

**MINUTES OF THE ICKLEFORD PARISH COUNCIL MEETING
THURSDAY 7 DECEMBER 2017, ICKLEFORD VILLAGE HALL AT 7.30PM**

Present: Parish Councillors M Maxwell (Chairman), R Blake (Vice-Chairman), M Barber, P Crowe, K Goldie, C Gooden, R Harper and C Thurstance

Officer present: Mrs Danielle Weetman (Parish Clerk)

Also present for part of the meeting: District Cllr Harry Spencer-Smith, Sgt Steve Oliphant and 1 member of the public.

95. Apologies for absence

95.1 Apologies were received from PCSO Burrows, and also from District Cllr Harry Spencer-Smith for late arrival.

96. Chairman's Notice

96.1 Cllr Maxwell read out the announcement on openness and transparency.

97. Declaration of Interests

97.1 No declarations of interest relating to items on the agenda were received.

97.2 No written requests for dispensation for declarable interests relating to items on the agenda were received.

97.3 No requests for dispensation were received.

98. Co-option to fill 1 (one) casual vacancy on Ickleford Parish Council

98.1 To approve the co-option to Ickleford Parish Council to fill the 1 (one) casual vacancy

Two expressions of interest were received for the casual vacancy on Ickleford Parish Council and circulated to councillors prior to the meeting. These were from Ryan Harper and Bruce Parker. In addition, both candidates were given the opportunity to speak to the Parish Council in support of their application at this meeting.

Councillors voted to fill this casual vacancy. Ryan Harper received 5 votes and Bruce Parker received 2 votes. Ryan Harper was therefore co-opted as the new Parish Councillor for Ickleford Parish Council with immediate effect.

98.2 Ryan Harper to sign the Declaration of Acceptance of Office in front of the Proper Officer at the end of this meeting.

98.3 Ryan Harper to complete and return the Register of Members' Interests Form to the Proper Officer before the next meeting on 4 January.

98.4 Ryan Harper to sign the consent form if he wishes to receive the meeting summons (agenda) in electronic form, noting a specified email address for this. This is to be returned to the Proper Officer.

99. Minutes of the previous meeting

99.1 The following amendment to the draft minutes of the meeting held on 2 November 2017, indicated in bold text, was noted for accuracy:

Item 86.1 - 'Cllr Barber advised that the recent fire at the bus shelter on **Bedford** Road had been reported to Hertfordshire Police.'

Following a proposal from Cllr Goldie which was seconded by Cllr Blake it was **resolved** that the minutes of the meeting held on 2 November 2017 including the amendment noted above, be approved and the Chairman was authorised to sign them as a true record of the meeting.

100. Public Participation Session

100.1 No members of the public requested to speak at the meeting.

101. Police Report

101.1 Sgt Oliphant reported that there had been four crimes in November, compared with nine crimes for the same period last year. An overview of these crimes was given. The meeting was advised that PCSO Burrows had carried out patrols in the village, visited local businesses and attended coffee morning at the Church and Glebe House. Safer streets house visits have been carried out on several roads in the village as well.

Following a request from councillors, Sgt Oliphant will ensure that visits to the recreation ground area are included in the regular patrols around the village. It was also confirmed that the fire at the bus shelter on Bedford Road had been registered as a crime as the owner had been identified since the last Parish Council meeting.

It was agreed that Cllr Maxwell write to the owners of this bus shelter to ask for it be replaced.

Action: MM

Agenda items 104.3 (Street Lighting along Snailswell Lane) and 104.4 (Graffiti around the village) were discussed at this point in the meeting with Sgt Oliphant for expedience. The information relating to these items can be found under the relevant agenda heading.

Sgt Oliphant left the meeting.

102. Reports from County and District Councillors

102.1 Report from County Councillor

None received.

102.2 Report from District Councillor

In addition to the matters discussed in item 103.1 (The NHDC Proposed Submission Local Plan), District Cllr Spencer-Smith updated the meeting on the planning applications and traffic management plan for sites in Pirton.

103. On-going Projects

103.1 The NHDC Proposed Submission Local Plan

Councillors shared their feedback on sessions of the Examination in Public (EiP) attended to date. It was noted that the Inspector seemed fair and took the time to listen to all of those who wished to speak at the sessions. The Save our Green Belt (SOGB) legal team has put forward strong arguments in the sessions that they have attended.

The importance of attending sessions on the villages prior to the Ickleford session in the EiP was noted as this will give us an idea of the format. It will also assist with our preparation for the Ickleford session.

