

IMPINGTON ANNUAL PARISH MEETING

Minutes of meeting held St Andrew's Church Hall, Burgoynes Road, Impington
Monday 17 May 2010 7 p.m.

Present:

Residents: Denis Payne (Chairman), Hooda Abdullah, Brian Ing, Vanessa Kelly, Geoff Payne, Alison Turnbull, Jonathon Chatfield

Non-residents: Mike Mason, Edd Stonham, David Jenkins (in part), 2 residents and Mrs A Young Clerk.

1 WELCOME BY THE CHAIRMAN

Chairman welcomed all to the 116th Annual Parish Meeting of Impington Parish Council

2 APOLOGIES FOR ABSENCE

Robert Campbell, Lynda Marsh, Pene Nudds and Sue Gymer

3 MINUTES OF ANNUAL PARISH MEETING HELD ON 18 MAY 2009, MATTERS ARISING

Minutes copied for all prior to the meeting and all AGREED to sign as a true record.
Question from Kim Smith, noted subsequent action on play area project.

4 CHAIRMAN'S REPORT OF THE YEAR TO MARCH 2010

The Chairman's report was given by Denis Payne, Chairman of Impington Parish Council, and is attached as *Appendix 1* to these Minutes. Would also be available on the website www.impington.net and at the Histon Library or Parish office, and published in the Histon and Impington Courier for all households

5 PRESENTATION OF ACCOUNTS 2009 – 2010

Unaudited summary of Parish Council accounts for the previous year provided to all showing a balance brought forward of £152,373 and carried forward of £155,857. Confirmed next year's precept £110,350. All in favour Chairman's report and accounts be accepted

6 OPEN FORUM

Mike Mason, Cottenham felt the Chairman's comments on housing development shortfall of 12,000 elsewhere following decision not to develop Marshall's site, required expansion. Accepted these may not necessarily be accommodated in the Histon and Impington area.

Brian Ing, Impington raised the topic of areas where effort required for the next 12 months. Discussion followed on:

- Major changes at District and County level in approach and possible need to support weaker individuals in the communities. Work currently underway by Neil Davies and others on support for the elderly was important and Parish Council would need to be supportive. There was a need that as a community we insure organisations work together in partnership and encourage efficiency in spending
- A range of tactical issues involving car parking once Guided Busway is up and running and other highways issues
- Looking at possibilities for a Parish Plan, which must involve volunteer residents. Some comment in falls in funding opportunities

Jonathon Chatfield, Impington wondered what gaps in services Impington Parish Council may see being filled at Parish Council level. It was re-iterated that care for the elderly needed investigating, with the Parish Council perhaps having a key role in communication of information

Neil Davies, Histon stated that with South Cambridgeshire District Council retracting from many areas in community/sports development, it was a good opportunity for all Parish Councils to move forward developmentally in a number of areas, even if on a modular basis

Brian Ing, Impington wished to place on record the action of Histon and Impington Parish Councils on the A14 improvement scheme.

- The Parish Council has taken the attitude it is not for them to question the rightness or wrongness of the up-grade
- It is their job to protect our residents
- The Parish Council is questioning calculations on traffic volumes, safety aspects, calculations of noise, (especially absence for any calculations at night time).
- The Parish Council is concerned about pollution aspects and the impact of drainage
- The Parish Council is seeking conditions
 - a) on the construction phase, to stop traffic coming through the village, and
 - b) reducing emission impact

There being no further matters raised, meeting was closed at 7.45 p.m.

DRAFT

IMPINGTON PARISH COUNCIL

Minutes of meeting held St Andrew's Church Hall, Burgoynes Road, Impington,
Monday 17 May 2010 8.00 p.m.

