

**MINUTES OF THE ICKLEFORD PARISH COUNCIL MEETING
THURSDAY 1 MARCH 2018, ICKLEFORD VILLAGE HALL AT 7.30PM**

Present: Parish Councillors 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: Sgt Oliphant and 1 member of the public

138. Apologies for absence

138.1 Apologies were received from Cllr Miles Maxwell, District Cllr Spencer Harry Spencer-Smith and PCSO Burrows

139. Chairman's Notice

139.1 Cllr Blake read out the announcement on openness and transparency.

140. Declaration of Interests

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

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

140.3 No requests for dispensation were received.

141. Minutes of the previous meeting

141.1 The following amendment to the draft minutes of the meeting held on 1 February 2018, indicated in bold text, was noted for accuracy:

Item 136: Cllr Barber confirmed that pavement repairs had taken place on Witter Avenue and also on parts of **Bedford Road**

141.2 Following a proposal from Cllr Goldie which was seconded by Cllr Crowe it was **resolved** that the minutes of the meeting held on 1 February 2018, including the amendment noted above, be approved and the Chairman of this meeting was authorised to sign them as a true record of the meeting.

142. Public Participation Session

142.1 There was 1 member of the public present at the meeting in relation to agenda item 146.6 (Application by St Katharine's Church to the Diocese of St Albans for permission to carry out the first phase of the building work for the 'Room-for-All'). This agenda item was therefore discussed at this point of the meeting with the members of the public for expedience. The information relating to item 146.6 can be found under that item.

143. Police Report

143.1 Sgt Oliphant reported that there had been 12 crimes since the last meeting compared with 13 crimes for the same period last year. An overview of these crimes was given. The meeting was advised that investigations into the incidents of graffiti, anti-social behaviour and burglaries in the local area were on-going.

As residents had previously raised concerns about trail bikes, councillors enquired whether the Police would be able to follow them and give warnings to the bikers. Sgt Oliphant noted that the Police had limited vehicles to follow trail bikes, however residents were encouraged to report any such incidents to the Police as soon as possible, preferably with a direction of travel to assist in locating the bikes, as they can legally stop the bikers and give them a warning.

The Parish Council will be advised once a date and venue has been confirmed for the proposed Crime Prevention event for Ickleford residents, and will publicise this through the usual methods of communication.

Councillors noted safety concerns about parking on the double yellow lines on Chambers Lane at its junction with Arlesey Road, particularly at school drop-off and pick-up times. Sgt Oliphant agreed to provide some information for the Parish Council to circulate to residents about this matter.

Sgt Oliphant left the meeting.

144. Reports from County and District Councillors**144.1 Report from County Councillor**

None received.

144.2 Report from District Councillor

District Cllr Spencer-Smith had sent apologies for this meeting.

On behalf of the Parish Council, Cllr Blake noted thanks to District Cllr Spencer-Smith for his attendance at the Ickleford and Lower Stondon session of the Examination in Public (EiP), and assistance in the preparation of the Parish Council's submission and presentation for this hearing session.

District Cllr Spencer-Smith has confirmed that he will look into the concern noted by Cllr Goldie that the responses submitted by the Parish Council for planning applications in Ickleford are not taken into account by the planning officers at North Hertfordshire District Council (NHDC). Following discussion of this matter, it was agreed that a letter be sent to Mr Simon Ellis, the NHDC Development & Conservation Manager, to raise this matter and request feedback on our responses to planning applications – particularly when we have objected or noted serious concern. **Action PC/RB**

145. On-going Projects**145.1 The NHDC Proposed Submission Local Plan**

The Ickleford and Lower Stondon hearing session of the EiP was held on Tuesday 27 February. The village was well represented with around half of the public area being taken up by Ickleford residents. The Inspector commented on this during the session.

Councillors and the Clerk shared their feedback on the hearing session.

Cllr Thurstance gave an Education presentation at the Hearing which noted the outcome of the school survey flyer circulated to households in Ickleford. The flyer explained NHDC's reasons for doubling the size of the school and relocating it to their preferred site, and noted the opposition of Ickleford Parish Council to this proposal. The question 'Should Ickleford Primary School remain in its current location?' was included on the flyer with a request for residents to respond either 'yes' or 'no' and return the flyer to the Parish Council. 303 of the 844 flyers distributed were returned by the deadline of 25 February, giving a response rate of 36%. Of these responses, 98% (296 flyers) noted that Ickleford Primary School should remain in its current location. Cllr Thurstance advised that written responses had been included with some of the returned surveys. This information was discussed.

