

**IMPINGTON PARISH COUNCIL****Unconfirmed minutes**

Minutes of meeting held St Andrew's Church Hall, Burgoynes Road, Impington,  
Monday 19 April 2010 7.30 p.m.

**Present:**

Councillors: D W Payne (Chairman), H S Abdullah, V A Kelly, P J Nudds, G S Payne, A Turnbull  
Clerk: Mrs A J Young Dist Cllrs M J Mason and N S Davies; Cty Cllr J D Jenkins (in part)

Council stood for a minute's silence in memory of ex-Histon Parish Cllr Malcolm Ruel who died in April

**Power or Action****1 APOLOGIES FOR ABSENCE**

1/10-11.1 Cllr Ing (personal, Icelandic volcano delay); Cty Cllr S Gymer, Dist Cllr J P Chatfield

**2 MEMBERS' DECLARATIONS OF INTERESTS**

2/10-11.1 Item 13a) Cllr P J Nudds (personal) Expenses claim already paid

**3 OPEN SESSION FOR THE PUBLIC**

3/10-11.1 No questions

**4 MINUTES OF MEETING HELD ON 15 MARCH 2010**

4/10-11.1 Prop Cllr G Payne, sec Cllr Abdullah, all in favour, approved and signed

**5 MATTERS ARISING FROM PREVIOUS MINUTES**

5/10-11.1 Item 196.1 Police emails and reports forwarded to all as received

5.2 Item 179.1 Environment Committee date set 4 May 2010

5.3 Item 196.5 Working Party noted provided for all. No further meeting yet held

5.4 Item 199.2 Courier article and photograph not yet completed, feedback from all awaited

5.5 Item 199.3 IVC Article on vacancies in end of term newsletter

5.6 Item 204.4 Insurance Cover no increase in premium after policy changes

5.7 Item 208.3 Letter to David Bevan not yet sent

5.8 Item 208.4 Histon Football Club Cllr D Payne reported on meeting held with 4 Directors of HFC covering appeal made against replacement of TPO'd trees; sewer issues; Guided Busway; parking and Traffic Management Plan details. Board members to be re-issued with meeting notes from previous discussions held with past Chairman. Further meeting due July. Cty Cllr Jenkins to follow up County comment on draft Traffic Management Plan provided. Issue with asbestos on HFC Holdings land in Copse to be raised at next meeting

**6 RECENT CORRESPONDENCE**

6/10-11.1 Circulating File available for all

6.2 SCDC Community Chest grant scheme details held on file

6.3 Feast Week – **agreed** to take part Flower Festival and to have stall at Feast Market 10 July

6.4 Older Peoples Newsletter available for all

**7 COUNTY and DISTRICT COUNCILLORS' REPORTS**

7/10-11.1 Monthly written report from Cty Cllr Gymer accepted covering: Cabinet meetings; Environmental Services, Guided Bus issues; Childrens Services and local issues.

7.2 Monthly written report from Dist Cllr Chatfield accepted covering: Elections; Cabinet meetings; Scrutiny & Overview; Planning; Northstowe

7.3 **Agreed** to look at re-iterating points on NIAB Extra land in Impington at this stage

7.4 LDF Review likely following housing shortfall resultant of decision at City Marshalls site

7.5 Details of restructure at SCDC requested following departure of key members in Communities and Planning team

7.6 Status of Youth Participation Strategy queried

**8 RECREATION GROUND COMMITTEE REPORT**

- 8/10-11.1 Draft minutes 22 March to be emailed to all
- 8.2 Meeting 26 April to be followed by Full Committee and individual extra ordinary meetings.
- 8.3 Friends of the Rec. Letter received from Chair of FOTR clarifying role.
- 8.4 Cllr Davies updated on new Play Area, now to cost £100,000, being £5-£6,000 over budget. Excess funded from Recreation Ground budget/Friends of Rec funding. Preview opening due 3 May, official opening 13 June. Recreation Ground newsletter to be delivered to all
- 8.5 Grant applications made to WREN and Football Foundation
- 8.6 Tenders for 12 New Road renovation received and opened 12 April. 4 tenders evaluated in Management Committee meeting 15 April, with recommendations to meeting 26 April
- 8.7 Comment received on need to make proper arrangements for tree planting etc. by Clubs on site following need to replant tree recently planted by user group

