

**MINUTES OF MEETING OF IMPINGTON PARISH COUNCIL MONDAY 15 APRIL 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, PD Gooden, MR Lawton, BJ Soar, SA Unwin, GB Waters. Dist Cllrs NS Davies, J P Teague, JA Muncey Mrs AJ Young Clerk Mr B Williams, St Andrew's Impington PCC

**1 APOLOGIES**

1.1 PC Wade

**2 MINUTES OF THE MEETING HELD 18 MARCH 2002**

2.1 All agreed Chairman to sign as a true record of the meeting. All also agreed to sign "In Committee" minutes as true record.

**3 MATTERS ARISING**

3.1 Item 201.1 The Meadow Nothing further to report as yet

3.2 Item 201.5 Burial Ground Committee date to be set

3.3 Item 201.6 Buffet not yet arranged. Mr Moore would be pleased if this could be incorporated with an open afternoon early evening, in the new portable office

3.4 Item 201.9 Walkabout Ed Thornton and Stuart Mallot to advise dates available. Any area to be placed on route, please advise the clerk.

3.5 Item 210.1 Fence corner of The Coppice / Burrough Field Cllrs Unwin, Silk and Soar had visited and inspected. All possibilities were discussed, including making an entrance where fence is damaged, leaving as is, removing and leaving open, replacing 2 sections with new chain link. Finally agreed to obtain another quote for comparison to replace. It was felt further work on the fence at the Coppice bottom end of Burrough Fields and also on boundary at Cambridge Road / Bridge Road junction end may be necessary.

3.6 Item 211.2 Plaque Agreed to get price for wording, suggested at "Queen's Golden Jubilee 2002". Environment Committee asked to consider supplying a bin next to the seat.

3.7 Item 212.3 Street lights Cambridge Road PC Wade had been asked for comment. To form part of the walkabout (201.9) to inspect overhanging trees. Street light at the bus stop and street lights at regular intervals along the road.

3.8 Item 213.1 Grass contract Herald had signed the 3 year contract in acceptance

3.9 Item 215.4 Tidy of land No quote yet to hand

3.10 Item 215.6 Environment Committee due to meet

3.11 Item 217.1 Village Sign Actions all pending. It had been hoped work could be carried out prior to the Jubilee walk in June but this was now very unlikely.

3.12 Item 217.2 Targets and Aims Cllrs urged to contact the Chairman as soon as possible, certainly before 13 May.

3.13 Item 217.3 Parish Sub Committee to Standards Committee Due to meet in June. The Council reported that only 3 Parish Councils had responded to a consultation on its formation

3.14 In Committee item Mrs Marsh had signed to accept her new conditions of pay. Chairman had written to the Histon PC Chairman regarding the original recommendation from the Joint Standing Committee. No response received as yet.

**4 CO OPTION TO PARISH COUNCIL**

4.1 No applicants had yet come forward for the vacancy caused by the resignation of David Upchurch. Next agenda.

4.2 With the agreement of Council, the Chairman brought forward item 6 at this stage of the agenda. Standing orders were suspended to allow Mr Williams to speak to Council.

**6 ST ANDREW'S CHURCH WALL, IMPINGTON**

5.1 Mr Williams, Church Warden, was in attendance to speak to Council about the PCC's request that £1,000 previously ringfenced towards a Millennium Gate at the Church be released towards a project to rebuild the wall. Mr Williams gave details of the scheme to date and stated the wall was now in such a state of disrepair it could collapse at any time. Plans were available for inspection and Mr Williams would be applying for grants wherever available. A "boundary wall re-build" fund had been opened and it was possible that in the region of £30,000 was required. Funds were needed now to enable drawings, specifications and tenders to be in place to enable grant applications to be made. Mr Williams detailed the features planned, including a gate, and materials to be used. Mr Williams left the meeting at 8.10pm and discussion ensued. It was stated that the Parish Council had previously contributed towards costs at the St Andrew's churchyard in laying the footpath to the community room and had power to do so under Local Govt Act 1972 s.214(6). The question of funding churches was debated and the Chairman felt the

Parish Churches had specific obligations to all people in the parish, unlike the other churches, on which Cllr Gooden asked for clarification that consistency must be seen. After full discussion, Cllr Lawton prop the Council make a donation now, stating it is towards the gate element of the project. This was withdrawn and Cllr Abdullah prop that £500 be paid now towards the launch fund with £500 to be paid at a later date, conditional upon the gate with the name "Impington" remaining as a feature of the wall, sec Cllr Soar, all in favour.

## **5 PLANNING**

- 6.1 To be considered/already considered by the Parish Council' s own Planning Committee as statutory consultees only:  
No applications received this month  
Approval decisions by South Cambs notified to Parish Council:  
S/0310/02/F Mr & Mrs Taylor, 42 Cambridge Road – extension  
S/0293/02/A Holiday Inn, Bridge Road – sign (5 years)  
S/0298/02/F Mr R Pollyn, 10 The Crescent – extension
- 6.2 Tree Works 43 New Road. Council had withdrawn previous comments.
- 6.3 SCDC Mr Hussell, Planning Director – Preparation of Community Planning Pack. Requesting needs or priorities of the Council for guidance on planning issues within South Cambs. Training events to be organised in Autumn. Tree Warden guidance requested
- 6.4 Cambs County Council. Second issue of newsletter re Oakington/Longstanton
- 6.5 Sub Regional Technical Reports The report and CDs contained information on Green Belt areas in Impington likely to be affected in the future, which developers would have access to. Agreed JSC to purchase from budget
- 6.6 Structure Plan Cllrs Payne, Gooden and Histon P Cllr Mason had attended an Eastern Expansion meeting at SCDC to put forward Histon and Impington's views.
- 6.7 Gallaghers The Chairman thanked the Dist Cllrs for their efforts and achievements with the District Council. The 3 Dist Cllrs had jointly signed a letter of objection and met with John Pym in united opposition. The letter outlined their position on residential units, noise, traffic, office provision, recreation. Suggestions had been made on improved communication, officer support and the commissioning of an independent local study. Meetings continued. Letter from Keith Miles invited a joint representative of Histon and Impington Parish Councils to attend a CNF West: Masterplan meeting week commencing 29 April. Cllr Payne to attend after checking on proportionality of representation. A meeting was due to take place at the Meadows Centre 18 April as reported in Cambridge Evening News. Nothing had been heard from Gallaghers since joint informal meeting in Impington. Agreed Chairman would now compile a response to the planning application, in consultation with the Vice Chairman and others, even though the application appeared to still be evolving.

## **7 YOUTH COMMITTEE REPORT and YOUTH MATTERS**

- 7.1 Cllr Abdullah reported a meeting would take place 25 April. Following items copied for information:
- 7.2 Youth Club Encouraging Spring term report copied to Committee. It was suggested that an article might be prepared, perhaps by the young people themselves, for the Crier.
- 7.3 Bus Project Report on Thursday bus, funded by Histon Parish Council, copied to Committee. Letter from Martin Croxon advising summer scheme this year will be £200 per 4 hour session. Project also offering an activity based project funded by donation. Committee to come to full Council with recommendations.
- 7.4 IVC Skateclub Kate D'Arcy advises funding received for club of £1210 to enable progress. Community involvement requested through a management group and volunteers to supervise (probably Tuesdays). Feedback to Kate needed.
- 7.5 National Council of Volunteer Child Care Organisations workshop 29 May.

## **8 RECREATION GROUND MANAGEMENT SUB COMMITTEE REPORT**

- 8.1 Cllr Waters reported cycle racks had been ordered. Bowls Green was not growing well. Diseased maple now removed. Portable office due for delivery 17 April.

## **9 PLAYGROUND INSPECTOR'S REPORT**

- 9.1 South Road required a special litter pick and low level brambles still to be cut back. Some fencing on NIAB boundary had been pulled down. South Road Play Area, question of litter bins and seating to be put to Environment Committee.
- 9.2 Doctors Close. No problem.

## **10 ACCOUNTS**

- 10.1 Paid In: Nil. Histon Parish Council have been asked to pay £3,063.19 for Burial Ground expenses (including 15% administration). Due in April 2002, the total net expenditure at the Burial ground last year was £4,978.76.

11.1	<u>Retrospective payments: Burial Ground: T Farr Wages M12</u> <b>£428.39</b> + expenses <b>£8.12</b> + VAT £1.42	£437.93
11.2	<b>Inland Revenue</b> Jan – March T Farr <b>£10.62</b>	£10.62
11.3	<u>Other: L Marsh Admin support Feb/March</u> <b>£260</b>	£260.00
11.4	<b>Zurich Insurance Co</b> Insurance premium <b>£781.69</b>	£781.69
11.5	<b>Histon Parish Council</b> War Memorial 2001-02 <b>£412.47</b> (includes conservators report – grant pending)	£412.47
11.6	<b>Histon &amp; Impington Jubilee Group</b> Special Project payment 2 of 2 <b>£750</b>	£750.00
11.7	<b>Cambs County Council</b> Youth Club Spring term <b>£390.94</b>	£390.94
11.8	Prop Cllr Silk, sec Cllr Cole, all in favour, to accept these payments	
12.1	<u>Current: CALC Annual Subscription</u> <b>£410.40</b> and Local Council Review subscription <b>£10.99</b>	£421.39
12.2	<b>Open Spaces Society</b> Subscription <b>£27.50</b>	£27.50
12.3	<b>Acacia Tree Surgery</b> Prunus for Burial ground <b>£35</b> + VAT £6.12	£41.12
12.4	<b>N Unwin</b> Burial Ground Allotments rotavated <b>£40</b>	£40.00
12.5	<b>Herald Contract Services</b> Spray around village, cut South Road <b>£200</b> + VAT £35	£235.00
12.6	<b>Histon &amp; Impington Recreation Ground</b> First half <b>£10,691.36</b> + litter pick <b>£1,097.20</b>	£11,788.56
12.7	<b>CALC</b> Booklet on Staff Appraisals (for training course) <b>£3.00</b>	£3.00
12.8	Prop Cllr Silk, sec Cllr Cole, all in favour, to pay these accounts	
13.1	Lighter Touch Audit Regime. Letters from Audit Commission and CALC Treasurer copied to Internal Auditor and Chairman for comment. Agreed clerk to attend workshop at CALC at cost of £25. Suggestion was made by Cllr Abdullah that Councils arrange to carry out internal audits for each other in future.	

