

**MINUTES OF IMPINGTON PARISH COUNCIL MEETING HELD MONDAY 17 SEPTEMBER 2007 7.30P.M.  
AT ST ANDREW'S CHURCH HALL, BURGOYNES ROAD, IMPINGTON**

PRESENT: Chairman Cllr D W Payne, Cllrs H S Abdullah, P D Gooden, B S Ing, V A Kelly, P J Nudds, G S Payne, S A Unwin Dist Cllrs N S Davies, M J Mason (in part) Nick Warren (co-opted during meeting), PCSO Jackie King (in part)

Mrs A Young Clerk  
**Power Action**

**1 APOLOGIES FOR ABSENCE**

93 Cllr Teague (illness); Dist Cllr Chatfield; Cty Cllrs Bradney and Jenkins. Mr Mark Cope

**2 MEMBERS' DECLARATIONS OF INTERESTS**

94 None

**3 OPEN SESSION FOR THE PUBLIC**

95 Chairman suspended standing orders. PCSO Jackie King updated Parish Council on Police activity and took questions

- Next Police panel meeting 17 October Histon Junior School. Input required on whether anti-social behaviour in Histon and Impington should remain a priority
  - Jackie King confirmed most low level anti social behaviour occurred between 11pm and 1am. Residents were encouraged to ring in any incidents
  - Jackie King to check usefulness of CCTV cameras recently installed
  - Jackie King seeking clarification on policing at Arbury Park. Cllr Abdullah also chasing City Police for answer on this. Jackie King agreed to obtain a contact for Hooda Abdullah and Abbie Mason **HSA**
  - Issues reported in the Dole with "mini motos" had been addressed
  - Parish Council asked Jackie King to arrange for police cover for Remembrance Day ceremony 11 November at War Memorial, commencing 9.30 a.m.
- Standing orders re-instated. PCSO King left the meeting

**4 TO SIGN AND APPROVE MINUTES OF MEETING HELD 16 JULY 2007**

96 All in favour to approve and sign as true record

**5 MATTERS ARISING FROM PREVIOUS MINUTES**

- 97.1 Item 76.1 Police Reports Emailed to all as received
- 97.2 Item 76.7 The Copse No response as yet from Holdings Company
- 97.3 Item 76.8 Big Wild Read Cllr Teague provided report
- 97.4 Item 80.1 Highways Committee No ideas yet received for a more formalised Highways Committee structure
- 97.5 Item 80.2 Doctors Close letter sent to resident. Not re-seeded although growing back. No response to letter
- 97.6 Item 80.3 IVC Swimming response received, to be discussed at Governors meeting
- 97.7 Item 84.8 Cambridge Road resident All matters referred to various Councils/Officers

**6 CO-OPTION TO PARISH COUNCIL**

- 98.1 Applications for 2 vacancies on Parish Council received from Mr Nick Warren of Iceni Way Arbury Park and Mr Mark Cope, Milton Road. Mr Cope was exceptionally working away and unable to attend.
- 98.2 Following questions for Mr Warren, all in favour to co-opt him to Council. Acceptance of Office form signed and Cllr Warren took part in remainder of meeting. Declarations of Interest to be completed before next meeting
- 98.3 All in favour to co-opt Mr Cope in his absence. All forms would be completed before next Full Council meeting

**7 RECREATION GROUND MANAGEMENT COMMITTEE REPORT**

- 99.1 Minutes 20 June (MSC) and 11 July copied for all and accepted. Further meeting held 12 September, AGM due 5 December
- 99.2 Following questions, clarified RAC in accounts referred to grant funded item (Rec Activity Co-Ordinator payments); very good activity leaflet had been distributed locally by volunteers; sports events at Rec previous week had attracted over 100 participants; Health for All day event 22 September; reference to £300 for replacement lock, actual cost of lock £60
- 99.3 Friends of Rec were co-ordinating car parking for larger games at Histon FC, proceeds to Friends of Rec funds

**8 PLANNING COMMITTEE REPORT**

- 100.1 a) Committee Report Minutes 17 July, 31 July, 28 August copied for all and accepted. Minutes 11 September copied to all but noted inquorate. All items in Minutes 11 September ratified and agreed to sign previous minutes

(28 August)

**Power Action**

- 100.2 Mereham Enquiry details copied to all by email. Following further discussion and concerns raised over queuing predictions for A10, agreed to write offering moral support
- 100.3 NIAB. No official notification yet received
- 100.4 b) Arbury Park Minutes 17 July, 31 July, 28 August copied for all and accepted. Minutes 11 September copied to all but noted in quorate. All items in Minutes 11 September ratified and agreed to sign previous minutes (28 August)
- 100.5 Cllr D Payne had photographic evidence of satellite dishes in breach of planning permissions and also gas pipes installed on exterior of buildings. All forwarded to John Pym
- 100.6 Cllr D Payne reported on discussions with Governors at Orchard Park School regarding possible height of any buildings on land to south west of site
- 100.7 c) Other  
Tree Works application 10 Roselea. In absence of Tree Warden Cllr Nudds to obtain an opinion
- 100.8 St Georges Court notes from meeting copied for all. No further contact received
- 100.9 Village Design Statement Mark Cope had provided a paper following some investigation. Discussion on similarities/differences to Parish Plans followed, and the level of work and time involved, in the understanding that both would not be possible. Essentially it appeared:  
VDS: More focussed on local planning authority and how the built environment should evolve. A supplementary planning document  
PP: Broader, to inform multiple agencies e.g. street lighting, bus services.  
Agreed to defer discussion on which to encourage within the community, not to be Parish Council led, asking for further feedback from Mark Cope, with Brian Ing to put together a case for Parish Plans **Future agenda**