Present:

Councillors: D W Payne (Chairman), B Ing (Vice Chairman), H S Abdullah, V A Kelly, G S Payne,
A Turnbull Clerk: Mrs A J Young
Dist Cllrs M J Mason, E W Stonham, J P Chatfield (in part) Cty Cllr J D Jenkins (in part)
Paul Manser (co-opted during meeting)

Power or Action

20 APOLOGIES FOR ABSENCE

10/20.1 Cllr P J Nudds (holiday); Lynda Marsh, Rob Campbell and Cty Cllr S Gymer

21 MEMBERS' DECLARATIONS OF INTERESTS

10/21.1 None

22 ELECTION OF CHAIRMAN

10/22.1 Proposed Cllr G Payne, sec Cllr B Ing, all in favour to elect Cllr D W Payne as Chairman

23 CO OPTION TO COUNCIL

10/23.1 Paul Manser, 2 The Crescent, Impington applied for co-option to Parish Council. Proposed Cllr H Abdullah, seconded Cllr A Turnbull, all in favour to co-opt, leaving 3 vacancies (next agenda). Acceptance of Office signed and Cllr Manser took part in remainder of meeting. Training opportunities to be advised

24 ELECTION OF PROPER OFFICERS AND COMMITTEES

10/24.1 Proposed Cllr D W Payne, seconded Cllr H S Abdullah, all in favour that Cllr B Ing be elected as Vice Chairman

10/24.2 Proposed Cllr D W Payne, sec Cllr B S Ing, all in favour that the other officers and Committee members now listed be elected for the year 2010-2011
Responsible Financial Officer Mrs A J Young; Internal Auditor Mr Gerry Whitfield (employed); Environment Committee: Cllrs P J Nudds, H S Abdullah, A Turnbull. Also Trevor Silk, Ken Doyle (co-optees); Tree Warden: Alan Browning; Playground Inspectors: Cllr H S Abdullah; Youth Committee (advisory body): Cllrs H S Abdullah, V A Kelly; Planning Committee: All Councillors; Finance Committee: Cllrs H S Abdullah, B S Ing, G S Payne; Employment Working Group: G S Payne, D W Payne; A14 Working Group: Cllrs D W Payne, G S Payne, V A Kelly, B S Ing; Merger / Grouping Working Party: Cllrs D W Payne, B S Ing, G S Payne; Proper Officer: Mrs A J Young (Clerk)

25 ELECTION OF REPRESENTATIVES TO VARIOUS COMMITTEES/BODIES

10/25.1 Prop Cllr D Payne, sec Cllr G Payne, all in favour, representatives as listed be confirmed for 2008-2012:

Histon & Impington Recreation Ground Managing Committee: B S Ing, A Turnbull + 1 vacancy to be filled May 2010; Highways Traffic & Transport Committee (Histon), representatives: D W Payne, V A Kelly (H S Abdullah stand-in, BS Ing AJC rep); CPALC: D W Payne; Poorland Charity: Jo Teague; Police Committee Representative: Cllrs P J Nudds, G S Payne; Representative to Day Centre: Mr Colin Moore; Representative to Community Facilities Working Group: Cllr B S Ing, P J Nudds; Rep to Village Warden Scheme: Cllr H S Abdullah; Health & Safety Officer: Cllr G S Payne; Parish Plan Liaison: Cllr B S Ing; Landfill Liaison: Cllr B S Ing; Joint Action Group Liaison: Cllr D W Payne (back up Cllr G S Payne); All Councillors are Trustees of the Children's Playgrounds Charity/John Burgoyne Charity

26 MINUTES OF MEETINGS HELD ON 19 APRIL and 26 APRIL 2010

10/26.1 Prop Cllr Abdullah, sec Cllr G Payne, all in favour, approved and signed

27 MATTERS ARISING FROM PREVIOUS MINUTES

- 10/27.1 5.1 Police emails and reports forwarded to all as received
- 27.2 5.7 Letter to David Bevan outstanding
- 27.3 11.2 Statement of Intent for Training June agenda. CPALC Training up-date provided for all
- 27.4 13.5 Finance Committee postponed 15 June