## 11 HIGHWAYS & TRAFFIC

- 14.1 Ed Thornton walkabout to be arranged and to include inspection of street lights/ overhanging trees in Cambridge Road
- 14.2 New Road problems and traffic management in Clay Close Lane – Cty Cllr Gooden to seek meeting with Assistant Director. Both areas to form part of walkabout route. Traffic counts for Impington had been received which appeared to support weight limits for Impington Lane/ Milton Road. Chairman to check findings with local transport expert.
- 14.3 Cambs County Council “Hereward Close area” to be slurry sealed
- 14.4 Murfitts planning application for Oakington Airfield change of use to parking for HGVs. Impington Parish Council had submitted an objection jointly with Histon.
- 14.5 SCDC Environmental Health Consultation on Future Consent Street Trading on whether Parish Councils felt all streets in the district could be designated as consent streets for street trading. Following input from Dist Cllr Teague agreed to respond in the affirmative with additional comment that any new development should as a matter of policy become a consent street.
- 14.6 Cambs County Council Village Maintenance (Grass cutting) Advice that maintenance schedule now has 5 cuts per season, and £1,530 would therefore be due to Impington Parish Council this year as agency payment
- 14.7 24 – 7 had indicated a need to install underground electricity works in the Mill Lane / Green / High Street area. Possibility remained, however, that this work might involve New Road / Impington Lane.
- 14.8 South Road / Villa Road copy e-mail from resident of South Road to Mr Thornton indicates problems with the ditch leading to SCA Packaging. PC Wade to be made aware of problems
- 14.9 Resident of Villa Place area had contacted the Council to report an increase in size and speed of lorries accessing SCA Packaging in recent months.

## 12 RECENT CORRESPONDENCE

- 15.1 Circulation File: Histon Parish Council Agenda and Minutes; Recreation Ground Management Committee agenda and minutes; superCAM Environmental Impact Assessment Draft Environmental Scoping Report – response from Histon & Impington Parish Councils; SCDC South Cambs Sport; South Cambs Primary Care Group newsletter; CPRE “Voice”; RDS papers and newsletter; various brochures
- 15.2 Connections Bus Project Annual Report 2001 received. Available for inspection
- 15.3 Charity Commission. Advise the Charity “Children’s Playgrounds (300401)” – being the areas in South Road and Doctors Close, cannot be removed from the Central Register of Charities as the trust property was transferred to the Parish Council for a specific charitable purpose, to be used as Childrens’ Playgrounds, by the Deed of Gift dated 20 November 1953. Annual returns must therefore continue
- 15.4 Cambs ACRE. Invitation to enter 2002 Village of The Year competition. Entries by 16 May. Additional Information Technology category, judged separately. Details on Vital Villages; Parish Plans; Play and Youth Leisure conferences.
- 15.5 SCDC Housing & Community Services Dept. Specially commissioned brass commemorative coins for Golden Jubilee available for parish councils to purchase at cost price. Dist Cllr Davies had ordered 1250 for under 11s on behalf of the Jubilee Committee before they had met to discuss but was seeking assurances that the Parish Council

could underwrite 50% of the cost (say £217) in case of shortfall. The Chairman felt the surplus coins (some 300) could be sold at profit to help cover this eventuality. Dist Cllr Davies was asked to formally approach the Parish Council once Committee had met.

- 15.6 DEFRA. Newsletter outlining the issues in the Parish & Town Council Vibrancy classifications recently published by the Countryside Agency
- 15.7 SCDC Notice of election. Candidates: Jonathan Chatfield (Lib Dem); Shirley Snaith (Green Party); Mark Taylor (Conservative); Josephine Teague (Labour)
- 15.8 CALC 'Race Relations (Amendment) Act 2000' Guide
- 15.9 CALC Bulletin supplied for all.

### **13 COMMUNITY BEAT OFFICER REPORT**

- 16.1 Crime figures for March: cycle theft (1); burglary IVC (1); burglary shed (1); assault (1); other theft (2); theft from motor vehicle (1); damage to motor vehicle (1). Histon Sector Newsletter to be circulated.
- 16.2 Cllr Cole reported on recent Police Consultation Group meeting held at IVC. An item on Special Constables was interesting. It appeared one third of Police Constables were still in training. Community Police Managers were now to work together to sort out problems in specific areas.
- 16.3 Due to staff shortages Histon Police Station was currently closed at noon daily.
- 16.4 PC Wade to attend AGM in May.

### **14 WAR MEMORIAL**

- 17.1 The Clerk reported a grant from English Heritage had been confirmed in the sum of £2,275. A further application had been submitted to SCDC. Restoration work due to commence May / June.

### **15 ANY OTHER BUSINESS**

- 18.1 The Chairman wished all candidates well in the forthcoming SCDC elections.

### **16 DATE & PLACE OF NEXT MEETING**

- 19.1 Monday 20 May 2002, 7.30p.m. at St Andrew's Church, Burgoynes Road, Impington, being the Annual Parish Meeting, to be followed immediately by the Annual General Meeting

The meeting was formally closed at 10 p.m.

**MINUTES OF ANNUAL PARISH MEETING OF IMPINGTON PARISH COUNCIL HELD MONDAY 20 MAY 2002 7.30 p.m. 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, P D Gooden (also County), M R Lawton, B J Soar, S A Unwin, G B Waters.  
Dist Cllrs N S Davies and J P Chatfield Assistant Clerk Mrs L M Marsh 2 members of the public  
Mrs A Young Clerk

**1 WELCOME BY THE CHAIRMAN**

20.1 The Chairman welcomed all present to the 108<sup>th</sup> Annual Parish Meeting of Impington Parish.

**2 APOLOGIES**

21.1 Cllr Cornell (personal); P C Wade

**3 MINUTES OF THE ANNUAL PARISH MEETING HELD 21 MAY 2001 and MATTERS ARISING**

22.1 The Minutes had been copied to all prior to the meeting and all were AGREED to sign as a true record.

22.2 There were no matters arising.

**4 CHAIRMAN'S REPORT TO MARCH 2002**

23.1 The Chairman's report was given by Cllr D W Payne and is attached as Appendix 1 to these Minutes.

**5 PRESENTATION OF ACCOUNTS 2001 - 2002**

24.1 An unaudited summary of accounts for the previous year had been provided to all showing a balance brought forward of £40,981.73 and carried forward of £53,856.48. All in favour, that the Chairman's report and the accounts be accepted.

**6 OPEN FORUM**

25.1 There were no questions for the Council

The Chairman therefore declared the APM closed at 19.48

**MINUTES OF ANNUAL GENERAL MEETING OF IMPINGTON PARISH COUNCIL MONDAY 20 MAY 2002  
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, P D Gooden (also County), M R Lawton, B J Soar, S A Unwin, G B Waters.  
Dist Cllrs N S Davies and J P Chatfield (in part) Mrs L M Marsh Asst Clerk Mrs A Young Clerk  
2 members of the public (in part), one of which was co-opted during the meeting

**1 APOLOGIES**

26.1 Cllr A P Cornell (personal); P C Wade

**2 ELECTION OF CHAIRMAN**

27.1 Prop Cllr Cole, sec Cllr Abdullah, all in favour, that Cllr Payne be elected Chairman. There were no other nominations and this was AGREED. The Declaration of Acceptance of Office was signed by Cllr Payne. Cllr Payne stated his role was to lead a team and he was happy at any stage to hear from any Councillor on matters that concerned them.

**3 CO OPTION TO PARISH COUNCIL**

28.1 There were 2 applicants for one vacancy. The Chairman hoped the unsuccessful applicant would stay in touch and consider future vacancies. Letters from candidates describing their reasons for wishing to join the Council were copied to all and a secret ballot took place for which Dist Cllrs Davies and Chatfield acted as tellers. Mrs Josephine Teague was co opted onto the Council and signed the Declaration of Acceptance before joining the Council for the remainder of the meeting. Mr Reg Brown wished Mrs Teague well and left the meeting.