Cllr Maxwell summarised feedback from the SOGB legal team in relation to the sessions they have attended to date in the EiP. For the Green Belt, this includes demonstrating that the site selection has been somewhat sporadic and that the last formal call for sites was 2008; and using the NHDC scoring system, that the least desirable sites are those within the Green Belt. In the Air Quality Sessions they have been able to demonstrate that the Policy issued by the NHDC is inadequate at best; and have been able to force the issue that Air Quality has not been correctly provided for both in terms of time allotted and the proposals made by NHDC to reconcile and reduce.

Additional dates for discussion at the EiP have been achieved for Air Quality and the Green Belt in January, and the SOGB legal team will attend these. The SOGB Counsel is looking into the sites put forward in the Local Plan for Codicote, Graveley, Ickleford, and Wymondley with a view to advising SOGB further in relation to statements to be made to the EiP in January.

One member of the public left the meeting.

District Cllr Spencer-Smith joined the meeting.

Following discussion, it was agreed that the recently published NHDC Transport Strategy be referenced in the Parish Council's submission for the EiP. It was further noted that information from the National Planning Policy Framework, paragraph 112, relating to the use of poorer quality agricultural land in preference to that of a higher quality could be included as this is relevant for Ickleford. Cllr Thurstance will forward information on the provision of primary school education in this area that may be useful in supporting our case for removing the proposal to expand Ickleford School from the Local Plan.

It was agreed that Cllr Maxwell contact the assistant to Bim Afolami MP to follow up on our request for information about the sites included in the Central Bedfordshire (CBC) Local Plan, as this information may be useful for our submission. **Action: MM**

Councillors discussed the reallocation of Ickleford from a 'Category A village' to a 'village identified for growth' by NHDC as well as the differing calculations used by HCC and NHDC in assessing future requirement for school places.

As the deadline for submitting the hearing statement for the Ickleford session of the EiP is 12 January, the Parish Council's submission will be approved at the January meeting. In advance of this session, all councillors will look at possible questions that could be raised by the Inspector. **Action: All Cllrs**

103.2 Neighbourhood Planning

Cllr Maxwell has been in contact with the Pirton Neighbourhood Plan Steering Group and they have agreed to share their Neighbourhood Plan, as well their experience in developing the Pirton Plan. The aim is to arrange a meeting date for January to start the process of developing a Neighbourhood Plan for Ickleford. **Action: MM**

103.3 Installation of a Christmas Tree with lights on Upper Green and hosting a 'Lights Switch-On' evening this year

Cllr Barber advised that the Christmas Tree with lights had been installed on Upper Green ready for the Lights Switch-On evening on Friday 8 December. The event has been publicised via the usual methods of communication.

The Clerk submitted the event notification form to NHDC for the Tree Lights Switch-On, and there were no matters arising from this. In addition, Ickleford Primary School has kindly agreed that the front driveway can be used for emergency vehicles should the need arise.

As discussed in previous meetings, the limited supply of Christmas Trees going forward was noted. Cllr Harper advised of a possible supplier in Clophill, and Cllr Barber will investigate this further. **Action: MB**

103.4 Grant application from Ickleford Sports and Recreation Club

The application from the Recreation Club had been delayed until this meeting pending the outcome of a grant application submitted recently to the NHDC Southern Rural Committee.

The grant application was for new flooring and underlay to replace damaged flooring in the club house. It was noted that the new bar manager had been pro-active in promoting the Club and several successful events had already taken place.

Following a proposal from Cllr Goldie which was seconded by Cllr Crowe, it was **resolved** to award a grant of £1,944.59 to Ickleford Sports and Recreation Club towards the cost of the new flooring and underlay at the club house, for payment between meetings. **Action: Clk**

103.5 Ickleford Sports and Recreation Club approach road lighting

Both Hertfordshire County Council (HCC) and NHDC have advised Cllr Barber that they are not responsible for the maintenance of these street lights. The Parish Council leases the recreation ground land from HCC and is therefore responsible for the repairs to these street lights.

NHDC passed on details of the contractor they use, Allan Peacock (Street Lighting) Ltd, and a maximum cost of £400.00 (+VAT) has been quoted for this work. Cllr Barber noted that County Cllr David Barnard has agreed to fund half the cost of this work.

Following a proposal from Cllr Barber which was seconded by Cllr Goldie, it was resolved to authorise Allan Peacock (Street Lighting) Ltd to carry out the required work to the street lights on the approach road to Ickleford Sports and Recreation Club up to a maximum cost of £400.00 (+VAT). The maximum cost to the Parish Council will be £200.00 (+VAT).