Councillors reiterated their concern about the revised settlement boundary proposed for Ickleford in the Plan. It was noted that building on site IC2 would reduce the housing boundary between Hitchin and Ickleford to 140 metres. One of the key attributes of the Green Belt is the prevention of urban sprawl, and the Parish Council believes the gap between IC2 and Hitchin would be too narrow to prevent urban sprawl should this site be developed.

Following a proposal from Cllr Goldie which was seconded by Cllr Gooden, it was **resolved** to approve that the Parish Council's presentations from the Ickleford and Lower Stondon hearing session of the EiP (as detailed in Appendix A) be circulated to residents via the Parish Council's website and usual methods of communication. **Action: Clk**

Cllr Thurstance updated the meeting about recent correspondence from Anglian Water in relation to the Parish Council's enquiry to them in July 2017. This enquiry related to the drainage issues in Ickleford and how these issues might be affected by development on the sites proposed in the Local Plan as well as the planning application submitted for the Bowman's Mill site. In this letter, Anglian Water advised that they are not a statutory consultee in the planning application process and that they had not been advised about an application for the Bowman's Mill site. On receipt of information from Cllr Thurstance about the proposed application for this site, they confirmed they would look into this matter further and respond in due course.

The report submitted by Vincent & Gorbing on behalf of the landowner about IC3 for the Ickleford and Lower Stondon hearing session mentioned that Anglian Water has identified and

specified the requirement for upsizing foul water sewers to accommodate flows from the development. It further notes that this is achievable. The Parish Council has been advised by Anglian Water that this information is owned by the developer as they undertook the assessment, and any request for clarification about this matter should be directed to the developer.

Following discussion, it was agreed that the Parish Council write to Vincent & Gorbing to request clarification of the statement that upsizing foul water sewers to accommodate flows from the development at IC3 is achievable. **Action: Clk/MM**

At the hearing session for Ickleford and Lower Stondon, the Parish Council mentioned that Icknield Way Path was a vital heritage asset and that Bridleway (BR) 15, which is located within IC3, forms part of this Path. The advisor to NHDC, however, noted to the Inspector that BR15 was a normal bridleway with no other significance.

Following a proposal from Cllr Goldie which was seconded by Cllr Crowe, it was **resolved** to forward evidence to the Inspector to support the assertion from the Parish Council that BR15 forms part of Icknield Way Path. This is to ensure that he has relevant information to consider about this bridleway. **Action: KG/Clk**

As agreed at the February meeting, councillors approved the submission of a hearing statement on air quality in relation to the Plan between meetings to meet the response deadline of Thursday 1 March.

Following a proposal from Cllr Harper which was seconded by Cllr Gooden, it was **resolved** to formally approve the Parish Council's submission to the EiP about air quality as detailed in Appendix B. The Programme Officer has confirmed receipt of this submission.

Councillors discussed the written submission sent to the Inspector by the Save our Green Belt (SOGB) barrister in relation to the issues raised in the Green Belt hearing session. SOGB had also forwarded information about the grounds for a potential Statutory Review relating to Green Belt issues raised during the EiP should the Inspector's report not find in favour of the case put forward. It was agreed that the Parish Council would need assurances that Ickleford would be represented should a Statutory Review take place.

145.2 Neighbourhood Planning

Cllr Blake gave an overview of the recent meeting of the Neighbourhood Planning group. New members were welcomed and officers were appointed. The Chair of the Pirton Neighbourhood Plan group attended the meeting and provided useful information. Once the cost of preparing and submitting a Plan for Ickleford has been calculated, the group will investigate external funding sources.

145.3 Ditch at Christmas Common

Approval was given by councillors between meetings for work to be carried out on the trees in the ditch at Christmas Common up to a maximum cost of £100.00 (+VAT) due to concerns about flooding should the trees in the ditch not be cut back. The work was approved between meetings due to the imminent nesting season for birds.

Following a proposal from Cllr Barber which was seconded by Cllr Goldie, it was **resolved** to formally approve work to be carried out on the trees in the ditch at Christmas Common up to a maximum cost of £100.00 (+VAT) due to concerns about flooding should the trees in the ditch not be cut back.

