

S/0112/01/F 1st Histon Scout Group, storage container to replace old scout hut – granted

S/0222/01/F Ms N Storr & Mrs O’Leary, 18 Sunset Square, Kings Meadow, extension – granted

4.3 Appeal – Cambridge Great Park Ltd S/1636/00/0 AGREED Joint Standing Committee to consider response.

4.4 South Cambs proposed policies for Cambridge Northern Fringe (Arbury Camps) JSC had submitted an objection, primarily to the business development in that some 800 jobs on that site in addition to housing of 900 properties, would drive unacceptable levels of traffic through the villages.

4.5 Milton Landfill Site Cllr Payne and Dist Cllr Teague had met Cty Cllr Jane Coston (Milton). She had queried County Council officers recommendation for an extension for the operating period, in contradiction to their own policies. This now to be referred to the County Council Development Control Committee on 23 April and Cllrs Payne and Teague were due to meet Cllr Coston again 19 April. Cty Cllr Bishop pointed out the site was in Milton which meant he would not be invited to speak at the Committee meeting although he would be attending. Dist Cllr Teague stressed the fact that the debris, odour and flies were a problem to some Impington residents.

4.6 S/0555/01/F 18 Milton Road It was understood concerns had been expressed by SCDC Planning Dept on the nature of the proposed annexe and also on traffic/parking issues. The Parish Council had recommended approval and after further discussion agreed to continue with this response to the consultation.

5 THE COPPICE – QUOTES FOR GROUND MAINTENANCE

5.1 Cllr Upchurch had received complaints from residents concerning 3 areas of overhanging branches and overgrown bramble on grassed areas within The Coppice. Quotes had been received from Cambridge Landscapes and Herald Contract Services for £350 and £238 respectively. A third contractor had not yet responded. In view of the urgency of getting this work done before the grass cutting season got underway, and the encroachment onto the road at one point, it was prop from the Chair, sec Cllr Upchurch, that the quote from Herald Contract Services be accepted, all in favour.

6 RECREATION GROUND MANAGEMENT SUB COMMITTEE REPORT

6.1 No meeting had been held in April. The Chairman reported that the Committee had now ascertained that the part of the Recreation ground sub let from SCDC by the 2 Parish Councils was now in the ownership of Cadburys Schweppes plc of Bourneville, Birmingham, and had been so since 1981.

7 PLAYGROUND INSPECTOR’S REPORT

7.1 Doctors Close, nothing to report.

7.2 South Road. The corners remained waterlogged, and the area beyond the goal post had been churned up by tyres from an early grass cut by Herald Contract Services. Herald would be asked to put this right and level off. An abandoned out of date tax vehicle remained outside the gate.

8 ENVIRONMENT COMMITTEE REPORT

8.1 Notes of a meeting held 3 April were circulated and accepted. Mr David Brown, Landscape Design, had attended and presented a proposed design for the “Impington Jubilee Green” (The Meadow, Burgoynes Road) which he had drafted free of charge for the Council. A copy of this design was also available for all Cllrs. Discussion took place on the costings and finance implications for such a project and it was finally AGREED to seek a meeting with Caroline Chivers to continue to explore the leasing of the ground, and to seek her views on the proposals. It was felt that if the project were to prove able to move forward, a Committee should be formed, involving people other than Parish Councillors, and David Brown could be asked to attend a meeting of the Parish Council to make a presentation. The possible role of the forthcoming Community Appraisal in any such project was raised.

8.2 The Environment Committee were due to take a “walkabout” in Impington shortly accompanied by Mr Ed Thornton of CCC East Highways Division to inspect adopted highway problem areas.

9 SOUTH ROAD COMMITTEE REPORT

9.1 From the letters sent to all interested parties re new equipment, only one telephoned response and one letter had been received, both pleased that plans were progressing. Householders next to the field had requested careful consideration be given to the siting of the equipment, both to retain their privacy and for safety reasons. An article was due to appear in the Feast Magazine regarding the plans and in view of this it was felt Council should make a decision now on whether or not to proceed. Disappointment was expressed at the lack of response from residents but it was noted there had been no adverse comment. It was prop Cllr Silk, sec Cllr Turburville to ask the South Road Committee to proceed with the purchase and siting of the equipment, as identified, with the comments received from the immediate neighbour to be borne in mind when siting the equipment. All in favour. Council were reminded that this had been budgeted for.

10 ACCOUNTS

- 10.1 Paid In: Burial Ground: Memorial Wallis £28; Interment and plot McGann £216. To be paid in: SCDC 1st half precept £22,500. A new bank signature mandate was to be submitted.
- 10.2 Retrospective payments Burial Ground: **T L Farr** Wages M 12 **£392.14** + expenses **£2.98** + VAT £0.52 £395.64
- 10.3 Inland Revenue T L Farr NI and tax Jan-March **£17.18** £17.18
- 10.4 **T L Farr** Refund of NI overpaid **£9.76** £9.76
- 10.5 Other: **L M Marsh** Administrative assistance to end March **£97.50** £97.50
- 10.6 **Histon & Impington Community 2000** Spring Newsletter – Special Project **£150** £150.00
Audited accounts were provided with a complete set of accounts to be available shortly.
- 10.7 Prop Cllr Cole, sec Cllr Cornell, with all in favour that these payments be accepted.
- 11.1 Current payments **Open Spaces Society** Enrolment and subscription **£35** £35.00
- 11.2 Print Out Stationery **£11.06** + VAT £1.94 £13.00
- 11.3 **Histon & Impington Recreation Ground** 1st half payment **£11,534.13** £11,534.13
- 11.4 Cash Imprest Petty cash **£31.69** £31.69
- 11.5 CALC Subscription and Local Council Review sub **£320.62** **£9.99** £330.61
- 11.6 **Zurich Municipal Insurance** (see min 3.11) additional premium **£41.48** £41.48
- 11.7 Prop Cllr Gooden, sec Cllr Upchurch, with all in favour to pay these accounts.
- 12.1 Council were reminded, following the review of the clerk's conditions, that payment was made by standing order.

11 BURIAL GROUND TREE WORKS - QUOTES

- 13.1 Following a letter from a resident of Spring Close, work had been identified to boundary trees and also removal of a dead may at rear of cemetery. Quotes had been received from Herald Contract Services and Acacia Tree Surgery at £450 and £340 respectively. It was noted Acacia Tree Surgery would also carry out any necessary applications to SCDC Trees Officer in this regard. The Burial Ground Committee were asked to consider replacing the dead may in due course. 8 in favour with 1 abstention and AGREED to accept quote from Acacia.

12 HIGHWAYS & TRAFFIC

- 14.1 County Council New Road & Mowlam Close – Prohibition of Waiting Order 2001 held on file, from 28.3.01.
- 14.2 New Road Several Councillors had received comments regarding a skip on the highway without a working beacon. In such instances, the skip company should be advised.
- 14.3 St Andrews Way/Milton Road corner A vehicle advertising cleaning services was regularly parked on the corner causing what some Cllrs felt to be a danger. Item for County Council Walkabout agenda with Mr Thornton.
- 14.4 A14/Cawcutts Lake It was NOTED the burnt out cars had been positioned ready for removal.
- 14.5 Landfill site, Milton The Chairman noted a County Council officer had, for the first time, indicated it appropriate to look at weight restrictions for HCVs in Butt Lane. It was AGREED the Chairman would write to Cty Cllr Bishop asking him to obtain answers to specific questions from the Development Control Committee on 23 April.
- 14.6 New Road A traffic census had been undertaken by DETR.

13 RECENT CORRESPONDENCE

- 15.1 Circulation File: Histon Parish Council Agenda and Mins; Histon Sector Police Local Consultation Group Agenda and Mins 15 November 2000; Local Council Review March 2001; Railwatch March 2001 and Annual Report; News Releases 'Better Public Consultation on Mobile Phone Masts'; DTI Minister for Competitiveness – letter regarding recent initiatives for the future of the post office network; CALC leaflets; Cambs Fire & Rescue Service Best Value Performance Plan 2001/02; Camelot Lottery Briefing; Link Scheme details; CAO News
- 15.2 IVC The Chairman had requested a meeting with Tony Hough at which Mr Hough confirmed IVC were beginning to put resources into youth work in the village. He was working, with the help of a Youth Worker, to find out what young people's interests were. It was hoped to employ youth workers to develop interest amongst young people in Histon & Impington to hold a youth club at IVC on Wednesday evenings.
- 15.3 SCDC Unlicensed House to House Collections, warning of "scam" recently seen in Impington and Histon where bags left by collectors hanging from letter boxes. Followed up by break in.
- 15.4 Taylor Vinters Application for Justices' Off Licence 5 Lone Tree Avenue 'Say It With Wine Limited' 2 May 2001. SCDC Planning Dept had indicated permission for change of use may not necessarily be required. The application papers indicated a proposed undertaking that sales would be by mail order only. After full discussion, it was AGREED to write to the Licensing Justice objecting to the application on the grounds that the applicant could be using a residential property for the storage and sale of liquor.
- 15.5 CALC Details of workshops re Youth Shelters and Community Safety.
- 15.6 Cambs ACRE survey "Our Communities – Our Future" to be completed.
- 15.7 Histon & Impington WI Letters asking if the Parish Council had plans to participate in the national Litter Action planned in April by the Tidy Britain Group, offering to help with this or any other initiative. After discussion,

AGREED to register with the Action Group, with the hope of starting with specified areas of Homefield Park and Clay Close Lane in Impington. The WI would be thanked for the offer of help which would be gratefully accepted. The majority of Parish Councillors present were keen to take part in a litter pick and the Parish Council's insurance would cover volunteer help.

- 15.8 Neighbourhood Watch Meeting The Parish Council had been asked to send a representative to a Hereward Close Neighbourhood Watch meeting. PC Haston had been unable to attend. It was reported that many elderly in the Homefield Park area were frightened following incidences of youths throwing bottles, eggs and slashing of car tyres and alleged use of drink and drugs. Trees were now being damaged on a regular basis, with bark removed and fires being lit. The plane trees were having the roots damaged by large holes being dug and untaxed motorcycles were regularly seen. A Parish Cllr had attended a walkabout with the NW co-ordinator for the area and confirmed a problem with litter, damaged seats and picnic table, and abandoned bikes etc. and broken glass was apparent. Those present at the NW meeting wondered whether there was some way of advertising the cost of vandalism to the villages. Full discussion took place on the part of community policing with these problems. It was finally AGREED a meeting would be considered with representatives perhaps of the Police, IVC, South Cambs (Crime & Disorder Group and Community Safety Officer) and the Parish Council, to which the Neighbourhood Watch Group could be invited. Some of the issues would be taken back to the Recreation Ground Management Committee who also managed Homefield Park on behalf of Histon & Impington Parish Councils. Dist Cllr Davies felt the more fundamental issue of safety in Homefield Park was of importance and called for a review of policy. It was stated the management of Homefield Park formed part of the report being prepared by Cllrs Parish and Payne and was therefore likely to be discussed at the Half Yearly meeting on 6 June.
- 15.9 NHS Primary Care Group A copy letter to HPC from the PCG had been received, advising the surgery in West Road for Dr Gant & Partners had made application to close with effect 30.6.01. Concern was expressed regarding pressure on the Firs surgery and the possible adverse impact on appointment waiting times.

14 ANY OTHER BUSINESS

- 16.1 Steve Wilkinson, Histon Parish Council Chairman had resigned from the Council due to ill health after 25 years service, much of it as Chairman. AGREED the Chairman would write to him on behalf of Impington Parish Council. It was noted that there were 2 vacancies on Histon Parish Council following the resignation of Derek Babb due to an impending house move.
- 16.2 Feast Market Following the success of the previous years it was AGREED to provide Parish Council displays at the market on 7 July. Cllrs Turburville, Waters, Upchurch and Abdullah expressed an interest in assisting the Chairman to prepare material, including information on an Anti Speeding Initiative if possible. It was hoped Histon Parish Council would again agree to run this jointly.

15 DATE & PLACE OF NEXT MEETING

- 17.1 Next meeting **Monday 21 May 2001, 7.00 p.m.** at St Andrew's Church Hall, Burgoynes Road, Impington, being the Annual Parish Meeting for Impington, followed by the Annual General Meeting of the Council

As per standing order 36, under standing order 65, in view of the confidential nature of business about to be transacted, any public, County and District Councillors were temporarily excluded and they were instructed to withdraw.

This part of the meeting was formally closed 21.55 pm

repair the boundary wall at Bedlam Farm; the ponds still existed at the site

- Burgoynes Road had once been High Street
- New Road was NEW – in the 17th century!
- Love Lane had been a lane off Impington Lane, coming out near the current Portrait Studio
- The Dole was probably some kind of boundary, marked by dole posts
- Bird Cage Walk (between Hereward Close and Water Lane) was probably named after someone who kept birds in that area
- Pubs in Impington: The Bull, on the road to Huntingdon Road, (1645); The Chequers built mid-1740s, an L shaped thatched building (currently the site of the Portrait Studio); The Walnut Tree 1880-1910 (Clay Close Lane area); The Railway Vue (still open for business) was a coal merchant originally, then a pub/coal merchant within 10 years; and the Black Horse (now residential, Station Road).

She finished with a humorous tale of the 1952 Garden Show when a market garden and fruit haulier had grown an enormous marrow. He was worried it might be stolen so had stuck a small pin in it to aid identification. Sure enough it had been taken, and curiously the winning entry for marrows was found to have a small pin stuck into it. No one she had spoken to was willing to identify the person making the winning entry!

24.2 The Chairman thanked Mrs Whitehead for her marvellous delivery of the brief history of Impington.

7 OPEN FORUM

25.1 There being no members of the public present, there were no questions for the Council.

The Chairman therefore declared the APM closed at 19.55

**MINUTES OF ANNUAL GENERAL MEETING OF IMPINGTON PARISH COUNCIL MONDAY 21 MAY 2001
IMMEDIATELY FOLLOWING THE ANNUAL PARISH MEETING AT ST ANDREW'S CHURCH HALL,
BURGOYNES ROAD, IMPINGTON**

PRESENT: Chairman Cllr D W Payne, Vice Chairman Cllr T W Silk, Cllrs H S Abdullah, C M Cole, A P Cornell,
M R Lawton, C Moore, A Turburville, D Upchurch, G B Waters.
Dist Cllr J P Teague Cty Cllr P Bishop Mrs A Young Clerk
1 member of the public

1 APOLOGIES

26.1 Cllr P D Gooden (Council business); Dist Cllr Davies; County Cllr Bishop; Mr T Hough (IVC)

2 ELECTION OF CHAIRMAN

27.1 Prop Cllr Cornell, sec Cllr Moore, all in favour, that Cllr Payne be elected Chairman. There were no other nominations and this was AGREED. The Declaration of Acceptance of Office to be signed by Cllr Payne before the June meeting.

3 ELECTION OF PROPER OFFICERS AND COMMITTEES

28.1 Vice Chairman Prop Cllr Cornell, sec Cllr Lawton, that Cllr T Silk be elected Vice-Chairman. There being no other nomination, this was AGREED, all in favour.

28.2 Responsible Financial Officer Prop Cllr Cornell, sec Cllr Lawton, that Mrs A Young be elected Responsible Financial Officer. There being no other nomination, this was AGREED, all in favour.

28.3 Of the remaining, all wished to stay in post, and no other Councillor wished to be considered. All in agreement that the following be duly elected:

Internal Auditor Cllr G B Waters; Burial Ground Committee Cllrs D W Payne, T W Silk, C Moore, C M Cole;
Environment Committee Cllrs D W Payne, T W Silk, D Upchurch, C Moore, A P Cornell (and co-opted residents Mrs J Edwards); South Road Committee Cllrs D W Payne, H S Abdullah, T W Silk, G B Waters (and any co-opted residents); Tree Warden Cllr C Moore; Playground Inspectors Cllrs T W Silk and H S Abdullah (in consultation); Youth Committee Cllrs D W Payne; H S Abdullah (working with Cllr J A Muncey of Histon Parish Council); Planning Committee Special arrangements at present, normally with Councillors living closest viewing applications and commenting appropriately on a "rota" basis.

28.4 Joint Standing Committee There was a vacancy on the Joint Standing Committee following the resignation from that Committee of Cllr Cornell. Prop Cllr Cornell, sec Cllr Silk, all in favour, that Cllr Cole be elected as representative.

4 CONFIRMATION OF VARIOUS COMMITTEES AND OFFICERS

29.1 School Governors Jointly with Histon Parish Council Infant School: Cllr H S Abdullah; Junior School: Histon Cllr F J Munnely; Nursery School: Parent Governor Mr M Seaman. All in favour that all 3 Governors were confirmed as representatives for the remaining 2 year period.

29.2 Police Liaison Committee Representative There being no current representative, it was prop from the Chair, sec Cllr Cole, that Cllr Lawton be elected as representative on this Committee for the remaining 2 year period.

29.3 All other representatives were confirmed as at present, being: Histon & Impington Recreation Ground Management Sub Committee Cllrs D Upchurch, G B Waters, M R Lawton; IVC Liaison Cllr C Moore; Rep to the Day Centre Cllr C Moore; Rep to the Bus Project Cllr G B Waters; Rep to Community Minibus Cllr C M Cole (jointly with Histon PC); Rep to Community Halls Project Group Cllr H S Abdullah

5 MINUTES OF THE MEETING HELD 17 APRIL 2001 and "In Committee" MINUTES

30.1 All were agreed the Chairman to sign both sets of Minutes as a true record of the meeting.

6 MATTERS ARISING

31.1 Item 3.1 Church Halls Project Group Cllr Abdullah reported this was on-going, with Architects now identified.

31.2 Item 3.2 Community Appraisal Cllr Payne reported that although the schedule had slightly slipped, it was hoped the questionnaires would be distributed and collected before the school holidays.

31.3 Item 3.8 New Road Parking Restrictions Mr Brace of County Council had met with County Cllr Bishop and the clerk. Unfortunately no residents had been present and Mr Thornton (East Highways) was on leave. No problems were seen regarding parking during the time 8 am to 8.45am. Mr Brace indicated he would be able to consider taking out the double yellows from the first part of the turning head if requested. He also mentioned the possibility of introducing, say, a 30 minute waiting period half way through the morning for a short period, to deter all day parking, but stressed that once again the problem would be enforcement. He felt it would be a mistake for East Highways to create a bank along the grassed verge as this would cause a lot of disruption and would take up to 2 years to become established. It

was agreed that any scheme finally settled on should be sent out for consultation to all those who would be affected. Mr Brace to look into replacing sign near The Copse entrance regarding cul de sac only. He wondered if East Highways could ask the pub to use the main entrance from Station Road for drays. Cllr Turburville had since been in discussion with Mr Brace. Ed Thornton was due to meet the Environment Committee for a walkabout in Impington shortly, when this area would be discussed. Mr Brace had agreed to carry out a traffic/parking survey on a Tuesday, Wednesday, or Thursday, with the results and a further idea of what the County Council would be prepared to accept in terms of alternative measures to come back to the Parish Council. The possibility of a residents parking scheme had been mentioned.

- 31.4 Item 3.12 Grass Contract A resident had concerns about the low frequency of cuts at Doctors Close and Clay Close Lane. A letter describing the contractors difficulties following the wet winter had been received. Comments were forthcoming that the contractors were not strimming at the edges; the first verge cut had only just been made. The Chairman agreed to contact Herald by e-mail with these and other concerns and reminded the contract was up for review at the end of the year. Council were concerned that neither the Highways Agency, nor the County Council, had cut the triangle of grass on the A14 interchange, which was becoming long and affecting visibility. Mr Thornton at East Highways would be asked about the current position regarding responsibility for this safety issue.
- 31.5 Item 3.13 Ginn & Co had been instructed to proceed with the transfer and claim the Section 106 payment of £12,000 for maintenance of the land at Ambrose Way
- 31.6 Item 5.1 Work at The Coppice Herald Contract Services had carried out the work. Cllr Upchurch had requested they revisit and clear a further footpath, and also be asked to clear further foliage on the larger piece of land. They would carry out the work to the footpath, but had been approached by a resident who had asked them not to remove the foliage growing on the wall to the rear of their property.
- 31.7 Item 7.2 South Road Play Area The abandoned car had been reported to police
- 31.8 Item 8.1 The Meadow Meeting shortly to be arranged with Ms Chivers to discuss further. A letter had been sent to Mr David Brown following the April meeting.
- 31.9 Item 8.2 Walkabout with Mr Thornton due 9 June.
- 31.10 Item 9.1 South Road Committee to meet on site 26 May to decide position for new equipment. Council are asked to sell Feast Magazines in New Road area—Cllr Waters had offered to do so.
- 31.11 Item 13.1 Burial ground tree works to be carried out 15 June
- 31.12 Item 15.4 Justices Office Licence application The licence had been allowed by the Justices Office. Cllr Turburville had represented the Parish Council's view at the Magistrates Court. Although the Council had been received well it had been indicated that a fuller set of factual reasons as to why permission should not be granted would assist their deliberations. Cllr Turburville was able to elaborate on the Council's original view that an objection was necessary as, under the terms of the application, "the applicant could be using a residential property for the storage and sale of liquor". He pointed out the existence of a covenant in Lone Tree Avenue which prevented any trade, business or profession being carried out there likely to cause a nuisance or annoyance to the occupiers of adjoining properties, information supplied verbally to the Council by a resident, via the Chairman, the day before the hearing. They took note of this. The hearing had been adjourned for some time, the Magistrate finally granting the licence with conditions, details of which were awaited by the Parish Council. A representative Councillor had since visited the premises and had been approached by the local shopkeeper and pub licensee with their concerns, both of whom had been offended at not being consulted by the Licensing Office. It was pointed out that this application had not been competition for them, being mail order specialist wine and whiskey sales only. It has been reported there had been 4 deliveries from vans in one day. Dist Cllr Teague had received conflicting reports as to the extent of the problems being seen and had again discussed the matter with SCDC Planning. It had been suggested a diary be kept by local residents for a continuum of what might be happening. Much discussion took place on the Planning issues involved and it was AGREED to write to Mr Belcham with evidence to hand on the extent of storage at the property, asking them to investigate in the light of information put into the Court, and re-look at the requirement for Planning permission. The Community Police would be made aware that the license had been granted and problems reported. A factual note to be drafted to those who had contacted Parish Councillors, informing them of the current position.
- 31.13 Item 15.7 WI / 'Just Bin It' Campaign SCDC encourages Councils to take part in the campaign. Councils are asked to keep a record of the number of sacks filled and the type of litter collected. A suitable stock of gloves and litter pickers would now be ordered and a date set for clearance in Homefield Park and the Clay Close Lane area.
- 31.14 Item 15.9 Doctors Surgery – Dr Gant & Partners Response from NHS Primary Care Group advising the surgery in West Road would be closing 31 July. Dr Grande had advised that although the possible additional 6 patients per day to his surgery would have some impact on appointment waiting times, this was likely to be negligible.
- 31.15 Item 18.2 Assistant Clerk Acceptance of 12 month contract held on file.

7 PLANNING

32.1 To be considered/already considered by the Council' s own Planning Committee as statutory consultees:

1260	S/0672/01/RM	Cambridge	land	9-	Lone Tree Ave	Reserved matters.	Recommend approval
		First Ltd	btwn	21		Erection 3 houses, 1	

1261	S/0666/01/F	Mr Mrs RF	Dean	5	Paddock Close	bungalow and 1 bungalow with annex, and garages Extension	Recommend Approval
1262	S/0713/01/F	C & S	Malbon & Winter	15	Cambridge Road	Extension	Recommend Approval
1263	S/0753/01/F	Mr & Mrs J	Warrington	41	Woodcock Close	Side extension	Recommend Approval with conditions

32.2 Decisions by South Cambs notified to Parish Council:

S/0480/01/F Mr & Mrs Duggan, 25 Villa Road – Garage extension – granted

S/0555/01/F Mr S love 18 Milton Road – extension to form annexe – granted with condition that only to be occupied by members of same family as living at No 18

32.3 S/0289/91 Variation to conditions 3 & 19 to extend timescale for Milton Landfill site to 2017 Letter from County Council explaining the decision to allow till 2010. The Parish Council had been offered an opportunity for 2 representatives to participate in a liaison forum for this site. Letter from Go East advising they were not prepared to “call in” the application, as requested by an Impington resident. Milton PC were organising a meeting for Histon, Impington, Milton and Landbeach Parish Councils. Thanks were expressed to Dist Cllr Teague for her very valuable input with this matter. AGREED to nominate Cllrs Turburville and Mrs Teague (as co-opted resident) to represent the Impington Parish Council at both the Liaison Forum, “to facilitate better understanding between interested parties”, and the meeting to be held at Milton after 7 June.

