

**Minutes of Annual General meeting of Impington Parish Council, held St Andrew's Church Hall,
Burgoynes Road, Impington, Monday 16th May 2011 7.30 p.m.**

Present: Councillors: D W Payne (Chairman), B Ing (Vice Chairman), H S Abdullah, N S Davies,
P J Nudds, G S Payne, I M Parish, A Turnbull

Dist Cllrs M J Mason, J P Chatfield; Cty Cllrs J D Jenkins, S Gymer (in part)

Clerk: Mrs A J Young

Power or Action

185 APOLOGIES FOR ABSENCE

11/185 Cllr P A Manser (holiday), Dist Cllr E W Stonham, PCSO Martin, Rob Campbell (IVC)

186 MEMBERS' DECLARATIONS OF INTERESTS

11/186 B S Ing item 197.1 (personal) lives close by, declared in planning minutes
D W Payne item 197.2 (prejudicial) lives opposite

187 ELECTION OF CHAIRMAN

11/187 Cllr D W Payne confirmed he was willing to stand for this year. No other nominees. Proposed Cllr I Parish, sec Cllr B Ing, all in favour and **agreed** to elect Cllr D W Payne as Chairman

188 OPEN SESSION FOR PUBLIC

11/188 No public participation

189 CO OPTION TO PARISH COUNCIL

11/189.1 No applications for co-option had been received

189.2 Council reviewed vacancies (2) with election due 2012, and noted new vacancy on Histon Parish Council

190 ELECTION OF PROPER OFFICERS AND COMMITTEES/ ELECTION OF REPRESENTATIVES TO VARIOUS COMMITTEES/BODIES

11/190.1 Prop Cllr D W Payne, sec Cllr G S Payne, all in favour and **agreed** Cllr B Ing be elected as Vice Chairman. Noting Chairman and Vice Chairman ex-officio members of all Impington Committees, prop Cllr Ing, sec Cllr G S Payne and **agreed** that:

190.2 Mrs A J Young (Clerk) re-appointed as Responsible Financial Officer

190.3 Mr G Whitfield re-appointed as Internal Auditor

190.4 Environment Committee (including Burial Ground) re elected as Cllrs P J Nudds, H S Abdullah. Cllr I M Parish to fill vacancy, Chairman and Vice Chairman ex officio

190.5 Tree Warden re elected as Alan Browning

190.6 Playground inspector re elected as Cllr H S Abdullah

190.7 Youth Committee (advisory body) re elected Cllrs H S Abdullah, Cllr D W Payne to fill vacancy

190.8 Planning Committee All Councillors. Chairman and Vice Chairman ex officio

190.9 Finance Committee re elected as Cllrs H S Abdullah, G S Payne, N S Davies. Chairman and Vice Chairman ex officio

190.10 Employment Working Group re elected as Cllrs G S Payne, B S Ing

190.11 A14 Working Group re elected as Cllrs D W Payne, G S Payne, B S Ing

190.12 Merger/Grouping Working Party Cllr D W Payne, B S Ing, G S Payne

190.13 Proper Officer re appointed as Mrs A J Young (Clerk)

190.14 Cllrs B S Ing, A Turnbull to remain as Histon & Impington Recreation Ground Managing Committee. Noting vacancy remains. Next agenda **June agenda**

190.15 Cllrs D W Payne, (H S Abdullah stand-in, B S Ing AJC rep) to remain as Highways Traffic & Transport (Histon) Representative

190.16 Cllr D W Payne to remain as CPALC Representative

190.17 Jo Teague to remain as Poorland Charity Representative

190.18 Cllrs P J Nudds, G S Payne to remain as Police Committee Representatives

Power or Action

- 190.19 Mr Colin Moore to remain as Representative to Day Centre
 190.20 Cllrs B S Ing, H S Abdullah, G S Payne (co-optees Jean Newman, Eleanor Whitehead, Richard Martin) to remain as Representatives to Community Facilities Working Group
 190.21 Cllr H S Abdullah to remain as Village Warden Scheme Representative
 190.22 Cllr G S Payne to remain as Health & Safety Officer
 190.23 Cllr B S Ing to remain as Parish Plan Liaison Representative
 Proposed Cllr D W Payne, seconded G S Payne to remove Landfill Liaison and JAG Liaison from list. All others, confirmed. Next agenda Orchard Park Forum Representatives and HICOM Sub-Committee Representative
June agenda