Action: MB

104. **New Matters**

104.1 Renewal of PCSO contract for 2018/19

Prior to the meeting, Sgt Oliphant advised the Clerk that information relating to the cost of renewing the PCSO contract for 2018/19 on a match-funded basis had been requested, but was not currently available. This item will therefore be discussed further at the January meeting.

104.2 Annual playground inspection

The report from the annual playground inspection carried out by The Play Inspection Company was circulated to councillors in advance of the meeting, along with a summary of the remedial work noted in the report. The findings of the report were either low risk or very low risk.

It was agreed that the Clerk contact Colin Wainwright and CPM for quotes to carry out this remedial work for consideration at a future meeting.

Information on the estimated life expectancy of the equipment was also noted in the report. Whilst none of the equipment needs to be replaced at the current time, councillors agreed it would be appropriate to look into sources of external grant funding to assist in future planning for the play area. **Action: RB**

104.3 Street lighting along Snailswell Lane

The Parish Council received an enquiry from a resident of Golden Willows about the possibility of street lighting being left on at night along Snailswell Lane. Hertfordshire Highways advised Cllr Barber that any such requests need to be made by the Police.

Sgt Oliphant gave an overview of the assessment carried out by Police to date in this area and the additional information required before this request can be made. Sgt Oliphant will keep the Parish Council informed about this request.

104.4 Graffiti around the village

Cllr Barber reported that graffiti had been noted in several locations in the village. Sgt Oliphant advised that similar graffiti had been seen in North Hertfordshire and parts of Bedfordshire. It would greatly assist the Police if incidents could be reported via the 101 non-emergency telephone number so they can review where the graffiti has taken place.

105. **Planning Applications**

To consider the following planning applications, including appropriate requests for infrastructure improvements:

105.1 17/02628/1 at Ickleford Manor, Turnpike Lane, Ickleford, Hitchin, SG5 3XE

Reserved Matters: Reserved Matters application for the approval of the external appearance of outline application 16/02012/1 granted 31/07/2017 for the development of 19 residential dwellings together with associated vehicular access and parking following demolition of existing commercial buildings

The recommendations of the planning advisors for the response to this planning application were outlined.

Following a proposal from Cllr Crowe which was seconded by Cllr Goldie, it was **resolved** that the following response be submitted to NHDC:

The Parish Council has **no objections** to the designs planned for the Development. However, we would like to note concern about the colours chosen for the cladding in relation, particularly given the proximity of the Site's location next to Ickleford Manor which has subtle tones in both its wood and stonework façade.

In addition, we would like to reaffirm the following **concerns** raised in our response to the outline planning application for this Site dated 3 February 2017:

- We believe that this Site is overdeveloped for the amount of land available and as such, that insufficient parking for both residents and visitors has been allowed for.
- We are concerned that any additional parking on Turnpike Lane may have an adverse effect on traffic in this area given the Site's location close to the junction of Turnpike Lane, Bedford Road and Westmill Lane. We would therefore appreciate confirmation that adequate parking for visitors has been allowed for on the site of this Development.
- There is a lorry ban in force in Ickleford, which prohibits heavy commercial vehicles, having a gross weight in excess of 7.5 tonnes, from travelling through the village. We would therefore like to reaffirm our request for a condition to state that construction traffic must access the Site via Bedford Road and not through the village via the Arlesey Road (in both directions.)

Furthermore, we would like to make the following **observations**:

- No mention has been made to date about the provision of 'affordable housing' at this Development. Whilst we appreciate this Development consists of only 19 dwellings and that the usual provision of 35% of the build may be excessive, we would have envisaged that a provision of 25% of the build would have been reasonable in this situation.
- To ensure that Ickleford does not lose out on S106 Funds that would be available from this Development, we would hope to receive monies needed towards (a) St. Katharine's 'Room for All' Build £400,000, (b) Playground Equipment £20,000 and (c) Sports Club Facilities and Equipment £20,000.
- We would appreciate clarification about emergency access to the foul water/rainwater sub-station as the site plan shows that no access road has been allowed for. We are concerned about sewage/rainwater spillage onto Turnpike Lane with its gradient towards the Village and the Development itself.
- We believe that insufficient access and turning space has been allowed for refuse vehicles and more importantly, Emergency Services.
- In accordance with the NHDC Decision Notice, it is imperative that the hours of operation and deliveries are adhered to throughout this build and that the privacy and noise levels, for local residents to this Site, are maintained at all times.