32.4 Appeal Cambridge Great Park. Letter acknowledging receipt of representation made by Joint Standing Committee. Hearing due 10am 17 July. The Chairman reported he would be offering moral support, Cllr Mason of Histon Parish Council would be presenting additional evidence.

32.5 Tree Works 2 Glebe Way, Rose & Crown. Fell 10 Sumac trees, reduce conifer hedge. Mr Hellingsworth at South Cambs District Council had been asked to ascertain what plans were in place for replacement trees.

8 JOINT STANDING COMMITTEE REPORT

33.1 Report of meeting held 4 May copied to all and accepted. An annual report was available on circulation file.

9 RECREATION GROUND MANAGEMENT SUB COMMITTEE REPORT

34.1 Cllr Upchurch reported the picket fence was now in place around the play equipment, with a provisional date set for drainage work on the new land. Next meeting AGM 6 June.

10 PLAYGROUND INSPECTOR’S REPORT

35.1 South Road Playing field had been cut recently and had finally dried out. The problem with a “churned up” area had not yet been rectified by Herald. This request to be re-iterated by e-mail from the Chairman.

35.2 Doctors Close had not yet been cut this year.

11 ACCOUNTS

36.1 Paid In: VAT refund £1,389.53; Histon Parish Council Burial Ground payment 2000-2001 £3,237.89; Allotment rents x 2 £7; Burial Ground interment R Smith £28

36.2 Audit date confirmed as 31 July 2001

36.3 Retrospective payments Burial Ground: **T L Farr** Wages M 1 **£420.55**+ expenses **£18.78** + VAT £2.41 £441.74

36.4 Prop Cllr Silk, sec Cllr Abdullah, with all in favour that this payment be accepted.

37.1 Current payments **Print Out** Stationery **£2.00** + VAT £0.35p £2.35

37.2 **Histon Feast** Summer Music Concert **£750** as agreed under Section 137 previously £750.00

37.3 **Herald Contract Services** Ground work at The Coppice **£238** + VAT £41.65 £279.65

37.4 **Herald Contract Services** Grass cutting 2 inner areas and South Road Play Area **£456** + VAT £79.80 £535.80

37.5 Burial Ground: **Cambridge Water plc** Water rates **£11.17** £11.17

37.6 **Petty Cash** Imprest account **£35.29** £35.29

37.7 Prop Cllr Turburville, sec Cllr Lawton, with all in favour to pay these accounts.

12 HIGHWAYS & TRAFFIC

38.1 Cambs County Council Surface Dressing Programme for 2001 shows no Impington roads to be resurfaced. Woodcock Close, however, is to have repairs to footways.

38.2 Clay Close Lane Resident writes to ask permission from the County Council to lay shingle on the verge due to muddy areas. To be referred to Mr Thornton during the imminent walkabout. It was noted that another resident had indicated she wanted it to remain grass.

38.3 Traffic lights Butt Lane / A10 junction A resident of Milton Road had written regarding concerns re this installation,

as a condition of Landfill site extension being granted. As a result County Council had been asked to provide information regarding traffic counts before installation of the lights and also what measures the County intended to use to ensure the lights would not have the effect of increasing traffic through Histon and Impington. The Chairman urged Council to keep an eye on the situation.

13 POLICE MATTERS

- 39.1 The Clerk had attended a meeting with representatives from IVC, Histon Police and SCDC the notes of which were copied to Councillors. Cllr Cole thanked Dist Cllr Teague for taking this matter up so promptly. A meeting of the Histon & Impington Community Safety Action Group (comprising reps from Parish Councils, SCDC Community Safety, Police and other interested parties) had been called for 22 May which Cllrs Payne, Cole and the Clerk to attend, together with Dist Cllrs Muncey and Teague. The Police had now suggested that residents might be asked to keep a diary of criminal activity in their neighbourhood if unprepared to report more “minor” incidents to the Police themselves. This could help the Community Police look for patterns regarding areas and times of day. A letter from Julie Gilbert, Community Contract Co-Ordinator copied to all. Considerable discussion took place on the apparent apathy amongst residents in not being willing to report criminal activity to the Police. It was agreed to approach Ms Gilbert to ask her to speak with the Council at the June meeting
- 39.2 23 crimes reported in Impington between 1 April and 6 May, being: Theft (11); Criminal damage or tampering to motor vehicle or dwelling (7); Assault, ABH and GBH (3); fire/arson (2). It was felt clarification when reports originated at IVC or the Post House (shown as New Road or Bridge Road) might be useful.

14 WAR MEMORIAL PROPOSALS

- 40.1 The Chairman explained how the Legal & Property Committee of Histon Parish Council had been discussing the condition of the War Memorial and a meeting had recently been held with The Friends of War Memorials, representatives from Histon Parish Council, Impington Parish Council, and the British Legion following conflicting advice received re cleaning and refurbishment ideas. Grant funding was available immediately through English Heritage/Friends of War Memorials, but only for one further year period. The memorial would need to be listed to qualify and Histon PC had now AGREED to a) apply to list the memorial b) have a proper Conservators report on the War Memorial prepared and c) put together a small Committee to look at ways of seeing a restoration scheme through. If formally agreed by Impington Parish Council, it would be the intention to seek to split any cost as the memorial was for both villages. He explained that Histon Parish Council were to take the lead in investigations with a view to recommending the way forward, but a volunteer was sought from Impington PC to take part in this. Cllr Turburville was duly elected.

15 RECENT CORRESPONDENCE

- 41.1 Circulation File: Histon Parish Council Agenda and Mins May 2001 including annual reports; Histon & Impington Recreation ground Mins 14 March and Agenda 9 May; County Council election leaflets for Lib Dems and Labour; DETR “Home Zones”, “Business Improvement Districts”, CHUMMS Issue 6; South Cambs Primary Care Group bulletin; NHS “Well Now” Magazine; Cambs County Council Local Agenda 21 in Cambridgeshire booklets, Community transport guide 2001, Cambs Community Network details; Histon Sector Police Local Consultation Group notes 4 April; ACRE “Community Action Plans” Newsletter; Open Space Society leaflets; Countryside Events 2001; Local Council Review May 2001.
- 41.2 Cambs Flooding Workshop details held on file. 15 May The Maltings, Ely
- 41.3 Cambs Acre Cambridgeshire Village of the Year Competition details held on file. Villages wishing to enter now required to apply.
- 41.4 Connections Bus Project Termly report supplied, together with a request for both Parish Councils to consider helping fund a summer scheme, as last year, for 3 weeks in August. Each session £170, a total of £510 for 2 single days in the first 2 weeks followed by a daily trips programme in the final week. Histon had not yet considered this request. Prop Cllr Waters, sec Cllr Cole, all in agreement, to offer to fund the programme at a cost of £510 from the Youth Initiative budget.
- 41.5 Cambs & Peterborough Joint Waste Management Strategy Questionnaire supplied for all.
- 41.6 SCDC Allowances for District Councillors All Cllrs to be paid basic allowance of £1784 until new allowances agreed after Council moves to a leader and cabinet form
- 41.7 Cambs County Council Foot & Mouth Disease up date. Mrs Inger Eade had kindly replaced voluntary restraint area posters at Mere Way with new County Council posters.
- 41.8 Royal British Legion Invitation to Parish Council Chairman to attend a County Thanksgiving Service Sunday 2 September in Histon to commemorate the 80th anniversary of the formation of the Legion
- 41.9 SCDC Council’s New Constitution Brief guide to the new constitution provided. Parish Councils were asked to consider nominations for the Standards Committee. After Dist Cllr Teague’s advice that this was a vital Committee, it was AGREED Cllr Payne would be nominated. All in favour.

- 41.10 Election Notices for County Council elections 7 June supplied, showing 4 candidates for Histon & Impington.
- 41.11 New Printer Copy invoice supplied by Histon Parish Council regarding new computer printer purchased at £259 + VAT following the break down of the existing, to be used with the jointly owned computer at the clerk's office.

16 ANY OTHER BUSINESS

- 42.1 County Councillor Peter Bishop The Chairman and Council recorded their thanks for Cllr Bishop's efforts over the last 4 years, as he was not standing for election on 7 June.
- 42.2 Trust House, Bridge Road The Council's attention was brought to another advertising banner at the entrance. It was AGREED a Councillor passing daily would keep a record of the duration of advertising campaigns there, with a view to asking SCDC Planning Department to investigate.
- 42.3 Proposal for Histon & Impington Newsletter NOTED the Millennium 2000 Group had published their final newsletter. The Chairman explained several attempts had been made over the past couple of years to attract people willing to run a newsletter for the villages, without success. After much discussion, including the possibilities for naming such a publication, AGREED the Parish Councils should really be taking this up as a priority and approach it in a positive way, and this item would appear on the June agenda.

17 DATE & PLACE OF NEXT MEETING

- 43.1 Next meeting **Monday 18 June 2001, 7.30 p.m.** at St Andrew's Church Hall, Burgoynes Road, Impington.

The meeting was formally closed 21.55 pm

MINUTES OF MEETING OF IMPINGTON PARISH COUNCIL TUESDAY 18 JUNE 2001 7.30 p.m. at ST ANDREW'S CHURCH HALL, BURGOYNES ROAD

PRESENT: Chairman Cllr D W Payne, Vice Chairman Cllr T W Silk, Cllrs H S Abdullah, C M Cole, A P Cornell, P D Gooden (also County), C Moore, A Turburville, G B Waters. Dist Cllrs N S Davies. J P Teague Mrs A Young Clerk PC Scot Haston and Julie Gilbert, Community Police Liaison (in part) 1 member of the public

1 APOLOGIES

44.1 Cllrs D Upchurch (working) M R Lawton (personal)

The Chairman brought forward item 10 on the agenda. Standing orders were suspended to allow PC Haston and Ms Gilbert to speak to the Council.

10 COMMUNITY POLICE LIAISON

45.1 Ms Gilbert outlined her developing role as Community Contact Co-Ordinator. She was planning to circulate crime figures to any interested parties; regularly up-date the Force website with regard to the Histon Sector; administer the Neighbourhood Watch scheme and oversee co-ordinators; liaise with the media regarding initiatives. PC Hason confirmed Ms Gilbert's appointment had already lightened the load of the CBOs enabling them to be more reactive. She was contracted 30 hours a week, flexible, normally Monday to Thursday. Cllrs were reminded of the CBOs mobile phone no 0771 248 9545. When PC Haston was off-duty the phone was switched through directly to the Histon Enquiry office. Following discussion on Neighbourhood Watch schemes, it was clarified co-ordinators should make initial contact with residents. Ms Gilbert was willing to act as liaison between residents and co-ordinators where necessary. An overhaul of the scheme in Histon and Impington was currently being undertaken by her, with the assistance of the Neighbourhood Watch co-ordinator for Hereward Close.

45.2 Crime figures for 8 May to 3 June 2001 were available as follows: 18 crimes being car damage (6); theft and theft from car (6); theft of cycle (2); damage (2); assault (1); attempt to gain entry (1). Some discussion took place on patterns seen and it was clarified it was the job of the Sector Intelligence Officer at Parkside to look at general trends and statistics. PC Haston advised he was now seldom called away from the villages and typically spent 6 hours a day on community beat work. Some further discussion took place on current policies on residential police (housed in the village) and the current action plan for the traffic warden. The Council was told Jan Dean covered 57 villages but spent more time in Histon and Impington proportionally. Problems with resources and geographically were highlighted as well as the limited hours that Histon Police Station were actually open (8-4 Mon-Friday). Various specific problems in Impington were mentioned and PC Haston agreed to investigate problems being seen at St Andrews Way, Burial ground, and Homefield Close. PC Haston mentioned a review of Community Beat matters, with a suggested extension to Histon & Impington beat to cover Oakington and Girton. In closing, the Chairman thanked PC Haston and Julie Gilbert for attending and a request was made that more "on the beat" work be attempted, at the edges of the village as well as the centre. Cllrs were advised of Ms Gilbert's email address Julie.Gilbert@cambs.pnn.police.uk.

45.3 Standing Orders were re-instated.

At this stage, the Chairman welcomed Councillor Gooden in his new role of County Councillor for Histon and Impington.

2 MINUTES OF THE MEETING HELD 21 MAY 2001 (ANNUAL GENERAL MEETING)

46.1 All were agreed the Chairman to sign as a true record of the meeting.

3 MATTERS ARISING

47.1 Item 27.1 Declaration of Acceptance of Office had been signed by the Chairman

47.2 Item 29.2 Police Liaison Committee Next meeting due 25 June.

47.3 Item 31.4 Herald Contract Services responded to Chairman's e-mail outlining problems seen after wet conditions.

47.4 Item 31.4 A14 Triangle of grass County Council had duly arranged for this to be cut

47.5 Item 31.8 The Meadow meeting with Caroline and Ben Chivers and David Brown arranged for 19 July.

47.6 Item 31.9 Walkabout in Impington with Ed Thornton Chairman's report on the walkabout carried out on 9 June to be copied to all (Appendix 1 to these minutes). Chairman briefly outlined matters concerning Clay Close Lane, The Coppice, Villa Road and Cambridge Road. It was suggested the Parish Council approach Philip Sharpe at County Council Traffic Management to look at the strategy and approach for issues regarding weight restrictions, to enable consideration to be given to possibly funding this or any other possibilities for traffic calming at parish level. Some Councillors expressed concern at paying for what was a County Council responsibility and would prefer to continue to press the County for action. County Cllr Gooden offered to talk to Mr Sharpe about this and find out exactly what the issues would be. The Chairman confirmed residents of Clay Close Lane had been asked whether they would be happy to fund such items by a £20 payment on top of the current annual Council Tax and they had not been unhappy with

this. The walkabout had been successful but as they had run out of time, Mr Thornton was happy to return when necessary. Standing orders having been suspended, a member of the public clarified the land ownership of the meadow land in Clay Close Lane, referring to previous and current owners of Burgoynes House and Chivers Farms. Standing orders were re-instated.

- 47.7 Item 31.13 WI Litter pick All equipment now received. First pick in Homefield Park due 23 June 2001.
- 47.8 Item 37.2 Feast Music Concert Letter of thanks received for donation
- 47.9 Item 38.3 Traffic Lights Butt Lane/A10 Junction Cty Cllr Gooden advised the South Cambs Area Joint Committee would discuss on 25 June. The Chairman re-iterated concerns about traffic backing up onto the A14.
- 47.10 Item 39.1 Histon & Impington Community Safety Action Group notes from meeting held 22 May copied to all. Item 41.4 Bus Project Summer scheme also refers. Council agreed to outreach work to be carried out in the youth community by Martin Croxon and assistant. It was NOTED a grant had now been applied for through South Cambs District Council towards the already agreed Bus Project summer scheme. If forthcoming it was agreed that, following agreements made at Histon Parish Council recently, Impington Parish Council would pay at least half the cost of the outreach work and at least half the outstanding amount of the Bus Project scheme. Linton Action For Youth (LA4Y) had offered to speak to Parish Councils about their experiences.
- 47.11 Item 41.6 Councillor Allowances Cty Cllr Gooden advised County Council were seeking independent members to look at allowances. Meetings would take place 3-5 times a year and a payment of £150 per day was payable.
- 47.12 Item 41.9 New SCDC Constitution News Release giving details of appointments made received.

4 PLANNING

48.1 To be considered/already considered by the Council' s own Planning Committee as statutory consultees:

(1261)	S/0666/01/F	Mr Mrs RF	Dean		5	Paddock Close	Side elevation and floor plans corrections	FOR INFO ONLY
(1260)	S/0672.01/ RM		Cambridge First Ltd	land betwn	9 & 21	Lone Tree Avenue	Revision to garage Plot D & provision of covered porches	FOR INFO ONLY
1264	S/0932/01/F	CJ	Foster		4	Percheron Close	Extension to summer house (retrospective)	Recommend Refusal
1265	S/1035/01/F	Mr & Mrs D	Wilderspin		65	New Road	Extensions	Recommend Approval
1266	S/1051/01/F	H	Rose	Sunnyvale	10	Milton Road	7 houses	Recommend Refusal
1267	S/1060/01/F	M J	Salmon		42	Woodcock Close	Extension	No Recommendation
1268	S/1112/01/F	Mr & Mrs T	Ewbank	Burgoynes House		Burgoynes Rd	Change of use outbuilding to letting accommodation (retrospective)	Recommend Refusal

48.2 Decisions by South Cambs notified to Parish Council:

S/0666/01/F Mr & Mrs R F Dean 5 Paddock Close, extension – granted with 3 conditions

S/0713/01/F Mr C Malbon & Miss S Winter 15 Cambridge Road, extension – granted

48.3 Public Inquiry Process for Major Developments An article in The Independent indicated decisions by debate in Parliament would be introduced on matters of development e.g. new settlements, widening of A roads.

5 RECREATION GROUND COMMITTEE and MANAGEMENT SUB COMMITTEE REPORT

- 49.1 Committee had met 6 June with a further meeting due 10 July. Cllr Abdullah felt Impington Parish Council should discuss the report by Cllrs Parish and Payne and formulate a view. The Chairman felt all Cllrs were members of the Joint Committee as individuals. Cllr Turburville, as a member of the newly formed Sub Committee felt that not enough consultation or direction was being given, and was concerned that so many members seemed to have differing ideas and needs. Dist Cllr Davies, also a member, urged a pragmatic approach, and for time to progress the matter. It was generally felt the Joint Recreation Ground Committee was set up in the only way it could work.

6 PLAYGROUND INSPECTOR'S REPORT

- 50.1 Cllr Abdullah reported no problems although it looked possible that trespassing had taken place on NIAB land.

7 SOUTH ROAD COMMITTEE REPORT

- 51.1 The new equipment was due to be fitted 2 July. Spoil would be spread on site to save £145 on skip hire.

8 MATTERS ARISING FROM THE ANNUAL PARISH MEETING

- 52.1 There were no matters arising

9 ACCOUNTS

- 53.1 Paid In: Cambs County Council Grass Cutting allowance £1,224; Burial Ground: West Interment and plot £68; Jenkins Memorial £28.
- 53.2 Retrospective payments Burial Ground: **T L Farr** Wages M 2 **£448.84** + expenses **£16.90** + VAT £2.95 £468.69
- 53.3 **L M Marsh** Admin payment April and May **£143** £143.00
- 53.4 Prop Cllr Moore, sec Cllr Cole, with all in favour that these payments be accepted.
- 54.1 Current payments **Print Out** Copying and paper **£16.10** + vat £2.82 £18.92
- 54.2 **Herald Contract Services** Grass cutting 3 cuts inner and South Road, 1 verge **£954** + VAT £166.95 £1,120.95
(including a request that trees and hedges be pruned in Clay Close Lane and Doctors Close in the winter)
- 54.3 **The Helping Hand Co** Litter picking tools and gloves **£30.20** + VAT £5.29 £35.49
- 54.4 Prop Cllr Silk, sec Cllr Moore, with all in favour to pay these accounts.

11 HALF YEARLY REVIEW OF DONATIONS

- 55.1 4 requests had been received for the first half yearly review, the letters for which were copied to all. Councillors were reminded a budget of £1,000 for the year had been set.
- 55.2 Royal British Legion 80th anniversary. Prop Cllr Moore, sec Cllr Cole, all in favour, that the Council in accordance with its powers under sections 137 and 139 of the Local Government Act 1972, 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:- "the Council donate £50".
- 55.3 East Anglian Air Ambulance Cllr Gooden commented this vehicle had been used in the Histon and Impington area. Prop Cllr Turburville, sec Cllr Moore, 6 in favour, 2 abstentions that the Council in accordance with its powers under sections 137 and 139 of the Local Government Act 1972, 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:- "the Council donate £200".
- 55.4 Histon Hornets FC The Chairman reminded Council that the request was specifically to assist with provision of a shed and this would require permission from the lease owner. Any donation must therefore be accepted conditional on this proceeding. He also reminded Cllrs that the Hornets did not pay match fees, making an annual donation of £200 towards costs. Some considerable discussion took place on funds held by the Club, and also the fact that Impington did not appear in the Club's name despite home games being played in the parish. The Chairman felt this possibly stemmed from a time when games were played at Histon Football Club. Cllr Cornell prop a donation of £100, representing a 10% grant towards the projected cost, but this was not seconded. Cllr Silk prop, sec Cllr Moore, 5 in favour, 1 against, 2 abstentions that the Council in accordance with its powers under sections 137 and 139 of the Local Government Act 1972, 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:- "the Council donate £250". Therefore agreed.
- 55.5 WRVS Prop Cllr Cole, sec Cllr Turburville, all in favour, that the Council in accordance with its powers under sections 137 and 139 of the Local Government Act 1972, 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:- "the Council donate £50".

12 FEAST MARKET 7 JULY 2001

- 56.1 Histon Parish Cllr Parish had agreed to organise loan of a tent from the Scouts. Cllr Silk had a supply of card for displays to be mounted on, and several Cllrs had already agreed to work on these.
- 56.2 Feast Committee requested assistance counting monies after Feast Parade. Mrs Young and Mrs Marsh would do so.

13 COMMUNITY NEWSLETTER

- 57.1 The Chairman had prepared a circulating report incorporating a proposal. Agreed to defer to the July agenda.

14 HIGHWAYS & TRAFFIC

- 58.1 Level Crossing, Histon Station Cllr Abdullah raised the subject of the dangers to pedestrians on the Histon side of the crossing and asked the Council to consider writing to Histon Parish Council or direct to RailTrack about provision of a footpath, as on the Impington side. It was felt traffic had increased immensely since the Impington side was fitted, making it difficult for pedestrians to cross the road further up Cambridge Road. AGREED the Chairman and Clerk would progress this matter as felt appropriate.
- 58.2 Speed Limit Reviews Chairman reported that little progress had been made on the application for review on the B1049 to reduce from 60mph to 40mph and 40mph to 30mph. Cty Cllr Gooden agreed to ask Philip Sharpe about progress.

15 RECENT CORRESPONDENCE

- 59.1 Circulation File: Histon Parish Council Agenda and Mins; Cambs County Council trading Standards News June 2001; South Cambs Primary Care Group proposals; Countryside Advice and Grants; Parish Planting schemes; Rail East May; Open Spaces Society AGM; Chumms questionnaire analysis; Development Control Committee Mins April; Local Govt Commission press release; Clerks & Councils Direct May
- 59.2 Nursery and Junior Schools Letters of congratulations sent following recent OFSTED reports
- 59.3 CALC AGM 12 September details and of District Association meeting 11 July. Nominations for the District Association sought, prop Cllr Silk, sec Cllr Abdullah, all in favour for Cllr Payne to be the Council's nominee.
- 59.4 CALC Workshops/Courses at Huntingdon, details held on file. After discussion AGREED to ask CALC for topic headings for which they held in-house visiting sessions at £10 a head. Considerable interest was shown in a planning session.
- 59.5 County Council details of path maintenance work backlog due to Foot & Mouth restrictions
- 59.6 SCDC Kerbside Recycling scheme Glass bottles and jars now to be included.
- 59.7 Transmitter applications WI wrote asking for confirmation that the Parish Council are notified by the District Council of any application for siting of transmitters in the area.
- 59.8 IVC Youth Provision Mr Hough was leaving post but information had been given on youth club provision at the IVC, hopefully for Mondays and Wednesdays 30 weeks per annum, financed by the patch budget. If the Parish Councils wished to see this increased to the full 40 week term time period, they were being asked to consider financing this at a cost of approx £700, with an additional £400 to cover Duke of Edinburgh award costs. For clarification, the Chairman reported Girton and Milton Parish Councils had also been approached along these lines. Cllrs generally felt a willingness to support the provision but remained unhappy that the provision of youth club facilities had been eroded by the County Council Community Education budget. Kate Darcy, newly appointed co-ordinator for Mr Hough, at IVC had indicated a wish to attend Impington Parish Council's July meeting and it was AGREED to defer this item with the Chairman Governor of the Sub Committee looking at replacement for Mr Hough to also be invited to the meeting.
- 59.9 SCYPP South Cambs Youth Participation Partnership Gerry Lambert SCDC had written inviting the Council to become involved in the partnership which at this stage had no financial implications. AGREED to ask to be so.
- 59.10 SCDC Environmental Health Contaminated Land Consultation Cllrs were asked to report to JSC with any knowledge of contaminated uses of land in the parish, either currently or historically. The Chivers slaughterhouse site near St George's Way was mentioned.

