

**MINUTES OF IMPINGTON PARISH COUNCIL MEETING HELD MONDAY 21 JULY 2008 7.30P.M. AT ST ANDREW'S CHURCH HALL, BURGOYNES ROAD, IMPINGTON**

PRESENT: Chairman Cllr D W Payne, Vice Chairman Cllr B S Ing Cllrs H S Abdullah, C D Creasey, P D Gooden, V A Kelly, J Kirschner, P J Nudds, G S Payne, N J Warren Dist Cllr M J Mason; Cty Cllr Jenkins (in part)  
Mrs A Young Clerk

**Power Action**

**1 APOLOGIES FOR ABSENCE**

69 Cllr Cope (work). Cty Cllr Bradney, Dist Cllrs Chatfield and Davies

**2 MEMBERS' DECLARATIONS OF INTERESTS**

70 Cllrs Abdullah and D Payne (both prejudicial) 13b) Expenses claims

**3 OPEN SESSION FOR THE PUBLIC**

71 None present

**4 TO SIGN AND APPROVE MINUTES OF MEETING HELD 16 JUNE 2008**

72 All in favour to approve and sign as true record. Also "In Committee" minutes

**5 MATTERS ARISING FROM PREVIOUS MINUTES**

73.1 Item 52.2 Newsletters now all distributed

73.2 Item 56 Police Cllrs Payne and Kelly to attend Traffic & Speeding Summit 22 July; all Police emails forwarded; Neighbourhood Policing Profile on file; Crime & Disorder Survey to be completed by representative; CDRP Conference now 10 September

**PJN / GSP**

73.3 Item 57.3 Sec 106 Northstowe request had been submitted

73.4 Item 58.1 Energy Trust Advice Centre Mr Leddy-Owen had advised the contract had been lost, HICCA advised

73.5 Item 62.6 Donations Letters of thanks from Open Gardens, Kings Meadow Garden Project and HICCA

73.6 Item 63.2 BT SCDC Phone Box Closure Histon's response awaited

73.7 Item 64.1 Traffic Counts Arbury Park 2002 details forwarded to Cllrs Warren and Payne

73.8 Item 64.2 Feast and Feast Market £1900 collected on Parade. Letter of congratulations and thanks to Jo Teague for flowers

73.9 tem 64.4 Parish Plan Cllr Kathleen Hemingway agreed to represent Histon Parish Council at this early stage. Volunteer identified at Feast Market. IVC remained keen to help

73.10 Clerks information report taken at this point

**6 RECREATION GROUND MANAGEMENT COMMITTEE REPORT**

74.1 Minutes 28 May accepted. Half Yearly held 18 June

74.2 28 May 2008 Item 18c Query on one person constituting a sub-group. Cllr Gooden to take back to Committee **PDG**

74.3 19.3 New Fence to Play Area Concern over loss of shortcut from play area to football pitches if gate moved

74.4 20.6 Youth Committee members Cllr Abdullah could not accept Youth Committee members should police the actions of all youth in the village

74.5 19.4 Public Toilets Parish Council felt electric driers should be investigated and not a good measure to remove paper towels. Suggested a notice be put up as deterrent

74.6 Item 19.20 Embankment Cllr Nudds reported County Highways had confirmed ownership. Cllr Nudds to attend meeting with SCDC regarding landscape scheme

**PJN**

74.7 9 July 2008 meeting Cllr Gooden reported on Internal Auditors report; vandalism; acoustic walls

**7 PLANNING COMMITTEE REPORT**

75.1 a) Committee Reports Minutes 24 June and 15 July copied to all and accepted. Next meeting due 22 July

75.2 Northstowe Sec 106 Request Joint meeting with Histon PC offered by SCDC

75.3 A14 Ellington to Fen Ditton Improvement Scheme Agreed to chase JAG on meeting arrangements

75.4 b) Arbury Park Minutes 24 June copied to all and accepted. Next meeting due 22 July

