

Clerk:  
Mrs A J Young  
Telephone/Fax:  
01223 235906  
E mail: clerk@hisimp.net



PARISH OFFICE  
NEW ROAD  
IMPINGTON  
CAMBRIDGE  
CB24 9LU

14<sup>th</sup> May 2008

**To members of the Council:**

You are hereby summoned to attend **THE ANNUAL MEETING** of IMPINGTON PARISH COUNCIL at St Andrew's Church Hall, Burgoynes Road, Impington on **Monday 19<sup>th</sup> MAY 2007 immediately following the Annual Parish Meeting** at 7 p.m. for the purpose of transacting the following business.

## AGENDA

- |    |  |  |
|----|--|--|
| 1  | APOLOGIES FOR ABSENCE  |  |
| 2  | SIGNATURE OF ACCEPTANCE OF OFFICE FORMS and MEMBERS' DECLARATIONS OF INTEREST for items on the agenda  |  |
| 3  | ELECTION OF CHAIRMAN   | <b>For decision</b>                      |
| 4  | ELECTION OF PROPER OFFICERS and COMMITTEES - <u>attached</u>   | <b>For decision</b>                      |
| 5  | ELECTION of REPRESENTATIVES and COMMITTEES - <u>attached</u>   | <b>For decision</b><br><i>15 minutes</i> |
| 6  | TO SIGN AND APPROVE MINUTES OF MEETING 21 APRIL 2008 – minutes <u>attached</u>   | <b>For decision</b>                      |
| 7  | MATTERS ARISING FROM PREVIOUS MINUTES – any not listed on clerks report  | To note<br><i>5 minutes</i>              |
| 8  | RECREATION GROUND MANAGEMENT COMMITTEE REPORT – Minutes 9 April <u>attached</u> Next Meeting 28 May 2008 and Half Yearly Meeting 18 June 2008                                  | To note<br><i>5 minutes</i>              |
| 9  | PLANNING COMMITTEE REPORTS   | To accept                                |
|    | a) COMMITTEE REPORTS – Minutes attached 6 May. Next meeting 27 May   |  |
|    | 14 day application: S/0482/08/F Mr S Alldred, 99 Station Road – conversion of part ground floor to form self contained flat Amended “Car park layout and red line” For comment | <b>For decision</b>                      |
|    | b) ARBURY CAMPS UP-DATE – Minutes attached 6 May. Next meeting 27 May.   | <i>10 minutes</i>                        |
|    | c) NORTHSTOWE SECTION 106 REQUIREMENTS – Proposal to delegate to Planning Committee  | <b>For decision</b>                      |
| 10 | TO RECEIVE CLERK'S REPORT  | To accept<br><i>5 minutes</i>            |
| 11 | TO RECEIVE CHAIRMAN'S REPORT - <u>attached</u>   | To accept<br><i>10 minutes</i>           |
| 12 | TO RECEIVE DISTRICT COUNCILLORS' REPORT  | To accept<br><i>5 minutes</i>            |
| 13 | TO RECEIVE COUNTY COUNCILLORS' REPORTS (monthly and annual) – <u>attached</u>  | To accept<br><i>5 minutes</i>            |

14 FINANCE & ADMINISTRATION

- a) To confirm payment of accounts
- b) To approve payment of outstanding accounts
- c) Paid in and Correspondence Received
- d) Internal Audit and arrangements for External Audit – up-date
- e) Finance Committee 29 April (inquorate) to accept, sign and approve minutes of 9 October and Precept notes, together with recommendations made - attached
- f) To accept Risk Management Policy Review - attached
- g) To accept Risk Assessment Review
- h) To Ratify Final Budgets – previously supplied
- i) LCAS Health & Safety Course – Councillors to attend
- j) Review of Effectiveness of Audit notes attached 1 May 2008 – proposed Cllr Ing “that Mr Ron Seaton be re-appointed for further year and etter of appointment setting out the scope, access arrangements and responsibilities in relation to fraud be forwarded”

**For  
decision**

**All For  
Decision  
e) – j)**

*15 minutes*

15 ANNUAL REPORTS FROM COMMITTEES AND REPRESENTATIVES attached

To accept  
*5 minutes*

16 CORRESPONDENCE RECEIVED

- a) Circulating file available: Histon Parish Council minutes and various magazines/leaflets
- b) SCDC Bulletins to all; Housing Futures – views by 20 June;
- c) Cambs County Council – timeframes requested for works outstanding;
- d) CPALC – District association agenda 5 June; EGM agenda 31 May; Councillor Training Stages I, II, and III June and July £40 per session, 3 sessions for £105; Chairmans professional training June – August Stages I and II £45 per session, both for £80
- e) Cambs Horizons Stakeholder event (Water Cycle Strategy for Major Growth in and around Cambridge) 2 June
- f) Other correspondence received

*15 minutes*

17 TO CONSIDER OTHER MATTERS

- a) YOUTH ADVISORY BODY REPORT – minutes attached 3 March. Meeting due 1 May
- b) FEAST MARKET ARRANGEMENTS 5 JULY 2008 – paper attached

*5 minutes*

**For  
decision**

*5 minutes*

- c) COMMUNITY CENTRE PROJECT GROUP – “In Committee” item

To note

18 DATE AND PLACE OF NEXT MEETING:

**PROPOSED** Monday 16 JUNE 2008 7.30 p.m. at St Andrew’s Church Hall, Burgoynes Rd, Impington

19 DATES OF CONFIRMED COMMITTEE MEETINGS:

Planning Committee – Tuesday 27 May 7.30 p.m. Parish Office  
Recreation Ground Management Committee – Wednesday 28 May 7.30 p.m.  
Environment Committee – Tuesday 3 June 7.30 p.m.  
Planning Committee – Tuesday 10 June 7.30 p.m.

OTHER MEETINGS:

Internal Auditor visits 21 and 22 May  
CPALC EGM – Saturday 31 May Histon & Impington Recreation centre  
Histon Highways Traffic & Transport Committee – Thursday 5 June 7.30 p.m.  
CALC District Association meeting Cambourne – Thursday 5 June 7.30 p.m.  
Northstowe Community Foru, Longstanton – Saturday 7 June 10am - noon

**IN COMMITTEE ITEMS**

20 “In Committee” Item – EMPLOYMENT

MOTION TO IMPLEMENT A PENSION POLICY AND POLICY OF TIMING FOR PENSION PERCENTAGE INCREASES To be proposed by Cllr Gooden – paper from Cllr Gooden to be presented for decision

**For  
Decision**

*10 minutes*

**If starts by  
7.30 p.m.**

**To end by  
9.30 p.m.**