16 ANY OTHER BUSINESS

- 60.1 Large abandoned items on Parish Council land Mr Smith had difficulty in arranging to remove items such as gates, tables, chairs left in the Council's land. Cllr Turburville offered to assist wherever possible.

17 DATE & PLACE OF NEXT MEETING

- 61.1 Monday 16 July 2001, 7.30p.m. at St Andrew's Church, Burgoynes Road, Impington.

The meeting was formally closed 22.10 pm

**MINUTES OF MEETING OF IMPINGTON PARISH COUNCIL TUESDAY 16 JULY 2001 7.30 p.m. at
ST ANDREW'S CHURCH HALL, BURGOYNES ROAD**

PRESENT: Chairman Cllr D W Payne, Vice Chairman Cllr T W Silk, Cllrs H S Abdullah, C M Cole, A P Cornell, P D Gooden (also County), C Moore, D Upchurch, G B Waters. Dist Cllrs N S Davies. J P Teague Mrs A Young Clerk Kate Darcy, IVC; Alan Rodger, Governor IVC; 2 Histon Parish Councillors

1 APOLOGIES

62.1 Cllrs M R Lawton (working); A Turburville (illness); Dist Cllr Muncey

2 MINUTES OF THE MEETING HELD 18 JUNE 2001

63.1 All were agreed the Chairman to sign as a true record of the meeting.

3 MATTERS ARISING

- 64.1 Item 45.2 Crime figures 14 crimes had been reported to the police for June: vehicle damage (6); property damage (3); theft (3); cycle theft (3); moped theft (1)
- 64.2 Item 47.7 Litter pick The litter pick in Homefield Park had taken place, with thanks to all who took part. Another was due to take place. An additional 4 litter picker tools had been ordered.
- 64.3 Item 47.10 SCDC Grant received for Bus Project Summer scheme for £255. Notes of Community Safety meeting held 22 May held on file. Further meeting due 17 July. Discussion took place on payment of the summer scheme and outreach work invoices. Although Histon PC had indicated a willingness to pay up to 50% of the bills after deduction of grant, AGREED Impington PC would be happy to pay the total resultant sum of £547, having previously agreed to pay £510 for the summer scheme and in view of the relatively small additional £37 involved. It was also felt relevant to note Histon PC were funding the weekly Project to a total of some £900 for the year.
- 64.4 Item 51.1 South Road Play Equipment now fitted. The Chairman thanked Cllr Silk for the work involved in organising this. The equipment and safety surface had now been added to the insurance policy.
- 64.5 Item 55.2 Royal British Legion Letter of thanks for donation
- 64.6 Item 55.3 East Anglian Air Ambulance Letter of thanks for donation
- 64.7 Item 55.4 Histon Hornets had served Certificate B on both Parish Councils indicating intention to apply for planning permission for shed.
- 64.8 Item 55.5 WRVS Letter of thanks for donation
- 64.9 Item 56.1 Histon Feast Market Tent The Chairman thanked all who helped with the displays and tent. The displays were now in the library for a period of time. Comments made would be noted and acted upon where possible.
- 64.10 Item 56.2 Feast Committee thanked the Council for article for feast magazine and supplied a complimentary copy.
- 64.11 Item 58.1 Level crossing Letter had been sent to Railtrack asking consideration be given to a footpath after consultation with the Histon Parish Council Public Transport Officer. AGREED to follow this up with a request for weeds to be cleared on the Impington side as appropriate.
- 64.12 Item 59.2 IVC had been given a gold award for Arts. AGREED to write a letter of congratulations.
- 64.13 Item 59.3 CALC Courses Details on in-house courses had been obtained and would be considered. The Chairman reported on South Cambs District Association meeting 11 July when an item on Code of Conduct and the Standards Committee had been held. He reminded Cllrs that a copy of the Code of Conduct was available from the clerk.

With the agreement of Council, the Chairman brought forward item 6 at this stage of the agenda.

6 YOUTH PROVISION AT IVC

- 65.1 Standing orders were suspended to allow Mrs Darcy and Mr Rodger and any others present to speak to the Council and take part in any discussion. Apologies for absence from Mr Tony Hough.
- 65.2 Kate Darcy introduced herself as the new Youth Co-Ordinator at IVC and explained that from September a Junior club for Yrs 7 and 8 would be held on Mondays, with 2 staff and on Thursdays for Yrs 9,10 and 11 with access to tennis, skating etc. and with 3 staff. An entrance fee of 50p would be charged, 1/3 to pay for the club night and 2/3 towards club funds for trips, equipment etc. She also outlined plans for Duke of Edinburgh award across the patch and the possibility of additional summer holiday schemes if the Parish Council were willing to support financially. The well supported Lunch Club was currently running for Yr 11s. This to continue under the plans for next year. Concern was expressed that this night was not ideal due to the existing provision in Histon and Impington of both the Bus Project and Boys Brigade, the latter also ran a DofE scheme. Although the youth club would be available for Wednesday nights as an alternative, 2 staff so far identified for Thursdays were not available. However, Kate confirmed this would be changed to Wednesday if suitable staff could be found. She advised that if Thursdays were to be the only option, she would monitor the affect on these 2 groups closely, working with the appropriate leaders.
- 65.3 The Chairman questioned the figures given on a handout provided to Cllrs, which did not fully add up to balance in regard to the requests being made to local Parish Councils. Impington Parish Council were being asked to consider

paying £1,113.27 to ensure that full termly cover was possible for the proposals, IVC being able to fund only 30 weeks per year from their budget although this level would go ahead regardless of the Council's decision.

- 65.4 Alan Rodger spoke about the strategy of and constraints faced by the Governors in Community Education and also the history of relations between the IVC and Parish Councils. He outlined the £51,000 LEA grant for Community education policies leading to this reduced figure. He was confident that a reasonable youth programme was now planned at IVC and that there had been a significant "turn round" across the patch in the last year. Mr Hough was now leaving his post at IVC and the future of community education funding was uncertain as in 2 years time this would come from a different source "The Learning Skills Council". In the meantime IVC Governors' philosophy would be to make sure youth work as planned was supported over the next 2 years. Some discussion took place on the possibility of a SCDC grant of some £320,000 towards extension of sports, and hopefully community, facilities at the college. He had not yet met with Jane Thompson to discuss the details and conditions of such a grant.
- 65.5 The Chairman mentioned the SCYPP, promoting the concept of Youth Parish Councils and also the LA4Y project and citizenship as a curriculum subject. Mr Rodger felt IVC would expect the youth to deliver on Youth Parish Councils; that the LA4Y project's success was due to patches joining together to create sufficient effort and funds to make it happen; and that Kate's plans to work with the community through the DofE scheme, together with longer term plans to go out into the community were of importance. He stressed the importance of the whole community helping the IVC to make plans for a sports strategy for the future. One Histon Cllr made the point that by the Governors stating an intention to support the youth work as planned over 2 years, the Parish Councils too must look to a minimum input for financial support of 2 years. Standing orders were resumed after Mrs Darcy and Mr Rodger were thanked for attending and left the meeting.
- 65.6 Turning to the matter of financing the youth club for additional term time weeks, the Council accepted that the DofE sum as stated was a necessary payment, spread across the 4 parishes and IVC equally. The Chairman reminded the Council that a £2,500 youth budget existed, of which £547 had been spent to date, only 2 terms would be invoiced within this financial year. Prop Cllr Cole, sec Cllr Gooden that Impington Parish Council commit to support youth club provision for the year, strongly encouraging IVC to find a way of moving away from additional competition with other groups, particularly those funded or supported by Parish Councils. To be paid by invoice on a termly basis and would like a report on how things are going. All in favour. It was clarified that Under Local Government Miscellaneous Provision Act 1976 (Sec 19 (e) the Parish Council were empowered to spend for this purpose.

4 PLANNING

66.1 To be considered/already considered by the Council's own Planning Committee as statutory consultees:

1269	S/1131/01/F	L	Begbie	4	Hereward Close	Extension	Recommend Approval
1270	S/1138/01/F	Mr & Mrs T	Broad	22	Woodcock Close	Extension	Recommend Refusal
1271	S/1147/01/F		SCDC	1	Hereward Close	Vehicular access to Impington Lane	Recommend Approval
1272	S/1195/01/F	DR	Covill	26	Cambridge Road	Raising of roof height	Recommend Approval
(1246)	S/2018/00/F		BUPA Lea	30	New Road	Amended elevation	FOR INFO ONLY
1273	S/1258/01/F	DJ & KM	Miller	17	Villa Road	Extension	Recommend Approval
1274	S/1231/01/F	Mr & Mrs T	Ewbank	Burgoynes House	Burgoynes Road	Extension	Recommend Approval

66.2 Decisions by South Cambs notified to Parish Council:

S/0753/01/F Mr & Mrs J Warrington, 41 Woodcock Close – Extension – granted – not to be occupied at any time other than for purposes ancillary to residential use of 41 Woodcock Close

S/0932/01/F Mr C J Foster, 4 Percheron Close, extension to summer house (retrospective) – refused – contrary to Development Plan policies SP12/10, SP12/11, C23, C32, C33, EN41, EN44

S/1035/01/F Mr & Mrs D Wilderspin, 65 New Road – extensions – granted

66.3 Tree Works 93 Impington Lane Remove 3 leylandi 73 Station Road Remove mountain ash 10 Roselea Reduce oak Burgoynes House Fell leylandi cypress. Tree Warden Cllr Moore had no objection.

66.4 22 Woodcock Close Copy letter of objection from neighbour held on file

66.5 S/0932/01/F 4 Percheron Close. Resident had written to Impington Church regarding objections raised.

66.6 Appeal Cambridge Great Park 17 July at SCDC Offices.

66.7 Public Inquiry Process for Major Developments article in The Independent. Deferred to September meeting

66.8 BT Cellnet S/1247/01/PNT 15m high telecommunications tower with associated development Impington Farm, Cambridge Road. Proposal to move the existing site from the west of old Cambridge Road to the rear of Impington Farm due to problems with split land ownership.

66.9 S/1112/01/F Burgoynes House, change of use of outbuilding to letting accommodation (retrospective application) 6 page copy letter of objection from neighbour held on file.

66.10 5 Lone Tree Avenue A Cllr had reported the owner had telephoned him at home to discuss the matter on several

occasions. Mr Marks, Enforcement Officer at SCDC had contacted the Council and visited the site. The Chairman stated that although the Parish Council had written to SCDC Planning in good faith following verbal reports from residents regarding this address, the residents had not come forward to support comments made. Some discussion took place on possible policies to be implemented with regard to anonymous letters or comments without signed, written confirmation. It was felt legitimate concerns from people who did not wish to be identified should not be overlooked, but pointed out that confidences could always be kept, so long as the Parish Council had a known and verified source. The Chairman agreed to draft a suitable policy for consideration at the September meeting. It was felt the issue of 5 Lone Tree Avenue had been brought to a close by bringing to the attention of the Councillors a letter from the owner questioning the Council's actions, together with the Council's response. The subject of policy regarding Community Police being asked at a Parish Council meeting to act on any matter was raised. Councillors felt the Police should be able to act within their own power without recourse to naming members of Parish/District Council. The position with Council-headed paper bearing a private address was raised in this regard.

- 66.11 Post House Mr Belcham had previously stated that advertising on the Post House fence along Bridge Road did not need permission if of a temporary nature. A Councillor had kept a record of advertising over recent weeks and it was AGREED copy of this would be sent to SCDC for comment.

5 COMMUNITY NEWSLETTER

- 67.1 The Chairman summarised the history of attempts to start a newsletter and demise of Impington News. He re-iterated the long-held belief that the Parish Council could benefit enormously from a means of communication with the public. As all Parish Councillors were on e-mail and therefore had access to a computer, Cllr Payne had felt that the Council themselves should now try to put something together, and involve as many other people as possible e.g. as editorial and production staff or to deliver. The proposal was originally for a newsletter to be produced and distributed 5 times a year, starting from September; to be self-financing (advertising sold a year in advance); the Clerk to Impington Parish Council and her assistant to be asked to help with the start up. Histon Parish Council to be asked to consider on this basis. It was felt if Histon were prepared to join the initiative, a review of the pricing stated in the meeting handout would be required, being for 3,000 copies not 1,200. Some discussion took place on possibilities with professional help and the part to be played by the Community Appraisal. It was agreed the newsletter should be much broader based than just Parish Council, and prop Cllr Gooden, seconded Cllr Cornell, all in favour that "A newsletter be produced jointly with Histon Parish Council is the best way forward, assuming they agree". Cllr Payne agreed to ask Histon Parish Council if they would move forward with Impington in this way.

7 RECREATION GROUND COMMITTEE and MANAGEMENT SUB COMMITTEE REPORT

- 68.1 Nothing to report since the extra ordinary meeting held 10 July.
68.2 Cllr Cole did report a new piece of playing equipment had been installed at the Recreation Ground.

8 PLAYGROUND INSPECTOR'S REPORT

- 69.1 Cllr Silk reported the new piece of equipment at South Road had been a great success and was getting good use. Some pieces of 'scrap metal' had been found near to the boundary with Mill Road, presumably pulled from a garden. As this was a danger to young children, AGREED to ask the resident bordering the field to ensure any such items were secure on their property.

9 ACCOUNTS

- 70.1 Paid In: South Cambs District Council 2nd half Precept £22,500; To be paid in: South Cambs District Council grant (for Bus Project Summer scheme) £255
- | | | |
|-------|---|-----------|
| 70.2 | <u>Retrospective payments</u> Burial Ground: Hutchinsons Crop Protection Weedkill £16.82 + VAT £2.94 | £19.76 |
| 70.3 | T L Farr Wages M 3 £420.45 + expenses £13.88 + VAT £2.43 | £436.76 |
| 70.4 | Inland Revenue 3 months insurance and tax T L Farr £61.35 | £61.35 |
| 70.5 | Other: Royal British Legion Donation £50 | £50.00 |
| 70.6 | East Anglian Air Ambulance Donation £200 | £200.00 |
| 70.7 | Histon Hornets FC Donation £250 | £250.00 |
| 70.8 | WRVS Donation £50 | £50.00 |
| 70.9 | Histon & Impington Recreation Ground early part payment 2 nd half £4,660 | £4,660.00 |
| 70.10 | Prop Cllr Cole, sec Cllr Upchurch, with all in favour that these payments be accepted. | |
| 71.1 | <u>Current payments</u> Bidwells Lease for The Copse £0.05 | £0.05 |
| 71.2 | Herald Contract Services Grass cutting 3 inner, 1 verge £954 + VAT £166.95 | £1,120.95 |
| 71.3 | Anglian Playground Services New equipment South Road £5,095 + VAT £891.62 | £5,986.62 |
| 71.4 | Histon Parish Council Joint Standing Committee expenses £27.85 and joint expenses for telephone and photocopying together with a request to pay half towards newly purchased printer £187.71 | £215.56 |

71.5	The Helping Hand Co Litter picking tools £19.96 + VAT £3.49	£23.45
71.6	Petty Cash Imprest account £18.40	£18.40
71.7	Prop Cllr Cole, sec Cllr Upchurch, with all in favour to pay these accounts.	

10 HIGHWAYS & TRAFFIC

- 72.1 Area Joint Committee County Cllr Gooden reported the A10/Butt Lane Traffic Lights had been an agenda item. Dist Cllrs Teague and Davies had attended along with Histon PClr Mason on behalf of CALC. The viability of getting a decision deferred had been raised, which could not be allowed due to the high accident rating. Histon & Impington representatives effected some “damage limitation” for the villages. The representatives had concerns lights would facilitate rat-running but had opposed a view that a right hand bar should be introduced, as had the Area Committee themselves. Instead, a traffic study had been agreed, prior to installation of the lights, together with another after 6 months to assess any increases. The general view was the ultimate aim would be a width and weight limit on the road.
- 72.2 Cambs County Council Network Management Plan 2001 held on file.
- 72.3 Mill Road broken sign had been reported to South Cambs for replacement following receipt of a letter from resident
- 72.4 New Road (Railway Vue end) request made to SCDC for a street name sign clearly indicating it is a cul-de-sac
- 72.5 Cambs County Council Best Value Review of Street Works Management. Questionnaire for all Cllrs.
- 72.6 New Road parking Report from Cllr Turburville to Chairman on traffic census held 27 June available for all.
- 72.7 Speed Limit Review Cty Cllr Gooden confirmed he had met with Philip Sharpe of County Council regarding the Parish Council’s application for a review on the B1049, with a view to reducing 60 to 40 and 40 to 30mph. He advised that as a combined scheme this probably exceeded the value of a single project (limit of £25,000) and this should perhaps therefore be put in as single schemes. Any useful scheme should include change of surface, or flashing lights. The whole scheme was due to be considered on the October list but unlikely to score high enough to be successful, due to low scoring levels for accident rates, speeding statistics etc. If unsuccessful, one alternative may be for Histon and Impington to apply individually for each end of the B1049. It was felt liaison with Histon PC on a possible joint approach should be investigated. It was understood Impington Lane would score higher than the B1049 for a scheme. Local Dist & County Cllrs were able to influence the point scoring system to some extent. Cllrs discussed generally the possibility of paying for traffic calming measures and the resultant impact on precept. It was agreed to take special note of any information passed on through the appraisal results in this regard. AGREED to invite Mr Sharpe to the next meeting to answer questions regarding possibilities in Impington. The current larger bid would remain in place for now with an alternative bid to be considered for the Area Joint Committee in October, whether the B1049, Impington Lane or Cambridge Road. Cllr Upchurch thanked Cty Cllr Gooden on behalf of the Parish Council for his work in this regard and urged the Council to remain committed to reducing speed in the village.
- 72.8 Clay Close Lane Various items of copy correspondence held on file, together with a letter from PC Haston asking for Council’s input to questions asked of him by residents. It was clarified traffic management was in the remit of Philip Sharpe at Transportation Department Cambs County Council. After discussion with Cty Cllr Gooden, Mr Sharpe had agreed to call a meeting, to involve the residents, representative Parish Councillors, East Highways Division (and Police if considered appropriate). He had advised some of the schemes suggested were not possible. In the meantime, the Parish Council would write formally indicating support of the residents in their efforts.
- 72.9 CHUMMS The Chairman outlined recent developments with plans for guided bus and information received by him.
- 72.10 Cambridge Great Park The Chairman was due to attend the appeal hearing 17 July. He advised that implications for probable rat running through the village were a concern with the 200,000 anticipated visitors per year causing a calculated 4.4% increase in traffic in Park Lane and 2.2% in Cottenham Road.
- 72.11 Cambs County Council – Water Lane, Histon & Impington East Highways Division advised resurfacing from Impington Lane to the War Memorial was due to commence 30 July. It was regrettable that some work on trial holes would be due within the next 2 years to aid investigation into culvert strengthening but East Highways Division advised the resurfacing was imperative now due to poor anti-skid for the pedestrian crossing. Trial holes would be confined to the footpath or verge.

11 ENVIRONMENT MATTERS

- 73.1 The Meadow, Burgoynes Road Cllr Silk was due to meet Caroline and Ben Chivers, together with the clerk and David Brown on 19 July.
- 73.2 Bulb Planting Agreed to spend up to £50 on bulbs, as well as asking Unwins to donate any returned stock, as in previous years. Manpower to plant was a problem and it was suggested to ask WI or IVC, among others, to assist.
- 73.3 Burgoynes Road/Milton Road It was reported the recent work by Anglian Water on the road had now sunk and agreed to advise Mr Thornton at East Highways Division accordingly.
- 73.4 Overhanging Trees The Coppice, Cambridge Road and The Copse, New Road. Maps had been drawn up last year by the Environment Committee showing problem areas. AGREED to obtain quotes for cutting back from footpath.
- 73.5 Walkabout with Mr Thornton NOTED with gratitude that he had carried out some work identified, particularly Villa Rd/Cambridge Rd corner where a kerb had been lowered and work in Clay Close Lane and New Rd.
- 73.6 Supplementary Weed Spraying by SCDC Mr Carter had confirmed in correspondence with the Chairman that this was

to commence in July to deal with stubborn weeds left after the sweeping schedules.

- 73.7 Impington Parish Church Council had asked that Impington Parish Council apply on their behalf for a sign indicating the way to Impington Church from the B1049 junction with New Road. It was felt there was no real need for this and could not be supported. It was accepted, however, that were the PCC to apply to County Council themselves, there would not be an objection from the Parish Council to its siting in this position.
- 73.8 Ambrose Way Open Space transfer The Transfer was now complete and had been reviewed by the Chairman and Vice-Chairman. Following clarification of actual ownership of the fence to be maintained by the Parish Council, it was AGREED the Chairman could sign the transfer on behalf of the Council.

12 RECENT CORRESPONDENCE

- 74.1 Circulation File: Histon Parish Council Agenda and Mins; Countryside Agency "CountrysideFocus"; Local Council Review July; South Cambs Primary Care Group newsletter; Charity Commission News; Cambs & Peterborough Fire Authority Corporate Plan; CIAC Nay; copy Press Releases via Cty Cllr Gooden; New Opportunities Fund initiative; Community Action Plans Newsletter; Community Development Grants; Clerks & Councils Direct; IVC Sports Centre details; EEDA Strategy 2010 and press cutting; RailWatch.
- 74.2 Cambs County Council Foot & Mouth up-date.
- 74.3 Church Halls Project Group First newsletter copied to all for information
- 74.4 Cambs County Council Local Liaison Forum meetings for Landfill site. Due to commence September 2001.
- 74.5 Aspire Details of new initiative to employ homeless people by delivering and selling from catalogues.
- 74.6 Burial Ground Mrs Briggs of Spring Close had now requested tree work be carried out at the cemetery to the rear of her property, some similar work having recently been carried out. Burial Ground Committee to meet 21 August.
- 74.7 Cambs & Peterborough Joint Waste Management Strategy Response to consultation requested by 17 August. Cllr Payne and Dist Cllr Teague to study and make comments as appropriate.
- 74.8 An anonymous letter had been received by the Chairman direct identifying the person responsible for dumping garden rubbish in The Coppice every week. In view of the discussion under item 66.10 and the Chairman's undertaking to draft a policy for these sort of items, agreed to place this on file with no action for the time being.

13 ANY OTHER BUSINESS

- 75.1 Mr M L Young had written to the Chairmen of Histon and Impington Parish Councils advising the situation with the clerk working from home had become difficult for family life and asking for discussions on scope for alternative facilities. AGREED Cllr Payne could take this to the Joint Standing Committee for consideration.
- 75.2 Impington Lane "No Waiting" sign had been knocked over leaving a stump only. To be reported to CCC.

14 DATE & PLACE OF NEXT MEETING

- 76.1 Monday 17 SEPTEMBER 2001, 7.30p.m. at St Andrew's Church, Burgoynes Road, Impington.

