

**MINUTES OF IMPINGTON PARISH COUNCIL MEETING HELD MONDAY 17 DECEMBER 2007**

**7.30P.M. AT ST ANDREW'S CHURCH HALL, BURGOYNES ROAD, IMPINGTON**

PRESENT: Chairman Cllr D W Payne, Vice Chairman Cllr J P Teague; Cllrs H S Abdullah, M V Cope, P D Gooden, B S Ing, V A Kelly, P J Nudds, G S Payne, N Warren Dist Cllrs N S Davies, M J Mason (in part) Cty Cllr J D Jenkins

Resident Mr L Adams

Mrs A Young Clerk

**1 APOLOGIES FOR ABSENCE**

168 Cty Cllr Bradney, Dist Cllr Chatfield. Dist Cllr Mason would be late

**2 MEMBERS' DECLARATIONS OF INTERESTS**

169 None. Standing orders suspended for 15 minutes, all in favour

**3 OPEN SESSION FOR THE PUBLIC**

170.1 Mr Adams, Percheron Close had concerns over safety on Burgoynes Road and queried MHIS bid. County Council had advised HGV limit fell outside its remit and invited amended bid for site (junction Clay Close Lane/Burgoynes Road). Better bollards now installed, agreed to amend bid for improved signage approaching that junction

170.2 Mr Adams raised concern over raised drain causing danger – Council confirmed this reported to County Council for action; need for traffic calming measures on Burgoynes Road, providing photos of a wall demolished by speeding vehicle – Council outlined County policy limits and difficulties this caused – agreed to take forward to discussions on speeding planning in January. Residents encouraged to report concern over speeding to Police; school bus reversing at Percheron Close – planning application pending would enable buses to park at front of site (New Road)

170.3 Mr Adams left meeting. Standing orders re-instated

**4 TO SIGN AND APPROVE MINUTES OF MEETING HELD 19 NOVEMBER 2007**

171 All in favour to approve and sign as true record

**5 MATTERS ARISING FROM PREVIOUS MINUTES**

172.1 Item 146.2 SCDC had agreed £700,000 grant for IVC

172.2 Item 150.1 Police Matters Emailed to all as received

172.3 Item 150.2 The Copse Cllrs Teague & Ing to meet Histon FC Holdings Co 11 January

**JPT / BSI**

172.4 Item 154.2 Mereham Copy of JAG submission received (Response to agreed statement SCG/6, revised transport proposals as part of Mereham new community). Cllr Payne proposed vote of thanks to Dist Cllr Mike Mason for his hard work and time spent at Inquiry

172.5 Item 154.5 Homefield Park Not raised as Matter Arising at AGM Recreation Ground

172.6 Item 155.1 Scrutiny Committee Invitation accepted to attend at The Meadows Centre 17 January

172.7 Item 162 Mobile Warden representative Noted meetings take place during daytime

172.8 Item 163 Milk Float deferred to January agenda

**January 2008 agenda**

**6 VACANCY ON PARISH COUNCIL**

173 Steve Unwin had resigned from Council 21 November for personal and work reasons. No co-option process as less than 6 months of Council remained. Certificate of service would be organised

**DWP**

**7 RECREATION GROUND MANAGEMENT COMMITTEE REPORT**

174 No report

**8 RECREATION GROUND COMMITTEE REPORT – AGM 5 December**

175.1 Budgets had been passed

175.2 Cllr Gooden made a statement on the issue of declaration of personal and prejudicial interests and how this topic had been covered at the meeting. Following full discussion agreed training would be useful. Cllr Davies advised he had read the latest guidance closely prior to the AGM and felt his interest was currently personal, not prejudicial

175.3 Cllr D Payne suggested the Councils should look at alternative management mechanisms of the Recreation Ground to avoid confusion on interests in the future

**9 PLANNING COMMITTEE REPORT**

176.1 a) Committee Report Minutes 20 November and 4 December copied for all and accepted. Meeting due 8 January. Cllr Nudds asked for discussion to be planned for possible community facilities at the next Planning meeting. Dist Cllr Davies had agreed to prepare a personal brief on the matter

**Planning Committee / NSD**

176.2 b) Arbury Park Minutes 20 November and 4 December copied for all and accepted. Further meeting due 8

January.