**4 ELECTION OF PROPER OFFICERS AND COMMITTEES**

29.1 Vice Chairman All in favour Cllr T Silk be elected Vice-Chairman. There being no other nomination, AGREED

29.2 Responsible Financial Officer All in favour that Mrs A Young be elected Responsible Financial Officer. There being no other nomination, this was AGREED

29.3 Internal Auditor now to be an independent person. The South Road Committee, the Newsletter Committee and the War Memorial Working Party had now all been disbanded. 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:

Burial Ground Committee Cllrs D W Payne, T W Silk, P D Gooden, C M Cole; Environment Committee Cllrs D W Payne, T W Silk, A P Cornell, C M Cole, G B Waters; Tree Warden Cllr A P Cornell; Playground Inspectors Cllrs T W Silk and H S Abdullah (in consultation); Youth Committee Cllrs H S Abdullah, B J Soar, M R Lawton, Mrs E Whitehead, (+Histon Councillors); Planning Committee Special arrangements at present, normally with Councillors living closest viewing applications and commenting appropriately on a "rota" basis. The Chairman advised a review on this procedure was required; Proper Officer Mrs A J Young (Clerk).

**5 CONFIRMATION OF VARIOUS COMMITTEES AND OFFICERS**

30.1 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 1 year period.

30.2 Police Liaison Committee Representative Cllr Lawton wished to stand down. All in favour that Cllr Teague be elected as representative on this Committee for the remaining 1 year period.

30.3 All other representatives were confirmed as at present, being: Histon & Impington Recreation Ground Management Sub Committee Cllrs S A Unwin, G B Waters, M R Lawton; IVC Liaison Cllr D W Payne; Rep to the Day Centre Mr 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; Recreation Ground Development Group Cllrs M R Lawton, B J Soar Joint Standing Committee Cllrs D W Payne, T W Silk, C M Cole Waste Forum Cllrs D W Payne and J P Teague

**6 MINUTES OF MEETING HELD ON 15 APRIL 2002**

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

**7 MATTERS ARISING**

32.1 Item 3.1 The Meadow Nothing yet to report

32.2 Item 3.6 Plaque Brass plaque – wording and price to be advised. Approx cost £50.

- 32.3 Item 3.7 Street Lights Cambridge Road No comment as yet from police. Walkabout with County Council still being asked for. Remarks from County Council regarding Parish Council funding of lighting require clarification
- 32.4 Item 3.10 Environment Committee due to meet 28 May, 7.30pm at the Parish office, New Road. Clerk had written to Mr Quigley as Trevor Smith had reported 2 bins were not being emptied by SCDC. County Council had confirmed that the Bus Shelter grant scheme was still in existence. Claim form held on file.
- 32.5 Item 3.11 Village Sign Quote received from Algar Signcraft. Mr Collinwood had indicated he would be quoting. Mr Eade had advised on action. No response as yet from IVC or APU.
- 32.6 Item 5.1 St Andrew's Church, Impington Mr Williams had thanked the Council for donation.
- 32.7 Item 6.1 Holiday Inn Sign. Planning Department to be chased on timing for replacement of current refused sign.
- 32.8 Item 11.4 Insurance premium Clerk had queried rise in premium. Fidelity increased by £15, Public Liability in respect of Ambrose Way £39.50. The remaining increase due to 20% increase on property section due to large numbers of claims paid last year by the insurers. This blanket increase applies to all customers. Burial Ground cover is stated as: shed £239.41 pa, tools £197.76 and sign £4.85. Playground Inspection by Zurich subject to minimum £200 charge.
- 32.9 Item 11.6 Jubilee Group Letter of thanks for support.
- 32.10 Item 13.1 Lighter Touch Audit Clerk attended training session 9 May. Verbal report made and it was agreed to request hourly quotes from 2 known persons willing to carry out internal audits. Software package costing approx £40 would it was agreed be purchased.
- 32.11 Item 14.1 Walkabout Mr Thornton to be chased on date
- 32.12 Item 15.7 SCDC Election Jonathan Chatfield had been elected
- 32.13 Item 17.1 War Memorial SCDC had confirmed a grant of £1,000 to Histon Parish Council

## 8 PLANNING

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

(1279)	S/1437/01/F		Flag Communications	Fieldstead Barn		Amended plans	FOR INFO
1315	S/0747/02/F	Mr & Mrs	Compton		19	Impington Lane Extensions	Recommend Approval
1316	S/0759/02/F	Mrs C	Lindsay		30	The Dole Extension	Recommend Approval
1317	S/0807/02/F	Mr & Mrs	Thomas		7	Highfield Road Conservatory	No Recommendation
1318	S/0870/02/F	Mr & Mrs D	Leeming		4	School Lane Extensions	
1319	S/0901/02/F	Mr & Mrs	Fall		20	South Road Conservatory	Recommend Approval
1320	S/0933/02/F		Holiday Inn			Bridge Road 3 air conditioning condensers & compounds	
1321	S/0817/02/F	Mr T	Heeps	adj Pheasants Grove		Milton Road House and garage	Recommend Refusal
1322	S/0827/02/F		SCDC		49 - 51	Hereward Close Erection of 4 houses following demolition of existing 2	Recommend Approval

#### Approval decisions by South Cambs notified to Parish Council:

S/0397/02/F Mr I Muncey, 8a School Lane – extensions

S/0315/02/F Mr A Nicholas & Dr R Woodd-Walker, 54 South Rd – alterations and extensions forming 2 storey house

- 33.2 Tree Works 71 New Road Leylandi reduction – Tree Warden has no objection
- 33.3 Town & Country Planning Association – Stakeholder Involvement in RPG East Anglia. JSC had decided not to comment. Letter now urged response.
- 33.4 Cambs and Peterborough Deposit Draft Structure Plan Summary of Council's response provided for information
- 33.5 Cambs & Peterborough Waste Local Plan Inquiry notes and appendices provided.
- 33.6 Murfitts Transport Limited Amended application. Histon PC continued to object with the support of Impington PC
- 33.7 Arbury Camp Letter from James Paice MP held on file. Response to application submitted by Parish Council. There had been a sequence of meetings between Gallaghers and South Cambs District Council with another due 21 May to look at design issues. Dist Cllr Davies to attend, with no Impington Parish Council representative available. The Chairman outlined discussions on the car sales element at Arbury Camps and the proposals to change bus routes. Dist Cllr Davies confirmed no response had been received to the District Councillors' request for an independent

study. It seemed there was however to be a public display in Histon and Impington after Jubilee week.

## 9 YOUTH COMMITTEE REPORT and YOUTH MATTERS

- 34.1 Youth Committee had met 25 April. Cllr Abdullah reported that Terms of Reference had been drawn up and would be available with a request for acceptance by Impington Parish Council at the June meeting. Histon Parish Council had not yet accepted them. Cty Cllr Gooden felt it was important to co opt some youth onto the Committee, suggesting no more than 10 including 6 Parish Councillors.
- 34.2 There was question on who might be preparing an article on the youth club for the Crier.
- 34.3 Bus Project 3 week activity based sessions. The Youth Committee felt this should be supported. Prop Cllr Abdullah, sec Cllr Lawton to donate £200 towards this cost from the Youth Initiative budget. All in favour.
- 34.4 Skate Club at IVC Prop Cllr Abdullah, sec Cllr Soar, all in favour, to pay the first year's insurance of £315 for the skate club after a request from Kate D'Arcy. Cllr Abdullah mentioned that a skate park was the highest scorer in the Junior School questionnaire recently analysed.
- 34.5 Histon Junior School had experienced some problems with youths drinking in the grounds. It was suggested the Youth Committee members may usefully visit on a Sunday afternoon to talk to youths about their needs. Some discussion took place on the important of involving youth in any decisions and giving them somewhere to vent their energy.
- 34.6 The Youth Committee were organising a meeting with as many representatives of youth groups as possible on 23 July at Impington Church Hall. Councillors were asked to let Cllr Abdullah know of any groups not in the network book.
- 34.7 SCDC Youth Sports Initiative grants 2002/03. Letter advising of recent change of criteria copied to Youth Committee
- 34.8 Next Youth Committee meeting due w/c 10 June.

## 10 BURIAL GROUND COMMITTEE REPORT

- 35.1 Residents of Spring Close (nos 3 and 4) had asked permission to replace paling fence, at their own expense, with close boarded. After exchange of e mails and telephone discussions, Committee were able to give permission, with conditions attached.
- 35.2 Meeting to be arranged as soon as possible to make arrangements for work required at the ground to extend plots into allotment land.
- 35.3 One allotments had been given up
- 35.4 Dist Cllr Chatfield left the meeting for another appointment

## 11 RECREATION GROUND MANAGEMENT SUB COMMITTEE REPORT

- 36.1 No meeting had taken place in May as there had not been a quorum
- 36.2 Half yearly meeting confirmed as 26 June

## 12 PLAYGROUND INSPECTOR'S REPORT

- 37.1 South Road To be discussed at next Environment Meeting. 2 gaps had appeared in the hedge and boundary was becoming overgrown. Inspection charge from Zurich was £200. Agreed to obtain quotes from Wicksteed and RoSPA