The meeting was formally closed 21.50

MINUTES OF MEETING OF IMPINGTON PARISH COUNCIL MONDAY 17 SEPTEMBER 2001 7.30 p.m. at ST ANDREW'S CHURCH HALL, BURGOYNES ROAD

PRESENT: Chairman Cllr D W Payne, Vice Chairman Cllr T W Silk, Cllrs H S Abdullah, C M Cole, A P Cornell, M R Lawton, C Moore, D Upchurch, G B Waters. Dist Cllrs N S Davies, Mrs J P Teague & Mrs J A Muncey
Mrs A Young Clerk; Mrs E Whitehead

1 APOLOGIES

77.1 P D Gooden (personal)

2 MINUTES OF THE MEETING HELD 16 JULY 2001

78.1 All were agreed the Chairman to sign as a true record of the meeting.

3 MATTERS ARISING

- 79.1 Item 64.1 Crime figures 6 crimes for July: Breaking & entry with theft (1); theft from motor vehicle (2); damage to motor vehicle (1); vandalism (1); assault (1). 16 crimes for August: Theft (5); cycle theft (1); damage to motor vehicle (2); car theft (2); vandalism (2); attempted break in (1); stolen credit card (1); break in, assault and theft (1); incident with moped rider (1). PC Haston was no longer the Community Beat Officer, the new officer being PC Tim Wade. Prop Cllr Cole and AGREED to write expressing the Council's sorrow that PC Haston had moved on and thanking him for a job well done. Reports have been made to the Police following gun shots heard in The Copse in September.
- 79.2 Item 64.2 Litter Pick Further litter pick had taken place. Picks organised by WI due 15 September, 13 October and 10 November. Chairman reported some 16 bags in total collected in Impington to date and asked Council if they wanted to continue to support this initiative. Some discussion took place on whether the Council should in fact consider appointing someone to carry out this work, although reminded that Mr Smith was paid to litter pick for 10 hours per week in Impington plus 2 hours in Homefield Park. Several residents had expressed interest in helping to litter pick via the recent Appraisal and AGREED to continue to support the initiative in the meanwhile. Cllr Cornell requested a pick be carried out in The Copse. Cllr Upchurch reported problems with bagged dog foul being left in The Coppice. The possibility of providing a dog bin was discussed and referred to the Environment Committee for consideration.
- 79.3 Item 64.3 Bus Project Summer scheme and Community Safety meeting See agenda item 7. Notes for meeting held 17 July at IVC copied to all. Histon Parish Council had written to thank Impington PC for funding the Summer scheme and the outreach report. SCDC Housing & Community Services – Community Mainstreaming invitation to attend a consultation session on Parish Councils' involvement in Community Safety.
- 79.4 Item 64.11 Railtrack No response as yet.
- 79.5 Item 64.12 IVC Mrs Kearns had responded thanking the Council for support and kindness.
- 79.6 Item 66.11 Planning Department re Post House Hotel (now Holiday Inn) SCDC had written to Manger of hotel asking that other than perhaps Christmas meals and one other, all advertising by banners placed alongside Bridge Rd ceases.
- 79.7 Item 69.1 South Road boundary Letter had not been sent as was rented property. Cllr Silk to meet Clerk to inspect.
- 79.8 Item 75.2 No Waiting sign, Impington Lane now replaced after report made to Ed Thornton

4 PLANNING

80.1 To be considered/already considered by the Council' s own Planning Committee as statutory consultees:

1275	S/1318/01		Histon Hornets			New Road	Storage and refreshment shed	Recommend Approval
1276	S/1374/01	Mr & Mrs	Vining		23	Homefield Close	Extensions	Recommend Approval
1277	S/1247/01/PNT	BT	Cellnet	Imp Farm		Cambridge Rd	15m high telecom tower with assoc development	No Rec'dtn
1278	S/1430/01	Mrs C	Campbell-Jones		69	New Road	Extensions (part retrospective)	Recommend Approval
1279	S/1437/01		Flag Com Ltd	Fieldstead Barn		Fieldstead Rd	Extension to offices	Recommend Approval – now at capacity?
1280	S/150201A		Forte Hotel Group	Lakeview		Bridge Road	Signs	Recommend Approval
1281	S/1504/01	Mr & Mrs M	Dant		12	Burroughfield	Extension	Recommend Approval
1282	S/1552/01	Mr & Mrs D	Bridge		1	St Georges Way	Extension and car port	Recommend Approval
1283	S/1593/01	Mrs G	Ward		23	Highfield Rd	Extension	Recommend Approval
1284	S/1600/01	Mrs	Temperley		1	Burgoynes Farm Close	Extension	
1285	S/1676/01/LB	Mr & Mrs S	Temple	The Windmill	10	Cambridge Road	Internal alterations for additional staircase, 1 st floor bathroom and cupboard bedroom 2	Recommend Approval

1286	S/1693/01/F	Chivers Farms Ltd	Manor Farm	Milton Road	Change of use to offices	
1287	S/1694/01/F	Chivers Farms Ltd	Manor Farm	Milton Road	Change of use to dairy store	
1288	S/1695/01/LB	IVC		New Road	Alterations – install of static CCTV cameras, assoc cabling and control unit with cabling for broadband computer connection	Recommend Approval

80.2 Decisions by South Cambs notified to Parish Council:

S/0672/01/RM **Cambridge First Limited**, land betwn 9 & 21 Lone Tree Avenue – approval of reserved matters

S/1131/01/F **L Begbie**, 4 Hereward Close – extension

S/1258/01/F **DJ & KM Miller**, 17 Villa Road – extension (3 conditions – no further windows, doors or openings in north western or south eastern elevations)

S/1060/01/F **M J Salmon**, 42 Woodcock Close – extension

S/1374/01/F **Mr & Mrs M Vining**, 23 Homefield Close – extensions

S/1147/01/F **SCDC**, 1 Hereward Close – vehicular access to Impington Lane

S/1138/01/F **Mr & Mrs T Broad**, 22 Woodcock Close – extension (5 conditions – No further windows, doors or openings in north eastern or south western elevations; garage not to be used as additional living accommodation; existing tree at front not to be wilfully damaged or destroyed, uprooted, felled, lopped or topped without consent)

S/1318/01/F **Histon Hornets FC**, H&I Recreation Ground – storage and refreshment shed (to 30.4.2004)

S/1195/01/F **D R Covill**, 26 Cambridge Road – raising of roof height (5 conditions – lamp post at front to be repositioned away from site frontage; garage not to be used as additional living accommodation)

S/1247/01/PNT **BT Cellnet Ltd**, Impington Farm, Cambridge Road – 15 m high telecommunications tower with associated development

S/1112/01/F **Mr & Mrs Ewbank** Burgoynes House – retrospective application for change of use of outbuilding to letting accommodation

80.3 Tree Works 4 Roselea Remove ash tree and replace with mature example at bottom of garden. SCDC Tree Officer would make appropriate decision.

80.4 SCDC Copy of Enforcement Manual supplied for information. Held on file. Guidance for Parish Councils on Retrospective Planning applications copied to all.

80.5 Appeal Cambridge Great Park appeal dismissed. District Council had been awarded costs against the appellant.

80.6 SCDC Planning – copy letter to Gallagher Estates re. preparation of Outline Planning Application for CNF West giving contacts on various areas of the S106 agreement.

80.7 S/1231/01/F Extension to Burgoynes House 5 page copy letter to SCDC suggesting modifications from neighbour.

80.8 Post House/Holiday Inn S/1502/01/A Report from SCDC on current situation with sign erected, as amended application as yet unseen by Parish Council. AGREED to respond to the amended application recommending refusal stating the hotel was in a rural setting and reiterating points made following a similar application in the 1980s on the site by Granada. Cllrs were surprised that SCDC could not enforce against unauthorised advertising in this case.

80.9 SCDC Relocation of offices Questionnaire Chief Executive's Dept asking for Parish Council's views on a possible move to Cambourne. AGREED to respond advising the Council did feel Cambourne Business park would be a suitable location for SCDC although there were concerns about access; such a move would not affect the Parish Council significantly; and it was felt important to retain a City Centre presence.

80.10 SCDC moves to a preferred choice of New Settlement From paperwork copied to all, Council were advised SCDC would be receiving presentations 24 September from lead Parish Councils on each of 6 possible locations to include Waterbeach and Oakington/Longstanton. Waterbeach were to lead a presentation and were due to hold a meeting 18 September to which other interested Parish Councils were invited to finalise the details. Cllr Payne would attend. The Chairman had also attended meetings at Longstanton and it now appeared the Oakington pressure group would be leading the presentation. The Chairman outlined the discussions held with the developer to date and their stated commitment and the problems with flooding and transport which would undoubtedly affect Histon & Impington. Cllrs were greatly concerned about the affect on Impington of either of these developments. The point was made that at present it appeared that Oakington/Longstanton was the favoured site from the 6 known.

5 COMMUNITY NEWSLETTER

81.1 The Chairman reported on an agenda item at Histon PC's September meeting regarding Impington PC's approach to them to consider a joint initiative. Histon PC had decided that in principle it was a good idea to start a newsletter but felt it was down to individuals to volunteer time themselves. He had felt it seemed Histon PC had been willing to consider pump-priming. A number of residents had indicated a willingness to help via the recent appraisal. AGREED Cllr Abdullah would co-ordinate an exploratory meeting, following up all those who had offered to help in the past. Cllr Payne and Dist Cllr Teague offered to help in this project and a meeting to be called November to take it forward.

6 OVERHANGING TREES AND HEDGES – THE COPSE AND THE COPPICE

- 82.1 Quotes had been obtained for work to cut back ground level overgrowth and overhanging trees at both sites. Cambridge Landscapes had been unable to quote at this busy time but 2 quotes were reported – Acacia Tree Surgery at £842 and Site & Maintenance at £679. The Council asked for the specifications to be read out for each and felt the Acacia description gave a thorough and neat vision of the finished job; coupled with the fact that they had previously carried out much of the village's tree maintenance to such good effect. Acacia had also pointed out a tree opposite No 46 Cambridge Road was leaning heavily over the road and recommended felling to prevent collapse onto the highway at a cost of £136. Proposed Cllr Moore, sec Cllr Abdullah, all in favour to accept both quotations from Acacia, for carrying out first week October. Quotes would be sought for replacement of the tree to be felled.
- 82.2 Cllr Upchurch and the clerk had inspected the seat at The Coppice while preparing a specification for the overgrowth. Site & Maintenance had advised the seat was not repairable and recommended the Council consider replacement. Some suitable seats were considered at £283, £332 and £280 + carriage and fixture. Prop Cllr Lawton, sec Cllr Upchurch and AGREED to order a Glasdon Beckbury Size 1 or 2 at £273 or £283 depending on size of current concreted area. One suggestion was to ask Europcar to consider sponsoring this seat. Seat to be stained and fitted by Site & Maintenance Services if quote acceptable. AGREED the Environment Committee would consider any other sites for new seats, particularly Cambridge Road/Bridge Road junction.

7 YOUTH PROVISION IN HISTON & IMPINGTON

- 83.1 Bus Project letter copy from Martin Croxon to Histon PC advising the term time bus costs were to increase from £25 to £35 per session from September 2001. Report May-July 2001 for Thursdays available in circulating. Report following Summer scheme copied to all.
- 83.2 Outreach Work report. Copied to all
- 83.3 SCYPP Presentations available for Parish Councils from October onwards. Parish Councils to contact Martin Croxon, Sue Lester or Kate Darcy to organise a training session
- 83.4 Kate Darcy has been in close contact with the clerk throughout the summer holidays and has given the following verbal report.: Youth Club due to commence Monday and Thursday in September. Monday for the senior group (Years 10 and 11) and Thursday for Juniors (Years 7,8 and 9). Geoff Redhead, who works part time at Cottenham VC had been appointed as consultant for Community Education, Sports & Leisure in place of Tony Hough. She said Ian Cooper had also received promotion in his role in Sports at IVC. Public meeting at Milton had taken place following complaints about the Youth Club there, and the result had been plans being put in place for CCTV and a new gate for the car park. Kate to make monthly reports and ensure any information on budgets is available for December.
- 83.5 Community Safety Group notes. Skating insurance. It had proved impossible to arrange insurance cover for the summer holidays, either through the Parish Council or through IVC Sports Centre or Youth Centre itself. Sue Lester hoped this may be in place to enable skating to form part of the youth club later in the year, however.
- 83.6 Needs as identified in the outreach work carried out by Martin Croxon. South Cambs Crime & Disorder Partnership (Tara Edwards) re BMX, IVC grounds and a Quarter pipe (copied to all)
- 83.7 The question was raised of finding a more constructive way forward for the many youth issues that had been raised in recent months. Prop Cllr Cornell, sec Cllr Abdullah that a Youth Committee be formed to look at these issues, with the power to co-opt interested residents. In the first instance, Cllrs Abdullah and Lawton would meet with Mrs Eleanor Whitehead and any other co-opted party to discuss.

8 RECREATION GROUND MANAGEMENT SUB COMMITTEE REPORT

- 84.1 Cllr Upchurch reported on a meeting held 12 September. The new football land was progressing, the play area had been well used over the summer and looked particularly good with the new fence. Management Committee looking at the 3 year plan in October. New sanitary waste bins were to be hired for the pavilion although not public toilets.

9 BURIAL GROUND COMMITTEE

- 85.1 Minutes of meeting held 21 August copied to all. Appendix 1. The meeting had not been quorate and therefore Full Council were asked to accept the recommendations made.
- 85.2 No further tree works to be carried out till next Spring.
- 85.3 New cherry tree to be planted.
- 85.4 New small mower to be considered in next year's precept.
- 85.5 Clerk to get quotes to price up taking 2 additional allotment plots into the Burial ground in 2003, with budgeting spread over 2002 and 2003.
- 85.6 Review of fees for October 2001, although previously scheduled for April 2002. Recommended increased in line with similar burial grounds in the area.
- 85.7 All in favour to accept the recommendations
- 85.8 Blacksmiths Grave. Cllr Cole to raise this issue with Village Society Environment Committee as a possible project.

10 JOINT STANDING COMMITTEE

- 86.1 Had met in August.
- 86.2 Health Consultation and Waste Strategy consultation – had not responded.
- 86.3 SCDC Relocation of Offices. Referred back to individual Parish Councils.
- 86.4 Training. Cllr Parish had agreed to investigate. Since then CALC had announced plans to run a series for the coming year on planning issues. CALC would be asked about training based on an up-date of changes in Local Government.
- 86.5 Letter from Mr M Young, husband of the clerk, regarding use of home as office. Some mention was made of possibilities in the long term for the Church Halls project. JSC had agreed to ask the individual Parish Councils for support in looking at investigating office space elsewhere as soon as possible. Based on the annual rent paid by another Council in the area of £4,000 p.a, the Chairman asked Impington PC for support in allowing the clerk and Chairman to make enquiries in the village for short term accommodation.
- 86.6 CHUMMS. The Parish Councils' response to the CHUMMS recommendations was on the website. 2 Impington residents had written regarding the proposals. Cty Cllr Gooden was due to ask at a meeting due 19 September why a significant proportion of the Council's submission had been omitted in a summary for members.
- 86.7 Recreation Ground. Cllr Payne had been approached by Mr Iain Cooper (IVC) regarding the proposals in the report prepared by the 2 Chairmen on the Recreation ground.
- 86.8 HICAP Appraisal. The JSC had briefly discussed the emerging information coming from the now finished appraisal and acknowledged the Councils ought to be considering how they will respond to this factual information.

11 WAR MEMORIAL WORKING PARTY REPORT

- 87.1 Cllr Payne advised Council that Cllr Turburville, the Impington PC representative on this Working Party, had today written resigning from the Parish Council. This was accepted. The Chairman advised that the War Memorial had been successfully Grade II listed and a Conservators report had been received. The working party had met and quotes would now be sought with a view to obtaining grants and getting the work done. The Council asked that Mr Turburville be approached to see if he would be prepared to carry on as Impington's representative to the Working Party, in view of his stated interest in this matter. The vacancy left by his resignation from Council would be advertised as soon as practicable.

12 PLAYGROUND INSPECTOR'S REPORT

- 88.1 Cllr Silk reported the grass would need a further cut. Cllr Abdullah reported the South Road Play Area had been well used during the summer, including a residents get-together with cricket match and picnic.
- 88.2 Cllr Waters reported splits had appeared in the equipment and the suppliers would be asked to inspect.

13 ACCOUNTS

- 89.1 **Paid In:** Burial Ground: Noel Chivers Memorial £28; H Tolliday Inter £68; Negus inscription £9; Davies Memorial £28 Other: HICAP Refund of donation pending Print Out bill £300
- 89.2 **Retrospective payments** Burial Ground: **T L Farr** Wages M 4 **£440.50** + exps **£10.88** + VAT £1.91 £453.29
- 89.3 **T L Farr** Wages M 5 **£444.60** + exps **£16.56** + VAT £2.90 £464.06
- 89.4 **Acacia Tree Surgery** Burial Ground Tree work **£340** + VAT £59.50 £399.50
- 89.5 **N Unwin** Allotment mow **£25** £25.00
- 89.6 Other: **L Marsh** Wages June and July **£227.50** £227.50
- 89.7 **Zurich Insurance Co** Extra premium South Rd Play Area **£66.55** £66.55
- 89.8 **Connections Bus project** Outreach Work **£292** £292.00
- 89.9 **Herald Contract Services** Grass cut 10 of inner areas and play area, 3 of verges **£498** + VAT £87.15 £585.15
- 89.10 **Print Out** Stationery and copying **£39.02** + VAT £6.83 £45.85
- 89.11 **Lloyds Bank** Audit work as tariff **£25** + VAT £4.37 £29.37
- 89.12 Prop Cllr Moore, sec Cllr Lawton, with all in favour that these payments be accepted.
- 90.1 **Current payments** **Connections Bus project** Summer scheme **£510** (grant £255 applicable) £510.00
- 90.2 **Herald Contract Services** Grass cut No 11 inner areas and play area **£228** + VAT £39.90 £267.90
- 90.3 **Petty Cash** Imprest account **£20.89** £20.89
- 90.4 **RDS** Subscription **£17.50** £17.50
- 90.5 **Berrycroft Stores** Bulbs **£63.50** + VAT £11.11 £74.61
- 90.6 Prop Cllr Moore, sec Cllr Lawton, with all in favour to pay these accounts.
- 91.1 Audit papers had been collected 4 September.

14 SPECIAL PROJECTS

- 92.1 A letter had been received from Mrs E Whitehead, Chairman of the newly formed Queen's Golden Jubilee Group,

requesting the Council consider donating £1,000 towards the costs of Jubilee events in June 2002 during Half Term week. There was £2,250 under this budget to March 2002. Standing orders were suspended to allow Mrs Whitehead to speak. She spoke of the hope of the Group that as many people as possible could become involved in this community celebration and hoped to include a link with the Commonwealth, in line with the Queen's wishes. There was no specific state funding to celebrate the Jubilee and insurance against unforeseen circumstances within the Royal Family itself was proving difficult. Mrs Whitehead and Dist Cllr Davies outlined initial plans for the 4 day period in early June, designed to attract a wide range of people, including a Jubilee day out and various evening concerts. A general outline budget was provided showing projected expenses and income. Mrs Whitehead planned to contact groups within the 2 villages to ask them to organise fundraisers towards costs. She mentioned a walk around Impington would hopefully form part of the programme although unfortunately due to problems with Railtrack this would not include farmland. It was planned to approach some of the youth to see what they might like to see, and how they might help make it happen. Cllr Payne pointed out possible problems with budget responsibility of an informal group and urged the Group to consider protecting their liability against unforeseen events. He also asked the Group to consider introducing some events like in the 1953 celebrations such as Best Kept Garden, permanent mementos. Mrs Whitehead mentioned taking orders for mementos in advance and bulk order on behalf of those in the community who wished to purchase but this had not yet been discussed. She felt if the Group were careful to get advance publicity right, residents would support the events. It was finally prop Cllr Upchurch, sec Cllr Lawton, that the Council in accordance with its powers under sections 137 and 139 of the Local Government Act 1972, 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:- "the Council donate £1,000 towards the events"; it being stated that something bringing the 2 communities of Histon and Impington together could only be a good thing. All in favour. Mrs Whitehead said any enthusiastic person would be welcome on the Group, although just as important would be people willing to help out e.g. with delivery of leaflets. Standing orders resumed.

15 HIGHWAYS & TRAFFIC

- 93.1 Water Lane Letter from County Council advising the resurfacing work at the northern end of the lane had failed in material and workmanship requirements and would be removed and replaced.
- 93.2 Report made to Ed Thornton at County East Highways Div re highways safety concerns reported to Council
- 93.3 East Highways Div Mr Groom asks if Council are to site salt bins. Agreed these not needed. Also asking for details of overhanging trees and hedges. Cllrs agreed to e-mail clerk details of known areas for onward transmission.
- 93.4 Jointly Funded Minor Improvements Scheme 2002/03 Bidding Round Bids required by 12 October. Council were reminded a bid was already in for a speed limit review to the B1049 and that County Council had indicated schemes for Impington Lane or Cambridge Road had a chance of acceptance. Discussion took place on the type of speed reduction schemes which may be suggested and it was stressed that if the Council were to apply it should be under the condition that full consultation would take place on any scheme to be undertaken. Council accepted that they would need to be willing to pay 60p per electorate towards each scheme. Finally agreed a delegation consisting of Cllrs Cole, Silk, Cornell, Moore, Payne, Gooden, Dist Cllr Teague would meet with Phil Sharpe to talk the issue through. The aim for any scheme submitted it was agreed would be to kerb speeding and impose a severe weight limit on HGVs.

16 ENVIRONMENT MATTERS

- 94.1 A Committee meeting would be called to include discussions on the following points.
- 94.2 Unwins ask for a site and suggestions of type for a Centenary tree for 2003
- 94.3 Bulbs Unwins had confirmed any returned bulbs could be used by the Council in November. 3 sacks of daffodils had been purchased from Berrycroft Stores. Date to be set for first planting, bearing in mind an article in The Bridge magazine may bring forward additional volunteers.
- 94.4 Dog Bins County Council now request dog bins are removed from street light columns. Response would be made that permission had been granted for these sites. Cllr Cole requested consideration be given to a dog bin in the area of Homefield Close. Also the SCDC Dog Warden would be asked to site a sign in that vicinity.
- 94.5 The Copse Hole had been dug, presumably for BMX jumping
- 94.6 B1049 entrance to the The Coppice some large dead branches would be removed.
- 94.7 Ecology Officer, SCDC had been appointed.

17 RECENT CORRESPONDENCE

- 95.1 Circulation File: Histon Parish Council Agenda and Minutes; Histon & Impington Recreation Ground Management Committee Agenda and Minutes; New Opportunities Fund Initiative; Cambs County Council "Social Services Link Scheme" details; Histon Sector Police Liaison Group Committee notes; Cambs ACRE "Village Design Statements Training"; Clerks & Councils Direct; CAO News Summer; Local Council Review Sept; Histon Ward Profile; EEDA Business Plan 2001-02; Royal British Legion newsletter; Aspire catalogue information; RailEast; various leaflets
- 95.2 Letter from resident regarding highway damage near to D & T Holmes. Mr Thornton to arrange a meeting.

- 95.3 CALC AGM 13 October to be held Buckden 10am-noon. Presentations from Chief Executive CCC and a District Council on The role of your County Councillor within your parish and The Standards Committee– Parish involvement.
- 95.4 Parish Council had written to Reg Brown following the sad passing of his mother ‘Brownie’
- 95.5 SCDC – Community Projects Officer, Cheryl Arnold introduces herself. Providing support in the area of Project Planning and Development through “networking, partnerships, sharing ideas, experiences and information; Funding info/advice” Focus on Community Development Grant Aid; development of Youth Councils; and Village Appraisals.
- 95.6 Royal British Legion. Asking if Council would like to order a wreath for November. AGREED.
- 95.7 CALC AGM South Cambs District Association. 12 Sept with speaker on Rural White Paper and Countryside Agency.
- 95.8 CALC Workshop for Councillors. Saturday 27 October at Huntingdon.
- 95.9 South Cambs District Council Standards Committee. Denis Payne has been successful in being appointed as Parish Member of the Committee, chosen from the list of nominees received, along with Ms Grace Everson of Arrington. He will sit on the Appointments Panel on 17 September to appoint the two remaining independent members.
- 95.10 CALC Seminar and Working Lunch for Clerks Huntingdon 8 December on Safety in Your Parish
- 95.11 ACRE ‘Our Communities – Our Future’ 7 November. Invitation to conference.