**Power Action**

Council noted the recommendation of the Committee for an allocation of budget for administrative assistance/clerk. Papers presented by Cllr Warren accepted

- 176.3 Management Plan and Task Status copied to all for information
- 176.4 Naming of Community Spaces Appendix 1. Cllr Warren confirmed interim Residents Group set up had reviewed and discussed the suggestions. Prop Cllr Warren, sec Cllr Abdullah, all in favour to accept the paper as a “general naming scheme, details to be put to Residents Group and agreed by them on actual name”. Noted these names could be changed in future if problems arose
- 176.5 Administration Appendix 2. Paper accepted and noted the suggestion gave some freedom to move forward in a flexible manner. It was felt if a clerk appointed, this should not mention community event organisation. With deletion of “employ” and addition of “engage” prop Cllr Teague, sec Cllr G Payne, all in favour, to “delegate authority to the clerk, working with the Arbury Park Committee to spend up to £1,500 over 2 months from the advance monies received to engage additional resource to allow key work to be added into the overall office workload
- 176.6 Opening Ceremony POS 5 Cllr Warren had suggested local resident children officiate. All agreed Dist Cllr Mason arrived
- 176.7 POS 5 Rospa check due 21 December. Comment made on tight schedule if opening to prove possible 29 December as all Council staff/developers/builders/insurers likely to finish Friday 21<sup>st</sup> until New Year
- 176.8 c) S/2189/07/F Mr & Mrs J Mead, 6 Drake Way – Single storey rear extension. All AGREED to **RECOMMEND APPROVAL**
- 177.1 d) Other deferred from 4 December: Histon Station House draft plans received for proposals for development. Cllr Nudds commented on poor reaction from SCDC officers to emailed correspondence
- 177.2 NWCAAP joint response made Histon & Impington PCs, thanks to Cllr Mason
- 177.3 Northstowe Stakeholders Event postponed from 5 December – to be re-arranged. Documents for planning application to be collected from SCDC 21 December by Chairman. Consultation on education provision, documents supplied
- 177.4 Cambs FA had moved in to Histon FC site
- 177.5 Go-East proposed changes to East of England Plan - Cllr D Payne had no recommendation
- 177.6 Mereham representations on proposals raised at Inquiry – proposed highway improvements to A10 between A14 Milton Junction and River Great Ouse, in parishes of Milton, Landbeach and Waterbeach. Joint Action Group had incorporated comment from Impington PC
- 177.7 Certificate A regarding proposal to install cricket score box and equipment store at Recreation Ground
- 177.8 Tree Works 73 New Road; correspondence from Tree Warden on Lone Tree Avenue high hedges report. Cllr Nudds commented on non-response of SCDC Trees Officer to Tree Warden on queries raised
- 178.1 Other since received: Report on informal meeting with developers of Unwins Site. Applicant planned to organise a manned exhibition during consultation period
- 178.2 Report on Development Control meeting considered Affordable Housing application at St Georges Court 5 December. Dist Cllr Mason confirmed action on drainage by SCDC. Chairmans Delegation 13 December on Anglia Fireplaces & Design sign, decision on application deferred to January Planning Committee. Further Parish Council views sought by District Councillors
- 178.3 Street Naming, Mill Road. Acknowledgement of suggestion
- 178.4 Advertising signs queries raised with County Council regarding Bramley Court. Advertising queries raised with SCDC on Mereway Farm
- 178.5 Up-date on NIAB Public Art Plan. On-going
- 178.6 Milton Park & Ride Briefing note forwarded to all
- 178.7 Cambs County Council “Consultation on Introduction of the National Standard Planning Application Form (IAPP) – comments upon draft list of information requirements due by 21 December. Following discussion and various points raised by members, Cllr D Payne agreed to comment on the implication on behalf of Impington PC, objecting to a totally electronic service. However, agreed the Council should look at precepting for proper equipment for such eventuality (e.g. projector) **DWP / Precept Committee**

