

# ICKLEFORD PARISH COUNCIL



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**Date of notice: Wednesday 26 April 2017**

Notice is hereby given that there will be the Annual Meeting of Ickleford Parish Council on **Wednesday 3 May 2017 at 7.30pm** in Ickleford Village Hall for the purpose of transacting the business set out in the agenda below and members of the Council are hereby summoned to attend this meeting.

Members of the press and public are invited to attend. A Councillor will be available between **7.15pm and 7.30pm** to discuss any matter relating to the parish.

**Danielle Weetman**  
Clerk to Ickleford Parish Council

## **AGENDA**

- 1 To elect a Chairman for the ensuing council year**
  - 1.1 The Chairman to sign the Declaration of Acceptance of Office of the Chairman
- 2 To elect a Vice-Chairman for the ensuing council year**
  - 2.1 The Vice-Chairman to sign the Declaration of Acceptance of Office of the Vice Chairman
- 3 Apologies for Absence**
  - 3.1 To receive apologies for absence
- 4 Chairman's Notice**
  - 4.1 Notice on openness and transparency at this meeting
- 5 Declaration of Interests**
  - 5.1 To receive declarations of interest from councillors relating to items on the agenda
  - 5.2 To receive written requests for dispensation for declarable interests; and
  - 5.3 To grant any requests for dispensation as appropriate
- 6 Minutes of the Last Meeting**
  - 6.1 To approve as a correct record the minutes of the meeting held on 6 April 2017
- 7 Public Participation Session**
  - 7.1 Members of the press and public have the opportunity to have an open discussion with the Parish Council (between 7.35pm and 8.00pm).
- 8 Police Report**
  - 8.1 PCSO Report
- 9 Reports from County and District Councillors**
  - 9.1 Report from County Councillor
  - 9.2 Report from District Councillor
- 10 Review of Standing Orders, Financial Regulations**
  - 10.1 Standing Orders and Financial Regulations have been reviewed and circulated to all Councillors. Councillors to agree any amendments and adopt.
- 11 Appointments for the ensuing council year**
  - 11.1 Appointment of 1 governor for Rand's Educational Foundation
  - 11.2 Appointment of 1 representative for Ickleford Village Hall Committee

- 11.3 Appointment of 2 representatives for Ickleford Sports and Recreation Club Committee
- 11.4 Appointment of 2 representatives for Ickleford Common Holders' Committee
- 11.5 Appointment of 2 representatives for the Parish Paths Partnership
- 11.6 Appointment of 1 representative for Hertfordshire Highways
- 11.7 Appointment of 2 trustees for the Ickleford Burial Ground Trust
- 11.8 Appointment of planning advisors
- 11.9 Appointment of 1 councillor as church liaison with St Katharine's Church, Ickleford
- 11.10 Appointment of 4 signatories for cheques
- 11.11 Appointment of Internal Auditor

## **12 Review of insurance cover arrangements and asset register**

- 12.1 The Clerk has reviewed insurance arrangements and the asset register in advance of the insurance renewal. The asset register has been circulated to all Councillors. Councillors to agree any amendments and adopt.

## **13 Review of Finance Risk Assessment**

- 13.1 The Finance Risk Assessment has been reviewed and circulated to all Councillors. Councillors to agree any amendments and adopt.

## **14 Review of the Council's and Clerk's memberships of other bodies**

- 14.1 Ickleford Parish Council is currently a member of HAPTC (including NALC affiliation), SLCC/ALCC, CPRE, Open Spaces and ICO (the Information Commissioner)

## **15 Review of the Complaints Procedure, Freedom of Information Policy and Procedure, and Policy for dealing with the press/media**

- 15.1 The Complaints Procedure, Freedom of Information Policy and Procedure, and Policy for dealing with the press/media have been reviewed and circulated to all Councillors. Councillors to agree any amendments and adopt

## **16 Calendar of meeting dates for the ensuing council year**

- 16.1 All Councillors have been supplied with the proposed dates for the year. Councillors to agree dates.

## **17 On-going Projects**

- 17.1 Community litter pick event in Ickleford – to receive an update and approve any actions

## **18 New Matters**

- 18.1 Nominations for the HAPTC Executive Committee – to receive information and approve any actions
- 18.2 Drainage problems on Arlesley Road, near to Longmeadow Cottage – to receive information and approve any actions
- 18.3 Appointment of a playground inspector and timing of annual playground inspection – to receive information, including cost, and approve any actions
- 18.4 Grass cutting on public footpaths – to receive information and approve any actions
- 18.5 Review of hedges, grass, bench and display board located between Snailswell Lane and Abbis Orchard – to receive information and approve any actions
- 18.6 Condition of the speed humps on Arlesley Road - to receive information and approve any actions

## **19 Planning Applications**

- 19.1 17/00135/1HH at 7 Upper Green, Ickleford, Hitchin, SG5 3YD  
Full Permission Householder: Two storey rear extension. Single storey front porch extension (amended plans received 07/04/2017)
- 19.2 17/00842/1HH at 1 Cedar Avenue, Ickleford, Hitchin, SG5 3XU  
Full Permission Householder: Single storey front extension
- 19.3 17/00918/1 at 1 Ryder Way, Ickleford, Hitchin, SG5 3XL  
Outline Application: Outline application for 1 two bed dwelling (all matters reserved)
- 19.4 17/00884/1HH at 19 Longmeadow Drive, Ickleford, Hitchin, SG5 3TJ  
Full Permission Householder: First floor side extension and single storey side/rear extension following the removal of existing rear extension
- 19.5 CB/17/01158/OUT at Land at Chase Farm, east of High Street, Arlesley, Bedfordshire  
Outline Application: Development of up to 950 no. dwellings and 80 bedroom extra care unit, a two form entry lower school, up to 7,000 sq. metres of employment floor space, up to 6,500 sq. metres of retail

(A1-A5), a hotel. Healthcare inc. provision of new doctors surgery and dentists and leisure/community use of which up to 500 sq. metres to comprise of community use floor space, provision of new cycling & walking routes, open space including sports pitches, associated changing parking and other ancillary facilities and formal play areas together with associated works and operations including engineering operations & earthworks.

19.6 Proposed Submission Local Plan from North Hertfordshire District Council – to receive an update and approve any actions

19.7 Planning applications received between 26 April and 3 May 2017

## **20 Planning Decisions**

20.1 17/00607/1HH at 7 Duncots Close, Ickleford, Hitchin, SG5 3FH

Full Permission Householder: First floor side extension and ancillary works

**NHDC granted Standard Conditional Permission on 21 April 2017**

20.2 Planning decisions received between 26 April and 3 May 2017

## **21 Finance**

21.1 Quarter 4 financial summary and bank reconciliations – to receive information and approve any actions

21.2 Notification of receipts since the last meeting and payments made between meetings

21.3 Approve payments for May 2017 and any payments made between meetings

## **22 Any Other Business**

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

## **23 Date for Next Meeting**

23.1 The next Parish Council meeting will be held on **Thursday 1 June 2017** at 7.30pm