18 ANY OTHER BUSINESS

- 96.1 Cllr Moore commented a large advertising blackboard had appeared outside the Rose & Crown
- 96.2 Cllr Moore also advised he had been challenged on an inspection visit to the Burial Ground recently as to his identity. The Chairman had designed some Parish Council i/d cards and any Cllr interested to contact him direct.
- 96.3 Old cats eyes recently removed from the War Memorial site following work on the B1049 had now appeared at the entrance to Homefield Park. East Highways Division to be advised.
- 96.4 Several alleged incidences of shotgun use in wooded areas; threatening behaviour with use of knife and possible attempted abduction were reported. The Police had been advised but residents were unhappy with response.
- 96.5 Dist Cllr Teague outlined the activities of the Countryside Watch scheme and it was AGREED the Clerk would obtain details for report back to the Council.

19 DATE & PLACE OF NEXT MEETING

- 97.1 Monday 15 October 2001, 7.30p.m. at St Andrew’s Church, Burgoynes Road, Impington.

The meeting was formally closed 22.26

MINUTES OF MEETING OF IMPINGTON PARISH COUNCIL MONDAY 15 OCTOBER 2001 7.30 p.m. at ST ANDREW'S CHURCH HALL, BURGOYNES ROAD

PRESENT: Chairman Cllr D W Payne, Vice Chairman Cllr T W Silk, Cllrs H S Abdullah, C M Cole, P D Gooden (also County); M R Lawton, C Moore, G B Waters. Dist Cllrs N S Davies and Mrs J P Teague
Mrs A Young Clerk; Histon P Cllr M Mason; P C Wade (in part)

1 APOLOGIES

98.1 Cllrs A P Cornell (unwell); D Upchurch (working)

2 MINUTES OF THE MEETING HELD 17 SEPTEMBER 2001

99.1 Noting that Min 97.1 should read 15 October, all were agreed the Chairman to sign as a true record of the meeting.

3 MATTERS ARISING

- 100.1 Item 79.3 Community Safety meeting had taken place. Notes from SCDC to follow.
- 100.2 Item 79.4 Railtrack had not responded to a further letter. Investigations to be made into contact name.
- 100.3 Item 79.5 IVC Several press releases regarding the college's achievements held on file
- 100.4 Item 79.6 Holiday Inn continued to display banners. A sign reading "formerly PostHouse" was felt to be temporary.
- 100.5 Item 80.9 SCDC Relocation of Offices Move to Cambourne had now been confirmed
- 100.6 Item 80.10 Preferred choice of new settlement Chairman reported a similar exercise to take place at County Council, with both developers and objectors present. Press had reported Oakington/Longstanton currently the preferred site.
- 100.7 Item 82.1 The Coppice / Copse Acacia asked to look at trimming trees away from lamp posts in Burrough Field along Coppice boundary. A tree had been reported in The Coppice by a resident to Cllr Moore. She had been asked to put her concern in writing to the clerk but Acacia asked to look at the tree and give recommendation for action.
- 100.8 Item 82.2 Seat. Mr Pollard advised the concrete area was unsuitable for use with new seat. Council accepted his quote for £114 to break up, relay concrete and fix new seat.
- 100.9 Item 85.8 Blacksmiths Grave Histon & Impington Village Society Environment Committee had not yet met.
- 100.10 Item 87.1 War Memorial Quotes were being sought. Mr Turburville had agreed to remain as the Council's representative on this working party.
- 100.11 Item 92.1 Jubilee Letter of thanks from Mrs Whitehead
- 100.12 Item 93.3 Overhanging Trees Cllr Upchurch had pointed out problems in Burgoynes Road and Milton Road with street lights. Details of these plus those identified in the walkabout recently would be sent to Mr Groom for action.
- 100.13 Items 94.1 – 94.5 Environment Committee due to meet 18 October
- 100.14 Item 94.4 SCDC advise Parish Councils to take no further action regarding County's request to remove dog bins.
- 100.15 Item 94.6 Dead branches at the Coppice entrance. Site & Maintenance had removed what was in fact a complete fallen tree. Damage to fence also repaired.
- 100.16 Item 95.3 CALC AGM 13 October Cllr Payne had been made Vice President
- 100.17 Item 95.9 Standards Committee Independent members being sought
- 100.18 Item 96.3 Cats eyes now removed
- 100.19 Item 96.5 Countryside Watch details to be available November
- 100.20 With the agreement of Council, Chairman brought forward item 6. Standing orders were suspended.

6 P C WADE – An Introduction

- 101.1 PC Wade told the Council he had been in the police force over 9 years, 4 ½ years at Histon Station. He volunteered to take on the CBO role at Histon & Impington and now also covered Girton. He described changes in the Community Beat shift patterns where CBOs were to work in line with one another and assist each other, centred on community problems and away from reactive policing. He would include the edges of the villages and back roads on his beat. Mobile phone 0771 2489545 would be diverted to main switchboard when he was off duty. Julie Gilbert remained a liaison point for the Parish Councils and CBOs. He would aim to attend PC meetings on a quarterly basis but would require a week's notice of specific questions. Reference Min 96.4 PC Wade had investigated the claim and apologised for the delay in dealing with it. He was confident the reports of shotgun stemmed from children playing with BB guns. Some recent problems Impington Lane/ Hereward Close with damage to vehicles were being seen, enquiries in hand.
- 101.2 Crime figures for September: Threat armed with knife (2); malicious wounding (1); theft of motor vehicle (1); theft of cycle IVC (2); car damage and theft from motor vehicle (1); other theft (5); assault IVC (1)
- 101.3 Standing orders were re-instated. PC Wade was thanked and left the meeting.

4 VACANCY ON THE COUNCIL

102.1 South Cambs District Council had advised no 10 electors had asked for an election and it was AGREED the vacancy

would be advertised for co-option at the November meeting. Cllr Payne agreed to replace Mr Turburville as the unofficial representative on Landfill matters and the Council were reminded that a new representative for the Development Group at the Recreation ground would be needed.

5 PLANNING

103.1 <u>To be considered/already considered by the Parish Council's own Planning Committee as statutory consultees only:</u>							
1289	S/1697/01/F	Mr J	Hayden	4	Mill Lane	Boundary wall and gate	Recommend Approval
1290	S/1726/01/F	Mr & Mrs	Hill	6	Ambrose Way	Dormer windows	Recommend Approval
1291	S/1728/01/F	J & M	Fowler & Winter	16	Highfield Road	Extension	No recommendation
(1260)	S/0672/01/RM		Cambridge First Ltd	9-21	Lone Tree Ave	Widened garage Plot B	FOR INFO ONLY
1292	S/1801/01/F		IVC		New Road	CCTV Static camera instll and control panel	Recommend approval
(1266)	S/1051/01/F	H	Rose	Sunny vale	10 Milton Road	Revised site and details	Recommend Refusal

103.2 Approval decisions by South Cambs notified to Parish Council:

S/0672/01/RM **Cambridge First Limited** 9-21 Lone Tree Avenue, Reserved matters as amended 10.9.01 (garage widened to Plot B)

S/1437/01/F **Flag Communications**, Fieldstead Barn – extension to offices

S/1593/01/F **Mrs G Ward** 23 Highfield Road – extension

S/1430/01/F **Mrs C Campbell-Jones** 69 New Road – extensions (part retrospective)

S/1600/01/F **Mrs Temperley**, 4 Burgoynes Farm Close – extension

S/1726/01/F **Mr & Mrs Hill**, 6 Ambrose Way – dormer windows

103.3 Refusal decisions by South Cambs notified to Parish Council:

S/1504/01/F **Mr & Mrs Dant**, 12 Burrough Field – extension (contrary to policy HG17 Local Plan)

S/1502/01/A **Holiday Inn**, Bridge Road – signs (as amended) (Contrary EN56 Local Plan)

S/1552/01/F **Mr & Mrs D Bridge**, 1 St Georges Way – extension and car port (contrary HG17)

103.4 Tree Preservation Order 20 Villa Road. Details from SCDC confirmation of order on sycamores

103.5 SCDC Supplementary Planning Guidance – Church extensions now approved

103.6 Cambs & Peterborough Structure Plan Review details of public consultation Feb / March 2002

103.7 Holiday Inn signs. Letter from resident of The Coppice regarding the “cheap, garish and plastic” nature of the new sign. Copied to SCDC and resident supplied with the Parish Council’s recent minutes and response to the amended plans. SCDC had refused also on the grounds of the internally illuminated sign on the gable end.

103.8 Mr H Rose, 10 Milton Road Dist Cllr Teague advised decision on this at South Cambs had been deferred to 5 November for a site visit. The Parish Council’s objection to the amended plans had now been made, with concern over the erosion of the Green Belt, and the need for adequate landscaping.

103.9 Chivers Farms Limited, Manor Farm She also advised this had been deferred to 5 November for site visit. The Parish Council had recommended approval with conditions.

7 RECREATION GROUND MANAGEMENT SUB COMMITTEE REPORT

104.1 Had met October. Cllrs Lawton and Waters reported some discussion had taken place on 3 year plan and future costs.

104.2 Cllr Lawton advised revised Terms of Reference for the Development Group were being worked on.

8 PLAYGROUND INSPECTOR’S REPORT

105.1 Cllrs Abdullah and Silk reported. South Road again required cutting, even though one additional cut had been made over contract. The Parish Council laminated notices had all disappeared from the site. At Doctors Close there was a post in a concrete base abandoned in the hedge to be removed.

9 ACCOUNTS

106.1 Paid In: Burial Ground: McGann memorial £28; Hardwick memorial £28 Other: Ginn & Co for Ambrose Way up-keep £16,109.79 (paid into Cambridge Building Society Reserves account but includes some £4,000 interest)

107.1 Retrospective payments Burial Ground: **T L Farr** Wages M 6 **£400.07** + exps **£13.71** + VAT £2.41 £416.19

107.2 Inland Revenue T L Farr June – September **£60.95** £60.95

107.3 Other: CALC Training M Lawton **£15** £15.00

107.4 L Marsh Wages September **£130** £130.00

107.5 Prop Cllr Moore, sec Cllr Abdullah, with all in favour that these payments be accepted.

108.1 Current payments **H R Cleaning** Bus shelter clean No 1 **£30** £30.00

- 108.2 **Herald Contract Services** Inner area and South Road (2 cuts) **£456** + VAT £79.80 £535.80
(one inner cut over contract, at least one more required, plus another verge cut. Environment Committee to consider)
- 108.3 Burial Ground: **Bishops** Groundsmans expenses **£11.05** + VAT £1.93 £12.98
- 108.4 Other: **Histon Parish Council** quarterly Jt Standing Comm and telephone / photocopying expenses **£100.19** £100.19
- 108.5 **Histon & Impington Recreation Ground** Final annual payment **£6,874.13** £6,874.13
- 108.6 **Site & Maintenance Services** Min 94.6/100.15 Removal tree, repair fence Coppice **£90** + VAT £15.75 £105.75
- 108.7 Prop Cllr Moore, sec Cllr Abdullah, with all in favour to pay these accounts.
- 109.1 Half year report copied to all for information
- 110.1 Audit report not yet been received but it was understood there was likely to be an issue with fidelity insurance being too low. AGREED the Council must follow auditor's advice on this and it should be implemented immediately on receipt of the report. Cllr Silk wished to point out this should not be seen as a slight on the Council's employees but practice dictated what should be done.

10 SPECIAL PROJECTS

- 111.1 Rev McCurdy had written on behalf of the PCC at St Andrew's Impington to ask if the sum of money set aside for the Millennium Gate (£1,000) and ringfenced for that purpose, could be given towards a project entailing rebuilding most of the churchyard wall. Several Cllrs had views on this, some having concerns that a brick wall was not a special enough project, others feeling more information was required. Prop Cllr Gooden, sec Cllr Lawton, all in favour, to defer this matter to the November meeting and ask Rev McCurdy for more information including some idea of likely cost and for a representative of the PCC to attend and speak to Council about this request.

11 YOUTH PROVISION IN HISTON & IMPINGTON

- 112.1 A Youth Committee meeting had been arranged by Cllr Abdullah for 31 October. A SCYPP Trainer would be asked to contact her to discuss.
- 112.2 Report from Kate D'Arcy, Youth co-ordinator on progress with youth clubs, SCYPP and the Duke of Edinburgh Award scheme plans.

12 HIGHWAYS & TRAFFIC

- 113.1 Copy of meeting notes 1 October 2001 copied to all.
- 113.2 2 bids had been made for the Jointly Funded Minor Improvements Scheme, one for Impington Lane / Milton Road and the other for Cambridge Road.
- 113.3 Clay Close Lane. Cllrs Silk and Payne had met Mr Sharp of Cambs County Council and a resident, resulting in a positive meeting. Possibilities with pedestrian and cycle routes were raised and some minor changes in junction layout were felt sensible. Mr Sharp had confirmed that he had received a number of letters from residents reporting accidents in the area, information which the Parish Council had not been aware of. The Chairman felt it might be appropriate to form a formal Committee of interested Councillors. Those Councillors present felt there were a lot of Committees and Sub Committees recently formed and it was agreed to defer a decision on this to a later date.

13 RECENT CORRESPONDENCE

- 114.1 Circulation File: Histon Parish Council Agenda and Minutes; Histon & Impington Recreation Ground Management Committee Agenda and Minutes; Railwatch August; Life NHS leaflet; Cambs County Council Prospects draft Corporate Plan 2002-2006; Up date EEDA; Zurich Municipal Sept; Police Authority News; CALC leaflets; Open Space Autumn; Countryside Agency brochure
- 114.2 Cambs County Council "What Does Your Council Think Is Right for Cambs?" Questionnaire for all on budget and services plans. It appeared a rise in County Council tax of at least 9.3% might be necessary and County Cllr Gooden urged Council to give a response to guide him. Some discussion took place on historical reasons for low level of spend in Cambridgeshire and referendums which had taken place in other parts of the country. Some Cllrs felt it would be difficult to take a Council decision as so many individuals had an interest e.g. County Council employees, school governors. Agreed Council should try and look at this from parish point of view and deferred to November meeting.
- 114.3 ACRE Funding roadshow details
- 114.4 Histon Feast confirmed £800 was to be paid to Impington Parish Council towards the play equipment at South Road. Cllr Abdullah to collect cheque at presentation evening.
- 114.5 Mills & Reeve Notice of application for granting of Justices' Licence BUPA Hospital
- 114.6 CALC AGM. Cllr Payne had been elected Vice-President of CALC. Council agreed he should attend evening workshop 27 November on Rural Crime at a cost of £8.
- 114.7 Cambridge Quest A letter from Mr John Abbott enquired whether the Parish Councils of Histon & Impington would be interested in discussing an idea for a project giving an educational resource, partly a museum about Cambridge and a showcase for the future. Standing orders were suspended to allow Histon Parish Cllr Mason to speak as he had some

knowledge of the proposal, and Mr Abbott's hopes for a site on Arbury Camp. Cllr Mason confirmed the group had spoken to Gallaghers about the project and had indicated a need for some parking. They had made special mention of the Fort. The Chairman read a statement from Prof Hawking in support of the plan. Cllr Payne also explained that if the 5.5 hectares earmarked for B1 commercial development did not go ahead (and this had been objected to on traffic grounds) then this space would be free for such development. Impington PC agreed the JSC should be asked to gather information for report back.

14 OFFICE ACCOMMODATION

- 115.1 Clerk had written to various parties in Histon and Impington regarding possible office space but with no positive response. A suggestion had been made that the Councils look at the possibilities of a temporary portable office at the Recreation ground, for rent or purchase second hand. Some basic costings had been gathered and it was proposed any building would be used by both the Clerk and the Recreation Ground Committee clerk. Issues such as planning, siting, design were discussed.
- 115.2 It was reported that there was a possibility of alternative office space being made available in Histon but the contracts for purchase had not yet been exchanged by the new owner and some alterations were planned before the space became available for possible short term rental. AGREED this whole matter be referred to the JSC to progress. Standing orders were re-instated.

15 ARRANGEMENTS FOR REMEMBRANCE SUNDAY

- 116.1 All Cllrs invited to the wreath laying ceremony on 11 November. AGREED Chairman to lay Council wreath.

16 ANY OTHER BUSINESS

- 117.1 The Churchyard caretakers had reported that IVC students were discarding food containers at lunch time. It was felt they should be advised to write to the Chair of Governors with their concerns.
- 117.2 Bulb Planting. Cllr Silk advised the Environment Committee were likely to be planting on 20 October and asked any Cllrs interested in helping to attend.
- 117.3 Community Safety Mainstreaming. Cllr Lawton apologised for not now being able to attend meeting 8 November.

17 DATE & PLACE OF NEXT MEETING

- 118.1 Monday 19 November 2001, 7.30p.m. at St Andrew's Church, Burgoynes Road, Impington.

The meeting was formally closed 21.40

MINUTES OF MEETING OF IMPINGTON PARISH COUNCIL MONDAY 19 NOVEMBER 2001 7.30 p.m. at ST ANDREW'S CHURCH HALL, BURGOYNES ROAD

PRESENT: Chairman Cllr D W Payne, Vice Chairman Cllr T W Silk, Cllrs H S Abdullah, C M Cole, A P Cornell, M R Lawton, D Upchurch, G B Waters. Dist Cllrs N S Davies, Mrs J A Muncey and Mrs J P Teague
Mrs A Young Clerk; Histon P Cllr M Mason

1 APOLOGIES

119.1 Cllr P D Gooden, also County - (personal)

2 MINUTES OF THE MEETING HELD 15 OCTOBER 2001

120.1 All agreed Chairman to sign as a true record of the meeting.

3 MATTERS ARISING

- 121.1 Item 100.1 Community Safety meeting Notes of recent meetings held on file. At request of SCDC, clerk now keeping a book "Anti Social Behaviour" where all incidences coming to the attention of Parish Councillors to be recorded.
- 121.2 Item 100.2 Railtrack no response as yet
- 121.3 Item 100.5 SCDC Relocation of Offices Report now available of Parish Council responses to consultation
- 121.4 Item 100.7 The Coppice Walnut tree in The Coppice had been removed after consultation with Acacia and SCDC Trees Officer. Resident had since asked for further surgery work to be considered in the area, but a 5 year report cycle on the area was in place and not due till 2003. Acacia quoted to prune selective branches of various trees at Burroughfield to give clearance to lamp columns at £64 and this was accepted by Council. Terry Farr had been given additional hours to carry out some overhanging and bramble work in The Coppice.
- 121.5 Item 100.8 Seat The Coppice Size 2 seemed appropriate
- 121.6 Item 100.9 Blacksmith grave Nothing yet heard
- 121.7 Item 101.2 October crime figures: Distraction theft (1); damage (3); car badges taken (12); car theft (1); cycle theft (3); vehicle break in (5); burglary from garage/workshop (2); theft other (3); vehicle damage (1). Julie Gilbert to be asked for additional reports on "clear up" figures and action plans where possible. PC Wade was currently on leave.
- 121.8 Item 108.2 Grass cutting Agreed to advise Herald Contract Services that no further cuts were appropriate this season.
- 121.9 Item 111.1 St Andrew's Church, Impington wall Rev McCurdy would be pleased to attend a meeting in the New Year
- 121.10 Item 112.2 Kate D'Arcy reported that rota helpers were still sought for Thursday club. Skate club plans progressing
- 121.11 Item 114.4 Feast funds Cllr Abdullah had attended. Letter of thanks sent
- 121.12 Item 114.5 Mills & Reeve Application withdrawn. Notice of transfer of licence now received.
- 121.13 Item 114.6 CALC Workshop 27 November postponed
- 121.14 Item 116.1 Remembrance Sunday Chairman thanked all who had attended
- 121.15 Item 117.2 Bulb planting Chairman thanked all who had assisted over several sessions
- 121.16 Item 117.3 Community Mainstreaming Clerk attended session 9 November on behalf of Impington PC. Session centred around Section 17 of Crime & Disorder Act 1998.

4 CO OPTION TO PARISH COUNCIL

- 122.1 Chairman advised Colin Moore had resigned from Council following the October meeting. To be advertised as required. AGREED that some form of gathering should be arranged in the New Year to mark his long service to Impington Parish Council and Histon Parish Council before that.
- 122.2 No-one had put themselves forward for co option. An article had been placed in the Church newsletter and details put on the Parish Council's website. Next agenda.
- 122.3 Vacancies on various committees and as representatives had arisen as a result of resignations a) All AGREED that Cllr Cornell be Tree Warden, assisted by Cllr Cole b) All AGREED that Cllr Waters be co opted to the Environment Committee c) All AGREED to ask Colin Moore to consider continuing as Day Centre representative for the Parish Council d) All AGREED Cllr Payne to be IVC Liaison Officer. Vacancy remained on Burial Ground Committee.

5 PLANNING

123.1 To be considered/already considered by the Parish Council's own Planning Committee as statutory consultees only:

1293 (1251)	S/1924/01/F S/0004/01/F	Mr/s	Coulson Upware Marina	7	Brackenbury Cambridge Rd	Extensions Amended application	Recommend Approval For Info
(1274)	S/1231/01/F	Mr & Mrs	Ewbank Burg'nes House		Burgoynes Rd	Amended application	For Info
(1291)	S/1728/01/F	J & M	Fowler and Winter	16	Highfield Rd	Amended roof and addition of dormer	Recommend Approval

1294	S/1976/01/F	Mr & Mrs	Watson	91	Impington Lane	Extensions and double garage	Recommend Approval
1295	S/1995/01/F	Mr & Mrs M	Dant	12	Burrough Field	Extension	Recommend Approval
1296	S/1997/01/F	M M	Balsod	The Almonds	Milton Rd	Extension, outbuildings, change of use from agri to garden	Recommend Approval
1297	S/2057/01/A		Forte Hotel Group	Lakeview	Bridge Road	Signs	

123.2 **Approval decisions by South Cambs notified to Parish Council:**

S/1697/01/F **J Hayden**, 4 Mill Lane – boundary wall and gate (4 conditions)

S/1676/01/LB **Mr & Mrs S Temple** The Windmill, 10 Cambridge Rd – internal alterations for additional staircase, first floor bathroom and cupboard in bedroom 2 (4 conditions)

S/1728/01/F **J Fowler and M Winter**, 16 Highfield Road – extension

S/1924/01/F **Mr & Mrs Coulson**, 7 Brackenbury – extensions

Dist Cllrs confirmed approvals had also been granted for 10 Milton Road, 7 houses and Manor Farm, change of use.

Dist Cllr Teague was worried that conditions imposed on the latter were not sufficient to meet local concerns.

123.4 **Tree Works** 32 The Coppice. Letter from SCDC advising a dying sycamore would not require permission for removal

123.5 **SCDC Local Plan No 3** consultation issues. Refer to Joint Standing Committee. Some individual Cllrs had completed the lengthy questionnaire from the SCDC magazine, distributed to all.

123.6 **Landfill Liaison Group** to meet 30 January 2002.

123.7 **Location of new settlement** Cty Cllr Gooden had suggested a pressure group be formed north of the A14 to attempt to influence decisions on the currently preferred option at Oakington/Longstanton. The Chairman advised he had held discussions with Gallahers about possible meetings to cover both the Northern Fringe development and guided bus /impact of development at Oakington on Histon and Impington. Much discussion ensued on who should be organising any pressure group and standing orders were suspended to allow Cllr Mason to participate. He had attended several meetings of the Oakington Action group who were now going through to the Structure Plan proper, and mentioned that Histon Parish Council and Bar Hill Parish Council had contributed financially to this group's work. It was agreed for the moment, unless Cllr Gooden could take this forward personally, to continue to keep in touch via Cllr Mason and endeavour to support the Oakington team. Dist Cllr Teague suggested both Parish Councils may wish to consider advising the existing group they were happy for their name to be officially included in representations and it was stressed that all 3 District Councillors voted against Oakington/Longstanton as the preferred option. Gallahers still to be pressed for a meeting with the parishes of Histon and Impington.