## 13 ACCOUNTS

- 38.1 Paid In: VAT Refund £2,339.31; SCDC 1<sup>st</sup> half precept £24,000; Histon PC Burial Ground payment 2001 –02 £3,063.19; Burial Ground Interments: Sparrow £115, Emery £40
- 39.1 Retrospective payments: Burial Ground: T Farr Wages M1 **£461.34** + expenses **£12.86** + VAT £2.25 = £476.45
- 39.2 Hutchinsons Crop Protection Specialists Weedkill **£16.82** + VAT £2.94 = £19.76
- 39.3 Other: CALC Audit training **£25** £25.00
- 39.4 Impington PCC Wall fund donation **£500** £500.00
- 39.5 A J Young Pay increase back pay **£19.64** £19.64
- 39.6 Prop Cllr Silk, sec Cllr Teague, all in favour, to accept these payments
- 40.1 Current: Burial Ground: The Mower People Service to machinery **£64.06** + VAT £11.22 = £75.28
- 40.2 Cambridge Water plc Burial Ground water rates **£11.32** £11.32
- 40.3 The Mower People Service to machinery **£54.71** + VAT £9.57 = £64.28
- 40.4 Other: Herald Contract Services Inner areas 1 and 2, verge cut 1 **£780** + VAT £136.50 = £916.50
- 40.5 HR Window Cleaning Services Bus shelter cleans **£31** £31.00
- 40.6 D W Payne Chairman's expenses (Cllr Payne declared an interest) **£27.80** £27.80
- 40.7 Prop Cllr Silk, sec Cllr Teague, all in favour, to pay these accounts

## **14 HIGHWAYS & TRAFFIC**

- 41.1 New Road / Clay Close Lane problems and traffic management issues. Cty Cllr Gooden up dated Council. A meeting to be arranged in June with Mick Oakman and Phil Sharp at County Council when residents would be asked to attend. Both areas also to form part of walkabout route. Residents of New Road had reported plastic bollards had been placed along the verge. Not known who had placed them nor if they were permanent but Cllr Gooden was investigating.
- 41.2 Cambs County Council Public consultation on Stage 3 of Cambridge Core Traffic Scheme held at Holiday Inn
- 41.3 WS Atkins Transportation Engineering Details of roadworks on trunk roads in East Anglia up to Sept 2002 provided. Including construction of footbridge at Milton over the A14
- 41.4 Cambs County Council Mr Bob Menzies was arranging to send the Parish Council details of the works to commence 17 June at Butt Lane/A10 junction. The Chairman had reminded County of base count to be carried out before then.
- 41.5 Waste Forum Cllrs Payne and Teague had attended a recent meeting at the Landfill site. Council were reminded that at the end of June the Milton tip would no longer be taking municipal waste for South Cambs or Cambridge City which would all go to Dickersons at Waterbeach. Refuse lorries would therefore no longer be using Milton Road. The recycling centre to remain.

## **15 RECENT CORRESPONDENCE**

- 42.1 Circulation File: Histon Parish Council Agenda and Minutes; Histon Sector Newsletters; CALC Guide to Race Relations Act; Connections Bus Project Annual Report 01; CPRE Annual Report 01; Cambs Fire & Rescue Service leaflets; Link Scheme details; Camelot briefing; Clerks & Councils Direct ; Local Council Review; Railwatch & RDS papers; various brochures
- 42.2 Environment Agency October 2001 Flood Event. Detailed response to surveys carried out. Available for inspection.
- 42.3 CALC information sent to clerks on database including details of training sessions and register of internal auditors. Copy of Bulletin for all. New Model Standing Orders and Chairmanship purchased from CALC at £6.50 following acceptance of Code of Conduct. Standing orders would need to be reviewed.
- 42.4 CPRE AGM 16 May Agenda
- 42.5 SCDC Mr Quigley Several residents have contacted the District Council having not received the most recent timetable for the green box scheme. He asks whether the Parish Council would be able to assist with the distribution of future leaflets – he would be able to discuss expense payments. Given editorial details of Crier.
- 42.6 Boundary Committee for England Final recommendations. Histon Ward to be renamed “Histon & Impington Ward”
- 42.7 NALC Conference details 14 – 16 June at Preston
- 42.8 Histon & Impington Jubilee Group Village Fun Day details. Council invited to enter a team in Tug of War competition
- 42.9 SCDC Housing Strategy Comments on development and implementation of strategy invited by 27 May

## **16 COMMUNITY BEAT MANAGER REPORT**

- 43.1 Crime figures April: theft (14); vandalism (4); attempted theft (1); assault (1). Sector Newsletter to be circulated.
- 43.2 The reported crime figures were likely to rise due to Government changes in policy where everything now would be recorded. 30% increase had been forecast which could lead to less time for Community Beat Managers ‘on the beat”

## **17 PARISH OFFICE**

- 44.1 The Parish Office was now open to the public Tuesday afternoon and Friday morning. A budget report would be prepared. Plans for an open afternoon with refreshments would be put in place soon.

## **18 FEAST MARKET**

- 45.1 All agreed the Council should have a tent at the Feast Market on 6 July. Help would be required preparing material and putting up / taking down the tent. Cllrs Abdullah and Soar agreed to prepare a display on the work of the Youth Committee; Cllr Teague to prepare one on the Landfill Site; the clerks to be asked to prepare one on the new office at the Recreation Ground. A display on the plans for a Jubilee Green was also proposed. Agreed to speak with Histon Parish Council to make arrangements. Cllr Silk had some cardboard available for display purposes.

## **19 ANY OTHER BUSINESS**

- 46.1 Church Halls A £5,000 Lottery Commission grant had been received to enable preliminary plans to be drawn up. There would be a display and 3D model at the Feast Market
- 46.2 IVC had received an excellent OFSTED report. Mrs Kearns would be congratulated on this achievement.

46.3 It was agreed to write thanking Mrs Teague for her 4 years as District Councillor and to congratulate Mr Chatfield on his success in becoming elected as District Councillor for Histon and Impington.

**20 DATE & PLACE OF NEXT MEETING**

47.1 Monday 17 June 2002, 7.30p.m. at St Andrew's Church, Burgoynes Road, Impington

The meeting was formally closed at 9.32 after the Chairman urged all Councillors to support the excellent Jubilee celebration opportunities being laid on for the villages.

**MINUTES OF THE MEETING OF IMPINGTON PARISH COUNCIL HELD MONDAY 17 JUNE 2002 7.30 P.M.  
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, P D Gooden (also County), M R Lawton, B J Soar, J P Teague, S A Unwin, G B Waters.  
Dist Cllrs N S Davies and J P Chatfield Mrs A Young Clerk

**1 APOLOGIES**

48.1 There were none

**2 MINUTES OF MEETING HELD ON 20 MAY 2002**

49.1 With the amendment Item 27.1 of 'if' to 'in', all agreed Chairman to sign as a true record of the meeting.

**3 MATTERS ARISING**

- 50.1 Item 32.2 Plaque wording for Queen's Jubilee now received for confirmation. All agreed to accept
- 50.2 Item 32.3 Street Lights Cambridge Road still awaiting police comment. Walkabout pending. Notes on street lighting policy received from County Council and copied to all
- 50.3 Item 32.7 Holiday Inn sign copy letter from District Council Planning received. Work to commence 8 August 2002.
- 50.4 Item 32.8 Insurance Amount for replacement of fencing at Ambrose Way raised to £2,000. Additional premium waived until next renewal.
- 50.5 Item 32.9 Jubilee All agreed to write congratulating the Jubilee Group on the extraordinary events held over the Bank Holiday. Dist Cllr Davies advised surplus funds would be donated to Histon Feast. Audited accounts to be provided
- 50.6 Item 32.10 Audit Quotes being sought. External Auditor confirmed as Moore Stephens to 2006. 'Statement of Responsibilities of Local Councils and their Auditors' supplied and to be copied
- 50.7 Item 32.11 Walkabout Draft route copied to all for additions
- 50.8 Item 32.13 War Memorial renovations commenced 10 June
- 50.9 Item 35.2 Burial ground meeting due 20 June
- 50.10 Item 36.2 Half Yearly Recreation Ground Committee meeting 26 June.
- 50.11 Item 37.1 Inspection quotes still pending
- 50.12 Item 42.2 Flood Event Copy letter to Environment Agency from Histon Parish Council held on file
- 50.13 Item 42.3 Standing Orders Review outstanding
- 50.14 Item 43.1 Crime figures May: Theft from vehicle (3); burglary (1); burglary (shop/shed) (3); cycle theft (3); theft (6); criminal damage (4); damage to motor vehicle (1); common assault (2). Histon Sector Newsletter to be circulated
- 50.15 Item 44.1 Parish Office budget to date copied to all. Dates for open afternoon to be discussed

**4 VACANCY ON PARISH COUNCIL**

51.1 Alan Cornell had resigned from Council. Resignation had been advertised. Agreed to send letter of thanks to Alan Cornell for work undertaken for the Council over a number of years

**5 PLANNING**

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

(1313)	S/0315/02/F	Mr A & Dr R	Nicholas and Woodd Walter	54	South Road	Amended - Roof lowered	FOR INFORMATION
1323	S/0954/02/F	Mr & Mrs MJ	Bailey	52	South Road	Extensions	
1324	S/1050/02/F		Histon Football Club		Bridge Road	Erection of toilet block, covered areas and extension to stand	
1325	S/1083/02/F	Mr & Mrs	Morris	12	MacFarlane Close	Extension	
1326	S/1148/02/F	Mr & Mrs N	Childs	25	Pepys Terrace	Extension	

**Approval** decisions by South Cambs notified to Parish Council:  
S/0747/02/F Mr & Mrs Compton, 19 Impington Lane – extensions  
S/0807/02/F Mr & Mrs Thomas, 7 Highfield Road – conservatory  
S/0870/02/F Mr & Mrs Leeming, 4 School Lane – extensions  
S/0759/02/F Mrs C Lindsay, 30 The Dole – extension

- 52.2 Exhibition Gallaghers due to take place The Meadows 26 and 27 June and IVC 28 and 29 June. Other meetings continue to take place. Copy of presentation given by David Lock Associates received by e mail. Response had gone in to planning application, copy available to any Councillor
- 52.3 Following advice given in the Clerk's recent training programme, discussion took place on the current system employed by the Parish Council to make decisions on planning application consultations by SCDC. Agreed to copy training papers to all for discussion on July agenda.