## **10 CLERK’S REPORT**

- 179.1 Councillors joined with Clerk to meet James Paice MP for useful session on 22 November; Geoff Payne to edit the newsletter for January 2008; OS contractor’s licence being signed by Clerk in order that OS mapping can be legally used, work being carried out with the Chairmen to explore more reasonably priced GIS tools; Tree works on The Copse (as ordered) carried out. Additional quotes being sought on additional work required at The Coppice; Seat at Pine Court has been badly damaged by knives. Site & Maintenance considering options for repair; Histon PC advise Impington PC of a decision to place £1,000 in their “sinking fund” for the War Memorial 2008-09 Precept discussions, and to approach the Crier and British Legion regarding other funding possibilities. Maintenance work to the Memorial may be necessary up to every 5 years.

**Power Action**

- 179.2 Clerk recommends replacement photocopier ordered now – quotes received showing average increase of £3 per month for up-graded, new machine from Danwood Group. ESPO quote comparable but proven after sales service from Danwood of importance. Clerk given delegated approval to proceed with replacement copier, noting Danwood Group would supply faster duplex printing, with scanner. Finance Committee to look at ensuring such administrative decisions could be fully delegated to clerk and Councillor in future **Finance Committee**

## 11 CHAIRMAN’S REPORT

- 180.1 Copied to all (Appendix 3) and accepted
- 180.2 Cllr Warren sought clarification on handover process for whole of POS areas not just play areas. He expressed a preference for complete handover of all of the area, still to be maintained by Gallaghers in first year
- 180.3 Sound Barrier Cllr D Payne hoped to bring a paper to Full Council **DWP**
- 180.4 Meeting 16 January with Phil Jones (and others). Cllr D Payne would ensure points raised by Mr Adams under Public Session were raised **DWP**

## 12 COUNTY COUNCILLORS’ REPORT

- 181.1 Written reports received from Cty Cllrs Bradney and Jenkins
- 181.2 Some discussion on cuts to be expected at County Council

## 13 PARISH PLAN

- 182.1 Proposal for “Establishment of a community wide programme to produce a Parish Plan for the 2 villages of Histon and Impington, with a view to that plan including the elements expected of a comprehensive Parish Plan and the main elements of a Village Design Statement. Further recommended that Impington PC appoint a liaison person with Histon PC and a small team of councillors to commence the activity with the recruitment of supporting volunteers from the community”. Proposed Cllr Ing, seconded Cllr Cope, all in favour. Supporting paper provided for proposal (Appendix 4). Cty Cllr Jenkins voiced his full support, indicating the importance of such a plan. Dist Cllr Davies felt Histon PC would be discussing further at an informal meeting due 7 January