123.8 **Northern Fringe** Development on Gallahers land at Arbury Park was seen as a separate threat and a meeting would be sought on this to look at possible impact on Histon and Impington in full.

123.9 **Quest** Joint Standing Committee to meet reps from Quest (Min 114.7) on 26 November. Other Cllrs welcome.

6 CAMBRIDGESHIRE COUNTY COUNCIL BUDGET AND SERVICE PLANS

124.1 Following discussion at October meeting, Council decided to form a collective response in addition to individual responses. Chairman Cllr Payne declared an interest as an employee of CCC and this item was chaired by the Vice Chairman with Cllr Payne taking no part. Cllr Silk took the Council through the various options and it was prop Cllr Cornell, sec Cllr Cole that the Council request an 8% increase in County Council tax. Amendment then prop Cllr Lawton, sec Cllr Abdullah, that the increase by 9.3% as calculated by County Council to be necessary to avoid cuts in services. Amendment taken first. 4 in favour, 3 against and therefore CARRIED. The form would reflect reluctance of agreeing to this level of increase, stating an increase in SSA for Cambs would be preferred by the Parish Council.

124.2 The Chairman returned to the Chair.

7 ENVIRONMENT COMMITTEE REPORT

125.1 Minutes of meeting held 18 October copied for all.

125.2 **Seat along B1049** AGREED to ask Site & Maintenance Services to remove, break up concrete, and turf at a cost of £85. Replacement seat could be considered in the future.

125.3 **Unwins Tree** Chairman reported Histon Parish Council had agreed to have their tree planted on the Recreation Ground. Unwins had indicated they would not need full details from Impington about their tree until December 2002.

125.4 **The Coppice** As Min 121.4 it was re-iterated that non-urgent contractible work in The Coppice was subject to a 5 year cycle and a report was due in 2003.

8 YOUTH COMMITTEE REPORT

126.1 Cllr Abdullah reported on meeting held in October, attended by Cllrs Lawton, Payne, Abdullah, Mrs Whitehead and Mrs Soar, together with Sheryl Arnold of SCYPP. Eleanor Whitehead had undertaken to contact IVC for discussions on Jubilee participation by youth and also with the Youth Council. The siting of a notice board specifically for youth

issues was discussed. It was reported that Histon PC had formed a Youth Working Party to look at possible provision of a youth shelter. Cllr Abdullah had invited members of working party to the next meeting, to be held 28 November.

9 RECREATION GROUND MANAGEMENT SUB COMMITTEE REPORT

127.1 Cllr Waters reported on the meeting held in November. Discussions had been held on the diseased maple tree and other tree work required in Homefield Park; leasing of tractor or contract cutting possibilities for the new land; water provision for Histon Hornets; budgets and next season's charges. AGM date 5 December 2001.

10 JOINT STANDING COMMITTEE REPORT

128.1 JSC had met and discussed as follows:

- Waste Local Plan. Objection had gone in on the site at Cowley Road
- Quest, Committee due to meet representatives 26 November.
- Employees conditions. Cllr Parish to look into IR35.
- Parish office. Specification had been discussed for possible "portakabin" at Recreation ground

128.2 South Cambs Local Plan No 3 Consultation on Issues To be looked at by JSC

128.3 Model Code of Conduct for Parish Councillors had been published

128.4 "A Quality Council" Consultation due end January 2002 on what this term actually means. To be considered.

11 PLAYGROUND INSPECTOR'S REPORT

129.1 Cllrs Silk and Abdullah advised the South Road and Doctors Close areas were now in a winter situation, grass now cut to an acceptable level

129.2 South Road equipment. The suppliers had confirmed the cracking on the new equipment was minimal and to be expected for laminated timber. Within BS standard.

12 WAR MEMORIAL WORKING PARTY REPORT

130.1 All agreed for standing orders to be suspended to allow Cllr Mason to report on this item. He had supplied a written report with 3 quotes of £5297.50, £8118, and £9344 + VAT based on the specification provided by the Conservators report and an additional, alternative, suggestion from one of £16,225 on a different spec. A grant was to be applied for and there were possibilities of contribution via the British Legion, but if this proved unsuccessful the Parish Councils may be asked to cover the full amount, plus costs of the report. The Working Party, including the Impington Parish Council representative Tony Turburville, were recommending acceptance of the lowest quote and stated the maximum cost for each Council would be £3,246.22. Some discussion took place on cleaning procedures and the history of the memorial and difficulties with setting the Councils' precepts without knowing whether a grant application had been successful. Prop Cllr Silk, sec Cllr Waters, all in favour, 'Impington Parish Council support the working party's recommendation that the quote in the sum of £5,297.50 be accepted. To be referred to Histon Parish Council at their December meeting. Standing orders were then resumed.

13 ACCOUNTS

131.1 Paid In: Burial Ground: West memorial £28; Tiplady inter and res space £190. Other: Histon Feast donation £800

132.1 SCDC Finance and Resources Letter re accounts and audit (amendment) regulations 2001

133.1 Retrospective payments Burial Ground: **T L Farr** Wages M 7 **£465.12** + exps **£13.58** + VAT £2.38 £481.08

133.2 Other: **CALC** Chairman's workshop **£8** £8.00

133.3 Prop Cllr Upchurch, sec Cllr Cole, with all in favour that these payments be accepted.

134.1 Current payments **Acacia Tree Surgery** Fell walnut The Coppice **£168** + VAT £29.40 £197.40

134.2 Site & Maintenance Services The Coppice – clear branches, Doctors Close – dispose of post **£60** + VAT £10.50 £70.50

134.3 Histon & Impington Jubilee Group Interim payment of donation **£250** £250.00

134.4 Royal British Legion Wreath **£14.25** + additional donation **£15.75** £30.00

134.5 H R Window Clean Services Bus shelter cleans (review due Jan 2002) **£31** £31.00

134.6 Robson Rhodes Audit fee 11,5 hours @ £27 per hour **£310.50** + VAT £54.34 £364.84

134.7 Petty Cash Imprest account **£26.38** £26.38

134.8 Burial Ground: Cambridge Water plc Water rates **£12.96** £12.96

134.9 Print Out HICAP payment (previously accounted for) **£300**+ VAT £52.50 £352.50

134.10 Herald Contract Services Final cut inner areas and South Road **£228** + VAT £39.90 £267.90

134.11 Prop Cllr Upchurch, sec Cllr Cole, with all in favour to pay these accounts

135.1 Audit report copied to all. As expected, comment made on Fidelity insurance. In view of payment for up keep of Ambrose Way received recently, agreed to increase to £99,000.

- 136.1 Ambrose Way £4,107.67 interest to be transferred from ‘Reserves’ at Cambridge Building Soc to ordinary balances
137.1 Precept Committee Cllrs Payne, Abdullah, Silk and Lawton

14 COUNTRYSIDE WATCH MEMBERSHIP

- 138.1 Membership details were discussed and it was AGREED much could be gained for a £25 annual fee. Application would be made as soon as possible

15 HIGHWAYS & TRAFFIC

- 139.1 Jointly Funded Minor Improvements Schemes Decisions to take place 10 December. St Andrews Church to write in support re Impington Lane bid
139.2 Clay Close Lane residents had sent a copy of their notes of the meeting which Cllrs Payne and Silk had attended on 15 October, also copy correspondence held on file. Mr Sharp at County Council would be chased on progress made.
139.3 Overgrown Trees and Hedges Letter had been sent to East Highways Division (County Council). Mr Groom also asked to investigate strimming and safety barrier issues.
139.4 Environment Committee Following meeting, some work on verge and road repairs and damaged bollards had been identified to Mr Thornton by Cllr Cornell
139.5 Cambs County Council Trumpington Park and Ride details received
139.6 Letter of thanks sent to Ed Thornton re resurfacing at The Coppice. Verge damage at hospital reported.
139.7 New Rd Parking Survey David Brace, Cambs County Council, to be asked for up-date on counts made earlier in year
139.8 Speed Counts, Impington Inspector Howell to again be asked to provide any recent figures

16 RECENT CORRESPONDENCE

- 140.1 Circulation File: Histon Parish Council Agenda and Mins; Histon & Impington Recreation Ground Management Committee Agenda and Mins; Local Council Review Nov; South Cambs Crime & Disorder Partnership questionnaire and annual review; Clerks & Councils Direct Nov; Standards Board for England details; Cambs Fire & Rescue Service Annual Report; Railfuture campaigner; NALC update on national training strategy; NHS publications; various leaflets and circulars; NALC conference details; Cambs & Peterborough Fire & Rescue Service Annual Report.
140.2 South Road flooding Various e mails and reports on flooding at 2 properties in South Rd. Also copy letter from residents in South Rd to SCDC. District Council had advised they will remove free of charge any items of flood damaged property from domestic property. Environment Agency ask for feedback on flood event 21 – 24 October. Particular reference would be made in response to South Road, , 62 Impington Lane, and to include some properties almost flooded such as 4 St Andrews Way. The Council spoke about significant flooding risks if development was to proceed at the potential site behind Unwins.
140.3 CALC forthcoming meeting details 1 December with representative of the Flood Division, Environment Agency
140.4 Cambs Police Authority Priorities for Cambs 2002/03, Parish Council comments requested. Details of Histon Sector Liaison Group meeting, Bar Hill 25 November.
140.5 Bus Project AGM details 19 December 2001 at Holiday Inn
140.6 Histon Hornets Thank you letter for donation made towards new shed.

17 ANY OTHER BUSINESS

- 141.1 The Chairman reminded Council that Histon Parish Council were erecting Christmas lights on The Green on Sat 8 December 9.30 a.m.

18 DATE & PLACE OF NEXT MEETING

- 142.1 Monday 17 December 2001, 7.30p.m. at St Andrew’s Church, Burgoynes Road, Impington, which would be kept to essential agenda items only due to the closeness to the Christmas break.

The meeting was formally closed 21.30

MINUTES OF MEETING OF IMPINGTON PARISH COUNCIL MONDAY 17 DECEMBER 2001 7.30 p.m. at ST ANDREW'S CHURCH HALL, BURGOYNES ROAD

PRESENT: Chairman Cllr D W Payne, Vice Chairman Cllr T W Silk, Cllrs H S Abdullah, C M Cole, A P Cornell, P D Gooden (also County), M R Lawton, G B Waters. Dist Cllrs N S Davies and Mrs J P Teague Mrs A Young Clerk

1 APOLOGIES

143.1 There were no apologies for absence. Cllr Upchurch was absent.

2 MINUTES OF THE MEETING HELD 19 NOVEMBER 2001

144.1 All agreed Chairman to sign as a true record of the meeting.

3 MATTERS ARISING

- 145.1 Item 121.1 Community Safety Action Group Minutes of meeting 6 November. Further meeting 14 January
- 145.2 Item 121.2 Railtrack Letter from Community Relations stating details of requested footpath on Histon side of crossing passed to relevant department. Contractors to make site inspection regarding overgrown vegetation shortly.
- 145.3 Item 121.3 Relocating District Council Offices Letter from Chief Executive 'to allay any financial uncertainties about the proposed move'
- 145.4 Item 121.7 November crime: Possession of stolen car badges (1); male spectator pushed young player (1); theft (3); stolen cycles (5); possession of weapon (1); damage to car (1). Julie Gilbert advised detections/clear ups cannot be issued. If Council requests updates on specific crimes this may be possible. Histon Sector newsletter provided.
- 145.5 Item 121.8 Grass cutting As agreed Chairman and Clerk had considered quotes for tree works to better facilitate cutting next year in Doctors Close and Clay Close Lane. Acacia quoted £135 and £112, Herald Contract Services £160 and £168. All agreed to accept quote from Acacia
- 145.6 Item 121.10 Kate D'Arcy would advise of any likely budgets envisaged next year for youth provision at IVC for consideration by Precept Committee. Report from Junior Youth Club leader copied to all.
- 145.7 Item 126.1 SCYPP invitation handed to Youth Committee
- 145.8 Item 130.1 War Memorial Histon Parish Council discussed at their meeting 10 December and accepted quote from Mowlem & Co. Grant application had been made.
- 145.9 Item 134.3 Jubilee Group Letter of thanks for first instalment of donation
- 145.10 Item 134.4 Letter of thanks from Local Poppy Appeal Organiser Mrs Butler
- 145.11 Item 137.1 Precept Committee meeting date 10 January 2002. SCDC ask for precept by 11 February 2002. Tax base likely to be Histon 1718 (last year 1721) Impington 1477 (last year 1502)
- 145.12 Item 139.1 St Andrews Church had written to County Council in support of bid
- 145.13 Item 140.2 Flooding SCDC Seminar 14 December with address by Andrew Lansley MP. Attended Dist Cllr Teague.

4 CO OPTION TO PARISH COUNCIL

- 146.1 Letter of application received from Mrs Brenda Soar of The Coppice. Mrs Soar had been unable to attend the meeting but prop Cllr Abdullah, sec Cllr Lawton, all in favour to co opt her to the Council. Declaration of Acceptance would be signed prior to the January meeting. A further co option was due to take place on the January agenda.
- 146.2 Colin Moore had agreed to continue as Parish Council's representative to the Day Centre
- 146.3 Cllr Cole had been co opted onto the Environment Committee, all agreed. A vacancy on the Burial Ground Committee would be filled at the January meeting.

5 PLANNING

- 147.1 To be considered/already considered by the Parish Council's own Planning Committee as statutory consultees only:
- | | | | | | | | |
|------|--------------|----------|---------|-----------|----------------|--|--------------------|
| 1298 | S/2169/01/F | Mr & Mrs | Stewart | 40 | Woodcock Close | Extension | Recommend Approval |
| 1299 | S/2279/01/0 | Mr & Mrs | Graves | r/o 94/96 | Mill Lane | 3 dwellings | |
| 1300 | S/2328/01/LB | Mr & Mrs | Temple | 10 | Cambridge Rd | Alterations including rebuild of engine shed assoc with windmill and reroofing | Recommend Approval |
| 1301 | S/2329/01/F | Mr & Mrs | Temple | 10 | Cambridge Rd | Alterations as above | Recommend Approval |
- 147.2 Holiday Inn Sign Vice Chairman reported on the SCDC Planning Committee meeting held 5 December when applied for sign, as erected, was refused. He acknowledge support given by the Dist Cllrs. The District Council had included a legal clause whereby if the sign was not removed, prosecution would follow. A smaller No 5 sign was required. It was noted the sign stated Holiday Inn 'Cambridge' and agreed to write to Mr Belcham at SCDC Planning and the

Holiday Inn Head Office to ask for this to be altered to read ‘Impington’.

- 147.3 **Approval decisions by South Cambs notified to Parish Council:**
S/1997/01/F Mr M Bhalsod, The Almonds, Milton Rd – extensions outbuildings and access including change of use from agricultural to garden (amended addition dormer window)
S/1995/01/F Mr & Mrs Dant, 12 Burrough Field, extension (2 parking spaces to be kept free for parking at all times)
S/1976/01/F Mr & Mrs Watson, 91 Impington Lane, extensions and double garage
S/1695/01/LB IVC, New Road, alterations, CCTV and cabling (5 conditions)
- 147.4 **Tree Works** SCDC advise work can commence on removal of severely decayed maple at Recreation ground without formal consent
- 147.5 **New Settlement** proposed at Oakington/Longstanton. The Joint Standing Committee had endeavoured to influence the decision and had written with supporting paperwork on flooding issues to the Cabinet and others. Responses had been received from the Environment Agency, James Paice and Cllr Shona Johnstone. Dist Cllr Teague reported on comments made by the Environment Agency on the Longstanton site and their advice given, which were at total odds with the content of the letter now received by the Councils.
- 147.6 **Residential Development off St Georges Way** SCDC invite the Parish Council to indicate any proposal they may have for a name for the new road. After some discussion on several possibilities, prop Cllr Lawton, sec Cllr Cole, all in favour to suggest Cooke Close, in memory of the late Tony Cooke. Cllr Cole undertook to speak to Mrs Cooke about this. If inappropriate agreed to suggest De Chauvant Close.
- 147.7 **Gallaghers** had been approached by the Joint Standing Committee to meet to discuss the Oakington/Longstanton proposal and also the SuperCam proposal (use of St Ives line for guided bus). Agreed to support the calling of a public meeting for Monday 28 January 2002.
- 147.8 **Land bordering Burgoynes House** The Chairman had received e-mail correspondence from the owner of green belt land totalling about 1.8 acres, asking the Parish Council to consider meeting him to talk through future possibilities for the land. Full discussion took place on the current Local Plan and other relevant points. It was eventually agreed that a response should be made that the land is in Green Belt, and whilst that classification applies there was no point in meeting. The meeting agreed that the only time for discussion could be if the classification had changed.

6 YOUTH COMMITTEE REPORT

- 148.1 The Committee had met and increasingly felt a joint initiative was needed with Histon Parish Council, who it was known were looking at the provision of a youth shelter. Cllr Abdullah had written to Histon who had agreed in principle at their December meeting to set up a joint villages Youth Committee, but felt it unlikely that this could be arranged for the next meeting, due 9 January. Cllr Abdullah suggested this could easily be re-arranged to suit. Clerk to contact interested Histon Councillors for input.
- 148.2 The Youth Committee were to input student questionnaire results from the Community Appraisal initiative.
- 148.3 SCYPP would be contacted for details of further training.

7 RECREATION GROUND MANAGEMENT SUB COMMITTEE REPORT

- 149.1 No meeting had taken place since the AGM.
- 149.2 Cllr Lawton remained the sole Impington Parish Council representative on the Development Group. Further vacancy to be filled January meeting.

8 JOINT STANDING COMMITTEE REPORT

- 150.1 Notes of meetings held 26 January (Quest) and 27 January (Committee) copied for all.
- 150.2 Response had been made to the Arbury Camp Development Framework Plan with no reply as yet
- 150.3 Local Plan Consultation No 3 Input received from Cllrs Silk and Davies to date. Cllr Cole reported the Village Society had responded to the document.

9 PLAYGROUND INSPECTOR'S REPORT

- 151.1 Cllr Silk reported no problems.

10 ACCOUNTS

- 152.1 **Paid In:** Burial Ground: Milton Interment £40; Hughes ashes £43. Returned cheque to balances CALC £8
- 153.1 **Retrospective payments** Burial Ground: **T L Farr** Wages M 8 **£383.82** + exps **£6.89** + VAT £1.21 £391.92
- 153.2 **Other: L M Marsh** Admin M7 and 8 **£260** £260.00
- 153.3 **Acacia Tree Surgery** Copse & Coppice tree works **£978** + VAT £171.15 £1,149.15
- 153.4 Prop Cllr Cole, sec Cllr Cornell, with all in favour that these payments be accepted.
- 154.1 **Current payments** **Countryside Watch** subscription (Min 138.1) **£25** £25.00
- 154.2 **Herald Contract Services** final grass verge cut **£270** and South Road **£30** + VAT £52.50 £352.50

154.3	Print Out stationery and copying £4 + VAT £0.70	£4.70
154.4	Burial Ground: Bishops of Histon Groundsmans equipment £7.44 + VAT £1.30	£8.74
154.5	D W Payne Chairman's expenses (Chairman declared an interest) £16.34	£16.34
154.6	Histon Parish Council Shared expenses JSC £23.50 Administration including telephone, copying £98.41	£121.91
154.7	Cambs County Council Impington Village College youth club Term 1 of 3 £371.09	£371.09
154.8	Prop Cllr Cole, sec Cllr Cornell, with all in favour to pay these accounts	

11 PORTABLE OFFICE FOR PARISH COUNCILS

155.1 A paper (Appendix 1) showing 3 quotes received for the provision of a portable temporary office for the Parish Councils was circulated, detailing spending expectation for both purchase and hire over 2 and 3 years. The Chairman detailed how discussion had been taking place for some time on the need to provide office accommodation for the Clerks and the decision made that the Recreation ground was a suitable location for this. The paper showed the cost to include the purchase/hire, one-off installation costs and annual running costs. It was noted that in all cases the purchase cost was the cheapest route to follow. Some discussion took place on possibilities for eventual permanent office accommodation but finally prop Cllr Cole, sec Cllr Abdullah, all in favour to accept quote A and proceed with the purchase from Ravenstock Tam. To be split 50/50 with Histon Parish Council.

12 HIGHWAYS & TRAFFIC

156.1 Cllr Gooden reported on the results of the Jointly Funded Minor Improvements Scheme meeting held 10 December. It appeared the Parish Council's 2 schemes as submitted, one for Cambridge Road and one for Milton Road/Burgoynes Road/Impington Lane had both been split into 2. The resulting Cambridge Road (speed reduction) scheme had scored only 4 and therefore had not been successful. Cambridge Road (weight limit) scheme had been referred elsewhere. The 2 schemes for Impington Lane had been identified as being under consideration in accordance with existing Traffic Management policies but had been costed out as likely to cost in excess of £25,000 and therefore ineligible for the JFMIS. Cllr Gooden advised District Council had found additional money for next year's scheme but this required match-funding by County Council. The likelihood was that over a 4 year period more money would be made available and therefore more projects possible. In future only 2 schemes per parish would be accepted. Chairman summarised that the weight limit issues it appeared could be taken forward but the speed issues had fallen. Some discussion took place on the use of petitions in instances such as Cottenham, which had proved successful and the usefulness of taking schemes forward in stages. Deferred for further discussion.

13 HALF YEARLY REVIEW OF DONATIONS

- 157.1 Report supplied for all showed £450 left in Donations budget.
- 157.2 5 applications received from Open Spaces Society, Scope, Homefields Close Bowls Club, Victim Support and Choir 2000. Some discussion took place on the desirability of supporting local causes. Cllr Gooden raised a report in the Cambridge Evening News regarding a young Histon cerebral palsy sufferer's misfortune with damage to her tricycle at IVC and proposed that the Council in accordance with its powers under sections 137 and 139 of the Local Government Act 1972, 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:- "an appeal be launched for a new tricycle with the Council donating £100". Cllr Cole amended this to £200 which was withdrawn when Cllr Lawton seconded the first proposal. Cllr Gooden would prepare a press release condemning the mindless vandalism being seen in the village. All in favour to donate £100. Clerk to speak to IVC for their approval and regarding any appeal they may wish to oversee.
- 157.3 Choir 2000 Cllr Abdullah spoke in support of the group's involvement in the village and the interest and enthusiasm seen. Prop Cllr Lawton, sec Cllr Abdullah, 6 in favour, 1 abstention that the Council in accordance with its powers under sections 137 and 139 of the Local Government Act 1972, 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 towards a new commission for 2002"
- 157.4 Victim Support Cllrs Cornell, Waters and Cole all spoke in favour of work carried out locally. Prop Cllr Cornell, sec Cllr Waters, all in favour that the Council in accordance with its powers under sections 137 and 139 of the Local Government Act 1972, 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 £50"
- 157.5 Homefield Close Community Centre for indoor bowls equipment. Prop Cllr Lawton, sec Cllr Cornell, all in favour that the Council in accordance with its powers under sections 137 and 139 of the Local Government Act 1972, 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:- "that the Council donate £100"
- 157.6 IVC Student Garden Miss Matthews would be asked for an up date on the garden part-funded by Impington Parish Council last year.

14 RECENT CORRESPONDENCE

- 158.1 Circulation File: Histon Parish Council Agenda and Mins; Histon Sector Police Local Consultation Group notes; brochures and leaflets received; Countywide newsheet; EEDA Review
- 158.2 DTLR Model Code of Conduct for Relevant Authorities available on file
- 158.3 CALC papers reported to Council
- 158.4 Local Government Commission for England draft recommendations. Views by 28 January.
- 158.5 Ambrose Way residents had been asked for input into future maintenance plan for open space
- 158.6 SCDC Standards Committee. David Gilbertson and Peter Brindle were now independent members of the Committee.
- 158.7 SCDC Out of Hours Emergency Environmental Health Service. Details copied to all
- 158.8 NALC/Countryside Agency "Guide to the National Training Strategy for Town & Parish Councils in England"
- 158.9 Website up-date. During November there were 22366 'hits' (total visits 2610)
- 158.10 SCDC had provided laminated notices regarding refuse collection for holiday periods
- 158.11 Holiday Inn. Consent to alterations under S20 of the Licensing Act 1964. Loss of 4 bedrooms ground floor. Patio taken into hotel area, creation of Academy. No planning application had yet been lodged. Council had no objection on licensing grounds.