191 MINUTES OF MEETINGS HELD ON 18th April 2011

- 11/191 Prop Cllr Parish, sec Cllr G Payne, all in favour, approved and signed. Agreed Council to formally thank Sarah Smart for supporting Chairman and Clerk at meeting

192 MATTERS ARISING FROM PREVIOUS MINUTES

- 11/192.1 Item 175.1 Police Emails and reports forwarded to all as received
 192.2 Item 175.5 Employment Group meeting re-arranged for 8 June
 192.3 Item 176.2 Standards Committee response on economies of scale query regarding County Council. Cambs County Council have reportedly been invited to take on Committee role
 192.4 Item 181.2 Annual Parish Meeting Steve Hampson, Executive Director SCDC to speak on Localism and the Big Society
 192.5 Outstanding items list provided for all. Noted:
A14 Segregated Crossing Cty Cllrs Jenkins and Gymer met Mike Davies to discuss. Highways Agency approached on proposed scheme, comments awaited. Council requested further evidence on funding in place
Probation Organiser Cllrs Nudds remained concerned over the systems in place but had contacted new supervisor and was working with the team
Pension Underfund Cllr Parish to draft queries to fund managers via Mrs Marsh
Trade Recycling Cllr Chatfield following up request with Portfolio Holder
HIAFOP/HICOM Interviews due July, appointment September. Report to Full Council due September, 3 month report on deliverables, likely December
September agenda

193 RECENT CORRESPONDENCE

- 11/193 Circulating File available for all

194 ANNUAL REPORT FROM COMMITTEES AND REPRESENTATIVES

- 11/194.1 **(Appx 1)** Chairman's annual report to include Finance Committee to be presented at Annual Parish Meeting 24 May. All annual reports would be posted on website. Reports formally received and contributors thanked.
 194.2 Youth Report Rob Campbell, Principal at IVC provided detailed reasons for non-use of The Lodge to date. Council noted no criticism had been implied, Cllr Abdullah would contact Fran Di Franco for latest update
HSA

195 ANNUAL REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

- 11/195.1 County Council report no annual report yet received. Monthly report (April) provided for all and accepted covering: Election new council leader; Cabinet meeting 5 April; Environmental Services; Children's services; Local issues, Additional discussion followed on: Guided Bus latest update on "snagging period" at an end County Council Constitution concern over changes proposed at short notice. Highways Department Civil Parking Enforcement proposals Cambs County Council. Highways Traffic & Transport Committee item 19 May. Members voiced concern over level of service proposed and impact on Histon and Impington. Cty Cllrs Jenkins and Gymer undertook to investigate planned procedures and responsibilities
JDJ/SG

Power or Action

- 195.2 No written report from Dist Cllrs. To re-commence rota in June. Dist Cllr Chatfield reported on useful meeting with Stagecoach regarding Citi 8 service 9 May. Informal notes provided for all covering reliability and capacity issues.
Cllr Jenkins agreed to contact Glen Edge regarding analysis of Real Time Bus Information data to determine problems e.g. how many buses do not run; which are they; how many times does “bunching” occur?. Cllr Mason reported on good Parish Council representation at Parish IT Forum 12 May. Planning Task and Finish Group now publishing final report. Noted map now back in planning search system, now showing back to 1984. Attempts being made to include TPOs and flood plains on the same system. Street Naming and Numbering Cllr D W Payne had raised issue of localism with naming of Merrington Place/Nathaniel Gardens with Parish Liaison Officer. **Cllr Chatfield agreed** to follow up. Hereward Close Trees Raised with Parish Liaison Officer. No update available. Histon Football Club Tree Replacement Notice no progress to report. Parish Charter Cllr D Payne noted lack of progress from either District Council or County Council
- 195.3 All agreed some of the above issues could rightly be raised at Annual Parish meeting due 24 May, focusing on an overall culture of lack of response