**9 PLANNING COMMITTEE REPORT**

- 9/10-11.1 Minutes 23 March and 6 April copied to all and accepted. Next meeting to be confirmed

**10 OTHER REPORTS**

- 10/10-11.1 Clerks report copied to all and accepted, covering: Future Jobs Fund; NALC New Model Standing Orders – noted need to retain ability to include District and County Councillors in discussion without suspension of orders; Colour A3 Printer purchase options being pursued, current black and white A4 copier/printer to be retained under current 4 year lease; New back up procedure introduced following purchase of hardware; Changes made to insurance policy to reflect current position with assets; Chairmen's meeting postponed to May 2010 following Annual meeting; Clerks attended Community Led Plan event, notes available; Keith Fauch to continue as contact pending replacement for Matt Pickering at County Council Highways
- 10.2 Chairmans report copied to all and accepted (Appendix 1)

**11 APPLICATION FOR QUALITY COUNCIL STATUS RE-ACCREDITATION**

- 11/10-11.1 All **agreed** to seek re-accreditation at cost of £235, plus administrative time involved. Application to be submitted by September
- 11.2 Draft Statement of Intent for Training to be considered at May meeting **May agenda**

**12 OTHER MATTERS**

- 12/10-11.1 a) Environment Committee Meeting due 4 May, short agenda to include future use of Doctors Close Play Area. **Agreed** allotment fees be increased to £7.50 with effect from 2011
- 12.2 b) Mobile Warden Scheme. Noted 17 March copied to all and accepted. Query on cross-group feedback and need for integrated approaches
- 12.3 c) Youth Advisory Body. Financial report 2009-10 copied to all. Notes 29 March provided for all and accepted. Prop Cllr D Payne, sec Cllr G Payne and **agreed** that Cllr Abdullah to sign Service Legal Agreement on behalf of Impington PC. Cllr Abdullah reported a meeting to look at Connections Bus Project visit to Recreation Ground, unfortunately not practical. IVC Lodge lease progressing with possible usage to be assessed

**13 FINANCE and ADMINISTRATION**

- 13/10-11.1 Cllr Nudds declared personal interest. To confirm payment of retrospective accounts, prop Cllr G Payne, sec Cllr Abdullah, all **agreed**:

Before 1 April:

<b>Administration M12</b>	<b><u>£1,532.62</u></b>	£1,532.62
<b>Burial Ground Expenses</b>	<b><u>£5.10</u></b> + VATY £0.89p =	£5.99
<b>Acacia Tree Surgery</b>	Tree works The Coppice <b><u>£180</u></b> + VAT £31.50 =	£211.50
<b>Histon Parish Council</b>	War Memorial expenses including tree works <b><u>£630.96</u></b>	£630.96
<b>S Smart</b>	Admin assistance January – March 2010 <b><u>£283.50</u></b>	£283.50
<b>Histon Parish Council</b>	Quarterly expenses to March 2010 including HICCA grant spend	
	£347.70 <b><u>£707.02</u></b>	£707.02