15 COMMUNITY APPRAISAL PROJECT

- 159.1 Cllr Payne, Chairman of this Group, reported briefly on summary results to date, with 78% of questions having been keyed in and analysed. This information copied to all. All Cllrs were asked to consider this seemingly representative information when putting in any views on next year's spending to the Precept Committee. It was accepted the appraisal had been run independently from the Parish Council and as such the Council were not bound by it.

16 ANY OTHER BUSINESS

- 160.1 There was none

17 DATE & PLACE OF NEXT MEETING

- 161.1 Monday 21 January 2002, 7.30p.m. at St Andrew's Church, Burgoynes Road, Impington

The meeting was formally closed 21.40

MINUTES OF MEETING OF IMPINGTON PARISH COUNCIL MONDAY 21 JANUARY 2002 7.30 p.m. at ST ANDREW'S CHURCH HALL, BURGOYNES ROAD

PRESENT: Chairman Cllr D W Payne, Vice Chairman Cllr T W Silk, Cllrs H S Abdullah, C M Cole, P D Gooden (also County), M R Lawton, B J Soar, S A Unwin (co-opted during meeting), G B Waters. Dist Cllrs N S Davies and Mrs J P Teague Mrs A Young Clerk P C Wade (in part)

The Chairman welcomed all to the first meeting of the New Year, particularly new Councillor Mrs Brenda Soar who had signed the Declaration of Acceptance prior to the meeting.

1 APOLOGIES

162.1 Cllr A P Cornell (illness).

2 MINUTES OF THE MEETING HELD 17 DECEMBER 2001

163.1 All agreed Chairman to sign as a true record of the meeting.

163.2 With the agreement of Council, the Chairman brought forward part of item 4 and item 6 at this stage of the agenda.

4 CO-OPTION TO PARISH COUNCIL (and COMMITTEE VACANCIES)

164.1 One application received from Mr Stephen A Unwin of 15 Mill Road for co-option to the Council. Cllr Gooden spoke in support of the co-option of Mr Unwin who was well known to him and who he felt would make a good Councillor.

All in favour to co-opt Mr Unwin, who signed the Declaration of Acceptance of Office and was able to join Council.

164.2 The Chairman asked to return to Committee vacancies later in the agenda order, which was agreed.

6 COMMUNITY BEAT OFFICER REPORT

165.1 PC Wade was available to give a quarterly report and to answer questions. The theft of pedal cycles (both locked and unlocked), and criminal damage continued to be of concern although crime numbers had dropped considerably following the arrest of 2 offenders connected with recent criminal damage to cars. Action Plan Target Areas for a new wave of petty damage in the village were drawn up. December crime figures: Criminal damage (1); theft (3)

165.2 Junior School Cllrs Abdullah and Davies requested the Traffic Warden/CBO attend the school at "pick up" times to deal with increasing problem with parking on double yellow lines. PC Wade to contact the school shortly, being already aware of the problem.

165.3 Histon Sector Newsletter To be circulated. Items included timetable for mobile station currently visiting villages and a scheme "Operation Insight" where members of the community are encouraged to attend a 4 hour patrol with a local officer to see how policing is delivered. Regular copies of newsletter can be sent to Councillors by e-mail on request.

165.4 PC Wade was thanked for his time and left the meeting. Mobile telephone number for PC Wade when on duty: 0771 2489545

3 MATTERS ARISING

166.1 Item 145.1 Community Safety Action Group met 14 January

166.2 Item 145.5 Tree work carried out by Acacia w/c 7 January

166.3 Item 145.8 War Memorial English Heritage advise application has been supported by the Grants Advisory Panel and passed to the technical adviser for assessment.

166.4 Item 145.9 Jubilee Group write with details of plans. Public information meeting 24 January. Councillors asked to consider selling raffle tickets / donating prizes

166.5 Item 147.6 "Cooke Close" suggestion acknowledgement only at this stage. Consultation with other parties to follow

166.6 Item 147.7 Gallaghers Public Meeting not yet arranged. New date to be set

166.7 Item 155.1 Portable office Planning application made to SCDC. Office would be ordered if permission gained. 3-5 week delivery timescale from order.

166.8 Choir 2000 letter of thanks for donation together with sample membership / patron forms

166.9 Victim Support letter of thanks for donation

166.10 Item 157.5 Homefield Close letter of thanks for donation

166.11 Item 157.6 IVC Garden Miss Matthews no longer on Student Council but would request them to up-date the Parish Council as soon as possible

166.12 Item 158.2 DTLR Model Code of Conduct New Declaration of Acceptance of Office Order supplied for Councils once code of conduct adopted. Subject deferred to February / March agendas.

166.13 Item 158.5 Ambrose Way One response from resident by e mail. Land Certificate received from Ginn & Co. Matter for Environment Committee 29 January meeting.

4 COMMITTEE VACANCIES (Continued from 4 above)

- 167.1 The Chairman had received and accepted, following discussions, the written resignation of Cllr Upchurch due to increased work commitments. Council as a whole joined the Chairman in expressing great disappointment to lose Cllr Upchurch. He had offered to continue helping with such issues as bulb planting where possible.
- 167.2 As a result, there was now a vacancy on the Recreation Ground Management Committee as well as existing vacancies on the Recreation Ground Development Committee and the Burial Ground Committee. Cllr Soar was elected onto the Development Group, with Cllr Gooden onto the Burial Ground Committee, all in favour. There were no proposals for representative to the Recreation Ground Management Committee and therefore agreed to defer to February agenda.

5 PLANNING

- 168.1 To be considered/already considered by the Parish Council's own Planning Committee as statutory consultees only:

1302	S/2365/01/F	Mr N	Unwin	11	Clay Close Lane	Change of use of buildings from agri to B1 office use	Recommend Refusal
1303	S/2408/01/F	P	Musk	25	Lone Tree Ave	Conservatory	Recommend Approval
(1274)	S/1231/01/F	Mr & Mrs T	Ewbank	Burgoynes House	Burgoynes Rd	Amended design AMENDED FOR INFO	FOR INFORMATION ONLY
1304	S/2415/01/F	Mr & Mrs A	Powell	15	St Andrews Way	Extension	Recommend Approval

- 168.2 Approval decisions by South Cambs notified to Parish Council:

S/1694/01/F Chivers Farms Limited, Milton Road – change of use to dairy store – 4 conditions

S/1693/01/F Chivers Farms Limited, Manor Farm, Milton Road – change of use to offices (Class B1) – 9 conditions

S/1231/01/F Mr & Mrs T Ewbank, Burgoynes House, Burgoynes Road – extension – 6 conditions

S/1801/01/CC IVC, New Road – CCTV static camera installation and control panel

S/1997/01/F MM Bhalsod, The Almonds, Milton Road (amended insert dormer) – extensions, outbuildings and access inc change of use from agri to garden

S/1051/01/F H Rose, 10 Milton Road – 7 houses – 6 conditions

S/2169/01/F Mr & Mrs Stewart, 40 Woodcock Close, extension

The Chairman reported a large number of copy letters of objection had been received regarding rear of 94/96 Mill Lane, to which the Parish Council had recommended refusal, and also some received regarding 11 Clay Close Lane following previous complaints from residents regarding traffic problems.

- 168.3 Holiday Inn signs Part permission and part refusal. Dist Cllr Teague reported the applicants had re-submitted a smaller design for sign No 5.
- 168.4 Arbury Park Planning application for residential development by Gallaghers received and currently with Chairman and Vice-Chairman. At first sight, the traffic implications were of great concern. Wood Frampton, Planning Consultants for Gallaghers had responded to initial queries on the application. Agenda February.
- 168.5 Local Plan Inquiry Dist Cllrs Teague and Davies had not yet heard anything regarding the summary. They would advise the Parish Council of any representations they made.
- 168.6 CPRE. Planning application workshop for Councillors Saturday 2 March (Ely), £8 for members, £25 non-members. Council not to attend but to press forward with in-house planning training.
- 168.7 Cambs County Council Structure Plan Review. Publicity for plan copied to all.
- 168.8 GO-East. Copy of letter from John Spellar, Minister for Transport to East of England Local Government Conference with response to the conference's views on the Preferred Plan recommended by the Cambridge to Huntingdon Multi-Modal Study. He has agreed the Preferred Plan represents a sound basis for solving transport problems in the corridor.
- 168.9 Cambs County Council Strategic Planning details of new consultation arrangements for applications by the County Council themselves. To be copied to all for information.
- 168.10 10 Milton Road Concern was expressed that the new houses be built to plan. District Council to be asked to monitor.

7 YOUTH COMMITTEE REPORT

- 169.1 Minutes of the meeting held 9 January 2002 copied to all. Cllr Abdullah reported the Bus Project was not commencing in Histon until 24 January. A further meeting was due 13 February, provisionally at 8.30 p.m.

8 RECREATION GROUND MANAGEMENT SUB COMMITTEE REPORT

- 170.1 Had not met in January.

9 PLAYGROUND INSPECTOR'S REPORT

- 171.1 Cllrs Silk and Abdullah reported no problems. However, litter in the Clay Close Lane area was increasing and Mr Smith to be asked to concentrate any spare hours this month in that area.

10 ACCOUNTS

172.1	<u>Paid In:</u> Burial Ground: Interment Willson £40	
173.1	<u>Retrospective payments</u> Burial Ground: T L Farr Wages M 9 (no expenses) £354.96	£354.96
173.2	Inland Revenue T L Farr Sept – December £34.30	£34.30
173.3	Other: Victim Support Donation £50	£50.00
173.4	Choir 2000 Donation £100	£100.00
173.5	Homefield Close Unit Donation £100	£100.00
173.6	Prop Cllr Abdullah, sec Cllr Lawton, with all in favour that these payments be accepted.	
174.1	<u>Current payments</u> St Andrew's, Impington PCC Room hire 2001 £168	£168.00
174.2	Glasdon UK Limited Seat for The Coppice (to be fitted) £327.69 + VAT £57.34	£385.03
174.3	Acacia Tree Surgery Burroughfield pruning and lifting £64 + VAT £11.20	£75.20
174.4	Prop Cllr Abdullah, sec Cllr Lawton, with all in favour to pay these accounts	

11 HIGHWAYS & TRAFFIC

- 175.1 Cambs County Council Cllrs Payne and Gooden had entered into various e-mail correspondence with Highways County officers.
- 175.2 Cambridge Road There appeared to be some commitment by County to work on Cambridge Road to control speeding. Plans for consultation were in hand.
- 175.3 Impington Lane/Burgoynes Road/Milton Road HGV surveys to be carried out to see whether a weight restriction should apply. Cllrs Payne and Gooden were concerned at what criteria would be used.
- 175.4 Butt Lane junction Cllr Gooden reported a traffic study had commenced, details awaited.
- 175.5 Clay Close Lane Traffic counts to commence week commencing 14 January with a view to using the recent residents' suggestions where possible. Mr Stutely on behalf of the residents had confirmed the field ditch had been cleared by Mr Unwin.
- 175.6 New Road Parking Issues Mr Brace had provided a report on findings, all action still pending. Clerk to chase.
- 175.7 Cambs County Council, Environment & Transport Letter from Mark Kemp, Network Manager South & East Cambs, outlining restructuring of the Highways & Engineering Division. To be copied for all.
- 175.8 Safer Routes to School Chairman to speak with IVC again about roads which are key routes to IVC under this scheme.
- 175.9 School Walking Bus was being investigated by the primary schools in Histon.

12 THE MEADOW, BURGOYNES ROAD

- 176.1 Ms Chivers had confirmed Chivers Farms Limited were able to grant a lease of at least 21 years to enable the Council to proceed with the plans drawn up by Mr Brown last year.
- 176.2 Environment Committee to consider fully at next meeting.

13 PRECEPT 2002-03

- 177.1 It was clarified that the Precept Committee was newly elected each year in November, being the Chairman, Vice-Chairman and 2 other Councillors.
- 177.2 Papers were provided by the Committee who had met on 15 January 2002 recommending a Precept for Impington of £48,000, equating a Band D parish payment of £32.50 p.a. Following questions which were answered, prop Cllr Payne, sec Cllr Abdullah, all in favour to accept the Committee's recommendations for budgets and precept. Agreed the Council could consider using reserves for items at this stage only possible additional expenses, e.g. Recreation ground Development Group (previously ringfenced funds), planning costs especially Arbury Park, extra youth club costs, scanner provision.

14 RECENT CORRESPONDENCE

- 178.1 Circulation File: Histon Parish Council Agenda and Minutes; Clerks & Councils Direct; Charity Commission News; Camelot Lottery Briefing; Queen's Golden Jubilee official celebration details; Local Council Review Jan 02; Planning for the Future – A New Local Plan for South Cambs; Clerks & Councils Direct Yearbook; railfuture and RailWatch
- 178.2 Cambs ACRE Conference Tuesday 12 February at Ely "Rural Community Participation" £25
- 178.3 CALC Workshop for Councillors Sat 9 February at Huntingdon including item on the new Model Code of Conduct and Standards Committees with Acceptance of Office. New Cllrs to attend where possible. Cost £25 including handouts. Bulletin copy for all.
- 178.4 Countryside Agency. Invitation to Conference on ICT and Rural Areas. Tuesday 5 February 2002 at Duxford Officers Mess at concessionary cost £11.75 (full cost £32.25)
- 178.5 Resident asks if the Parish Council could be involved in attempting to get the clock at the Business Centre working again. Clerk to investigate

- 178.6 Resident asks if the Parish Council plan to write to Histon Football Club about the recent work carried out on trees. Agreed at this stage to request SCDC to consider applying TPOs to the trees.
- 178.7 Three media studies students from IVC request permission to film an opening sequence for a film they are making in the cemetery. Script would be requested for perusal prior to any filming being approved or commencing.
- 178.8 Resident of Spring Close, Histon asks for tree works to be considered in the cemetery next year. To be passed to the Burial ground Committee
- 178.9 DTLR Local Govt White Paper: Parish Proposals. "Strong Local Leadership – Quality Public Services held on file
- 178.10 IVC. International Human Rights Day 24 January 2002. Invitation for Councillors to attend evening.
- 178.11 Holiday Inn. Transfer of Licence notice of application given.
- 178.12 Cambs County Council "Member Led Review of Complaints". Views sought on procedures. Impington Parish Council had no particular knowledge of this.
- 178.13 South Cambs Crime & Disorder Partnership. Invitation for one Parish Councillor to attend strategy consultation conference Wednesday 13 February at Marshalls Airport.
- 178.14 Bus Project. Histon Parish Council had agreed to fund the Bus Project visiting Histon on Thursdays for the Spring and Summer terms at a cost of £35 per session. AGM Bus Project Wednesday 30 January 2002 at Cottenham VC.
- 178.15 IVC Youth Club Kate D'Arcy explained that the charge to Impington Parish Council for the academic year had been miscalculated. An extra £19.85 (total £59.55) was requested if Council felt fit. Prop Cllr Cole, sec Cllr Lawton, all agreed to pay this extra sum. Precept Committee had received a report from Kate showing an amount of £1,367.12 to be requested for the 10 extra youth club sessions for 2002 – 03, prior to any Tuesday night skate club provision.

15 ANY OTHER BUSINESS

- 179.1 Agreed to write to David Upchurch thanking him for his excellent service
- 179.2 Proposals for a buffet for ex-Cllr Colin Moore. February agenda item
- 179.3 Dist Cllr Teague advised the application for takeaway at 44 Station Road, Histon had been taken to appeal.

16 DATE & PLACE OF NEXT MEETING

- 180.1 Monday 18 February 2002, 7.30p.m. at St Andrew's Church, Burgoynes Road, Impington

The meeting was formally closed 21.10

MINUTES OF MEETING OF IMPINGTON PARISH COUNCIL MONDAY 18 FEBRUARY 2002 7.30 p.m. at ST ANDREW'S CHURCH HALL, BURGOYNES ROAD

PRESENT: Chairman Cllr D W Payne, Cllrs H S Abdullah, C M Cole, A P Cornell, P D Gooden (also County), M R Lawton, B J Soar, G B Waters. Dist Cllrs N S Davies Mrs A Young Clerk Dr D A Brown (in part)

1 APOLOGIES

181.1 Cllr S A Unwin (working); Cllr T W Silk (absent for personal reasons); Dist Cllr J P Teague (on holiday); Dist Cllr J A Muncey (family illness).

2 MINUTES OF THE MEETING HELD 21 JANUARY 2002

182.1 All agreed Chairman to sign as a true record of the meeting.
182.2 With the agreement of Council, the Chairman brought forward part of item 8 at this stage of the agenda.

8 ENVIRONMENT COMMITTEE REPORT ("The Meadow")

183.1 Standing orders were suspended to allow Dr Brown to contribute to discussions. He recapped on work carried out on design of a Village Green for Impington and was happy to assist the Council with advice on funding opportunities, and time and practical help where possible. He felt the figures already mentioned in previous minutes were a good target to pursue. Funding bodies mentioned included South Cambs District Council, Countryside Commission, Green Belt Project, HUB initiatives (although none available in Cambs as yet). Environment Committee members present at the meeting held 29 January felt unable as a Committee to take this forward. Cllr Cornell AGREED to contact grant aid bodies to explore possibilities. Chairman AGREED to approach the HICAP team to see if anyone was willing to lead this project. He felt it may also be possible to attract interest through the new Histon & Impington Crier. However, it was appreciated that this type of publicity within the village would need to be fairly tentative unless the Council was fairly confident of some delivery. In the meantime a response would be made to Ms Chivers pending further news from Chivers Farms Limited on their current queries as detailed in her letter 28 November 2001. A meeting between the Council and Chivers Farms would then be necessary to talk about the new proposals for a lease.
183.2 Dr Brown was thanked for his continuing interest and support and left the meeting. The Chairman asked to return to Environment Committee later in the agenda which was agreed.

3 MATTERS ARISING

184.1 Item 154.1 Police matters Histon Sector Newsletter received by e mail. Individual Councillors wishing to receive, please contact Julie Gilbert. Copy in circulating file. January crime figures: cycle theft (3); criminal damage (6); theft (1); suspicious incident (1). Countryside Watch Information pack now available. 7 calls to date to Council office detailing local crime issues in the countryside. Book available for all for inspection. Watch co-ordinator had provided file to be circulated to Cllrs and 2 signs to be erected at each entrance to village. The co-ordinator stressed a Cllr or resident with a particular interest in countryside crime e.g. horse or machinery owners, farmers, should be the telephone contact for this membership, not the Parish Clerk
184.2 Item 165.2 Police/Traffic Warden attended Junior School in January and issued tickets to offenders. Dist Cllr Davies advised Histon Parish Council met with Junior School representatives regarding problems seen at school entrance.
184.3 Item 166.1 Community Safety Group Notes not as yet available from SCDC. The Group now appear to be looking towards a more local group taking ownership of this issue.
184.4 Item 166.3 War Memorial District Council had indicated funds may be available for grant aid through themselves once details known about existing application made.
184.5 Item 166.5 Naming of new development off St Georges Way Letter from SCDC indicating developers had proposed the street be named "Sunnyvale" being the name of the original house. Council agreed "Cooke Close" was preferred.
184.6 Item 166.6 Meeting with Gallaghers to be between the developers, both Parish Councils and representatives from the Meadows Residents Association. Tuesday 26 February, Impington Church Hall.
184.7 Item 178.3 CALC course Cllr Soar had attended
184.8 Item 178.5 Clock Clerk had contacted EEDA Facilities manager who confirmed necessary work was in hand.
184.9 Item 178.6 TPOs SCDC were unable to apply due to poor state of trees but had written to Football Club accordingly
184.10 Item 178.7 Burial Ground filming Clerk had given written permission for filming after liaison with 2 of the Burial ground Committee members concerning the script.
184.11 Item 178.8 Burial ground Committee Meeting date to be organised
184.12 Item 179.2 Planned Buffet for ex Cllr Moore Clerk to try and arrange for a midweek date.

4 COUNCIL AND COMMITTEE VACANCIES

185.1 Co Option to be an agenda item in April to fill vacancy caused by resignation of David Upchurch

185.2 Committee Vacancies Cllr Unwin had indicated a willingness to represent Impington Parish Council on the Recreation ground Management Sub Committee. All in favour to elect him onto this sub Committee.

5 PLANNING

186.1 To be considered/already considered by the Parish Council's own Planning Committee as statutory consultees only:

(1297)	S/2057/01/A		Forte Hotel Group	Lakeview	Bridge Road	Signs Amended	FOR INFO ONLY	-
1305	S/0071/02/F	Mr & Mrs	Stephens	60	South Road	Extension		Recommend Approval
(1273)	S/1258/01/F	Mr & Mrs DJ	Miller	17	Villa Road	Reduction in ground floor accommodation Amended	FOR INFO ONLY	-
1306	S/0138/02/F		Histon & Impington PC		New Road	Portable office – temporary		Recommend Approval
1307	S/0230/02/F	Mr & Mrs T	Allen	78	Mill Lane	2 dormer windows		
1308	S/2379/01/0		Gallaghers		Arbury Camps	Development		ON GOING
1309	S/0272/02/F	H	Tomalin	30	Hereward Close	Conservatory		
1310	S/0293/02/A		Forte Hotel Group	Lakeview	Bridge Road	Sign (replacement)		
1311	S/0298/02/F	Mr R	Pollyn	10	The Crescent	Extension		
1312	S/0310/02/F	Mr & Mrs	Taylor	42	Cambridge Road	Single storey front extension		
1313	S/0315/02/F	Mr A & Dr R	Nicholas and Wood-Walker	54	South Road	Alterations and extension to form 2 storey house		

186.2 Approval decisions by South Cambs notified to Parish Council:

S/2415/01/F Mr & Mrs A Powell, 15 St Andrews Way – extension;

S/2328/01/LB Mr & Mrs Temple, 10 Cambridge Road – alterations associated with windmill (6 conditions);

S/2329/01/F Mr & Mrs Temple, 10 Cambridge Rd – alterations and rebuilding engine shed, re roofing of workshop;

S/2408/01/F Mr P Musk, 25 Lone Tree Avenue – conservatory

186.3 Refusal decisions by South Cambs notified to Parish Council:

S/2279/01/0 Mr & Mrs Graves, land r/o 94 and 96 Mill Lane – 3 dwellings (Contrary Policy 16A Deposit Local Plan, contrary also SE14 and para 3.15 PPG2 “Green Belts”

186.4 Tree Works 3 The Coppice (repollard horse chestnut, removal of second). Tree Warden Cllr Cornell had no objection. 43 New Road (fell walnut) Tree Warden felt pollarding more appropriate. Comments forwarded to District Council

186.5 JJ Gallagher application for development Arbury Park S/2379/01/0 Chairman advised he and Cllr Silk had looked at application, together with Histon Parish Cllr Mason who had expert interest in flooding issues. He had provided a memo for all Cllrs (Appendix 1) and went through the points with Council, highlighting the section ‘Issues/decisions’. He felt that neither Histon nor Impington or anyone else on the B1049 should be looking at development until something had been done about the B1049. Some Cllrs remained opposed to accepting that development had to take place at this site. Considerable discussion took place on re-designation of Histon and Impington as Rural Growth Settlement from Limited Rural Growth. Cllrs were concerned at the implications of this (up to 400 new houses) although the Local Plan had already identified Arbury Camps as suitable for 900 houses. The only other area in Impington where development was already permitted and could currently take place was off Ambrose Way (some 47 houses). It was noted that, in the Inspectors report on the Local Plan, the Green Belt had been relaxed at Drake Way. Dist Council had been questioned about this whole issue by both Dist Cllr Teague and Cllr Cornell together with ex-Dist Cllr Paul Rayment and responses were awaited and would be copied to the Parish Council and County Cllr Gooden. Council also discussed in detail the Local Plan and Regional Planning Guidance process and consultations made regarding the Northern Fringe. Great disappointment was expressed that Chesterton Sidings, a brownfield site, was not being looked at prior to Arbury Camps, a greenfield site. It seemed the argument was that 900 houses required in RPG by 2008 could only be delivered at Arbury Camps. Much discussion also took place on the differential treatment of north and south of Cambridge. Finally AGREED to a) invite Keith Miles/John Pym of SCDC Planning to joint meeting of the 2 Parish Councils with JJ Gallaghers. The key issues, it was agreed, to be highways / infrastructure with specific queries for the planners to be treated separately at another meeting b) send representative to speak with Keith Miles at a date already arranged for 1 March, with Cllr Cornell and Mr Rayment. Cllr Gooden offered to attend. c) wait for a response to Messrs Cornell/Rayment’s queries to Keith Miles before considering writing on the same subject. The Chairman advised Gallaghers had mentioned the possibility of approaching Histon and Impington Parish Councils to talk about recreational provision, the proposed areas within the application being insufficient for planning purposes, and mainly focusing on play equipment areas and “kickabout” areas. Those present

felt the development should be self-sufficient in these areas. The affect that a total population of over 6,000 would make to the current Parish Council was discussed.

