

**MINUTES OF IMPINGTON PARISH COUNCIL MEETING HELD MONDAY 19 JANUARY 2009 7.30P.M. AT ST ANDREW'S CHURCH HALL, BURGOYNES ROAD, IMPINGTON**

PRESENT: Chairman Cllr D W Payne, Vice Chair Cllr B S Ing Cllrs H S Abdullah, P J Nudds (in part), G S Payne, V A Kelly, Dist Cllrs N S Davies, M J Mason and J P Chatfield  
Mr Ian Cooper, Ms Alison Turnbull

Mrs A Young Clerk  
**Power Action**

**1 APOLOGIES FOR ABSENCE**

151 Cllrs Cope (work), Nudds (SCDC meeting, would be late) Cty Cllr Jenkins

**2 MEMBERS' DECLARATIONS OF INTERESTS**

152 None

**3 OPEN SESSION FOR THE PUBLIC**

153 No questions

**4 TO SIGN AND APPROVE MINUTES OF MEETING HELD 17 NOVEMBER 2008**

154 All in favour to approve and sign as a true record. Also "in Committee" minutes

**5 MATTERS ARISING FROM PREVIOUS MINUTES**

- 155.1 Item 129 Cllr Gooden had resigned from Council. Proper procedure followed on vacancy, to be filled by co-option
- 155.2 Item 131.1 S/1819/08/F adj 14 Drake Way Planning application refused. SCDC Officers delegation report received. Planning Committee to discuss any further action necessary to re-enforce Parish Council view **Planning Committee**
- 155.3 Item 133.1 Police various emails forwarded to all. Police Panel held 13 January; Neighbourhood Watch Executive Group conference 31 January
- 155.4 Item 133.3 Speedwatch briefing held 13 January
- 155.5 Item 133.6 Mobile Warden Scheme No official request for funding, understood to be £750 for 2009-10
- 155.6 Item 135.2 LDF Rejection Sites IPC and OPSCC responses had been made
- 155.7 Item 138.3 1 December meeting at SCDC Informal notes circulated
- 155.8 Item 138.4 Newsletter for January 2009 distributed
- 155.9 Item 138.6 Histon Football Club Cllrs Ing, D Payne and Davies to meet Cty Cllr Jenkins and Football Club representatives 12 February. Up-date on landscaping issues requested. Letter of congratulations sent to HFC regarding 2<sup>nd</sup> Round FA Cup victory over Leeds United **DWP / BSI**
- 155.10 Item 143.3 CPALC Cllr D Payne had stood down as Chair SCD Association of Local Councils, no replacement yet
- 155.11 Item 147 Community Facilities Up-date. Informal group set up and had met. Leaflet to be distributed to all households following by public meetings to ascertain need/demand for facilities before reporting back to Councils

**6 CO-OPTION TO COUNCIL**

- 156.1 Applications received from Mr Ian Cooper of Brackenbury, and Ms Alison Turnbull of Mill Lane. Prop Cllr D Payne, sec Cllr Abdullah, all in favour, to co-opt onto Impington PC. Declarations of Acceptance of Office signed, Register of Interest forms to be completed within 28 days. Cllrs Cooper and Turnbull took part in rest of meeting
- 156.2 Council noted resignation of Nick Warren and Chris Creasey, now members of the Orchard Park Shadow Community Council. Chairman had written thanking both for valued input. Letter of appreciation for work of IPC received from Nick Warren copied to all. Agreed to respond similarly. Vacancies would now be advertised

**7 RECREATION GROUND MANAGEMENT COMMITTEE REPORT**

- 157.1 Minutes 4 November, 20 November and draft Minutes AGM copied to all and accepted. Next meeting 26 January.
- 157.2 Cllr Abdullah was against extra parking provision at Recreation Gd if predominantly to provide parking for Histon FC. Cllr Davies clarified agreement with HFC and Friends of Rec for provision at Recreation Ground and elsewhere
- 157.3 Cllr Davies reported increased interest in booking at Recreation Ground. Acoustics improvement work now complete in community room.
- 157.4 Prop Cllr Ing, sec Cllr Abdullah, all in favour that Cllr Ian Cooper be elected as Impington PC representative to Recreation Ground Management Sub Committee. Further vacancy to be filled February 2009 **February agenda**