## 6 YOUTH COMMITTEE REPORT and YOUTH MATTERS

- 53.1 Meeting held 14 June. Draft terms of reference presented to Council and following discussions were accepted by Impington Parish Council with the agreement that they be reworded to reflect the fact that the 3 non-Parish Council members of the Committee are nominated with full voting rights, the remaining co opted members to have no voting rights. Prop Cllr Abdullah, sec Cllr Soar, with all in favour.
- 53.2 Cllr Abdullah reported on the rest of the meeting where the Committee had been up-dated by the Histon Parish Council Chairman on plans for a youth shelter. An article on the work of the Youth Committee was to be prepared for the Histon & Impington Crier. Junior School questionnaires had now been input and resultant graphs would be available for the Feast Tent display. Youth Group meeting to be held 23 July at Impington Church Hall. Some discussion took place on potential sites for skate parks in Impington or Histon.
- 53.3 Play & Leisure Conference 19 June at March. Details held

## 7 ENVIRONMENT COMMITTEE REPORT

- 54.1 Notes from meeting held 28 May copied to all and accepted. Cllr Unwin had been approached by a resident of Clay Close Lane with issues concerning the ditch and verge. A report to follow Agenda item 14. Cllr Payne confirmed he was to approach a resident understood to have some responsibility for the ditch.

## 8 PLAYGROUND INSPECTOR'S REPORT

- 55.1 Cllr Silk reported Doctors Close was in good condition. South Road required a litter pick, particularly round the boundary and near to gateway.

## 9 ANY MATTERS ARISING FROM THE ANNUAL PARISH MEETING

- 56.1 There were none

## 10 ACCOUNTS

- 57.1 Paid In: Burial Ground: Interment V Taylor (+2) **£265**; To be paid in: Cambs County Council Grass contract payment **£1,530**; SCDC 2<sup>nd</sup> half precept payment **£24,000**
- 58.1 Retrospective payments: Burial Ground: T Farr Wages M2 **£457.02** + expenses **£10.17** + VAT £1.79 = £468.98
- 58.2 Other: L Marsh Admin support April and May **£239.05** £239.05
- 58.3 Connections Bus Project Activity scheme Youth Initiative **£200** £200.00
- 58.4 IVC Youth Centre Skateclub insurance first year **£315** £315.00
- 58.5 Prop Cllr Teague, sec Cllr Silk, all in favour to accept these payments
- 59.1 Current: CALC Standing orders and Chairmanship publication **£6.50** £6.50
- 59.2 Print Out Stationery **£15.20** + VAT £2.66 £17.86
- 59.3 Herald Contract Services 3 triple cuts @ £240 = £720 + 1 roadside £300 = **£1020** + VAT £178.50 £1,198.50
- 59.4 A J Young 60 miles for training course @ 40p per mile **£24** £24.00
- 59.5 A J Young Expenses for office requirements at Staples **£29.73** + VAT £5.20 £34.93
- 59.6 Petty Cash Cash **£33.99** £33.99
- 59.7 Prop Cllr Teague, sec Cllr Silk, all in favour, to pay these accounts

## 11 QUOTES FOR RENOVATION OF VILLAGE SIGN

- 60.1 No response had been received from APU or IVC. Mr Eade had given some advice on varnishing.
- 60.2 Quotes had been received from Michael Collinwood Signwriter (handpainting on timber) and Algar Signcraft (handpainting or vinyl on aluminium). After discussion, agreed to ask Algar for a local example of similar work before making a decision. Council were keen to keep the style traditional but were mindful of best value.

## 12 HALF YEARLY REVIEW OF DONATIONS

- 61.1 2 requests for donations had been received from the Cambs Army Cadet Force Supporters League and Cambridge & County Folk Museum. There was an £800 budget for donations. After discussion, prop Cllr Abdullah, 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 £50 to the Cambridge & County Folk Museum’. This was in view of the fact that many local children regularly visited the Museum on arranged visits. Agreed to try and mention the availability of this budget at the December meeting in the September / October issue of Histon & Impington Crier.

### 13 FEAST MARKET 2002

- 62.1 A draft rota had been drawn up and displays as confirmed. To be copied to all
- 62.2 Some discussion took place on the possibility of an additional display covering the Gallaghers proposals at Arbury Park. AGREED that this should be something the developers themselves should consider displaying at. Further discussion then ensued on the exhibitions planned by Gallaghers in Impington and the poor consultation to date. Dist Cllrs Chatfield and Davies up-dated the Council on recent meetings held and the current position with the plans. Finally agreed Cllr Gooden to prepare a press release on the forthcoming exhibitions. Dist Cllrs Chatfield & Davies agreed to express the Council’s displeasure about the consultation methods to date. The Chairman mentioned air quality issues with the siting of a school so close to the A14.

### 14 HIGHWAYS & TRAFFIC

- 63.1 A10/Butt Lane improvements Atkins had supplied drawing showing proposed improvements to commence 24 June
- 63.2 Meeting with County Council re Clay Close Lane and New Road and other problems. Cty Cllr Gooden reported on meeting held 17 June between the Parish, new County officers (following restructuring of Highways Department) and some residents from Clay Close Lane. Clay Close Lane Discussions had been held including on flooding problems, verge damage, water channels, proposed access signage and alterations to width of access. New Road Discussions held including verge damage, tight access to Railway Vue, white and yellow line re-painting/patching, white posts already supplied and possibility of oak posts. The County officers were brought up to date with problems with parking and parking restrictions introduced in this part of New Road Cambridge Road Speed reduction measures Impington Lane weight limits and speed reduction measures. The County Council were to write to the Parish Council with a record of discussions and any agreements made. Cty Cllr Gooden reminded the Council that an additional £100,000 was to be made available through the Jointly Funded Scheme for the next 4 years. Cllr Payne agreed to re-send copies of e-mail correspondence between himself and David Brace to Mr Kemp at County Council regarding weight restriction and speed reduction measures in Impington. Cllr Gooden felt the meeting had been a positive one.
- 63.3 Bollards in New Road. Stuart Mallott had confirmed the bollards were permanent but had been re-aligned. It is a cheap and effective way, he feels, of reducing / eliminating overriding of the verge causing the damage reported to him by residents. The County Council had agreed to review the posts in 6 months time. A further wooden post would be positioned next to the footpath to prevent parking on this part of the verge.
- 63.4 Travellers in Cambridge Road over Bank Holiday weekend. Copy letter from resident regarding response from Police and District Council. He had since confirmed he was satisfied with the work since carried out by District Council Environmental Health Department
- 63.5 The Coppice / Europcar parking problems. Letter from resident of The Coppice copied to all. PC Wade had confirmed he had visited the business and would continue to monitor with reference to highway safety issues.

### 15 RECENT CORRESPONDENCE

- 64.1 Circulation File: Histon Parish Council Agenda and Minutes; CPRE papers; Histon Sector Newsletter; South Cambs Community Safety Partnership Strategy 2002 – 05; job advertisement for CALC County Secretary; Briefing ‘Your Region, Your Choice, Revitalising the English Regions’; South Cambs Primary Care Trust paper; New Opportunities Fund Initiative; Open Spaces Society papers; Section 17 Crime & Disorder guide; Vital Villages update; Cambs County Council Air Quality Forecasting System leaflet
- 64.2 Standing Orders and Chairmanship document. To be reviewed on future agenda
- 64.3 SCDC Community Services Golden Jubilee. Invitation to nominate villages to be considered for winners of Golden Sovereigns under four different categories. Jubilee Group to be nominated
- 64.4 DTLR Consultation paper Comments required by 1 July on paper setting out proposals for the framework within which allegations about misconduct by councillors could be handled by local authorities. Where cases involve parish councillors come to local standards committees, proposed that a member of the parish council should be present on the standards committee.
- 64.5 CALC Bulletin Supplementary edition. Copied to all
- 64.6 SCDC Mobile Village Warden Scheme details received
- 64.7 CAMBS Acre details of Village of the Year Finalist Evening 2002 at Haddenham.
- 64.8 CALC Workshops for Councillors 29 June. Interested Councillors to contact clerk
- 64.9 ELY Cathedral Invitation to act of Thanksgiving to mark National Foster Care Fortnight Sun 23 June 2pm

- 64.10 Letter from resident of The Coppice asking questions about dog dirt being dumped; problems with car parking at the entrance to The Coppice; non-renovation of verges in Cambridge Road; flooding along Cambridge Road; unfinished path surfacing in The Coppice; possibility of bus shelter in Cambridge Road; leaf sweeping along B1049. Response made updating resident on these points
- 64.11 NALC Race Relations (Amendment) Act 2000 guide for Councils
- 64.12 South Cambs District Council had provided list of Listed Buildings in Impington
- 64.13 CALC Nominations sought for District Association Committee by 20 September. Next meeting 24 September. All agreed to nominate Cllr Payne for the Committee