186.6 Appeal 12 Burroughfield S/1504/01/F Pitched roof, single storey front extension. As Parish Council had recommended approval, no further representation was to be made.

186.7 CPRE Invitation for Parish Council to subscribe in light of the Government's Planning Green Paper 'Delivering a Fundamental Change'. Prop Cllr Cornell, sec Cllr Abdullah, all in favour, to subscribe at £25 per annum

186.8 Cambus County Council Newsletter re Oakington/Longstanton proposed settlement. Circulation file.

6 YOUTH COMMITTEE REPORT and YOUTH MATTERS

187.1 Joint Committee had met 13 February and begun the process of preparing Terms of Reference. Members due to meet representatives of Milton Parish Council Youth Committee on 8 March 7pm to discuss their experiences. Library unable to commit to a youth notice board at present time. Letter from Kate D'Arcy re skateboarding provision asking Impington Parish Council to consider taking this on as a project and detailing insurance and staffing costs not yet discussed. The Committee had decided not to involve SCYPP any further in their work.

187.2 AGM Bus Project. Cllr Waters had been unable to attend. Reports from the officers indicated a good year to April 2001. Since then a Fundraiser had been employed and had so far raised £35,000 against a budget of £10,000. Martin Croxon had carried out vital work with other agencies and now needed a Project Assistant. The Trustees were all present and their individual specialist fields were outlined.

187.3 IVC Youth Clubs. Kate D'Arcy writes with up to date report. Copied to Youth Committee for comment

7 RECREATION GROUND MANAGEMENT SUB COMMITTEE REPORT

188.1 Had met 13 February. Mainly housekeeping issues. Election of Chairman and Vice Chairman deferred to March agenda as no Impington representatives were present.

8 ENVIRONMENT COMMITTEE REPORT

189.1 Minutes of meeting held 29 January copied to all and accepted.

189.2 Walkabout dates requested for March/April

189.3 Grass cutting Still only one quote to hand despite pressing other contractors for response

189.4 New bulbs had not grown well. Some grass cutting undertaken by hotel had not helped. Clerk to advise hotel of sites of bulbs along Bridge Road

189.5 Dog Bins Cllr Cornell had identified 2 sites where bins would be appropriate at The Coppice. Once investigations complete, 2 would be ordered and fitted.

189.6 Seats Quotes received for coronation seat. S Bowyer of Cottenham quoted to replace all 5 runners, preserve and woodstain seat at £247.53. Site & Maintenance Services quoted to replace 3 broken runners at £40. Prop Cllr Cornell, sec Cllr Lawton, and AGREED to accept Site & Maintenance quote and arrange for Council staff to treat/stain seat.

189.7 Dog Bins County Council indicated a new agreement would be required for future use of street light columns.

9 PLAYGROUND INSPECTOR'S REPORT

190.1 Nothing to report

10 ACCOUNTS

191.1 Paid In: Burial Ground: Interment Baccus £40; plot and inter of ashes Chan £105 Other: Post House Recycling credits £21.98; SCDC Recycling credits to March 2001 £1,334.78. The Chairman explained changes in tonnage rates which indicated although increased recycling was taking place, the income for the Parish Council would be less next year.

192.1 Retrospective payments Burial Ground: **T L Farr** Wages M 10 **£334.95** + phone expenses **£10** £344.95

192.2 **L Marsh** administration **£188.50** £188.50

192.3 **CALC** Training course Cllr Soar **£25** £25.00

192.4 Prop Cllr Abdullah, sec Cllr Lawton, with all in favour that these payments be accepted.

193.1 Current payments **H R Window Cleaning Services** Bus shelter cleaning **£31** £31.00

193.2 **Site & Maintenance Services** fallen tree in Coppice removal **£40** + VAT £7 £47.00

193.3 **Site & Maintenance Services** Cambridge Road seat removal; Coppice seat replacement **£239** + VAT £41.82 £280.82

193.4 **Petty Cash** Imprest account **£27.15** £27.15

193.5 Prop Cllr Abdullah, sec Cllr Lawton, with all in favour to pay these accounts

11 HIGHWAYS & TRAFFIC

194.1 East Highways Division Mr Thornton would no longer be responsible for Impington after restructuring within Highways. Council expressed disappointment at the loss of his services, expertise and local knowledge. Mr Thornton indicated his wish to ensure proper documentation of his ideas was handed over to the new contact, hoping the new

officer would join him and Impington Parish Council representatives on the planned walkabout in March/April. Clerk had e mailed Mr Thornton with various on going issues, including damaged verge at top of St Andrews Way.

- 194.2 New Road verge/ Clay Close Lane Mr Brace, County Council had been asked to up date Council on the position re New Road. Mr Turburville, resident, had also contacted clerk on behalf of residents seeing an up date. Chairman reported on the ongoing problems with parking and also damage to the verge. 2 major areas of damage, essentially vandalism, were now apparent, both of which had been repaired in the past. It had been reported that some Parish Councils had been allowed to put in posts or bollards themselves. However, it had been the expectation that County Council would do this and a further response from Mr Brace was awaited. Following discussion on outstanding traffic matters at Clay Close Lane, with Mr Sharp at County, Cty Cllr Gooden undertook to chase both these items.
- 194.3 Clay Close Lane Work being carried out by East Highways Division had given some flooding problems
- 194.4 School Lane Cty Cllr Gooden had received correspondence from a resident concerned at the inappropriate positioning of the street signs. He had written to District Council Planning.

12 PROPOSED ADOPTION OF MODEL CODE OF CONDUCT

- 195.1 Following discussion on the Local Govt Act 2000 and the fact the code would apply to all Parish Councils from May, prop from the Chair, sec Cllr Cornell, that the clerk be adopted by the Parish Council as its ‘Proper Officer’. All in favour. Prop Cllr Abdullah, sec Cllr Soar the Parish Council adopt the Parish Council Model Code of Conduct, unaltered, as presented. All in favour. Following some concern about the necessity of the forms to be completed, it was accepted the code was designed to ensure the public can have confidence in the Council’s workings. Clerk to contact SCDC to arrange for the Parish Council’s adoption of the Code to be publicly advertised. Finally, prop Cllr Abdullah, sec Cllr Soar, all in favour, that the Parish Council support the provisional decision to form a Parish Sub Committee of the Standards Committee, to comprise 2 Parish Councillors, one Dist Cllr and 1 independent member. Cllr Payne declared an interest as one of the proposed Parish Cllrs, being on the Standards Committee. Cllrs were reminded of the legal need to complete and return the Declaration of Acceptance and Register of Members’ Interests forms within 2 months.

13 RECENT CORRESPONDENCE

- 196.1 Circulation File: Histon Parish Council Agenda and Minutes; Recreation Ground Management Sub Committee agenda and minutes; Zurich CIC News; EEDA up date; SCDC Flooding Seminar feedback; South Cambs NHS Newsletter; Rail East; Sovereign circular; Guide to organising safe events; various leaflets
- 196.2 SCDC Environmental Health Comments sought on application for Public Entertainments Licence (renewal) Recreation Ground pavilion.
- 196.3 Coppice resident Letter covering various matters including parking problems at Eurocar / The Coppice which had been copied to PC Wade for comment. Other matters referred to Environment Committee.
- 196.4 Cambs ACRE ‘Vital Villages’ funding seminars April and May details.
- 196.5 Waste Local Plan (revised deposit). No pre-inquiry changes recommended. Further response required from Parish Council by 8 March.
- 196.6 Waste Forum meeting at Milton. Dist Cllr Teague had attended on behalf of Parish.
- 196.7 CALC questionnaires, minutes and papers to be circulated as appropriate. Clerk to commence free training course 28 February, one session a week for 6 weeks as part of a training strategy pilot scheme
- 196.8 Cambridge Evening News ‘Histon & Impington Crier’ had been delivered to all households. Meeting arranged Wednesday 20 February at Milton for interested community members for input. CEN had already agreed to increase the size of the masthead for Impington following a complaint from a resident of Clay Close Lane.

14 ANY OTHER BUSINESS

- 197.1 None

15 DATE & PLACE OF NEXT MEETING

- 198.1 Monday 18 March 2002, 7.30p.m. at St Andrew’s Church, Burgoynes Road, Impington

The meeting was formally closed 21.46

MINUTES OF MEETING OF IMPINGTON PARISH COUNCIL MONDAY 18 MARCH 2002 7.30 p.m. at ST ANDREW'S CHURCH HALL, BURGOYNES ROAD

PRESENT: Chairman Cllr DW Payne, Vice Chairman TW Silk, Cllrs HS Abdullah, CM Cole, AP Cornell, MR Lawton, BJ Soar, SA Unwin, GB Waters. Dist Cllrs NS Davies, J P Teague, JA Muncey Mrs AJ Young Clerk

1 APOLOGIES

199.1 Cllr PD Gooden (working)

2 MINUTES OF THE MEETING HELD 18 FEBRUARY 2002

200.1 All agreed Chairman to sign as a true record of the meeting.

3 MATTERS ARISING

201.1 Item 183.1 The Meadow Nothing further to report as yet

201.2 Item 184.1 Police matters Sector Newsletter received. February crime figures: theft (5); criminal damage (3); theft from vehicle (1); theft of cycle (1); attempted burglary (1). Rules for recording crimes were changing and figures likely to increase dramatically. Papers re Police Local Consultation Group circulated. Next meeting IVC 27 March. Letter from Cambs Constabulary re. Recruitment & Crime Prevention Countryside Watch A further 6 calls received covering suspicious behaviour on a farm in Somersham, stolen horses, stolen equipment and illegal hare coursing schemes. Any relevant items in Impington should be reported to the organisers.

201.3 Item 184.3 Community Safety Group notes now received

201.4 Item 184.9 Football Club tree works Further copy letters between District Council and Club Chairman held on file. Club reportedly furious with standard of work

201.5 Item 184.11 Burial Ground Committee to meet once office in use. In meantime, alternative cherry tree to that previously agreed had been accepted from Acacia at £42 + VAT and planted by Mr Farr.

201.6 Item 184.12 Buffet not yet arranged

201.7 Item 185.1 Co Option April agenda.

201.8 Item 186.7 CPRE information pack to be circulated

201.9 Item 189.2 Walkabout date not yet set.

201.10 Item 195.1 Model Code of Conduct All Councillors had completed forms. 'Frequently Asked Questions' printout obtained from the Monitoring Officer, to be copied to all for interest.

201.11 Item 196.5 Waste Local Plan (revised deposit) had been dealt with by Joint Standing Committee

201.12 Item 196.8 Cambridge Evening News meeting had been well attended with some community input now in place. Further meeting 13 March. Elizabeth Fraser was acting as conduit for articles / information. Article to be written on the role of the Parish Council for a future issue. Next meeting 11 April.

4 PLANNING

202.1 Gallaghers presentation 26 February. Kings Meadow Residents Association had been invited to attend but no-one had. Chairman gave a brief overview of questions raised and issues still outstanding. Informal notes made at the meeting would be copied to all. Cllrs were concerned at the developers' lack of appreciation of issues which might affect both Impington and Histon and remained disappointed that at no point in the presentation had the developers mentioned 'Impington'. It was clarified the guided bus issue must be regarded as a separate application and was not relied upon by Gallaghers as part of traffic calculations. Application for housing and mixed use was outline only and at this stage was for access. The Dist and County Cllrs it was confirmed would work together to come to a joint position on the application. It appeared the application would not be determined by SCDC until at least the summer and opportunities would be used to negotiation details of Section 106 agreements. The Arbury Camps site was outside the definitive settlement development boundary and therefore Local Plan policy applied to it. Dist Cllr Teague advised she had already put in an objection. Finally, agreed Chairman together with Dist Cllr Teague would look through all the papers, call a preliminary meeting of Impington Parish Council to draw up questions, write to the Gallaghers team, and then invite them if appropriate, to come and present answers to these specific queries and report progress to date. Histon Parish Council may be asked to give input to the preliminary meeting. Some discussion took place on recreational provision and whether a separate Parish Council would need to be formed for the new development.

202.2 Letter from Mr Paul Rayment ex-Dist Cllr, copied to all detailing his conclusions following recent meeting with Planners on Local Plan, Oakington/Longstanton and Arbury Camps issues.

202.3 To be considered/already considered by the Parish Council's own Planning Committee as statutory consultees only:

1314 S/0397/02/F I Muncey 8a School Lane Extensions

202.4 Approval decisions by South Cambs notified to Parish Council:

S/0138/02/F Histon & Impington Parish Councils, Recreation Ground, New Road – portable office (temp to 28.2.05)

S/0071/02/F Mr & Mrs Stephens, 60 South Road – extension

S/0272/02/F H Tomalin, 30 Hereward Close – conservatory

S/0230/02/F Mr & Mrs T Allen, 78 Mill Lane – 2 dormer windows

S/2365/01/F Mr N Unwin, 11 Clay Close Lane – change of use from agricultural to B1 office use – (4 conditions re parking and Conservation Area) Committee site visit had been requested and carried out.

202.5 Tree Works Burgoynes House (crown thin plum by 20%). Tree Warden had no objection

202.6 10 Milton Road District Council confirm Building Inspectors happy site set out correctly

202.7 County Council leaflet on introduction of public speaking at Development Control Committee

202.8 Structure Plan Consultation list of public meeting dates available

5 YOUTH COMMITTEE REPORT and YOUTH MATTERS

203.1 Notes of meeting between reps of Youth Committee and Milton Youth Committee held on file. Draft Terms of Reference to be discussed again.

203.2 Committee asked to consider letter from Ms D'Arcy re skateboard provision to enable response to be made. Since then a further letter indicated new equipment would need to be purchased by the club. Letter handed to Youth Committee for response but it was commented that a vast number of funding sources existed.

203.3 Copy letter Tara Edwards, South Cambs (Community Safety) to Bidwells re allotment land at Villa Road handed to Committee for files.

6 RECREATION GROUND MANAGEMENT SUB COMMITTEE REPORT

204.1 Cllr Waters reported on meeting held 13 March 2002. Cleaners had been contracted for pavilion; vertidrainage carried out; damage caused to the bowls green during the winds; the diseased maple removed; new 8ft chain harrows had been purchased at £250. An offer stood from the City Council of a portable 50ft changing room facility free of charge, except collection and siting costs. This was being viewed as a possible stop-gap provision for sports teams.

7 PLAYGROUND INSPECTOR'S REPORT

205.1 South Road. Cllr Silk reported grass had been cut and collected. Low growth bramble on NIAB boundary would be dealt with by Mr Smith. Zurich to be asked to quote for inspection of climbing frame. Doctors Close. No problems

8 JOINT STANDING COMMITTEE REPORT

206.1 Meeting held 5 March attended by Cllrs Payne and Cole.

- Cllr Payne to respond to Waste Local Plan;
- terms and conditions of employment of clerk outstanding with Cllr Parish;
- Clerks to be requested to produce proposal for office procedures;
- Planning: Delivering a Fundamental Change green paper – JSC not responding but Cllr Payne to put in a brief objection re loss of role of Parish Councils;
- Structure Plan – comments requested by mid-April. General feeling that policies far too weak at present;
- ARUP superCAM Environmental Impact Assessment Draft Scoping Report – response to be made by Cllrs Mason, Chatfield, Payne and Mr Wilkinson, particularly on factual errors;
- Town & Country Planning Association Stakeholder Involvement in RPG – response to be made.

9 ACCOUNTS

207.1 Paid In: Nil

208.1 Retrospective payments Burial Ground: T L Farr Wages M 11 **£334.45** + expenses **£3.41** + VAT 60p £338.46

208.2 Other: CPRE Subscription **£25** £25.00

208.3 SCDC Publication of acceptance of Code of Conduct **£10** £10.00

208.4 ESPO Litter bin **£98** + VAT £17.15 £115.15

208.5 Prop Cllr Lawton, sec Cllr Silk, with all in favour that these payments be accepted.

209.1 Current payments Acacia Tree Surgery Tree works Doctors Close and Clay Cl Lane **£247** + VAT £43.22 £290.22

209.2 Bishops of Histon Paint materials Coronation seat **£5.27** + VAT 92p £6.19

209.3 Site & Maintenance Services Fix litter bin Bridge Road **£35** + VAT £6.12 £41.12

209.4 Glasdon UK Limited 2 dog bins **£151.54** + VAT £26.51 £178.05

209.5 Print Out Stationery **£16.22** + VAT £2.84 £19.06

209.6 SCDC Burial Ground rates **£96.90** £96.90

209.7 Site & Maintenance Services Coronation seat slats **£48** Fix dog bins **£20** + VAT £11.90 £79.90

209.8 Histon Parish Council quarterly expenses, office costs and Joint Standing Committee **£2558.03** £2558.03

209.9 Prop Cllr Lawton, sec Cllr Silk, with all in favour to pay these accounts

210.1 Whilst siting bins (209.4/209.7) at the Coppice, Burroughfield corner, fence seen to be damaged. Cllrs Unwin, Silk, Soar to visit site and consider remedial action. Quote from Site & Maintenance Services to replace at £74 + VAT.

10 ANNUAL INSURANCE REVIEW

- 211.1 Clerk and Chairman had reviewed insurance. Fidelity now increased to £99,000. Burial Ground shed and tools adequately covered. Seats, bins and dog bins in Impington not currently covered. Clerk recommended adding seats at The Coppice and Pine Court and fence at Ambrose Way open space, with £100 excesses in place. Council resolved not to add seats to policy. The fence at Ambrose Way would be included. Portable office to be on Recreation Ground policy from 17 April 2002.
- 211.2 Cllr Cole suggested purchasing a brass plaque for the new seat at The Coppice to commemorate the Queen's Golden Jubilee. She agreed to draft some suitable wording for consideration by Council.

11 HIGHWAYS & TRAFFIC

- 212.1 New Road Mr Turburville of New Road had raised the issue of worsening ruts in New Road verge with the Council. Cty Cllr Gooden had invited various County officers to attend the meeting, none of whom had been able to. There was a difference of opinion on responsibility between the 2 parts of County Council Highways and Cty Cllr Gooden would be asked to request action. The question of the Parish Council financing posts along the verge was discussed but this could not be considered unless the County refused to provide them as a solution.
- 212.2 Clay Close Lane Cllr Gooden also chasing Highways on issue of traffic management as discussed with local residents
- 212.3 Cambridge Road – street lights A request for an additional street light in Cambridge Road, opposite the bus stop and near No 42 had been received. All agreed this was a dark stretch and following a site visit by Councillors living near the area, County Council may be asked to consider this favourably. PC Wade to be asked to comment from a Crime & Disorder point of view.
- 212.4 East Highways Division restructuring (Impington to come under South Highways Division for Highways Maintenance from 1 April). The new Highways supervisor for Impington (in place of Ed Thornton) was still unknown. Sam Clift (street works co-ordinator) was due to retire in June. Michael Oakman would be the new Divisional Maintenance Engineer for the area (currently David Groom).

12 GRASS CONTRACT 2002 - 05

- 213.1 No further contractors approached had been willing to quote. Cllrs Silk and Waters, together with the clerk had met with Herald Contract Services and drawn up a 3 year fixed price contract for grass cutting in Impington at the quoted price of £240 per cut inner areas and £300 per cut roadside verges. Herald Contract Services had agreed a flexible approach to the contract and had purchased new machinery for more efficient cutting. A 'one off' collection of branches and tin cans and weedkill spray had been agreed at £200.

13 PORTABLE OFFICE

- 214.1 The new office was due to be delivered 17 April. Clerk had written a report on plans for opening hours, etc which was outlined to Council. It was agreed arrangements would be clearer once the office was up and running. Chairman and Vice Chairman were given authority to authorise payments within the already agreed total budget.

14 RECENT CORRESPONDENCE

- 215.1 Circulation File: Histon Parish Council Agenda and Minutes; Recreation Ground Management Committee agenda and minutes; Open Space magazine; CALC South Cambs District Association agenda and minutes; Local Council Review March; Clerks & Councils Direct; South Cambs Primary Care Group Bulletin; ACRE Conference feedback
- 215.2 Courses by CALC week commencing 18 March on the Ethical Framework. 18th, 19th and 21st evening meetings.
- 215.3 Histon Baptist Church. Letter re fund raising for new roof copied to all. Agreed Council could not support the appeal financially but suggestion would be made to approach the Chivers family who had originally helped fund the building
- 215.4 New litter bin fitted at Bridge Rd / Station Rd junction., added to SCDC emptying schedule. This piece of land required tidying before any sort of grass cutting commenced. Quote to be sought.
- 215.5 HSE. Letter asking for notification of any fairground events to be held in Impington
- 215.6 Cambs County Council – Maintenance Policy. Details of village maintenance contract showing extents of highway verge areas included. Council are asked to consider whether amendment is required. Environment Committee to deal.
- 215.7 Cambs County Council Older Peoples Advisory Group launch event invitation. 8 April at The Maltings
- 215.8 South Cambs District Council notice of South Cambs election for Histon & Impington May 2002.
- 215.9 St Andrew's Church, Impington Letter from Mr Williams, Church Warden. He has been invited to attend future meeting to address Council on up to date position with wall / gate.
- 215.10 Jubilee Walk Letter from Committee asking for volunteer Marshalls/guides for the Impington walk 4 June 2002.

15 ARRANGEMENTS FOR ANNUAL PARISH MEETING / ANNUAL GENERAL MEETING

- 216.1 To be held 20 May 2002. APM followed immediately by AGM. Agreed no speakers would be invited but meeting

would be advertised extensively, including the Histon & Impington Crier.

16 ANY OTHER BUSINESS

- 217.1 The Village Sign showed signs of peeling. No budget had been allowed for 2002. Agreed to approach Anglian Polytechnic and IVC (senior year project to devise a way to restore). Investigations would be made into alternative methods such as painted and glazed onto a tile; alternative varnishes; similar signs in other villages. Quotes also to be sought for restoration as is from Mr Collinwood and Algar Signcraft.
- 217.2 Cllrs asked to let Chairman know of their hopes for targets and aims for the coming year in preparation for his annual report at the annual meeting.
- 217.3 Parish Sub Committee to Standards Committee The Chairman asked for input on whether the elected Chairman of this sub-committee should be a District Councillor or Parish Councillor. Some comment given.

17 DATE & PLACE OF NEXT MEETING

- 218.1 Monday 15 April 2002, 7.30p.m. at St Andrew's Church, Burgoynes Road, Impington

As per standing order 36, under standing order 65, in view of the confidential nature of business about to be transacted, any public, County and District Councillors were temporarily excluded and they were instructed to withdraw.

This part of the meeting was formally closed at 9.50 p.m.