**8 PLANNING COMMITTEE REPORT**

- 158.1 Minutes 25 Nov, 9 December, 16 December and 6 January copied to all. Noted Cllr Abdullah present 6 January.
- 158.2 Discussion on proposal to install combined crash and noise barrier along A14 between Impington and Milton
- 158.3 Design Brief meeting due 29 January to discuss Station site. Cllrs Ing and Nudds to attend **BSI / PJN**

## 9 ORCHARD PARK PLANNING COMMITTEE REPORT

- 159.1 Minutes 25 November copied to all and accepted. being the last meeting of this Committee. Orchard Park Shadow Community Council now to consider applications, or Impington PC Planning Committee if large-scale applications
- 159.2 To accept Summary of Terms of Reference, Summary Financial Terms of Reference, and processes as supplied in a report from the Orchard Park Shadow Community Council Clerk and IPC Clerk (Appendix 1). Following concerns voiced, agreed to defer to Planning Committee 27 January for decision **Planning Committee**
- 159.3 Noted Chairman's report (Item 12) confirmed some progress with Community Centre provision. SCDC to look after Orchard Park site between April and June election. Shadow Council had encountered some problem in budget setting. Discussion followed on Joint Planning Body role in Orchard Park and complications with S106 agreement

## 10 ENVIRONMENT COMMITTEE REPORT

- 160.1 Minutes 2 December copied to all and accepted, with changes to typos
- 160.2 Bollards in Cambridge Road had been repeatedly struck recently. Agreed to request better lighting/reflective bands

## 11 CLERK'S REPORT

- 161 Clerk reported on: Agreed changes to Burial Groundsmans Contract (17 hrs March – October, 14 hrs November – February) and slight changes to Job Description. Groundsman to meet Cllr Nudds in New Year to discuss fencing and hedging queries, and to measure space for container to hold solvents; Bus Shelter New Rd Polycarbonate sheet broken. Site & Maintenance carried out emergency removal. Quotes sought; Internal Auditor visit 14 January; Orchard Park Shadow Community Council Clerk up-date meetings; Admin assistant unavailable till at least mid-February; Tree works completed at rear of Spring Close in Burial Gd, and The Coppice; Broxap attended office to go through street furniture designs. Seat ordered for The Coppice; Mobile Police Unit outside Tesco Tuesday 20 January; 31<sup>st</sup> December – Feast Committee members report tree lights vandalised beyond repair (Histon Green) and need to be replaced next year. Request to publicise disappointment; Burst water main on War Memorial 3 January. Reinstatement to be monitored; Clerk attended meeting regarding community facilities, as an observer, 7 January. No questions on report

## 12 CHAIRMAN'S REPORT

- 162.1 Chairman's monthly report accepted (Appendix 2)
- 162.2 Histon & Impington Crier (Item 6). Discussion on advertising opportunities and funding
- 162.3 Newsletter (Item 5). Request for final copy of newsletter to be circulated in future prior to publication

## 13 DISTRICT COUNCILLORS' REPORT

- 163.1 Dist Cllr Mason reported on "Values" meeting held at SCDC between political parties; planning referral procedures
- 163.2 Dist Cllr Chatfield re-iterated recent lack of communication between local members and officers. Full Council meeting due 29 January. He remarked on excellent work carried out at Histon Brook recently by Histon PC, Enviro Volunteers and other volunteers and comments from residents received. Cllr Chatfield left meeting

## 14 COUNTY COUNCILLORS' REPORT

- 164 Written reports from Cty Cllrs Jenkins and Bradney copied to all. No County Councillor present. Noted both Councillors now had their own website, containing these reports. Some discussion on knock-on effect of roadworks on the A10 to Histon and Impington

