

Present: Councillors: D W Payne (Chairman), B S Ing (Vice Chairman), H S Abdullah, N S Davies,
P J Nudds, G S Payne, A Turnbull (in part) Clerk: Mrs A Young
Dist Cllrs M J Mason, J P Chatfield (in part); Cty Cllr Jenkins
Also present: Gillian Berry Age UK; Paul Glass St Andrews Parochial Church Council; Steve Wilkinson
Chairman Quality Council Panel; Diane Bayliss; Ian Tyes; Jill Burnett (all in part); Max Parish (co-opted
during meeting)

Steve Wilkinson and Diane Bayliss presented the Council with a Quality Council certificate following successful application for re-accreditation of Quality Council status. Mr Wilkinson, as former chairman of Histon Parish Council had taken no part in the assessment but had great pleasure in being able to address the Council and congratulate the members, Clerk and staff on the achievement

Power or Action

135 APOLOGIES FOR ABSENCE

10/135 Cllr P A Manser (personal); Cty Cllr S Gymer, Dist Cllr E Stonham

136 MEMBERS' DECLARATIONS OF INTERESTS

10/136 N S Davies item 150.3 (Prejudicial) Member of HIAFOP, Treasurer and Trustee Histon and Impington Community Minibus
D W Payne item 150.3 (Personal) Impington Parish Council temporary representative to HIAFOP
At this point Chairman suspended Standing Orders with agreement of Council to bring forward items 140, 141.4, 150.3

137 OPEN SESSION FOR THE PUBLIC

10/137 No public participation

138 MINUTES OF MEETING HELD ON 17th JANUARY 2011

10/138 All agreed to sign as true record

139 MATTERS ARISING FROM PREVIOUS MINUTES

10/139.1 Item 125.1 Police Emails and reports forwarded to all as received
139.2 Item 125.5 Cycleway North of Green agenda 145. 30mph stickers available to purchase online, no scheme currently in place at SCDC
139.3 Item 126.4 IVC Public Meeting Cllr Abdullah attended. Invitation to Sports Centre opening 23rd March
139.4 Item 126.6 SCDC Arts Award 2011 Nomination made for Pene Nudds

140 CO-OPTION

10/140 Standing Orders suspended to allow 3 applicants, Ian Tyes and Jill Burnett of Campkin Road Cambridge and Max Parish of Church Street, Histon to add to letters of application for co-option to Impington Parish Council, copied to all. Questions were answered on:

- Interest in Impington as non-resident
- Orchard Park Community Council opportunities
- Committee interests and special interests
- Political ambition

Standing Orders re-instated
Chairman called for proposers to nominate each in turn. Proposer only for Max Parish, Cllr B Ing, sec Cllr G S Payne. Ballot followed resulting in Cty Cllr Jenkins declaring Max Parish to be co-opted to the Parish Council. Declaration of Office paper signed and Register of Members

Interests to be returned within 28 days. Mr Tyes and Ms Burnett were thanked for their interest in the Parish Council, advised of next election date 2012 and left the meeting

Power or Action

141 RECENT CORRESPONDENCE

- 10/141.1 Circulating file available for all
- 141.2 SCDC Parish Council Liaison meeting 29 March. Cllr D W Payne to attend
DWP
- 141.3 Cambs County Council Localism Bill Briefing forwarded to all
- 141.4 St Andrews Church Hall Histon Request for letter of support for SCDC Community Facilities grant application. Standing Orders suspended to allow Paul Glass, St Andrews Parochial Church Council to answer questions on application, to be for up to £40,000. Prop Cllr P J Nudds, sec Cllr G S Payne, all in favour and **agreed to support**, noting the Parish Councils Community Facilities Group felt the 2 projects to be complementary not competitive. Specifically regarding questions on the form as to how the Parish Councils see the project as a village amenity, question raised on access to the whole community. Mr Glass confirmed that all "well-behaved, reputable organisations" would be able to use the facilities but was unable to comment on access for other religious groups. Standing Orders re-instated. Prop Cllr B Ing, sec Cllr P J Nudds, all in favour and **agreed** to state "A key central location coming into the wider community use is essential for the well being for the centre of our settlement" Other comment to be made that "At this time stage no request for funding has been made to the Parish Councils". Council asked Mr Glass for a copy of the submission to SCDC for grant funding for the file. Mr Glass left the meeting
- 141.5 South Cambs Awarded Drain 164 and Culvert dates for work 21-25 February. Work commenced 21 February and progressing well