28 RECENT CORRESPONDENCE

- 10/28.1 Circulating File available for all
- 28.2 South Cambs District Council and Parish Council Liaison notes 2 March held on file
- 28.3 Older Peoples Forum Informal group of residents had met , forum due 4 October to identify gaps in services. All welcome to attend. Cllr D Payne agreed to investigate modern roles of Community nurses with the Patient Participation Group **DWP**

29 ANNUAL REPORT FROM COMMITTEES AND REPRESENTATIVES

- 10/29.1 Copied to all and available on website. Additional sheet covering Environment Committee provided for all to attach to reports pack

30 ANNUAL REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

- 10/30.1 County Council report copied to all and accepted, together with monthly report. Cty Cllr Jenkins commented on Guided Bus dates and question from Cllr Ing to County 18 May; meeting due between Cty Cllrs and Stagecoach when a further meeting to discuss the Citi 7 service would be encouraged; meeting due with Richard Preston 18 May; Local Transport Plan consultation date extended; Cllr Jenkins stood down as Group Leader for Liberal Democrats at County Council. Cllr Kelly raised concerns over yellow stripes on pavement outside Station Stores in Cambridge Road. Cllr Jenkins to enquire at County Council. **JDJ**
- 30.2 No written report from Dist Cllrs. Cllr Mason outlined serious planning issues in noise barriers for Guided Busway in Histon and problems with glare from lighting column casing in Impington; Scrutiny meeting topics; NIAB application matters, including Heads of Terms for NIAB S106 to cabinet 25th May.
- 30.3 Council recorded thanks for excellent work and delivery of services and projects to the community by Neil Davies during time as District Councillor for Histon & Impington

31 RECREATION GROUND COMMITTEE REPORT

- 10/31.1 Minutes 22 March 2010 copied for all and accepted.
- 31.2 Noted Extra Ordinary meeting Committee notes 26 April not circulated as yet
- 31.3 Standing Orders suspended for Neil Davies to update Parish Council on procedure for access to Recreation ground by emergency services and information packs being given to Histon Hornets coaches and managers in future
- 31.4 12 New Road work to commence 14 June 2010. Rental property identified in Histon. Committee to liaise with Parish Council on funding timings
- 31.5 Official opening 13 June 2010. Standing Orders reinstated

32 PLANNING COMMITTEE REPORT

- 10/32.1 Minutes 4 May copied to all, next meeting due 18 May

33 ENVIRONMENT COMMITTEE REPORT

- 10/33.1 Minutes 4 May copied to all. Council noted challenge for the Committee in prioritisation. Pressure from Cambridgeshire County Council on completion of Grounds Keepers hut work.

34 OTHER REPORTS

- 10/34.1 Clerk's Report copied to all and accepted covering: Future Jobs Fund up-date - additional 5 hours for 2 staff to end of contract; attended training course 21 April covering Burial Rights at Thetford; Clerk to attend Power of Wellbeing and Employment/Health & Safety Training

34.2 Chairman's Report No written report as annual report given to Annual Parish Meeting. Cllr D Payne to attend meeting to look at Parish Charters 18 May

35 OTHER MATTERS

10/35.1 a) Youth Advisory Body Connections Bus Project termly report noted. Next meeting 7 June
35.2 b) Highways Cambs County Council request comments or objections on speed limit reductions and withflow cycle lane in Histon and Impington by 22 June. Agreed Highways Traffic & Transport to consider and provide joint response. Small change to Stagecoach 206 times from 6 June. Cycling on pavements recent letter in Cambridge News to be circulated

35.3 c) Feast Market Noting ideas from Histon Parish Council, agreed to look at displays covering:

- Community facilities for hire in Impington, including maps
- Parish Plan/ Station design brief
- Red Rocking horse – proposal to relocate
- BT phone box proposals
- Cycle Lanes
- Blue SCDC bins