## 15 FINANCE

- 165.1 Confirmed payment of accounts, prop Cllr Ing, sec Cllr Abdullah:  
As reported to Council Planning Committee 16 December:
- |   |           |
|---|-----------|
| Orchard Park: <b>Pauline Haywood</b> Admin costs 11.10.08 – 9.11.08 <b>£433.72</b>                            | £433.72   |
| <b>S Smart</b> admin to end of December <b>£300</b>   | £300.00   |
| <b>A Young</b> Expenses payment for Christmas Lights <b>£555.96</b> + VAT £83.39 =                            | £639.35   |
| IPC: <b>Admin M8</b> <b>£1,796.67</b>   | £1,796.67 |
| <b>Burial Ground expenses</b> <b>£4.98</b> + VAT 87p =  | £5.85     |
| <b>Print Out</b> Adjustment to balance account (CPALC have paid for invoice already paid by IPC) <b>£7.06</b> | £7.06     |
| <b>Zurich Insurance Co</b> Additional premium after changes to policy <b>£27.66</b>                           | £27.66    |
| <b>PWLB</b> Freehold loan Payment 7 of 50 <b>£1,400.91</b>  | £1,400.91 |
| <b>Barcham Trees plc</b> Commemorative trees <b>£147.50</b> + VAT £25.81 =                                    | £173.31   |

	<u>Power Action</u>
<b>Linda Laxton</b> (British Wild Flower Plants) <b>£111.24</b> + VAT £19.47 =	£130.71
<b>Ridgeons</b> Tree Rails, bolts etc for commemorative and other trees <b>£114.54</b> + VAT £20.05 =	£134.59
Orchard Park: <b>Pauline Haywood</b> Admin costs 10.11.08 – 8.12.08 <b>£546.66</b>	£546.66
Youth: <b>H &amp; I Rec Gd</b> Youth Hire MUGA and Hardcourt Youth Sports Club Nov <b>£52.34</b> + VAT £9.16	£61.50
<b>Cambs County Council</b> Youth Provision September – December 08 <b>£3,000</b>	£3,000.00
IPC: <b>Histon Parish Council</b> Reimbursement Barclaycard chargecard for Emorsgate Seeds <b>£10.40</b>	£10.40
<b>Print Out</b> Printing <b>£59.33</b> + VAT £4.35 =	£63.68
<b>Site &amp; Maintenance Services</b> Bus shelter repair <b>£60</b> + VAT £9 =	£69.00
<u>Previously paid but not yet minuted:</u>	
Sec 106 <b>S Smart</b> April – May 2008 <b>£430.00</b>	£430.00
<b>S Smart</b> June – July 2008 <b>£480.00</b>	£480.00
<u>As paid since 16 December, and to be confirmed:</u>	
<b>Administration M9</b> <b>£1,560.04</b>	£1,560.04
<b>Site &amp; Maintenance Services</b> Emergency work on damaged bus shelter <b>£60</b> + VAT £9 =	£69.00
165.2 Approved payment of outstanding accounts, prop Cllr Ing, sec Cllr Abdullah	
<b>Print Out</b> Newsletter <b>£167.00</b>	£167.00
<b>Print Out</b> Photocopying paper <b>£16.99</b> + VAT £2.97 =	£19.96
<b>Histon Parish Council</b> Quarterly expenses HT&T <b>£1,462.50</b> Subs <b>£100.96</b> Office requirements <b>£263.60</b> Computer <b>£23.18</b> =	£1,850.24
<b>Histon &amp; Impington Rec Gd Committee</b> Pay scale changes for Sub Contracted staff <b>£443.99</b>	£443.99
<b>Cambs ACRE</b> Subscription including Cambs County Playing Fields Association membership <b>£35</b> (all agreed to join ACRE)	£35.00
Orchard Park: <b>P Haywood</b> Admin 9 December – 12 January <b>£355.93</b> + expenses =	£427.32
<b>St Andrews Impington PCC</b> Room hire 10 hires January – December <b>£120</b>	£120.00
<b>Petty Cash</b> Imprest account <b>£11.22</b>	£11.22
<b>Pene Nudds</b> expenses claim for tree planting – agreed to approve payment up to £63	
165.3 Paid In: Burial Ground memorial (non-resident) £270; Buchans Landscape refund (overpaid invoice) £369.57; BuyAt (web related income) £20.41. Confirmation of £1,000 payable for CPO on part of the Copse	
165.4 <b>Finance Committee</b> – Minutes 18 November 2008 and 9 January 2009 copied to all and accepted. Cllr Nudds arrived during this item. Prop Cllr D Payne, sec Cllr Ing, all in favour to elect Cllr G Payne to Finance Committee to replace Phil Gooden. Agreed to re-look at additional members in new Council year, following resignation of Nick Warren	
165.5 <b>Precept</b> – To approve recommendation to request precept for <b>2009-10 of £104,600</b> from South Cambridgeshire District Council. Prop Cllr D Payne, sec Cllr Ing, all in favour. Noted this precept would allow Impington Parish Council's component of Council tax to stay "flat"	
165.6 <b>Half Yearly Donations Review</b> – 4 applications received. Noted remaining budget of £135, budget for Crime & Disorder of £100 and Special Projects £1,750. Following full discussion, including need to be assured of local benefit, prop Cllr Abdullah, sec Cllr G Payne, all in favour, that Impington Parish Council in accordance with its powers under <b>sections 137 and 139 of the Local Government Act 1972</b> , should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure:- "to donate £200 to Histon & Impington Day Centre" (viring additional from Special Projects); proposed Cllr D Payne, sec Cllr G Payne to donate £100 to Shrievality Trust from Crime & Disorder budget. No payment agreed for CAB or MAGPAS.	<b>LGRA 1997</b>
165.7 <b>Employment Group</b> Agreed not to replace Phil Gooden on this ad hoc body until need arose	