75.5 Cllr Warren's report (2) accepted (Appendix 1)

75.6 Beach Banana CCTV Prop Cllr Warren to fund July and August at cost of £140 (agenda indicated £420 but SCDC and Bpha agreed to share costs). Seconded Cllr Abdullah 9 in favour, 1 abstention. Paid from No 1 account and reclaimed from Sec 106 funding once received

**LGA 1977**

75.7 Connections Bus Project Following approval by Full Council clarified Impington PC's contribution to be £439.75 (SCDC/Bpha sharing costs)

**LGA (MP) 1976 s19**

75.8 POS 5 Proposed Cllr Warren that "Impington Parish Council progress with transfer of POS 5, subject to some proposed contract amendments and clarification on items raised at Planning Committee, and that the Council further

**Power Action**

**agrees to spend up to any available part of the £5,000** “early management payment” on additional resourcing”.

Cllr Warren provided additional paper to support (Appendix 2) and setting out recommendations. Noting this would include the proposal to “spend up to any available part of the £5,000”, as above, seconded Cllr Creasey, all in favour. Cllr Warren up-dated Council on:

- maintenance to commence 12m from 1 April 2008
- £1,350 insurance paid for 2008-09 (POS 5)
- Management payments due on each POS
- Kickabout area may not be available until 2010

75.9 Proposed Cllr Warren that “the Clerk **continue to work with the Arbury Park Committee to contract for additional resource** to allow key work to be added into the overall workload from August until any proposed Community Council be set up at Arbury Park, to be funded from admin account No 3 (Sec 106) **to average maximum of £60 per week**. To be reviewed at end of October”. Seconded Cllr Ing, all in favour

75.10 Post Boxes Discussion on needs

75.11 Design Panel 21 July 2008. Cllr D Payne reported briefly, report due to Arbury Park Planning Committee 22 July. Discussion on:

- Second phase commercial design work
- Case officers working on Arbury Park plans
- E1 smoke test due
- K2 issues involved guided Busway

75.12 Basketball Hoop POS 5 Jane Lampshire, SCDC, requests Impington PC to ask Kompan to remove hoop following late night/early morning use. PCSO Page spoke with young adults involved and agreed to monitor for further period.

75.13 Clerk accompanied PCSO King and Carly Meagher CDO on Arbury Park walkabout. Report to be made to Arbury Park Planning Committee. Chairman brought forward item 10 with agreement of Council

## **10 CHAIRMAN’S REPORT**

76.1 Chairman’s written report accepted (Appendix 3)

76.2 Item 10 LCAS Finance Committee to consider

**Finance Committee**

76.3 Item 2 Parish Plan Cllr Ing to look at writing to SCDC as outlined

**BSI**

76.4 Item 14 Post Office Closures Cllr Gooden declared personal interest (Football team sponsorship). Branch access report copied for all. Cty Cllr Jenkins briefed Council on proposals and covered issues:

- Post Office determined to close Impington Post Office
- Impington suffering for being “too close” to Histon
- 70% is “business” business
- Petitions would have no impact
- PR coverage good
- Cty Cllr Jenkins and Cllr Kelly approaching all businesses for help
- CEN letter to be drawn up for District, Parish and County Councillors
- Evidence based response required by 26 August

Prop Cllr Kelly, sec Cllr G Payne, all in favour, that Impington Parish Council supports the opposition to closure of Impington Post Office and delegates to Cllrs Kelly, Ing and Nudds to provide a suitable response to the consultation based on discussions held. Chairman brought forward item 12 with agreement of Council **VAK/BSI/PJN**

