

**MINUTES - HISTON PARISH COUNCIL ENVIRONMENT COMMITTEE MEETING THURSDAY 16th
DECEMBER 2010 7.30p.m. at Parish Office, New Road, Impington**

Present: Cllr Cedric Foster (Chair), Alan Eade, Robert Plumbly
Ex Officio: Cllr Max Parish

Clerk: Angela Young

Pages: 3

APOLOGIES FOR ABSENCE

E10/28 Cllrs Diplock (Illness), Dover (Holiday), Emmines (Personal)

MEMBERS' DECLARATIONS OF INTEREST

E10/29 None received

TO SIGN AND APPROVE MINUTES OF MEETING 9th SEPTEMBER 2010

E10/30 **Resolved** to sign as correct record

MATTERS ARISING FROM PREVIOUS MINUTES – for information only

- E10/31.1 Item 19.1 Outstanding items list copied to all, noting:
Approach to Steve Thulborn regarding permission for planting in Meadow Road; telephoned response from British Legion re fundraising, letter still not received; Once notice board purchased policy to be put in place to discourage fly posting, and article for Courier; proposal to move notice board from Manorial Waste to Pat Fleet memorial area; Allotment grant funding requests; Buchans Landscapes to look at work required on canopy of trees to facilitate grass cutting next year. From January 2011 new list of outstanding items for all Committees and Full Council to be supplied monthly for Councillors
- 31.2 Item 19.3 Rails at Brook Materials purchased at £256.38, work on hold till New Year. Enviro.volunteers may carry out at time of next Brook Clearance. Cambs County Council to reimburse costs
- 31.3 Item 20.2 Springy Animals quote accepted, items collected from storage and taken for renovation work. Cllr Emmines to meet contractor to identify site.
- 31.4 Item 21.1 Car Park Signage, Co-Op response from SCDC to be chased
- 31.5 Item 21.2 Greenleas Residents association – response received, details to be given in Courier explaining ownership of play area
- 31.6 Item 21.3 Notice Board Planning Department at SCDC require extensive information with planning application. Clerk to arrange appointment at Cambourne to progress
- 31.7 Item 21.5 Christmas Lights M Jaggard had quoted at price held from 2008, accepted. Noted additional loom planned for 2011
- 31.8 Item 21.6 Brook Clearance and Maintenance Works Meeting with Buchans outstanding; annual maintenance plan details received from Rob Mungovan, Ecology Officer at SCDC. Cllrs Emmines and Foster to arrange to meet Rob Mungovan on site and agree plan
- 31.9 Item 22.1 Allotments Rules After slight changes had been sent out to all plot holders, full review of rules by Cllrs Parish and Eade March/April 2011 for implementation October 2011. Subjects of review will include path maintenance; animals; sheds; bonfires; carpet use
- 31.10 Item 25.3 Excelcare Chairman had reported to full council on meeting held and idea raised for boundary work on the Greenleas footpath to be carried out. Full Council defer decision to Environment Committee. Excelcare asked if the Parish Council would be agreeable to take funding for carrying out the work and then take on the ongoing maintenance costs. All agreed to confirm Parish Council agreement to proposal on the basis that a planting plan be agreed. Cllr Eade to draw up a plan, meeting with Excelcare to be arranged. Noted that the boundary would remain without any need to for Excelcare to move their fence.

TO RECEIVE CHILDREN'S PLAY AREA REPORT

- E10/32.1 Weekly Inspections carried out and held on file. 2 new swing seats purchased as damage to plastic safety rail reported
- 32.2 3 Year Plan for Play Area Development – update Noted Junior School no longer had plans to develop a new play area
- 32.3 Plans for Consultation exercise on development, March 2011 Cllr Davies, Emmines and Stonham to meet soon to discuss a consultation exercise in Early March

VILLAGE GREEN and WAR MEMORIAL

- E10/33.1 Bookings Clerk detailed recent bookings to use Village Green. Cllr Emmine to review Risk Assessment form in use for bookings
- 33.2 Other Correspondence Noted Chairman and Clerk had arranged for replacement of damaged bollard on the Green in October