**9 BURIAL GROUND COMMITTEE REPORT**

- 101 Minutes 3 September copied to all and accepted. Noted fees to be reviewed for March 2008

**10 BUS SHELTER, MILTON ROAD - QUOTES FOR WORK – REMOVAL or REPAIR**

- 102.1 Recent correspondence from Mr Love and Mrs Kidd copied to all, together with quotes received for various work..
- 102.2 Council reviewed previous correspondence and consultation held with local neighbours. Following careful consideration, and noting Stagecoach confirmed no service now used the route, proposed Cllr Gooden, sec Cllr G Payne, 7 in favour, 1 against that *“in the absence of a bus service the wooden shelter and integral seat be knocked down and base removed, by Site & Maintenance Services at cost of £330. The Environment Committee to budget to reconsider replacement if bus services re-instated”*

**11 CLAY CLOSE LANE RESIDENTS**

- 103.1 Cllr Nudds declared personal interest (resident)
- 103.2 Parish Council reviewed correspondence received concerning request by some residents for a gate in Clay Close Lane. Cllr Nudds confirmed Residents Group had sought clarification from County Council on Third Party Funding

**12 CLERK’S REPORT**

- 104 No written report. Clerk reported on residents comments on trees at The Coppice, Acacia to inspect; report of wasps in trees at The Coppice – Geoff Waters had found no evidence of nests; meeting with new Internal Auditor, Mr Ron Seaton, and Cllr Ing

**13 CHAIRMAN’S REPORT**

- 105.1 Copied to all (Appendix 1) and noted
- 105.2 Newsletter All Councillors to submit any copy for next edition by 23 September. Winter edition Cllr G Payne to collate. Some suggestion that Autumn edition could be one A4 side only; could include biographies for new Councillors; Day in Life of Rec; Tree Warden advert; Village Sign article; Arbury Park. Cover story likely to be Guided Bus and road closures. Agreed in future Editor to state specific deadline to all for better guidance
- 105.3 Cllr Nudds outlined recent work on SOS campaign and designs to be taken to SCDC w/c 24 September
- 105.4 All agreed with Chairman’s suggestion to send formal letter of thanks to retiring Councillors. Certificates of service to be presented
- 105.5 Letter of thanks to be sent to team involved in saving the Gatekeeper’s Hut

**14 DISTRICT COUNCILLORS’ REPORT**

- 106.1 Cllr Davies confirmed SCDC Cabinet had agreed grant for IVC still available and thanked all who signed petition, including on-line version on website [www.hisimp.net](http://www.hisimp.net) Project Group now being formed at IVC to take forward

- 106.2 Cllr Mason gave brief report on Inspector's views expressed at Pre-Examination meeting for Objection Sites (LDF); **Power Action**  
 Traffic Report to be studied by both Parish Councils following NWC Members Reference Group meeting; Terms of Reference set up for Joint Planning Committee for NWAAP; Scrutiny Committee issues; involvement in issues arising from Air Quality Management Area declaration; Guided Bus Forum issues; Arbury Park request for school crossing point; new markings laid Kings Hedges Road for cycleway; Design Panel discussions; Electoral Arrangements Committee meeting to discuss boundary review 5 October (Nick Warren agreed to represent Council)

## 15 COUNTY COUNCILLORS' REPORT

- 107 Forwarded by em-amil (July). Latest report from Cllr Jenkins (September) copied for all and noted

