and the annual report was approved and accepted by the council. The Notice of Conclusion of Audit will now be displayed for the 14 days.

All Councillors thanked the clerk for her hard work to maintain the accounts so well and for once again not receiving any comments for the auditors.

- 60.2 Exclude Public and press from item 12.2 on the agenda (60.2 of these minutes)
Following a discussion it was

RESOLVED

That the public and press should be excluded from item 12.2 of this agenda (60.3 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.

- 60.3 Review of salary for parish clerk following her being awarded with the CiLCA qualification.
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.
- 60.4 Contribution to annual printing costs for St Katharine's Wheel.
It was agreed that IPC would contribute £650 towards printing costs.
- 60.5 Notification of receipts received since the last meeting.
To be advised of all receipts since 3rd July 2008.

2nd Half of Precept	£19,500.00
NHDC Grant for Ickleford Information + software	£757.00
VAT Refund 1/4 - 2/7	£447.19
Bank interest	£125.28
Total receipts = £20,829.47	

- 60.6 To formally approve urgent payments that have been made between meetings.
Following a proposal from Cllr Carlyle, seconded by Cllr Stephenson and agreed unanimously the payments of £121.84 were approved.
- 60.7 To approve payments for the month of September 2008.
Following a proposal from Cllr Goldie, seconded by Cllr Palmer and agreed unanimously the payments of £5725.33 were approved and the cheques were signed.

61 REPORTS FROM COUNTY COUNCILLOR.

- 61.1 County Councillor Brook reported that he had seen a copy of the Ofsted report for Ickleford School and he could confidently state that it was the best one he had ever seen with Ickleford School being awarded Grade 1 (outstanding) for everything apart from attendance of learners which received a Grade 2 (good). Cllr Crowe advised he had also seen a copy of the report and had sent a letter of congratulations to the school.

62 REPORTS FROM REPRESENTATIVES ON OTHER COMMITTEES.

- 62.1 Ickleford Common Holders
Cllr Thurstance reported that the Common Holders held their AGM on Monday 1st September. They have received some monies from DEFRA, but are still trying to clarify exactly the area of Common Land they are applicable. The current state of the Common is excellent and only occasional maintenance work is expected for the next year. All existing Officers and committee members agreed to stand again and were duly elected.
- 62.2 Ickleford Village Hall Committee.
Cllr Stephenson advised that as NHDC had granted Ickleford Village Hall a grant of £50,000 there will be a formal presentation from NHDC for the re-opening of the hall on 11th October. There will also be a brass plaque to commemorate the event. The Village Hall committee have asked IPC if they think the whole village should be invited or just the regular hall users. It was agreed that IPC had no preference so would leave to the Village Hall committee to decide.
- 62.3 Biffa.
Cllr Crowe reported that the site will close October 2008 for domestic waste and after that waste will be sent to Ware. Cllr Crowe advised that he was not available for the next meeting on 27th October so asked if any other Councillor could attend.

63 ANY OTHER BUSINESS.

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

- 63.1 Grants to other organisations – to be included on October agenda.
Letters to be sent to
St Katharine's Church
Ickleford Sports Club
Ickleford Village Hall
Ickleford Pre-School
Ickleford Scout Group
Ickleford Brownies
Ickleford Baby and Toddler Group

64 DATE FOR NEXT MEETING.

64.1 The next meeting will be held on Thursday 2nd October 7.30 pm.

The meeting closed at 9.45 pm