TREES & ALLOTMENTS REPORT

- E10/34.1 Written report received from Cllr Eade detailing: Trees: New School Road – work completed by volunteer resident, checked by Tree Warden; appointment of new Cambs County Council Trees Officer; Tree Forum October 2010; Event “Creating Orchards for the Community” held 5 December; Hedgerows Course held weekend 27/28 November; Noted dead Willow at Etheldred House removed early October; Walnut tree at Lawson Close in private ownership SCDC have no powers to enforce removal and request replacement. Allotments: Site & Maintenance had repaired broken gate; Buchans to be asked to quote for hedge trimming; Allotment availability, all rents now received – 2 new ploholders, 3 still available to be allocated in New Year; No progress as yet on grant funding and quotes for trial bores for water provision at Gatehouse Road allotments
- 34.2 Flooding issue on west side noted and agreed to look at a project to remove brambles and re-dig ditch. Possibility of using Probation Service discussed. Budget to be requested of £300

FOOTPATHS & BRIDLEWAYS

- E10/35 Written report received from Cllr Foster covering: Walkabout with Steve Thulborn, Cambs County Council. Report provided and being up-dated regularly; Cllr Foster and Clerk met with Steve Thulborn to look specifically at the footpath at the rear of Manor Park. Steve Thulborn confirms that County Council cut this footpath once annually in previous times, but now the Parish Council has taken on the grass contract this includes this footpath. Buchans have been strimming twice a year and this will be further discussed with them at the review. Steve Thulborn confirms that if overgrowth requires cutting back Parish Council should request County to action

HICCA REPORT

- E10/36 No written report. Clerk to confirm Bruce Clark's interest in remaining as co-optee and advise of dates for 2011 meetings

SOUTH CAMBS DISTRICT COUNCIL and CAMBRIDGESHIRE COUNTY COUNCIL

- E10/37.1 SCDC: Complaints from residents regarding maintenance of footpaths and road sweeping Kay Hitch Way Noted
- E10/37.2 CCC: Clarification received from Steve Thulborn on maintenance of verges along footpaths – Buchans to be advised. Gritting issues discussed. Walkabout review accepted. Cllr Foster liaising with Steve Thulborn, Cambs County Council regularly

OTHER CORRESPONDENCE

- E10/38.1 Street Lighting Following discussion at Full Council on Cambs County Council plans to appoint contractor under PFI arrangements, approach from MHB services Ltd of Huntingdon to offer quotation for parish funded lights. Noting that indicative quotes would be useful, joint approach by local councils may be appropriate, perhaps via CPALC
- 38.2 SCDC Public Consultation – Aims & Approaches – response by 14 January 2011. All feedback on priorities welcomed, on-line survey

TO CONSIDER EXTENSION TO GRASS CONTRACT BUCHANS LANDSCAPES FOR FURTHER YEAR

- E10/39 All **agreed** to negotiate a further 1 year contract with Buchans Landscapes to co-incide with end of contract with Impington Parish Council. Accepted 3% increase and **agreed** to meet with Mr Buchan to discuss:
- Weedkill spray required in Spring at commencement of grass growth Manorial Waste
 - An additional leaf sweep following full drop
 - Clarification of work to be carried out on footpath eg Kingsway; rear of Manor Park
 - Last cut of Village Green to be set higher-currently cut too short for winter period

BUDGET REQUEST TO PRECEPT COMMITTEE FOR 2011-12

E/10/40 Members reviewed spend to date and expected spend for 10-11. **Agreed** to request:

- Litter picking – as agreed with Recreation Ground
- Trade waste - £600
- Allotments - £500 (£300 for ditch work, £200 flail) – noted flail outstanding for Spring 2010 now to be ordered through Buchans Landscapes as appointed contractors
- Street furniture - £970 (notice board move £200; litter bin £700, £70 bus shelter cleans)
- Grass - say £5,360 (County Council grant £1,350 expected, as yet not confirmed)
- Trees & hedges - £1750 (as current year) Noted canopy raising work outstanding and to be agreed with Buchans
- Play Area Maintenance - £800
- Electric/ Christmas Lights erection - £750
- War memorial section 52 - £1,000 (including legal costs for new licence)
- HICCA - £200 (noting current year not spent)
- Other (rats, graffiti etc) - £250

Specific Reserves:

- Capital – Village Green renovation – additional £1,365 to bring figure to £7000
- Capital – Play equipment - £10,000 to bring total to £22,588 noting Section 106 monies received and expected
- War Memorial - £600 (year4) to bring HPC total to £2400, IPC have similar fund
- **New Item** – Capital – Christmas Lights - £1,000 for additional loom

P10/41.1 Next Environment Committee meeting due **Thursday 24th March 2010**

No items for next agenda requested

Meeting closed at 9.20 p.m.