## 16 FINANCE

- 108.1 Confirmed payment of accounts, prop Cllr G Payne, sec Cllr Abdullah, all in favour:
- |  |                       |
|--|-----------------------|
| <b>Administration M4</b> <b>£1,343.40</b>  | £1,343.40             |
| <b>Burial Ground expenses</b> <b>£22.49</b> + VAT £2.18 =                        | £24.67                |
| <b>Administration M5</b> <b>£1,365.39</b>  | £1,365.39             |
| <b>Burial Ground expenses</b> <b>£17.24</b> + VAT £3.01 =                        | £20.25                |
| <b>Herald Contract Services</b> Inner cuts 5 and 19 July <b>£480</b> + VAT £84 = | £564                  |
| <b>J Teague</b> Flower Festival expenses <b>£29.48</b> + VAT £5.15 =             | £34.63                |
|  | <b>LGA 1972 s 144</b> |
| <b>SCDC Trade Waste</b> <b>£113.96</b> + VAT £19.94 =                            | £133.90               |
| <b>A J Young</b> Burial Ground expenses (Compost bin) <b>£10</b>                 | £10.00                |
| <b>CALC</b> Code of Conduct Training <b>£40</b>                                  | £40.00                |
- 108.2 Approved payment of outstanding accounts, prop Cllr G Payne, sec Cllr Abdullah, all in favour
- |  |            |
|--|------------|
| <b>Print Out</b> Newsletters <b>£149</b> Stationery and Arbury Park photocopying <b>£35.39</b> + VAT £5.24 =                                     |            |
| Total cheque   | £189.63    |
| <b>Herald Contract Services</b> Inner areas 2, 24 August, verges 14 August <b>£820</b> + VAT £143.50 =   | £963.50    |
| <b>Roger Hovells</b> 2 bus shelter cleans <b>£35</b>   | £35.00     |
| <b>CALC</b> Code of Conduct advert <b>£24</b>  | £24.00     |
| <b>Moore Stephens</b> Audit fee <b>£400</b> + VAT £70 =  | £470.00    |
| <b>PWLB</b> Pavilion loan 4 of 50 <b>£6,496.51</b> Completion loan 2 of 48 <b>£864.76</b> =  | £7,361.27  |
| <b>Histon &amp; Impington Recreation Ground</b> 2 <sup>nd</sup> request <b>£16,909.42</b> Litter picking sub contract to March 08 <b>£1825</b> ; |            |
| Admin support sub contract to March 08 <b>£1360.70</b>   | £20,095.12 |
| Youth account: <b>Cambs County Council</b> Junior sports and senior sports <b>£1,505.97</b>  | £1,505.97  |
| <b>Cambs County Council</b> Community Foundation – return of Youth Bank Skate Park funding (in and out) <b>£8,000</b>                            | £8,000.00  |
- 108.3 Paid in: Burial Ground: Plot, inter and reserved plot Davies £300; Ashes reserve Driver £48; Memorial King £60; Ashes tablet Driver £60; Second half precept £49,975
- 108.4 Risk Assessment Review deferred to Finance Committee **Finance Committee**
- 108.5 Audit Certificate Unqualified certificate received
- 108.6 Appointment Internal Auditor and Review deferred to Finance Committee. Noted cost £15 p.h. **Finance Comm**
- 108.7 Newsletter/Certificates dealt with under Chairman's report

## 17 RECENT CORRESPONDENCE

- 109.1 Circulating file available on request: Histon Parish Council minutes and various magazines/leaflets
- 109.2 Anglia Fireplaces & Design – request for signage for Impington. Deferred Planning Committee **Planning Comm**
- 109.3 Cambs County Council: Working to Improve Services for Cambridgeshire People, noted
- 109.4 SCDC: Draft Licensing Policy – Licensing Act 2003 – comments by 17 October – link to be forwarded to all and suggested Recreation Ground Management Committee should look carefully. Annual Report Consultation – Cllr D W Payne to consider and circulate URL. Review of polling districts and polling places details **Rec ground/DWP**
- 109.5 CALC: Training opportunities; Report on South Cambs Area meeting 23 August
- 109.6 Cambs Rural Forum “Building Sustainable Communities Conference” 27 September

## 18 OTHER MATTERS

- 110.1 (a) Highways & Traffic Histon minutes 13 September copied to all and noted. Cllr Abdullah had attended. Next meeting due 8 November
- 110.2 Guided Bus Chairman's report refers
- 110.3 Other items deferred to next meeting **Next agenda**
- 111 (b) Joint Informal Meeting Histon PC 5 September Deferred **Next agenda**

- 112 (c) Youth Deferred **Next agenda**
- 113 (d) Environment Committee Next meeting 3 October. Draft Terms of Reference copied for all and following some **Power Action**
- questions, proposal Cllr Abdullah, sec Cllr G Payne, all in favour, to adopt
- 114 (e) War Memorial copy letter and minutes from Histon PC detailing work required in excess of budget allowed and request for contribution from Impington Parish Council. Agreed to confirm £1,000 total available in budget and request details of any other funding resulting from Cllr Parish's approach to Crier before considering additional funding or action **WM (LAP)Act 1923 s 1 (ext LGA 1948 s133)**
- 115 (f) Mobile Warden Report deferred **Next agenda**
- 116 (g) Data Protection Act deferred **Next agenda**
- 117 (h) Homelessness Review Deferred to Planning Committee **Planning Committee**

**19 DATE & PLACE OF NEXT MEETING / 20 FORTHCOMING MEETINGS**

- 118 Next meeting due Monday 15 October due to commence **at 7.30p.m.** at **St Andrew's Church Hall, Burgoynes Rd, Impington.** Dates of forthcoming Committees confirmed.

This part of meeting closed 10.10 p.m. As per standing order 67, in view of the confidential nature of business about to be transacted, any public were temporarily excluded and instructed to withdraw. Clerk invited to remain