196 RECREATION GROUND COMMITTEE REPORT

- 11/196.1 No meeting held. Next meeting due 23 May. Annual General Meeting due 6 June
- 196.2 Successful opening of Outdoor Gym and perimeter path 2 May noted
- 196.3 Homefield Park – Cllr Nudds queried whether Recreation Ground tractor could access Homefield Park to cut grass. Cllr Davies confirmed not. Quotes to be sought

197 PLANNING COMMITTEE REPORT

- 11/197.1 Minutes 26 April copied to all and accepted. Next meeting due 17 May. Cllr Ing declared a personal interest for Woodcock Close item, as declared in planning minutes
- 197.2 STAC Cllrs Ing and Parish outlined SCDC decision to grant approval with conditions. Histon PC had written to SCDC querying decision made on changes to order of speakers. Discussion followed on traffic survey now produced and concerns raised on content. Histon Highway Traffic & Transport Committee would look at monitoring outcome **H HT&T Comm**
- 197.3 S/0545/11 Land Between 51 & 67 Impington Lane – removal of hedge to create agricultural vehicular access – request from SCDC for re-consideration of comments. Cllr D W Payne declared a prejudicial interest and left the room. Cllr Ing took Chair. Response made
- 197.4 Cllr D W Payne returned to meeting and took Chair. Sustainability issues within Impington raised and need for businesses. **Agreed** future Planning Committee should re-iterate sustainability wishes of Impington Parish Council and formally note **Planning Committee**

198 ENVIRONMENT COMMITTEE REPORT

- 11/198.1 Minutes and appendices 3 May copied to all and accepted. Noted resignation of Trevor Silk as Co-Optee and clarified need for additional allotment space in Impington
- 198.2 Cllr Nudds reported verbally on a number of meetings attended recently or due:
- Guided Busway team to agree final tree works
 - CCC Mike Davies re cycleway alongside B1049; tree and hedge clearance, Proposal for Impington PC to Project manage work with payment up-front. Details awaited
 - Probation team – meeting 17 May
 - Acacia re tree works in Coppice 17 May
 - Tate Tree Works Burial ground meeting due
 - Artists (5 no) re public art information for use in Management Plan to be drawn up

199 OTHER REPORTS

- 11/199.1 Clerk's Report copied to all and accepted covering: Informal meeting with Developer regarding Impington site; Office IT; Website IT training; Internal Auditor visit 26 May
- 199.2 Chairman's Report (Appendix 1) copied to all

200 OTHER MATTERS

- 11/200.1 Youth Advisory Body notes from meeting 4 April accepted by all. Cllr Abdullah reported further on meeting with Skatepark Group and progress. Connections Bus Project no longer visits Histon and Impington. New activity club planned Friday evenings. Next meeting 23 May
- 200.2 Highways next meeting due 19 May. Agenda items reviewed. Citi 8 Stagecoach meeting see item 195.2. Input to real time bus information priorities encouraged. Cllr Nudds raised issues surrounding X8 bus service stop at Orchard Road, including requested re-instatement of bench by Cambs County Council/South Cambs District Council and bus stop marker. Cllr Mason outlined concerns over award drain/cycleway conflicts in Cottenham Road
- 200.3 Feast Market Clerk to draw up rota for attendance. Agreed following displays for 9 July:
- Spend 2010-11 – Cllr D W Payne
 - Open Spaces – Cllrs Parish, Nudds
 - Joining – Cllr Ing
 - Older Persons Coordinator – Cllr Davies, Parish.