142 MONTHLY REPORTS COUNTY AND DISTRICT COUNCILLORS

- 10/142.1 County Cllr report January 2011 copied to all from Cty Cllr Jenkins covering: Environment Services, Children and Young Peoples Services, Adult and Community Services, Local Issues and Forthcoming Meeting and Events. Cty Cllr Jenkins confirmed budgets set with approval for £160 million savings over 5 years. Updates on:
- Guided Busway – no dates as yet for fare paying passengers
 - Citi 7 - various discussions with Andy Campbell at Stagecoach regarding proposals for changes to timetable. **Agreed** Cty Cllr Jenkins to request written confirmation of proposed changes, then to approach Traffic Commissioner. Agreed once confirmation received letter to Stagecoach expressing extreme disappointment and asking for reconsideration and at least reliability issues to be dealt with. Cllr B Ing to prepare Courier article, Cllr Parish to be involved if frequency confirmation received **BSI / IMP**
 - A14 Segregated Crossing Safety Audit due early 2011. Cty Cllr Jenkins to follow up **JDJ**
 - Cty Cllr Surgery Impington and Histon Now third Friday monthly, normally at Parish Office. Proving valuable for cross-council discussion
 - Probation Service Cty Cllr Jenkins to invite organiser to meet Cllr P Nudds to discuss environment needs in community of Impington and Histon **JDJ / PJN**
- 142.2 District Cllr report from Dist Cllr J Chatfield copied to all covering: Full Council, Localism Bill, Section 106 Reports, Green Infrastructure Strategy, Foodstore Provision North West Cambridge, Orchard Park Design Guidance SPD, Recycling, Children and Young People's Plan, Training, South Cambridgeshire Chief Executive Jean Hunter and Casework. Dist Cllr J Chatfield and M Mason updated further on:
- Northstowe 3 +3 Committee now disbanded
 - Recycling Plastics to China; confirmation ships would normally be sailing back empty
 - Trade recycling Co-mingled Timeframe details to be requested
 - Children and Young People's Plan Bridget Smith Cllr at Gamlingay championing consultation. Youth committee responding accordingly **Youth Committee**
 - Tree Replacement /Appeal HFC date set. Concern over planting season constraints

143 RECREATION GROUND MANAGEMENT COMMITTEE REPORT

10/143.1 Draft Management Committee minutes 24 January supplied for all including "In Committee" item. Members reminded to dispose accordingly by shredding or return to Council Office
Power or Action

143.2 To fill Vacancy on Management Committee – No nomination. **Next agenda**

143.3 Cllr Ing confirmed 3 volunteers willing to assist in ensuring no problems for Human Circus at Homefield Park in April

144 PLANNING COMMITTEE REPORT

10/144.1 Minutes 25 January copied to all and accepted. Meeting held 15 February, emailed to all. Clarified Impington PC recommended refusal on St Andrews Church project based on a particular aspect of the application, not the concept. Application due to go to SCDC Planning Committee April; following comments and objections from Histon residents

144.2 Hoardings at Impington Lane Cllr D W Payne declared personal interest as nearby resident, (no decision being taken). Agreed to contact Enforcement team for update

144.3 Drainage Meeting held with developers of Nathaniel Gardens. Progress made, further meeting with SCDC expected

145 ENVIRONMENT COMMITTEE REPORT

10/145.1 Minutes 8th February copied to all and accepted

145.2 Co-option to Committee following resignation from Committee by Cllr Turnbull. No nomination
Next agenda

145.3 Walkabout Notes Burial Ground (Appendix 1) 5 February copied to all and accepted

145.4 Cycle path Clearance Works B1049 Cllr PJ Nudds reported on meeting and agreement made with Cambs County Council following removal of hedge and trees along boundary within Burial Ground. Cambs County Council to replant new hedge inside allotments boundary, clear brambles and replace various trees, one on alternative site Clay Close Lane

145.5 2 new free of charge Holm Oak trees planted by Acacia. Clerks delegated powers

145.6 Jubilee Group Impington Trek planned June 2012. Request to start and finish at Crossing Keepers Hut, **agreed**

146 JOINT COMMUNITY FACILITIES COMMITTEE REPORT

10/146.1 Deferred to end of meeting "In Committee"

147 EMPLOYMENT GROUP

10/147.1 Deferred to end of meeting "In Committee"