## **12 COUNTY COUNCILLORS’ REPORT**

77.1 Reports from Cty Cllrs Bradney and Jenkins accepted

77.2 Cty Cllr Jenkins confirmed would follow up County Council minutes stating planning controls would be “considered” in Impington residential streets, when it has been understood implementation in Histon and Impington would be made. Richard Preston to meet Cty Cllr Jenkins regarding speed limits on B1049. Arbury Park discussion on school catchment issues. Following concern expressed and need for community to be built around schools reported it seemed likely all children in catchment would now be allowed a place. Email confirming this to be copied to interested parties. Chairman returned to agenda order. Cty Cllr Jenkins left meeting

## **8 ENVIRONMENT (& Burial Ground) COMMITTEE REPORT**

78.1 Minutes 30 June 2008 copied to all and accepted

78.2 Noted Burial Ground fees now increased

78.3 CALC advised SLCC-run Burial Seminar Newmarket 11 September at £85. All agreed appropriate Clerk to attend

78.4 Resident of Coppice put complaint regarding grass cutting and trees in writing. **Environment Committee** to respond

78.5 ROSPA Cllr Abdullah reported on findings; all medium risk only

- Fencing, agreed by writing to NIAB Parish Council had done all possible
- Street name, Mill Road, missing. Report to SCDC
- Brambles noted regularly cut back
- Algae on wet pour, Cllr Abdullah to check and report if requires power wash **HSA**
- Football posts reported as loose. Accepted as safe

78.6 Enviro Volunteers Cllr Nudds reported on good feedback from Feast Market, with 12 new names received. Lot of interest in Friends of Homefield Park

78.7 Commemorative Tree for Trevor Silk. Cllr Nudds to provide suggested budget and report for acceptance through next available Planning agenda **PJN**

78.8 Advertising Signs placed in Highway for local events Reported that should be removed 3 days after the event

## **11 DISTRICT COUNCILLORS' REPORT**

79.1 Dist Cllr Mason gave verbal report on Arbury Park matters. Sec 106 agreement Scrutiny Committee members discussions and elements being summarised by Wayne Campbell. L3 Problems with electricity wayleave agreements Community Centre problems with roof now brown; drainage adoption; formal inspection timetable

79.2 Guided Busway Incomplete drainage works to ditch at Recreation ground inspected

## **13 FINANCE**

80.1 Cllr Kelly left meeting. Cllrs D Payne and Abdullah declared prejudicial interests (expenses claims) and left room. Cllr Ing took the Chair. Confirmed payment of accounts, prop Cllr Warren, sec Cllr Kirschner, all in favour:

<b>Administration M3</b> <b><u>£1,450.03</u></b>	£1,450.03
<b>Burial Ground expenses</b> <b><u>£9.02</u></b> + VAT £1.58 =	£10.60
<b>Cambs County Council</b> Donation "Team Reading" <b><u>£100</u></b>	£100.00
<b>Histon &amp; Impington Open Gardens</b> Donation <b><u>£50</u></b>	£50.00
<b>Kings Meadow Garden Project</b> Donation <b><u>£200</u></b>	£200.00
<b>HICCA</b> Donation <b><u>£125</u></b>	£125.00

80.2 Approved payment of outstanding accounts, prop Cllr Creasey, sec Cllr Kirschner, all in favour:

<b>Cambridgeshire County Training Partnership</b> Training 2 July 2008 <b><u>£80.00</u></b> 21 June <b><u>£40</u></b> 5 July <b><u>£40</u></b>	= £160.00
<b>Buchans Landscapes</b> Grass cuts (2 green, 1 red) <b><u>£478.76</u></b> + VAT £83.78 =	£562.54
<b>Histon Parish Council</b> Quarterly expenses to 30 June <b><u>£855.42</u></b>	£855.42
<b>D W Payne</b> Chairmans expenses <b><u>£12.62</u></b> + <b><u>£39.20</u></b> =	£51.82
<b>Print Out Paper</b> <b><u>£28</u></b> + VAT £4.90 =	£32.90
<b>South Cambridgeshire District Council</b> Uncontested election <b><u>£110</u></b>	£110.00
<b>Roger Hovells</b> Bus shelter cleans x 2 <b><u>£35</u></b>	£35.00
<b>Moore Stephens</b> Audit fee <b><u>£550</u></b> + VAT £96.25	£646.25