Action: Clk

105.2 17/02619/1TD at Telecomms Mast 100M North Of 33, Bedford Road, Ickleford

Telecommunications Determination: Installation of 15m high mock-effect telegraph pole accommodating one number antenna; installation of 2 number dish antennas of 3000mm diameter. Installation of 2 no. equipment cabinets and minor ancillary apparatus

The recommendations of the planning advisors for the response to this planning application were outlined.

Following a proposal from Cllr Crowe which was seconded by Cllr Blake, it was **resolved** that the Parish Council **objected** to this planning application for the following reasons:

- The measurements for the proposed site location are erroneous.
- The Site is not located next to a narrow footpath, as shown, but is alongside a 'verge improvement path' designed for horse riders, as well as walkers and cyclists. Information from the Hertfordshire County Council Countryside Access Officer, confirms that there must be a clear 3 metres (preferably 4 metres) left available for horse and riders as well as cyclists and walkers to pass any manmade object(s). This plan clearly shows that insufficient width allowance has been taken into account.
- As the NHDC Local Plan shows the area opposite this Site as designated for housing and a possible school, we are concerned about the visual impact on the houses outlook and effect on children associated with telecomm masts of this nature and size.
- We believe that insufficient contact has been made with other possible location site owners detailed in the application. One potential site not identified by the Telecommunication Company is near Cadwell Farm, where NHDC recently approved, under Planning Application 17/01384/ITD, a similar application. This Company had also been sited at Bowman's Mill and therefore, we feel it would be sensible to locate this recent application at the same site located on Footpath 20 of the Definitive Map.

It was further **resolved** to request that anti-graffiti paint be used as this will then help to prohibit any anti-social behaviour.

Action: Clk

105.3 Planning applications received between 1 December and 7 December 2017

105.3.1 17/02886/1HH at 2 Riverside Cottages, Arlesey Road, Ickleford, Hitchin, SG5 3TZ

Full Permission Householder : Two storey side extension with rear balcony and ancillary works

NHDC has agreed an extension to the response deadline to enable discussion at the January meeting.

106. Planning Decisions**106.1 17/00918/1 at 1 Ryder Way, Ickleford, Hitchin, SG5 3XL**

Outline application for 1 two bed dwelling (all matters reserved).

Appeal dismissed by the Planning Inspectorate on 20 November 2017**106.2 Planning decisions received between 1 December and 7 December 2017**

None received.

107. Finance**107.1 Budget 2018/19**

Councillors considered the draft budget for the 2018/19 financial year which was circulated prior to the meeting. Following discussion, it was agreed that the final budget would be approved at the January meeting to meet the deadline for submitting the precept request to NHDC.

107.2 Precept 2018/19

The Clerk noted that the deadline for submitting the precept request to NHDC is 19 January 2018.

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

The Clerk noted payments between meetings as detailed in Appendix A which was circulated prior to the meeting.

107.4 Approve payments for December 2017 and any payments made between meetings

Following a proposal from Cllr Thurstance which was seconded by Cllr Goldie **approval** was given for the accounts as listed in Appendix A, including the payments made between meetings, to be paid. **Action: Clk**

108. Any Other Business

Cllr Thurstance referenced the large puddle on Arlesey Road by Bowman's Mill which seems to have been caused by the damaged road surface. Cllr Barber noted that several fault reports about the road surface in this area have already been raised with Hertfordshire Highways.

Cllr Barber advised that the bench at the bus stop on Arlesey Road has been repaired, and a new Speed Indicator Device (SID) has been installed on Bedford Road to replace the previous SID which had stopped working some time ago.

Cllr Crowe reported that Bowmans are taking steps to remove the tree and weed debris from the river by the bridge.

Notes of thanks have been received from Ickleford Pre-School, St Katharine's 60+ group and also St Katharine's Junior Church for the grants awarded at the November meeting.

The Clerk will be attending General Data Protection Regulations Training next Wednesday, 13 December, and will feedback on this matter at a future meeting.

Councillors were advised that only 17 copies of The Mills of Ickleford remain. These will be made available for purchase via the Parish Council office and also Hitchin Lavender when it re-opens for the 2018 season.

109. Date for Next Meeting**109.1 The next Parish Council meeting will be held on **Thursday 4 January 2018** at 7.30pm**

The meeting closed at 9.55pm.

Signed by Chairman _____

Date _____

Print name of Chairman _____