148 JOINING OF PARISH COUNCIL

Impington Parish Council a) Welcomes Histon Parish Council's agreement and refinement and requests the Working group to proceed to manage the consultation exercise, and to revisit its Terms of Reference b) Agrees that the Council is minded to joining with Histon Parish Council but that is wholly dependant on the views of residents Prop Cllr D W Payne

10/148.1 Histon Parish Council draft minutes for February provided for all. Cllr Parish outlined Histon PC's comments and discussions on a belief that the Parish Councils themselves should decide on any route for 'joining' if appropriate, rather than asking the residents to choose a mechanism. Prop Cllr P Nudds to remove word "wholly" to read:

Impington Parish Council a) Welcomes Histon Parish Council's agreement and refinement and requests the Working group to proceed to manage the consultation

exercise, and to revisit its Terms of Reference, and b) Agrees that the council is minded to joining with Histon Parish Council but that is dependant on the views of residents.

Sec Cllr H Abdullah, 8 in favour 1 abstention. Proposed Cllr D W Payne, seconded Cllr B Ing to accept the amendment, all in favour. Cllr D W Payne proposed amended resolution, sec Cllr B Ing 8 in favour, 1 abstention and **agreed**

148.2 Meeting of Working Party to be called as soon as possible

Power or Action

149 OTHER REPORTS

10/149.1 Clerks report copied to all and accepted covering: attendances at meetings, specification finalised for computer / software requirement; Buchans visit 14 February to look at next year's grass cutting contract and advise on trees requiring lifting to facilitate cutting, Internal Audit visits. Noted now no need for Review of Effectiveness of Internal Audit as part of regulations, Recording device (digital) purchased at £75 including VAT, costs to be shared

149.2 Chairman's Report (Appendix 2)

Item 4 Flooding and Emergency Planning offer of presentation by SCDC. Emergency Planning Officer to be declined

Item 5 "How to possibly add 14 healthy years to life" Cllr B Ing confirmed Firs Practise supportive of Outdoor Gym facilities at Histon and Impington Recreation Ground

150 OTHER MATTERS

10/150.1 Youth Advisory Body Draft minutes 7 Feb provided and accepted. Cllr Abdullah outlined:

- Discussion with young skaters regarding organising a skate park; carnival skills
- Meeting planned regarding IVC Lodge use
- Connections Bus attendance levels
- Input from PCSO Tony Martin on youth co-ordination
- "Organised graffiti" request

150.2 Highways Matters Draft minutes 17 February copied to all and accepted

Cyclepath Impington to Milton Discussion on concerns raised over termination of cyclepath prior to top end of St Andrews Way and safety on Milton Road/Butt Lane sharp bend. Cllr Abdullah to seek opinion from local cycleway community. Noted gate at Impington entrance Milton Road removed and completion of cycleway from Mereway Farm to recycling centre an enforcement matter as part of developers Sec 106 agreement. Meeting with Enforcement Officer SCDC to be sought for update an all outstanding issues. Cllr Turnbull left meeting Bishops Way Noted new space designated for disabled

150.3 Older Persons Forum Cllr Davies declared prejudicial interest (member of HIAFOP, although Histon Parish Council Representative) and Trustee and Treasurer HICOM. Cllr D W Payne declared a personal interest (temporary representative HIAFOP, Impington Parish Council) Update Paper (**Appendix 3**) read and accepted. Standing Orders suspended to allow Ms Gillian Berry, Mobile Warden for Histon and Impington, Age UK to address the council. Ms Berry outlined estimated increases to retired people population in Histon and Impington over future years. Figures held on file. Estimated numbers in 2011 is 1666, by 2021 estimated to increase to 2320 plus. Ms Berry spoke in support of on Older Persons Co-ordinator to help back up existing voluntary groups, to chart and advertise, promote communication and encourage, giving examples of possible services to help elderly understand issues and provide services such as a "A Memory Café" for dementia sufferers and carers.