## 16 RECENT CORRESPONDENCE

- 166.1 Circulating file available on request: Histon Parish Council minutes and various magazines/leaflets
- 166.2 Communities & Local Government Consultation on "Code of recommended practice on local authority publicity" – comments by 12 March 2009
- 166.3 CPALC papers and reports, Service Level Agreement, including SCDC Parish Forum meeting 19 January
- 166.4 CCC Annual Report 07-08; Information on Village Benefits Advice Service
- 166.5 Histon Feast AGM agenda 26 February
- 166.6 South Cambs Community Chest. Grant application details received, details from parish office

## 17 OTHER MATTERS

- 167.1 a) Highways, Transport & Traffic Committee meeting due 5 February
- 167.2 NCATP (cycle & pedestrian) Noted response made, thanks to Cllrs Kelly and Abdullah. AJC had met 19 January, no feedback as yet
- 167.3 Northfield Avenue Improvements work. Agreed to contact Graham Taylor at CCC to ascertain whether with the

delays in Guided Busway works, the toucan crossing should remain switched off for such a long period, especially over the summer

- 168.1 b) Youth Minutes 1 December copied to all and accepted. Next meeting due 2 February. Finance report received
- 168.2 Cllr Abdullah assisting Orchard Park Shadow Community Council in discussions regarding skatepark design
- 169 c) Proactivity Report (Appendix 3). All agreed next steps as set out in report: **Before IPC next meet amend the lists provided to individual perceptions; discuss in principle at next IPC meeting; work sequentially (perhaps one topic a month) through the values and principles and agree. Then, to consider the major choices available to us, resulting in a vision of Impington Future and IPC's role in making that happen.** All agreed Cllrs to forward up to 8 top "values" to Cllr Ing prior to February meeting. Next agenda **February agenda**
- 170 d) IVC Consultation on change of status to foundation school Running 5 January for 4 weeks. Cllrs had queries on process and had expected some policy statements to come forward. Dist Cllr Davies (IVC Governor) agreed to investigate and report back. Discussion on issues surrounding consultation . Response on earlier comments noted

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

- 171 Next meeting due Monday 16 February 2009, due to commence at 7.30 p.m. at **St Andrew's Church Hall, Burgoynes Rd, Impington**
- 172 Dates of forthcoming Committees confirmed

Meeting closed 9.40 pm.