201 FINANCE and ADMINISTRATION

- 11/201.1 To confirm payment of retrospective accounts, prop Cllr G Payne, sec Cllr B Ing, all agreed:
Note 182.2 Buchans - £98 is for raising tree Lone Tree Avenue triangle, not burial ground cut
Prior to 1 April 2011
- | | |
|---|-----------|
| Connections Bus Project January – April 2011-05-18 £705.51 | £705.51 |
| After 1 April | |
| Administration M1 £1,396.66 | £1,396.66 |
| Burial Ground expenses <u>£19.07</u> + VAT £1.82p = | £20.89 |
| Island Fire Protection Burial Gd annual extinguisher service £60.38 + VAT £12.08= | £72.46 |
- 201.2 To approve payment of outstanding accounts, prop Cllr G Payne, sec Cllr B Ing, all agreed:
- | | |
|---|-----------|
| CPALC Subscription (all agreed to renew) £674.85 | £674.85 |
| Playsafety Limited Annual inspection of play area £63 + VAT £12.60= | £75.60 |
| Print Out Stationery £16.99 + VAT £3.40= | £20.39 |
| Histon & Impington Recreation Ground Office Insurance (% share) £173.21 | £173.21 |
| Histon Parish Council contracted-out hours for Admin Clerk, April/May £995.80 | £995.80 |
| PWLB Office loan, pmt 11 of 50 £1358.91 | £1,358.91 |
| Petty Cash £32.05 | £32.05 |
| Burial Ground | |
| Cambridge Water Company Water rates £14.95 | £14.95 |
| Histon & Impington Recreation Ground weed kill £33 + VAT £6.60 | £39.60 |
- 201.3 Paid In: Burial Ground: Additional Inscription Bentinck £45; Wheatley Ashes Inter £75; Damary Additional Inscription £45; Sparkes Memorial £105; SCDC Precept £56,250
- 201.4 Finance Committee minutes 26 April provided for all and accepted including Appendix on End of Year figures and budgets 2011-12

202 MATTERS FOR NEXT AGENDA

- 11/202 Histon & Impington Courier – production issues

201 DATE & PLACE OF NEXT MEETING and FORTHCOMING MEETINGS

- 11/203 Agreed next meeting: **Tuesday 24 May Annual Parish** meeting concurrently with Histon Parish Council; **Monday 20 June** at St Andrew's Church Hall, Burgoynes Road **7.30 p.m.**

Dates for forthcoming Committee meetings noted.

Meeting closed 9.50 p.m.

5
IMPINGTON PARISH COUNCIL

REPORT TO:	Council	19 May 2011
AUTHOR/S:	Denis Payne	

Chairman's Report

Purpose

1. To update Council Chairman's recent activities and other matters.

Meetings/Tasks

2. PPG

Two highlights from the recent meeting:

- We're attempting to find a venue in the villages for Simon Poole to repeat his talk "*How to possibly add 14 healthy years to life*" that was successfully given in Swavesey
- NHS Bill - a great deal of the focus of debate about the Bill (now being paused for further review) has been about GP Commissioning. In many ways, particularly since there has been a slow evolution towards this anyway, this is not a big deal. The scale is, of course, as is the matter of proper scrutiny but the principle is less so (unless you are the Treasury afraid of what might happen). However, there are three other issues that are equally or more important:
 - opportunity for commercial, private or charitable organisations to bid for contracts with the NHS ("Any willing Provider").
 - competitive tendering, including an organisation ("Monitor") that will enforce this, with legal powers if consortia are judged not to have done an adequate job
 - the Secretary of State will no longer have the overall responsibility to ensure the provision of a health care service in England

Simon Poole says: "*One thing is certain; there is an urgent need to debate these broader questions of how we wish our NHS to develop in the future.*"

I wholeheartedly agree - whilst competitive tendering is a "good idea" (all Councils do it) there's a real issue of whether you are going for best value or best price. Its about best value, but many interpret that as best price, and best price short term is not always best longer term.

How can we help to foster that debate? This may, of course, have been overtaken by recent events, but Andrew Lansley is fighting for the Bill (and his career as Health Secretary) so it may not!