Cllr Davies was able to outline events leading to request for funding for Impington Parish Council and answer questions on the Forum's recommendations:

- Misconceptions between young and older people. Noted Parish Councils' financial input may be similar for both, percentage wise
- Newness of the role in society, previously largely unrecognised
- If successful trial 12m period, further on going funding may become a commitment
- HICOM currently no payroll experience but a new Trustee with relevant experience willing to set up a scheme. Query over any possible role for Age UK in payroll
- Forum discussed suggestion of name change for HICOM to take in proposed new role
- Spend would be a Section 137 payment for the Parish Council

- Feeling that role was more a Manager or Enabler than a Co-ordinator

Cllr Davies declared interest and left the room. Standing Orders re instated. Further discussion followed on:

- Loss of control if outsourced to outside organisation, Mobile Warden Scheme example given. Disagreement on this point from Cllr H Abdullah as Mobile Warden Scheme Impington Parish Council representative who reported good input from Age UK
- Inconsistencies in Appendix 3, acknowledging sympathy to concept and need to ensure project would work

Power or Action

- Management structure remained a concern. Possibilities of changes during the first year
- Possible perception of Forum, currently largely religious group representation
- Positive aspects of co-ordination between existing groups and those in need of help
- Importance to get structure right as more such projects service provision may follow in the light of "Big Society" policies

Cllr D W Payne not able to continue as Impington Parish Council representative to the forum.

Replacement required

Next agenda

Prop Cllr Ing, sec Cllr G Payne, 7 in favour 1 abstention " Impington Parish Council strongly support the need for this role and the proposal made and level of funding up to £2,500 but feel that the Management Structure and Governance needs re-consideration"

Next agenda

Cllr Davies returned to meeting and was advised of decision of Parish Council

151 FINANCE & ADMINISTRATION

- 10/151.1 To confirm payment of retrospective accounts, prop Cllr Ing, sec Cllr G Payne, all in favour:
- | | | |
|---|------------------|-----------|
| Administration M10 | £1,421.83 | £1,421.83 |
| Histon Parish Council Contracted out hours for admin clerk | £303 | £303.00 |
- 151.2 To approve payment of outstanding accounts, prop Cllr Ing, sec Cllr G Payne, all in favour:
- | | | |
|---|-------------------------------|-----------|
| Print-Out stationery | £16.99 + £3.40 VAT = | £20.39 |
| Print-Out A3 copying | £6.00 + £1.05 VAT = | £7.05 |
| Acacia Tree Surgery plant 2 x Holm Oak in The Coppice | £138.00 + £27.60 VAT = | £165.60 |
| Cambridgeshire CC annual maintenance charge street lighting | £609.90 | £609.90 |
| Roger Hovells bus shelter cleans | £35.00 | £35.00 |
| Print Out Stationery | £16.99 + VAT £3.40 = | £20.39 |
| No 2 A/c: Cambridgeshire CC Youth work provision Sep - Dec 2010 | £2,532.90 | £2,532.90 |
- 151.3 Paid In: Inter ashes Mansfield £75.00; vat refund 2009-10 £1,949.33
- 151.4 Donations – Following review of applications and spend to date prop Cllr B Ing, sec Cllr D W Payne, all in favour and **Resolved** that Impington PC in accordance with its powers under **sections 137 and 139 of the Local Government Act 1972**, should incur the following expenditure which, in 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 £150 to Histon and Impington Day Centre and £50 to Open Gardens (sponsorship)" **LGA1972 S137**
- It was additionally **agreed** to donate £150 to £50 Victim Support and £50 Shrievally Trust Bobby Scheme (both Crime and Disorder Budget) **LG Rating Act 1997**
- 151.5 Finance Committee were asked to look at possible donations category for payments to "elite athletes" in the village and policy would require review if agreed **Finance Committee**

152 COMMUNICATION WITH RESIDENTS

- 10/152.1 Cllr B Ing outlined concerns that Parish Council should make a stronger effort to find out what the electorate want, apart from Courier feedback, sometimes at a disappointing level. Noting Chairman speaks at Village Society AGM, Feast Market event, website and notice boards, agreed some work could be carried out on other opportunities, some suggestions made:
- "hot" topic notices quarterly, for feedback
 - Combination of Annual Parish Meetings for the 2 Parish Councils
- 152.2 Creative ideas requested via Cllr B Ing for next agenda **Next agenda**

152.3 Cllr N Davies highlighted need for Parish Council to be open-minded in accepting residents' feedback and needs. Some concern expressed over raising expectations and comment once again on the place for a Parish Plan in such exercises

153 MATTERS FOR NEXT AGENDA

10/153.1 None

154 DATE & PLACE OF NEXT MEETING and FORTHCOMING MEETINGS

10/154 **Agreed** next meeting Monday 21st March 2011. Dates for forthcoming meetings noted

Meeting closed 10.30 p.m.

DRAFT