**16 ANY OTHER BUSINESS**

- 65.1 There was none

**17 DATE & PLACE OF NEXT MEETING**

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

The meeting was formally closed at 9.34pm

**MINUTES OF THE MEETING OF IMPINGTON PARISH COUNCIL HELD MONDAY 15 JULY 2002 7.30 P.M.  
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, P D Gooden (also County), M R Lawton, B J Soar, S A Unwin, G B Waters. Dist Cllrs J P Chatfield, N S Davies and J A Muncey; Mrs D Starling (co opted during meeting); P C Wade (in part); Mrs A Young Clerk

**1 APOLOGIES**

67.1 Cllr J P Teague (holiday)

**2 DECLARATIONS OF INTERESTS**

68.1 The Chairman suggested this be a standard agenda item to enable Councillors to declare interests in items on the agenda. There were no declarations

**3 MINUTES OF MEETING HELD ON 17 JUNE 2002**

69.1 Prop Cllr Lawton, sec Cllr Cole, all agreed Chairman to sign as a true record of the meeting.

**4 MATTERS ARISING**

70.1 Item 50.1 Brass plaque now received and fixed to seat. Seat had been vandalised.

70.2 Item 50.2 Street Lights Cambridge Road Police unable to specifically support additional lighting here as no record of problems. County Council have been shown site and do not believe there to be any need for additional lighting. Mr Mallott to look at asking residents to cut back overgrowing trees from existing

70.3 Item 50.3 Holiday Inn Sign replacement work now complete

70.4 Item 50.6 Audit 2 quotes had been received, one of which since retracted. All in favour to accept Mr N Sloman as Internal Auditor for Impington Parish Council.

70.5 Item 50.7 Walkabout with Stuart Mallott Notes copied to all

70.6 Item 50.8 War Memorial Rededication service 1 September to which all Cllrs invited. Cost report next meeting

70.7 Item 50.11 Playground inspection ROSPA charge of £58 accepted. Cambridgeshire inspections April annually.

70.8 Item 50.12 Flood Event Response from Environment Agency copied and held on file

70.9 Item 50.15 Office open afternoon Wednesday 24 July from 12.30 p.m.

70.10 Item 54.1 Environment Committee notes Copy of first meeting of new Environment Group received. Stuart Mallott of County Highways would prefer a hornbeam on the Holiday inn verge (gift from Unwins) instead of beech. Views of Mr Hellingsworth at SCDC would be sought for decision in September. Consultation letters sent to residents of Percheron Close and Doctors Close and other suggested local residents regarding the Meadow. The Chairman had spoken to some residents who had concerns and a meeting to discuss may be necessary.

70.11 Item 63.5 Coppice resident re Europcar parking Letter thanking Council for trouble taken over his problems. Mr Mallott had contacted him. PC Wade had since visited the site and was preparing a Traffic Management form requesting double yellow lines. The Parish Council agreed to support this request but agreed with PC Wade that residents should be encouraged to write in with their concerns about the dangerous parking being seen.

**5 CO OPTION TO PARISH COUNCIL**

71.1 Mrs Derinda Starling of Millers Cottage, 2 Mill Lane, Impington had written to apply for co option to the Council. Her letter was copied to all. Prop Cllr Gooden, sec Cllr Abdullah, all in favour, to co opt Mrs Starling onto the Council. The Declaration of Acceptance of Office was signed with the Member's Interest form to follow.

71.2 With the agreement of Council, the Chairman brought forward item 13 at this stage of the agenda. Standing orders were suspended to allow P C Wade to report to Council.

**13 P C WADE – COMMUNITY BEAT MANAGER REPORT**

72.1 P C Wade reported that duties concerning football events and H & S had taken him away from the beat over recent weeks. From 1 June to date there had been some 20 crimes: common assaults (2); thefts (11); deception (1); burglary dwelling (1); burglary non-dwelling (1); criminal damage (4). He asked for help in encouraging residents to lock away expensive garden items such as gas BBQs due to an increase in this type of incidence of theft. Cllrs reported items of local concern to PC Wade who then left the meeting.

72.2 Standing orders were reinstated.

**6 PLANNING**

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

(1266) S/1051/01/F H Rose Sunnyvale 10 Milton Rd Resite Plot 7, and garages 5 & 6  
Amended

1327	S/1179/02/F	S	Haylock	3	Pepys Terrace	Conservatory
1328	S/1236/02/F	R	Brown	41	New Road	Conservatory
1329	S/1324/02/F		Salvation Army Trustee Co	S Army Hall	Impington Lane	Extension to provide new entrance lobby and toilets
1330	S/1338/02/F		St Andrews Church		Burgoynes Road	Replacement boundary wall

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

S/0954/02/F Mr & Mrs M J Bailey, 52 South Road – extensions – granted

S/0871/02/F Mr T Heeps, adjacent Pheasants Grove, Milton Road – house and garage – granted with 8 conditions

S/0901/02/F Mr & Mrs Fall, 20 South Road – conservatory – granted

S/0933/02/F Holiday Inn, Bridge Road – 3 air conditioning condensers and compounds – granted

S/0827/02/F South Cambs District Council, 49-51 Hereward Close – erection of 4 houses following demolition of existing 2 dwellings – granted with 5 conditions

- 73.2 Letter from SCDC Planning Department concerning 132,000 volt tower, Histon Road Cambridge. Does not require planning permission and can be regarded as permitted falling within regulations
- 73.3 Gallaghers exhibitions had taken place. Press Release had been made to CEN. Cllr Payne was attending further meeting on 18 July. A cycle bridge /footbridge was on the agenda. The Chairman gave a brief report on recent discussions on possible bus routes
- 73.4 Structure Plan. Any comments on draft list of issues and participants by 30 July. Histon & Impington Parish Councils to appear on Green Belt issues
- 73.5 Appeal 12 Burrough Field. Appeal dismissed by Inspector
- 73.6 Tree Works. 1a Villa Road. Remove watershoots from 2 lime trees
- 73.7 Tree Works. Tree Preservation Order Review. Variation order on 52 Impington Lane (formerly 50 Impington Lane). Cllr Cole agreed to share the position of Tree Warden
- 73.8 Excerpts from Training on Planning (CALC) copied to all. Council wished to retain some element of the current rota system, much discussion took place. The Council wished to affect a non-permanent variation and following a proposal from Cllr Cole, sec Cllr Lawton, it was AGREED all in favour that in addition to the current standing order on planning, from now until the end of the Council's life (April 2003), for review, plans be circulated to 2 Councillors for site visit and on a new form, with plans to be returned to Clerk. Planning Committee, comprising all Parish Councillors, then to make decision on recommendation to SCDC, within monthly Impington Parish Council meetings or at Tuesday evening meetings called where necessary to meet SCDC deadlines. Quorum minimum 3 members.

**7 QUOTES FOR RENOVATION OF VILLAGE SIGN**

- 74.1 As previously reported, 2 quotes remained on the table. Some Cllrs had visited the Village Sign at Milton to inspect work carried out by Algar. Further discussion took place on the different styles available and the life expectancy of any refurbished sign. It was prop Cllr Cole, sec Cllr Waters, 9 in favour, to accept the quote for £585 + VAT from Mr Collinwood, with the requirement that hardwood be used. Cllr Gooden did not vote as he knew the contractor.

**8 YOUTH COMMITTEE REPORT and YOUTH MATTERS**

- 75.1 Cllr Abdullah reported boards had been displayed at the Feast Market but interest had been disappointing. A Youth Forum was planned with youth leaders of the villages, to discuss the way forward and get young people involved. Cllr Abdullah reported that Histon PC had not been willing to accept the Terms of Reference and had stated a preference for the Youth Committee to be an advisory body not a fully constituted committee. Cllr Davies would present Histon Parish Council's suggestions for amendment to the proposed Terms of Reference to Committee at their next meeting. He then felt a meeting with the 2 Parish Council Chairmen to mutually agree would be a sensible step. Clerk to obtain any model Terms of Reference for Joint Committees from CALC for reference. Some discussion took place on the legal basis of the Joint Standing Committee which had run for some years. In general the Committee accepted the idea of forming an advisory body but hoped this would not lead to discussions at Committee level being re-debated at Council. Chairman spoke for Council in encouraging the Committee to pursue the valuable work being undertaken.

**9 BURIAL GROUND COMMITTEE REPORT**

- 76.1 Notes of meeting held 20 June copied to all and accepted.
- 76.2 New Mower. After consultation with Chairman and Vice Chairman, an 18" ISY Honda SP had been purchased following 3 quotes received, at £275.74 + VAT = £324 from The Mower People. Delivery had been made.
- 76.3 3 contractors had re-quoted to a specification as required by the Committee. Prop Cllr Lawton, sec Cllr Silk, all in

favour, to accept the quote from Norman Unwin in the sum of £264 +VAT. Site & Maintenance Services to be asked to quote for making a temporary gate for the Burial Ground into the new land.

## 10 RECREATION GROUND MANAGEMENT SUB COMMITTEE REPORT

- 77.1 Had met 10 July. Cllr Unwin gave a brief report including details on a tractor purchased and the old one sold to Girton College. A new spreader had been ordered.