3. Joining

The group met on April 18th - we are meeting again on May 18th - though neither Neil nor I will be able to join until after 9pm.

We:

- reviewed the first draft of the launch leaflet - and agreed to switch to a folded A4 format;
- and would review the second version electronically, responding quickly so as to make progress;
- agreed that a meeting with SCDC's EAC would be progressed as soon as possible so as to ensure that they would support the process we were planning;
- agreed that a meeting with the Kings Meadows Residents Association should be progressed so as to inform them of what is being planned.

I agreed to further document (at Max's request) the case put to Mike Mason as to why the current plans and the Community Governance Review under the control of SCDC's Electoral Arrangements Committee were incompatible with a new Council for 2012.

4. Charters

My last report said:

It was "introduced" in 30 seconds (or so) - and should be out for all Parishes to look at at some stage.

I was right to say "at some stage" - there has been no sight of it yet.

5. Feast Market

We've still got no volunteers to assist with topic sheets. Please get back to me (or to Max if you're a Histon Councillor reading this!) if you might be able to help.

6. £400K

One of the suggestions for the Feast Market was to demonstrate that the Councils are spending real sums of money in the community, and increase thereby the interest/engagement with our role. I had guessed at the sum being over £400K.

The actual figure (and thanks to Lynda for digging this out and her patience in answering my questions) for the two Councils and Recreation Ground (having removed all double counting) is £408,240.47

Of that, £250,886 was at the Recreation Ground (including money received through grants).

7. Buses

We still need to get back to County on the list of stops for RTBI displays. I have asked Angela to progress this - and make it a community wide approach.

Jonathan arranged a meeting with Andy Campbell to discuss issues that had arisen (and feedback from the community - Jonathan had had 225 form based replies and ~20 letters about buses).

An interesting, useful meeting, we learned that:

- Stagecoach do not see any capacity problems on the Citi 8 service. All passengers are counted on, and maximum they've seen is in the high 60s. Double deckers can carry > 80
- There are still reliability problems - these are thought to be associated with the traffic lights at the Hills Road/Brooklands Avenue (and about to be new road) junction. If these cannot be solved, then Stagecoach will add resources
- IF there are found to be capacity problems in the morning/evening, then Stagecoach will add an extra service to cope with the students that are believed to be the peak time load here. Note, of course, that its unlikely to be a problem until the new school year since students are currently on study leave etc
- Buses leaving timed stops early is a disciplinary issue
- Stagecoach have good internal mechanisms for looking at route performance and complaints
- They use the RTBI to monitor (manually) bus timings, and will (by radio etc) attempt to reroute/reschedule if problems are seen
- They have spare capacity - 12%-14% to cope with maintenance etc., further 12%-14% contingency (for now - have won a contract for the Olympics). They are overstaffed with drivers
- Public perception may be different:
 - early buses may actually be the previous service being late
 - buses appearing to be full may be an issue with passenger management

And Campbell wants to know (details - some way of identifying the bus/driver) and will investigate (and respond in writing, within 7 days unless there's a need to interview driver etc) anything reported
- Reports should go to Angela, who will forward them to Andy Campbell
- We will endeavour to use hisimp-chat and other mechanisms to get at least one person per peak time service to monitor and report problems

8. Website

Traffic is showing a rise - daily average visits were up 22.30%. Visits were down slightly (-5.64%).

Angela continues to be responsible for uploading the vast majority of content, and has recently started to add news items as well.

9. Planning

Strategic planning matters are now beginning to raise their head again. We have been invited to register our interest in the participating in the Housing Market Partnership which will be looking at Strategic Housing Land Availability Assessment. This is likely to set the scene for the future - we need to, at the bare minimum, watch closely.

I have volunteered to join the Housing Market Partnership - there is only one Parish Council representative, so there may be a "beauty competition" to select just one. I have also asked to be kept in touch with the work on the SHLAA.

10. Councillors' Surgery

These dates have been published on the website.