	<u>Power or Action</u>
<b>Broker Network Limited</b> Insurance premium 2010 – 11 <b>£1,072.84</b>	£1,072.84
<b>Richardsons Tree Surgery</b> Tree works The Copse <b>£840</b> + VAT £147 =	£987.00
<b>Richardsons Tree Surgery</b> additional Tree works The Copse <b>£120</b> + VAT £21 =	£141.00
<b>P J Nudds</b> Enviro expenses <b>£211.41</b>	£211.41
No 2: <b>Cambs County Council</b> Contribution youth provision Jan–March <b>£3,000</b>	£3,000.00
<b>Connections Bus Project</b> Jan – March 2010 <b>£746.60</b>	£746.60
<u>After 1 April:</u>	
<b>SCDC</b> Trade waste collection 2010 – 11 <b>£570.14</b> + VAT £99.77 =	£669.91
<b>Histon &amp; Impington Recreation Ground</b> 1 <sup>st</sup> half payment <b>£17,556</b> 1 <sup>st</sup> payment litter pick <b>£2043</b> 1 <sup>st</sup> half admin payment <b>£1800.50</b> =	£21,399.50
<b>PWLB</b> Pavilion loan 9 of 50 <b>£5,916.55</b> Completion loan 7 of 48 <b>£785.21</b> =	£6,701.76
13.2 Approve payment of outstanding accounts, prop Cllr G Payne, sec Cllr Abdullah, all <b>agreed:</b>	
<b>Print Out</b> Stationery <b>£16.99</b> + printing <b>£3.12</b> + VAT £3.44 =	£23.55
<b>SLCC</b> Burial Ground training – Burial Rights <b>£40</b> + VAT £7 =	£47.00
<b>CPALC</b> Subscription Membership <b>£622.43</b> if paid before 30 June <b>Agreed</b> to renew £622.43	
<b>Island Fire Protection</b> Burial ground fire extinguisher check <b>£55.88</b> + VAT £9.78 =	£65.66
<b>Cambridge Water Co</b> Burial ground rates <b>£14.29</b>	£14.29
13.3 <u>Paid In and correspondence:</u> Youth Account: £6,846 from Histon PC; Burial Ground: Memorial Kitt £105, Inter Bentinck £90, cost of Bin store screen at Burial Ground (HPC) £540 <u>Cambs County Council Library Reading Scheme 2010</u> request for funding. Proposed Cllr Abdullah, sec Cllr G Payne, all in favour and <b>Resolved</b> 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 £100 to Cambs County Council Reading Scheme” <b>LGA1972 S137</b>	
13.4 Internal and External Audit arrangements. Statement of Accounts to be agreed at extra Ordinary meeting to be called 24 May. Audit date 1 June	
13.5 Finance Committee due 11 May to include final budgets	
13.6 Clerk’s Delegated Power reports: Health & Safety and Employment training for Clerks and FJF clerical officer 18 June at £95 <b>agreed</b> (on formula). <b>Agreed</b> to purchase overhead projector at £50 noting replacement parts may be expensive and the need to charge for hire, possibly through the Recreation Ground Committee for VAT reasons	

#### 14 MATTERS FOR NEXT AGENDA

14/10-11.1 None agreed

#### 15 DATE & PLACE OF NEXT MEETING and FORTHCOMING MEETINGS

15/10-11.1 **Agreed** next meeting Monday 17 May 2010, being APM and AGM, at St Andrew’s Church Hall, Burgoynes Road **from 7 p.m.** Dates for forthcoming Committee meetings noted including additional date for Homefield & Hereward Residents 22 April

Meeting closed 8.55 p.m.

**IMPINGTON PARISH COUNCIL****Unconfirmed minutes**

Minutes of Extra Ordinary Council meeting held Recreation Centre, New Road, Impington  
Monday 26 April 2010 8.30 p.m.

**Present:**

Councillors: D W Payne(Chairman), B S Ing (Vice Chairman); H S Abdullah, P J Nudds, G S Payne, A  
Turnbull Dist Cllr N S Davies Clerk: A J Young

**Power or Action****16 APOLOGIES FOR ABSENCE**

16/10-11.1 Cllr V A Kelly

**17 MEMBERS' DECLARATIONS OF INTERESTS**

17/10-11.1 None

**18 RESOLUTION**

18/10-11.1 **"In line with Public Works Loan Board regulations, Impington Parish Council agree to apply for PWLB finance for the funding of renovation of 12 New Road, as per the report from Cllr Davies dated 26 April, of up to £85,000 over 20 years on the EIP basis. This on the understanding that Histon Parish Council will make repayments for any portion relating to their share over that time, on the current formula, to be properly documented in line with all previous PWLB loans"** Proposed Cllr B S Ing, sec Cllr D W Payne, all in favour and therefore **RESOLVED**

18.1.1 The likelihood of stage payments was discussed and the need for Impington Parish Council to yet discuss possible use of reserves or Sec 106 moneys on this project. Clerk to provide summary of current debt with PWLB for all

**19 DATE & PLACE OF NEXT MEETING and FORTHCOMING MEETINGS**

19/10-11.1 Next meeting Monday 17 May 2010, being APM and AGM, at St Andrew's Church Hall **from 7 p.m.**

Meeting closed 8.40 p.m.