Cllr Barber confirmed that the tree roots were removed by the contractors after the trees had been cut back. The pipe under Arlesey Road will be investigated in due course

145.4 Common Land between Claymore Drive and Arlesey Road

Cllr Barber has raised a fault report with Hertfordshire Highways for the drains to be investigated. It was agreed that Cllr Barber review that a manhole cover in this road which has been displaced. **Action: MB**

146. New Matters**146.1 Little Park Allotments**

The 2017/18 financial summary showing income from rent agreements and expenditure to date for the allotments was circulated prior to the meeting. Cllr Crowe reported that the Parish Council charges the NHDC rates to allotment holders and this rate had been increased by the District Council since the Parish Council's last review of the allotment rates in March 2017. Based on the 2017/18 financial summary, it was noted that the current level of rental income should cover anticipated expenditure in the 2018/19 financial year for Little Park.

Following a proposed from Cllr Crowe which was seconded by Cllr Gooden, it was **resolved** to keep the same allotment rental rates for 2018/19. The Clerk will send out the rental letters to allotment holders. **Action: Clk**

The Clerk has contacted North Hertfordshire Homes to request that the weeds on their land adjacent to the allotment site be removed as soon as possible. Cllr Crowe and the Clerk will monitor this area to ensure that the requested work is carried out. **Action: PC/Clk**

146.2 Annual Parish Meeting 2018

Councillors discussed possible agenda items for the Annual Parish Meeting (APM), including reports from County Councillor Barnard, District Councillor Spencer-Smith, PCSO Burrows and the Parish Council Chairman. It was agreed that an invitation also be extended to the Neighbourhood Plan group. **Action: RB**

The display tables from village organisations at the 2017 APM offered a good opportunity for residents to find out more about what goes on in Ickleford, and the benefits of arranging similar displays at a future APM were noted.

It was agreed that the APM poster and agenda would be finalised at the April meeting, and that the same format as last year be used for serving refreshments.

The meeting date has been forwarded previously to County Cllr Barnard, District Cllr Spencer-Smith, Sgt Oliphant and PCSO Burrows. It was agreed that the Clerk reconfirm the meeting date to County Cllr Barnard and District Cllr Spencer-Smith to ensure they are able to attend.

Action: Clk

146.3 P3 (Parish Paths Partnership) 2018 grant scheme

An overview of the P3 scheme was given, and it was noted that the Parish Council was eligible to apply for a grant of up to £1,000. Possible projects for this grant application were discussed and quotes will be obtained for review at the April meeting to meet the submission deadline.

Action: KG/CT/Clk

It was noted that signage for footpaths located in the north of Ickleford parish near Ramerick would benefit from an assessment. In addition, it would be useful to find out what work may need to be carried out on Footpath (FP) 8. It was agreed that Cllrs Goldie and Thurstance liaise with Nicholas Maddex from Hertfordshire County Council's (HCC's) Rights of Way about these matters. **Action: KG/CT**

146.4 Parking on grass verges in Greenfield Lane

A resident has contacted the Parish Council about vehicles parking on the grass verges in Greenfield Lane. Councillors discussed the information provided and noted the concerns passed on by the resident.

It was agreed that Cllr Blake contact the resident and request that they keep the Parish Council informed about this matter. Should the issue persist, it could be raised at a future meeting. **Action: RB**

146.5 Diversion Order for FP7a

Councillors received information about Hertfordshire County Council's Public Path Diversion Order for FP7a prior to the meeting. Following discussion, it was agreed that the Parish Council would make no representations about this Diversion Order.

146.6 Application by St Katharine's Church to the Diocese of St Albans for permission to carry out the first phase of the building work for the 'Room-for-All'

The member of the public present at the meeting gave an overview of the planning application submitted to the Diocese of St Albans for the first phase of the building work for the 'Room-for-All'. It was noted that the parish's war memorial is located on the north side of the Church where the access point for the new building will be situated and as such, the memorial will need to be relocated within the Church. A number of new locations were discussed with the Diocese of St Albans prior to the proposed location noted in the application to ensure continued access for members of the public.

Given that the application proposes the relocation of the war memorial, the Church felt it would be appropriate to ensure the Parish Council and Ickleford residents have the opportunity to comment on the application as well as external bodies such as the War Memorials Trust.

Following a proposal from Cllr Barber which was seconded by Cllr Goldie, it was **resolved** that Ickleford Parish Council had no objections to the application by St Katharine's Church to the Diocese of St Albans for permission to carry out the first phase of the building work for the 'Room-for-All'

It was agreed that the Parish Council circulate information about this application to residents via the usual methods of communication to ensure the wider village community can be informed about the relocation of the war memorial. **Action: Cllk**

146.7 Remedial work at the Recreation Ground

Cllr Crowe advised that part of the wooden fence on the edge of the sports field, near to FP12, was damaged and gave an overview of the repairs required. Colin Wainwright has quoted up to carry out this work.