Chairman formally thanked Clerk and Assistant Clerk for all work involved in successful and unqualified audit

Youth account:

**Histon & Impington Recreation Ground** MUGA and Hardcourt for Junior Sports Club June and July **£169.79** + VAT £29.71 = £199.50

**Histon & Impington Recreation Ground** MUGA and Hardcourt for Youth Sports Club June and July **£145.53** + VAT £25.47 = £171.00

**Hooda Abdullah** Expenses **£32.39** + VAT £3.91 = £36.30

**Cambs County Council** Youth work provision April – June 2008 **£3,000** £3,000.00

Sec 106 account:

**Histon & Impington Recreation Ground** Salary re-imburement Sec 106 **£63.23** £63.23

80.3 Cllrs D Payne and Abdullah returned to room. Cllr Payne took Chair. Paid in: VAT Refund 2007-08 £2,013.55; Sale of screen £25; Burial Ground: Plot and inter, plus reserve Sparkes £300; Reserved plots Foster £240. To pay in: Memorial Hunt £60; Plot and inter Woodward £180

80.4 Unqualified Audit Certificate. No comments from Moore Stephens. Close of Audit notice now to be shown

## **14 RECENT CORRESPONDENCE**

81 Circulating file available on request: Histon Parish Council minutes and various magazines/leaflets. No other correspondence noted

## **15 RESOLUTION**

82 Prop Cllr Ing "Impington Parish Council should, in conjunction with Histon Parish Council, establish a group to initiate a strategic review and consultation with representatives from as many sections of the community, village groups and village residents as possible, on the existing provision and future needs of community services and

facilities within Histon and Impington.

The Group shall be able to co-opt non council members with a view to producing a report for the Parish Councils by the end of November 2008

The Council notes that an amount of up to £2,500 has been agreed to be spent by Histon Parish Council and Impington parish Council is invited to consider same.

Further, Impington Parish Council should establish a register of community facilities within the parish” Cllr Ing outlined informal meetings taken place and resolution passed at Histon Parish Council. Noting £10,000 budget in place, following discussion Cllr Ing withdrew para 3 covering spending and added the word “interim” to para 2 (interim report). Seconded Cllr D W Payne, all in favour. It was felt should any spend become necessary this to be brought back to Council for decision

## **16 OTHER MATTERS**

83.1 a) Highways, Transport & Traffic Committee due to meeting 4 September

83.2 Overnight Lorry Parking issues Formal ratification of comments to AJC given, asking for a blanket treatment for Histon and Impington.

83.3 M11 Junctions 11-12 resurfacing works, advice received

83.4 Parking The Dole/Henry Morris Road Dangerous practices reported by resident to Police

83.5 Histon Interchange Traffic Signal details of work to be carried out provided by County Council

84 b) Youth Minutes 2 June copied for all. Cllr Abdullah reported:

- Youth Worker returned to post following maternity leave. Second youth worker remained on long term leave
- IVC agreed to youth club accommodation, by invitation only, for Juniors and Seniors until January 2009, for review, 6<sup>th</sup> form and other facilities to be available for use
- Role of PCSO Page being reviewed, meeting with PCSOs being sought. Noted PCSO Cleet leaving Histon and Impington beat
- Detached work planned at Recreation Ground
- Arbury Park activities arranged by Milton Youth Worker for August

85 c) Acceptance of Complaints Procedure Following some word changes, procedure adopted as Appendix 4. For review if became used. If reviewed, agreed Appeals procedure to be considered

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

86 Next meeting due Monday 15 September 2008, due to commence at 7.30 p.m. at **St Andrew’s Church Hall, Burgoynes Rd, Impington** Any urgent item to go to Planning Committee in August

87 Dates of forthcoming Committees confirmed

This part of meeting closed 9.40 pm. 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.