## 11 PLAYGROUND INSPECTOR'S REPORT

- 78.1 Cllr Silk had nothing to report on play equipment. Mr Smith would be asked to cut off at wire level vertical brambles coming through at gate. Also to deal with brambles and ground suckers growing into field.  
78.2 Clerk to meet Acacia to discuss ideal of logs for seating in South Road.

## 12 ACCOUNTS

- 79.1 To be paid in: Burial Ground reserved plots x 2 Lunniss £150
- 80.1 Retrospective payments: **Cambridge & County Folk Museum** Sec 137 donation **£50** £50.00
- 80.2 Burial Ground: **T Farr** Wages M3 **£410.90** + expenses **£22.52** + VAT £2.98 = £436.40
- 80.3 Inland Revenue T L Farr 3 months to June 02 **£69.32** £69.32
- 80.4 Prop Cllr Silk, sec Cllr Soar, all in favour to accept these payments
- 81.1 Current: **Histon Parish Council** New Office expenses **£3707.74**, admin and photocopying **£72.55**, JSC expenses **£88.65** £3,868.94
- 81.2 **Bidwells** Lease The Copse **£0.05** £0.05
- 81.3 **Cambs County Council** Youth Club additional sessions **£390.94** £390.94
- 81.4 **Glasdon UK Limited** Brass Plaque for seat **£47.38** + VAT £8.29 £55.67
- 81.5 **Herald Contract Services** 2 inner areas at £240 = **£480** + VAT £84 £564.00
- 81.6 **H R Window Cleaning Services** Bus shelter bi-monthly clean **£31** £31.00
- 81.7 Burial Ground: **The Mower People** New 18" mower **£275.74** + VAT £48.26 £324.00
- 81.8 Prop Cllr Silk, sec Cllr Soar, all in favour, to pay these accounts

## 14 HIGHWAYS & TRAFFIC

- 82.1 County Council had supplied a short report on recent meeting with Cllr Gooden and the clerk. Clerk's notes copied to Cllr Gooden and Cllr Payne. The Chairman had been advised by a resident of Clay Close Lane that the work on the access narrowing was not now to take place.
- 82.2 Traffic Counts for "before" A10 signalisation work supplied for 6.9.01.
- 82.3 Resident of Station Road had supplied copy correspondence with Co Op for files.
- 82.4 Letter from Junior School governor re pedestrian and cyclist safety following the turning down of Safer Routes to Schools by County Council. Cty Cllr Gooden to take this matter up through County Council. It was felt something which the Northern Corridor Transport Plan should be taking account of.

## 15 RECENT CORRESPONDENCE

- 83.1 Circulation File: Histon Parish Council Agenda and Minutes; Railwatch and RailEast; Local Council Review July; Cambs Fire & Rescue Service Performance Plan 2002/03; New Opportunities Fund Initiative
- 83.2 SCDC Planning Department South Cambs Local Plan – Recreation Study details
- 83.3 CALC Invitation to farewell party for Charlotte Rogers-Jones. A replacement County Secretary had been appointed, Mr Keith Barrand. The Chairman reported CALC had made a small excess last year of £2,500 contrary to forecasts. A brief NALC report to be placed in circulating file.
- 83.4 SCDC Housing Development & Strategic Services Joint District-wide Housing Needs Survey with City Council. To assess housing needs and affordability across all tenures. Personal interviews and postal surveys to take place July to September, selected at random throughout District
- 83.5 Mills & Reeve Solicitors Application for transfer of Justices Licence for BUPA

## 16 RACE RELATIONS (amendment) ACT

- 84.1 Following advice from NALC, prop Cllr Abdullah, sec Cllr Soar, all in favour, that "Impington Parish Council acknowledges the general duty placed upon it by the Race Relations (Amended) Act 2000. The Council will continue within its functions and policies to have due regard to the need to eliminate discrimination, promote equality of opportunity and promote racial equality between people of different racial groups"

## 17 ANY OTHER BUSINESS

85.1 Cllr Gooden reported on the recently published proposals for Histon Nursery School, recently designated as an Early Excellence Centre by the Department for Education & Skills. He advised there had been no consultation with Parish Councils, the County Councillor for Histon & Impington, or the District Councillors. It appeared the proposals included plans to take one third of the Infant School field for car parking. Concerns were already being expressed within the community about the lack of consultation, loss of open space, the affect on other childcare and pre-school care in the village, and traffic. The Chairman stated the 2 Parish Council Chairmen of Histon and Impington had been invited to a Schools Forum meeting in September aiming to improve some of the current communication failures.

**18 DATE & PLACE OF NEXT MEETING**

86.1 No meeting in August. Next meeting Monday 16 September 2002, 7.30p.m. at St Andrew's Church, Burgoynes Road, Impington. Planning Committee meetings as required would take place. Agreed urgent decisions to be delegated to Chairman and Vice Chairman with an extraordinary meeting to be called if necessary.

The meeting was formally closed at 9.40 pm

**MINUTES OF MEETING OF IMPINGTON PARISH COUNCIL HELD MONDAY 16 SEPTEMBER 2002**  
**7.30P.M. AT ST ANDREW'S CHURCH HALL, BURGOYNES ROAD, IMPINGTON**

PRESENT: Chairman Cllr D W Payne, Cllrs H S Abdullah, C M Cole, P D Gooden (also County), M R Lawton, B J Soar, D A Starling, J P Teague, S A Unwin; Dist Cllrs J P Chatfield and N S Davies; Mrs A Young Clerk; 4 members of the public

**1 APOLOGIES**

87.1 Cllrs Silk and Waters (holiday). Dist Cllr Muncey (working)

**2 DECLARATIONS OF INTERESTS**

88.1 Cllr Gooden Agenda item 5 – personal planning application; Cllr Payne Agenda item 12 – Director of the charitable company

**3 MINUTES OF MEETING HELD ON 15 JULY 2002**

89.1 Item 74.1 change 'lift' to 'life'. Cllr Teague was not present at the meeting. With these amendments, prop Cllr Lawton, sec Cllr Cole, all agreed Chairman to sign as a true record of the meeting.

**4 MATTERS ARISING**

90.1 Item 70.2 Overgrowing trees County Council had put an article into the Histon & Impington Crier regarding overgrown trees and hedges. Complaints have been received from residents of The Coppice and Burroughfield about trees in The Coppice overhanging. Quotes to be sought.

90.2 Item 70.9 Open afternoon Letter of thanks from Bill Easy with all good wishes to the Council with the new office

90.3 Item 70.10 Centenary Tree donated by Unwins Seeds Mr Hellingsworth at SCDC recommends "Corpinus Betulus" hornbeam for this site. Unwins to be advised.

90.4 Item 70.11 Parking at The Coppice Copy Traffic Management form from PC Wade received.

90.5 Item 72.1 Crime Figures received for July and August: Theft (24); Assault (3); motor theft (2); criminal damage (6); indecent exposure (1); arson (1); malicious phone call (2); deception (1). These figures may be distorted as there had been an overlap with a report from PC Wade in July.

90.6 Item 74.1 Village Sign Work due to commence shortly. Hardwood will be used

90.7 Item 76.1 Burial Ground Complaint about vandalism received from family with 2 plots in cemetery. PC Wade to be requested to visit the cemetery as part of his community beat.

90.8 Item 76.3 Burial Ground gate Mr Farr had made a suitable access gate.

90.9 Item 78.1 South Road Mr Smith had commenced clearing the brambles and suggested using a special bramble spray to avoid future problems. Environment Committee to consider

90.10 Item 78.2 Logs at South Road Mr Cole of Acacia Trees had not been available to meet as yet

90.11 Item 82.4 Safer Routes to Schools County Cllr Gooden reported on issues raised by Mr Furlong. These were being followed up with County Officers.

90.12 Item 85.1 Histon Nursery School Histon Parish Council had called an extra ordinary meeting on 4 September to discuss. Minutes available on request. Ms Lant of the County Council invited a member of Impington Parish Council onto a Reference Group to be formed, with first meeting due 17 September at 5pm. AGREED Cllr Payne to attend first meeting, Cllr Soar remainder.

**5 PLANNING**

91.1 Minutes of meeting 13 August 2002 copied to all.

91.2 Structure Plan Review Examination in Public. AGREED Histon Parish Cllr Mason represent both parishes.

91.3 Histon Nursery School Cllrs Gooden and Unwin declared an interest as close family members had an involvement in the childminding business and working at the Infants School. Chairman outlined concerns about proposals for the site, being traffic, loss of open space for car parking, possible impact on other childcare groups in village, the issue of Protected Village Amenity Area status. AGREED Parish Council should try and work with the planners to improve the traffic issues and several suggestions were made for redesign of the site. Chairman reported a questionnaire would be available for all residents this week and plans displayed at the library.

91.4 Gallaghers application for development at Arbury Park A draft Heads of Terms Section 106 agreement was now available. SCDC asking for comment by end of September and after some discussion the Council agreed the "opening bid" as supplied was unsatisfactory. AGREED Parish Council needed to prioritise what was more important to the village of Impington. Cllrs Payne Abdullah and Teague agreed to look at the papers and respond to SCDC.

