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PARISH OFFICE
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12th September 2007

To members of the Council:

You are hereby summoned to attend a meeting of IMPINGTON PARISH COUNCIL at St Andrew's Church Hall, Burgoynes Road, Impington on **Monday 17th SEPTEMBER 2007** at 7.30 p.m. for the purpose of transacting the following business.

Members of the public and press are invited to address the Council at its Open Forum under Item 3. Advance notice of questions would be appreciated.

AGENDA

- 1 APOLOGIES FOR ABSENCE
- 2 MEMBERS' DECLARATIONS OF INTEREST for items on the agenda
- 3 OPEN SESSION FOR THE PUBLIC
– standing orders suspended for up to 15 minutes if any public or press present wish to speak
- 4 TO SIGN AND APPROVE MINUTES OF MEETING 16 JULY 2007 – minutes attached **For decision**
- 5 MATTERS ARISING FROM PREVIOUS MINUTES (for information only) **To note**
 - Item 76.1 Police Reports Emailed to all as received
 - Item 76.7 The Copse No response as yet from Holdings Company
 - Item 76.8 Big Wild Read Cllr Teague to report
 - Item 80.1 Highways Committee Report on any ideas received for a more formalised Highways Committee structure
 - Item 80.2 Doctors Close letter sent to resident
 - Item 80.3 IVC Swimming response received
 - Item 84.8 Cambridge Road resident All matters referred to various Councils/Officers
- 6 CO OPTION TO PARISH COUNCIL – 2 VACANCIES – applications attached **For decision**
- 7 RECREATION GROUND MANAGEMENT COMMITTEE REPORT – Minutes 20 June, 11 July copied for all. Meeting due 12 September
- 8 PLANNING COMMITTEE REPORTS
 - a) COMMITTEE REPORTS – Minutes attached 17 July, 31 July, 28 August. Next meeting due 11 September **To accept**
 - b) ARBURY CAMPS UP-DATE – Minutes attached 17 July, 31 July, 28 August. Next meeting due 11 September **To accept**
 - c) OTHER PLANNING MATTERS including Site visit St Georges Court 7 August 2007; Village Design Statement report attached **For decision**
- 9 BURIAL GROUND COMMITTEE REPORT – Minutes attached 3 September 2007 **To accept**
- 10 BUS SHELTER, MILTON ROAD – QUOTES FOR WORK – REMOVAL or REPAIR – letters received from residents and quotes attached – **deferred last agenda** **For decision**
- 11 CLAY CLOSE LANE – Resident correspondence and meetings – **deferred last agenda**

- 12 TO RECEIVE CLERK'S REPORT
- 13 TO RECEIVE CHAIRMAN'S REPORT
- 14 TO RECEIVE DISTRICT COUNCILLORS' REPORT
- 15 TO RECEIVE COUNTY COUNCILLORS' REPORT – attached
- 16 FINANCE & ADMINISTRATION
- a) To confirm payment of accounts **For decision**
 - b) To approve payment of outstanding accounts **decision**
 - c) Paid in and Correspondence Received
 - d) Risk Assessment Review Report
 - e) Audit Certificate received - attached
 - f) Appointment of Internal Auditor and Review of Independent Internal Auditor's role
 - g) Newsletter – Autumn 2007 –Ideas for articles
 - h) Certificates for retiring Councillors – presentation
- 17 CORRESPONDENCE RECEIVED
- a) Circulating file available: Histon Parish Council minutes and various magazines/leaflets To note /
 - b) Anglia Fireplaces & Design – request for signage for Impington – attached
 - c) Cambs County Council: Working to Improve Services for Cambridgeshire People;
 - d) SDCD: Draft Licensing Policy – Licensing Act 2003 – comments by 17 October; Annual Report Consultation – comments encouraged; Review of polling districts and polling places details **For decision**
 - e) CALC: Training opportunities; Report on South Cambs Area meeting 23 August
 - f) Cambs Rural Forum “Building Sustainable Communities Conference” 27 September
- 18 TO CONSIDER OTHER MATTERS
- a) HIGHWAYS and TRAFFIC –
 - i) HHT&T Committee meeting held 13 September. Next meeting due 8 November
 - ii) Guided Bus Issues
 - iii) Other correspondence and Reports
 - b) JOINT INFORMAL MEETING WITH HISTON PARISH COUNCIL 5 September and resulting recommendations
 - c) YOUTH ADVISORY BODY REPORT Meeting held 3 September minutes attached, next meeting due 1 October
 - d) ENVIRONMENT COMMITTEE ITEMS – next meeting due 3 October, review of agenda TERMS OF REFERENCE – Confirmation of acceptance as attached **For decision**
 - e) WAR MEMORIAL – copy letter and minutes attached from Histon Parish Council detailing work required in excess of budget allowed and request for contribution from Impington Parish Council – Financial implication for Impington Parish Council **For decision**
 - f) MOBILE WARDEN REPORT – attached Resignation of Geoff Waters, appointment vacant
 - g) DATA PROTECTION ACT –_draft policy suggestion and recommendation to register
 - h) SDCD HOMELESSNESS REVIEW – Rough Sleepers – response by 1 October
- 19 DATE AND PLACE OF NEXT MEETING: **For decision**
- PROPOSED** Monday **15 October 2007**, 7.30 p.m. at St Andrew's Church Hall, Burgoynes Rd, Impington

20 DATES OF CONFIRMED COMMITTEE MEETINGS:

Planning Committee – Tuesday 25 September
Environment Committee – Wednesday 3 October
Finance Committee – Tuesday 9 October
Recreation Ground Management Committee – Wednesday 10 October

OTHER MEETINGS:

Homefield/Hereward Residents Group – Wednesday 19 September 7 p.m.
Northstowe Stakeholders meeting 10am – 3pm – Thursday 20 September
Police Anti Social Behaviour/Envirocrime workshop – Tuesday 25 September
Code of Conduct Training for Chairman and Clerk – Wednesday 26 September
ACRE Sustainable Communities event – Thursday 27 September
Youth Committee – Monday 1 October
Arbury Park Community Development 1pm – Thursday 4 October
Guided Bus Forum IVC Thursday 4 October

IN COMMITTEE ITEM

21 “In Committee” Item – EMPLOYMENT

To note

Burial Ground Groundsman – formal request for further year in post beyond retirement age
Recreation Ground Groundsman – Contract issues – see attached paper

A J YOUNG – CLERK/PROPER OFFICER 12.09.07