## 14 FINANCE

- 183.1 Confirmed payment of accounts, prop Cllr Abdullah, sec Cllr Teague, all in favour:
- |   |           |
|---|-----------|
| <b>Administration M8</b> <b>£1,509.16</b>   | £1,509.16 |
| <b>Burial Ground expenses</b> <b>£9.03</b> + VAT £1.58 =  | £10.61    |
| <b>PWLB</b> Freehold loan 5 of 50 <b>£1,304.64</b>  | £1,304.64 |
| <b>ESPO</b> Office requirements (Sec 106) <b>£39.50</b> + VAT £6.92 =                                       | £46.42    |
| <b>Nick Warren</b> Sec 106 newsletter expenses (retrospective account, passed at AP Planning) <b>£98.70</b> | £98.70    |
- 183.2 Approved payment of outstanding accounts, prop Cllr Abdullah, sec Cllr Teague, all in favour
- |  |           |
|--|-----------|
| <b>Roger Hovells</b> Bus shelter clean <b>£35</b>  | £35.00    |
| <b>Print Out</b> Newsletters October <b>£144.50</b>  | £144.50   |
| <b>Martin Ensell</b> New village sign <b>£330</b>  | £330.00   |
| <b>Petty Cash</b> Imprest account <b>£22.77</b>  | £22.77    |
| <b>Acacia Tree Surgery</b> Emergency work at The Copse <b>£315</b> + VAT £55.12 =  | £370.12   |
| <b>Sec 106: Cambs ACRE</b> Model A Deed of Trust <b>£10.85</b> + VAT £0.15p =  | £11.00    |
| <b>No 2 account (Youth): Cambs County Council</b> Youth provision Sept – December 07 <b>£3,000</b>   | £3,000.00 |
| <b>Cambs County Council</b> Sports Club youth work (advance payment) Spring term <b>£2,940</b>   | £2,940.00 |
| <b>Cambs County Council</b> Sports Club youth work Sept/October <b>£1,003.98</b>   | £1,003.98 |
| <b>Histon &amp; Impington Recreation Ground</b> Hire of MUGA for youth sports club and After school club Sept – November <b>£333.51</b> + VAT £58.49 = | £392.00   |
- 183.3 Paid in: Allotment fee (late) £5 Interment Game £150; Ashes interment Peck £48; Ashes Interment White £48
- 183.4 Half Yearly Audit No report yet received
- 183.5 Half Yearly Review of Donations – deferred this year only to Precept/Finance Committee Jan 08 **Precept Comm**
- 183.6 Enviro Group requested access to grant funding received by Impington PC on their behalf. Building Society account to be opened and cheque raised

## 15 RECENT CORRESPONDENCE

- 184.1 Circulating file available on request: Histon Parish Council minutes and various magazines/leaflets
- 184.2 CPALC Assembly meeting moved to 19 January at Histon & Impington Recreation Ground

## 16 OTHER MATTERS

- 185.1 (a) (i) Highways & Traffic Guided Bus Meeting at Copse regarding trees not yet held. Up-dated November and Winter forwarded to all. Notes from Forum 15 November held on file, next meeting due 9 January. Noted **Power Action**  
Gatehouse Road to be open 21 December – 7 January
- 185.2 (ii) Other Northfield Avenue Consultation – proposals to improve pedestrian and cycling facilities – responses

due by 4 January. Any response on behalf of Impington PC delegated to Cllrs Warren and Kelly, with particular concerns over any increase in width of Kings Hedges island **NW / VAK**

185.3 CCC – Tackling Congestion in Cambs Evening Briefing. Meeting due 30 January. Cllrs Kelly, Ing, Warren and Cope expressed interest in attending

186.1 (b) Youth Minutes 3 December 2007 copied to all and accepted.

186.2 Noted there was no request for precept 2008-09 but ringfenced moneys to be returned to general youth budget. Cllr Abdullah reported on positive discussion with the Principal of IVC concerning accommodation on the site. Junior Club now at IVC. Some concern over facilities at Church Halls discussed. Computer suite location under review. Next meeting 7 January

187.1 (c) Mobile Warden Minutes 31 October copied for all and accepted

187.2 Noted Precept request to be £750 this year. Reserves of £6,000 indicated. Agreed Finance Committee to look at possible introduction of policy on payments to groups showing levels of reserves. Cllr Abdullah to contact Histon Cllr Ruel to ask for details of finances **Finance Committee / HSA**

## **17 DATE & PLACE OF NEXT MEETING / 18 FORTHCOMING MEETINGS**

188 Next meeting due Monday 21 January 2008 due to commence **at 7.30p.m.** at **St Andrew's Church Hall, Burgoynes Rd, Impington.**

189 Dates of forthcoming Committees confirmed.

Meeting closed 9.45 p.m.