Following a proposal from Cllr Crowe which was seconded by Cllr Gooden, it was **resolved** to authorise Colin Wainwright to carry out the work required to repair the wooden fence on the edge of the sports field, near to FP12 up to a maximum cost of £50.00. **Action: PC**

Cllr Crowe reported that one of the trees from the hedge located at the rear on the sports field had come out of the ground and was leaning against an adjacent tree. William Crosse has quoted £100.00 (+VAT) to cut down and remove the tree.

Following a proposal from Cllr Crowe which was seconded by Cllr Goldie, it was **resolved** to authorise William Crosse to cut down and remove the damaged tree from the hedge to the rear of the sports field up to a maximum cost of £100.00 (+VAT). **Action: PC/Cllk**

147. **Planning Applications**

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

147.1 18/00106/FP at Garden Croft, Westmill Lane, Ickleford, Hitchin, Hertfordshire, SG5 3RN

Full Planning Permission : Regularisation of existing residential curtilage; change of use of section of land to residential curtilage; demolition of outbuildings; construction of new garage block; construction of entrance porch; alterations to internal layouts and fenestration; conversion of ground floor to residential use and construction of new crossover and access to land to the rear

Following a proposal from Cllr Crowe which was seconded by Cllr Goldie, it was **resolved** that the Parish Council had **no objections** to this planning application. **Action: Cllk**

147.2 Planning applications received between 23 February and 1 March 2018

147.2.1 18/00472/FPH at 96 Arlesey Road, Ickleford, Hitchin, Hertfordshire, SG5 3UE

Full Permission Householder: Conversion and extension of existing rear conservatory to form single storey rear extension including replacement tiled roof. Conversion of garage into to utility room

Following a proposal from Cllr Goldie which was seconded by Cllr Harper, it was **resolved** that the Parish Council had **no objections** to this planning application. **Action: Cllk**

148. Planning Decisions**148.1 17/01964/1HH at Abbis Cottage, Lower Green, Ickleford, Hitchin, SG5 3TW**

Single storey porch extension following removal of existing porch. Insertion of side first floor window (north elevation). Insertion of french doors to rear elevation. Insertion of new rooflights. (as amended) .

NHDC granted Conditional Permission on 29 January 2018

148.2 17/02886/1HH at 2 Riverside Cottages Arlesey Road Ickleford Hitchin Hertfordshire SG5 3TZ

Two storey side extension with rear balcony and ancillary works (as amended by drawing 17125/002A received 05/01/2018).

NHDC granted Conditional Permission on 1 February 2018

148.3 Planning decisions received between 23 February and 1 March 2018

None received.

149. Finance**149.1 Approve payments for March 2018 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 C to be paid. **Action: Clk**

150. Any Other Business

It was confirmed that Cllrs Barber, Crowe and Gooden would attend the villages meeting hosted by our MP, Bim Afolami, on 8 June.

Cllr Thurstance advised that the concrete from the previous base to the noticeboard on Upper Green is visible. Given that the area is well used by pedestrians, councillors noted it would be appropriate for Cllr Blake to investigate this matter further.

Cllr Goldie reported that the water level by the drain at Cadwell Bridge is high and flooding onto the road. Councillors noted it would be appropriate for Cllr Barber to investigate this matter further

Cllr Goldie commented on the increased level of dog fouling in the village, including public footpaths. Residents have also raised concerns about this. As dog fouling is unpleasant and potentially harmful, the Clerk will include information in the Village News email to encourage residents to dispose of dog waste appropriately, and with a reminder that that it is an offence to let dogs foul any country path and not clear it up.

Cllr Barber advised that NHDC has dealt with the vandalism to the bus stop on Arlesey Road Following concerns raised by residents, the pavement opposite Bowman's Mill had been cleaned and the damaged fence repaired. The blocked drain by the entrance to Bowman's Mill has been cleared as it was causing the road to flood in heavy rain. A resident had requested improved signage for the priority system on the bridge by the Mill and Cllr Barber confirmed to them that new signage had been installed here in recent years

151. Date for Next Meeting

151.1 The next Parish Council meeting will be held on **Thursday 5 April 2018** at 7.30pm

The meeting closed at 10.05pm

Signed by Chairman _____

Date _____

Print name of Chairman _____