Clerk to arrange rota and contact all with details, alert Campbell Buchanan to opportunities at the Feast Market and Cllr D Payne to approach Rob Campbell at IVC **DWP**

36 FINANCE and ADMINISTRATION

10/36.1 To confirm payment of retrospective accounts, prop Cllr D Payne, sec Cllr Ing, all agreed:

Administration M1 **£1,489.46** £1,489.46

Burial Ground expenses **£15.37** + VAT £94p = £16.31

E S Morris Projector **£50** £50.00

Cambs County Council Sec 137 donation Library reading scheme **£100** £100.00

36.2 To approve payment of outstanding accounts, prop Cllr D Payne, sec Cllr Ing, all agreed:

Roger Hovells Bus shelter cleans **£35** £35.00

Histon & Impington Recreation Ground Insurance % share for office **£175.30** £175.30

NALC Local Council Review Subscription (all agreed to renew) **£13.50** £13.50

Print Out Copying **£20** £20.00

A J Young Mileage claim Burial Ground training at Thetford **£28.00** (70 miles) £28.00

Petty Cash **£22.08** £22.08

Print Out Printing Chairman's report **£7.00** £7.00

Print Out Stationery and colour copying **£28.30** + vat £4.95 = £33.25

PWLB payment 9 of 50 Parish Office loan **£1,390.91** £1,390.91

Buchans Landscapes grasscutting April **£713.41** + vat £124.85 = £838.26

Burial Gd: **Histon & Impington Recreation Gd** 5l weedkill **£27.50** + VAT £4.81 = £32.31

Youth: **Cambs County Council** Contribution to Circus Skills sessions **£200** £200.00

36.3 Paid In: Nil. Letter from SCDC outlining errors in Council Tax software covering Orchard Park and Impington Parish Council. More detailed letter to follow

37 MATTERS FOR NEXT AGENDA

10/37.1 None

38 DATE & PLACE OF NEXT MEETING and FORTHCOMING MEETINGS

10/38.1 Agreed next meeting: **Monday 24 May** (Extra Ordinary) and **Monday 21 June 2010** at St Andrew's Church Hall, Burgoynes Road **7.30 p.m.** Dates for forthcoming Committee meetings noted.

Meeting closed 9.35 p.m.

IMPINGTON PARISH COUNCIL

Minutes of Extra Ordinary Council meeting held Recreation Centre, New Road, Impington
Monday 24 May 2010 7.15 p.m.

Present:

Councillors: D W Payne(Chairman), B S Ing (Vice Chairman); H S Abdullah, A Turnbull

Others: Histon PC: I M Parish, M C Cleaver, J A Diplock, A J Eade, C J Foster, R S Plumbly, D J Thurman
Clerk: A J Young, L M Marsh

Power or Action

39 APOLOGIES FOR ABSENCE

10/39.1 Cllr V A Kelly (personal); G S Payne (personal); P J Nudds (holiday); P A Manser (personal)

40 MEMBERS' DECLARATIONS OF INTERESTS

10/40.1 None

41 FORMAL APPROVAL OF 2010 ANNUAL AUDIT RETURN: ACCOUNTING STATEMENTS AND ANNUAL GOVERNANCE STATEMENT

10/41.1 Cllr D W Payne emphasised the accountability falling on the Parish Council to approve. Section 1 Accounting Statements for Impington Parish Council, as copied to all. Prop Cllr Ing, sec Cllr Abdullah, all in favour for Chairman to sign on behalf of Council

10/41.2 Section 2 Annual Governance Statement, as copied to all. Prop Cllr Ing, sec Cllr Abdullah, all in favour for Chairman to sign on behalf of Council. Noted no matters raised by Internal or External Auditors

42 DATE & PLACE OF NEXT MEETING and FORTHCOMING MEETINGS

10/42.1 Next meeting Monday 21 June 2010 at St Andrew's Church Hall, Burgoynes Road, Impington 7.30 p.m.

Meeting closed 7.21 p.m.