91.5 S/1587/02/F Mr & Mrs P Glass, 13 Henry Morris Road – extension. Parish Council recommended approval

91.6 New applications to go to next Planning meeting 24 September S/1666/02/F N Slater for National Co Op Chemist,

115 Station Road – extension; S/1728/02/F South Cambs District Council 20 Milton Road – vehicular access; S/1732/02/F Mr & Mrs Gooden, 32 Impington Lane – addition of single storey conservatory linking house to existing rear wash house, additional wc at ground floor with spatial reorganisation

91.7 Tree Works Mr & Mrs Allen 5 The Coppice – crown lifting. Mr Ewbank, Burgoynes House -Warden had no objection

91.8 DEFRA – “Parish and Town Councils to retain role in Planning”; CPRE “Design & Density Briefing” copy circulated

91.9 Grants and Refusals from SCDC:

S/1324/02/F Salvation Army Trust Co, Impington Ln – extension new entrance lobby and toilets – granted

S/1376/02/F Mr Brown, 81 Impington Lane – conservatory – granted

S/1362/02/F Cambridge Regional College, Blocks C & E, Kings Hedges Road – extensions – granted

S/1359/02/F Mr & Mrs M Crook, 10 South Road – extension – granted

S/1566/02/F Mr & Mrs Strachan, 43 Lone Tree Avenue – extension – granted

## 6 YOUTH COMMITTEE REPORT and YOUTH MATTERS

92.1 Cllr Abdullah reported on a well-attended Youth Forum in July. Next meeting was to discuss Terms of Reference and a new youth initiative to be introduced by SCDC in conjunction with the Connections Bus Project.

92.2 Community Safety Partnership Meeting 26 September 1pm at Milton, as Histon and Impington had been identified for a second year as an area that could benefit from the partnership’s input. Council surprised at time of meeting.

92.3 Connections Bus Project had written a report for the Crier on the summer scheme.

## 7 RECREATION GROUND MANAGEMENT SUB COMMITTEE REPORT

93.1 Committee due to meet 18 September. Cllr Lawton gave an up-date on the Development Sub Committee’s activities in that Hereward Design, architects, had now been appointed for the first stage. By the AGM it was hoped an overview of the design, draft grant applications and a Business Plan would be available.

## 8 PLAYGROUND INSPECTOR’S REPORT

94.1 Cllr Abdullah reported on a recent problem with dog dirt in South Road Play Area. The fence was broken in one corner. A very successful residents’ cricket match with BBQ had taken place on 7 September.

94.2 Doctors Close was free of litter, although grass was quite long. There were nettles at one end.

## 9 ACCOUNTS

95.1 Paid in: Burial Ground: Milton Memorial £40, Underwood Reserved plot £75, Ambrose ashes plot, memorial and inter £100, Prentice Memorial £40, Prentice ashes plot and inter £60, Mudd inter £40, Emery memorial £40

96.1 Retrospective payments: Burial Gd: T Farr Wages M4 ~~£486.36~~ + exps ~~£16.23~~ + VAT £2.84 = £505.43

96.2 T Farr Wages M5 ~~£440.24~~ + expenses ~~£15.67~~ + VAT £2.75 = £458.66

96.3 Other: L M Marsh Admin assistance June/July ~~£239.05~~ £239.05

96.3 Prop Cllr Teague, sec Cllr Cole, all in favour, to accept these accounts

97.1 Current: Site & Maintenance Services Repair to seat ~~£52~~ + VAT £9.10 = £61.10

97.2 Herald Contract Services Grass cut July 2 inner and 1 verges, strim and spray ~~£780~~ + VAT £136.50 Herald Contract Services Grass cut August 2 inner and 1 verge ~~£780~~ + VAT £136.50 £1833.00

97.3 Bishops of Histon Burial ground Shears ~~£34.47~~ + VAT £6.03 = £40.50

97.4 Print Out Stationery ~~£25~~ + VAT £4.38 = £29.38

97.5 Helping Hand Co Litter pickers and gloves ~~£106.30~~ + VAT £18.60 = £124.90

97.6 RDS Subscription (prop Cllr Abdullah, sec Cllr Teague to continue) ~~£17.50~~ £17.50

97.7 H R Window Cleaning Services 2 bus shelters cleaned ~~£31~~ £31.00

97.8 Petty Cash Imprest account ~~£20.16~~ £20.16

97.9 Cambs ACRE Village Halls Conference Cllr Abdullah (Cllr Abdullah declared an interest) ~~£15~~ £15.00

97.10 Prop Cllr Teague, sec Cllr Cole, all in favour, to pay these accounts.

98.1 Discussion took place on bank signatories following new banking legislation.

99.1 Audit Completed annual return had been copied to all and Section 2, Statement of Assurance was read out to Council. AGREED Council to review the way it carries out its risk analysis during the current year. Prop Cllr Teague, sec Cllr Unwin, all in favour to approve the accounts and statement of assurance. Chairman signed on behalf of the Council.

## 10 REPORT ON THE MEADOW

100.1 Chairman had prepared a comprehensive report following an informal meeting held with the neighbouring residents and receipt of correspondence from other interested residents. It outlined history of the proposals and results of the

most recent consultation process. Recommendation to Council was to abandon the proposal / ideas to turn the Meadow opposite St Andrews Church into public open space accessible to all and to thank all supporters and those who offered to assist with any project. Since the report was prepared, an additional letter of support, with suggestions for overcoming objections, had been received together with a letter from Chivers Farms Limited indicating unease in becoming involved in a project which in its initial stages had generated so much opposition. Full discussion took place on the already well-documented reasons for the Council wishing to turn the field into a village green for all the residents of Impington. Details of consultations previously carried out through the Impington Church magazine, the Village Society AGM, display at the Feast Market, Village Appraisal questionnaire were heard. Acknowledged there were no current plans for this land to be taken out of Green Belt. Chairman pointed out that up to the point when the Council had written to nearby residents there had been no negative feedback. Finally prop Cllr Teague, sec Cllr Abdullah that Impington Parish Council defer decision on the report and move forward to seek a meeting with Caroline Chivers. All in favour. Cllrs Abdullah, Teague and Soar all offered to attend any meeting. In the meantime, anyone who had responded in writing to the Council would be kept up to date with these decisions and offered a copy of the report on request.

## **11 HIGHWAYS & TRAFFIC**

- 101.1 SuperCAM / Cambridge to Huntingdon Rapid Transit Article by Impington Parish Council Chairman featured in the Histon & Impington Crier. Since that time, County scheme had introduced a ‘Histon Bus Stop’ in the plans, which was actually in Impington. It appeared to rely on the acquisition of gardens along Pepys Terrace and part of The Copse. Standing orders were suspended, all in favour, to allow Histon Parish Cllr Mason to take part in discussions. He updated Council on the 2 schemes, which were now running in parallel. AGREED public meeting should be called by the 2 Parish Councils inviting County officers to present their application and answer questions. Any Traffic & Works Orders would not be applied for until 2003. AGREED that all residents directly affected by the proposals should be leafleted as well as advertising the meeting by poster. Standing orders reinstated.
- 101.2 Cambridgeshire County Council – Traffic Calming, Cambridge Road Mr Mike Davies had outlined possibilities for traffic calming following a recent speed survey. If Parish Council felt measures desirable he was able to propose 1 interactive sign for southbound traffic, near to junction of Burrough Field, and areas of red surfacing with slow markings. Figures showed that 15% of southbound traffic had been driving in the prosecution bracket at 36mph+ and agreed to bring Police notice to this fact. After discussion about conflicting messages from the County regarding funding for this work and weight limit proposals in Butt Lane, AGREED to respond asking for possibilities of interactive signs both ways and seeking clarification on funding for such a scheme. Parish Council would wish to consult with neighbouring properties before agreeing to a design being drawn up.
- 101.3 CHUMMS It appeared that a decision would be made in December whether Histon and Impington were to receive traffic calming funding to compensate for rat running from the A14, of £300,000 each.
- 101.4 Milton Road A resident was unhappy with the new kerb layout at Clay Close Lane, in that vehicles were cutting the corner, and reported a recent incident when a sheet of metal was thrown off a skip vehicle, narrowly missing him.
- 101.5 Weight Limit on Impington Lane / Burgoynes Road / Milton Road Negotiations with County Council continued.
- 101.6 Bus shelter, Milton Road Letter from resident of Milton Road asking consideration be given to removal of shelter due to poor condition. Environment Committee to discuss, although Council felt renovation to be the preferred option.
- 101.7 Copy letter from Village Society to County Council regarding state of kerbs along B1049 interchange
- 101.8 Questionnaire from Highways Division on services
- 101.9 Letter from St Andrews Church, Impington PCC Secretary asks for advice on parking problems and possibilities of yellow hatching with ‘keep clear’. Clerk to investigate with County Council Highways.
- 101.10 Cty Cllr Gooden reported on correspondence between Mark Kemp CCC Highways, the Chairman and himself regarding access issues at Milton Landfill site
- 101.11 Cty Cllr Gooden reported on Area Committee discussions on a proposed new 60 mph speed limit for the A10 from Tesco roundabout to the new lights. Cabinet decision outstanding.
- 101.12 e mail correspondence from County Council regarding Area Transport Plans and Rapid Transit held

## **12 HISTON & IMPINGTON MILLENNIUM HALLS GROUP**

- 102.1 Cllr Abdullah reported on the group’s progress. Report had been circulated to all prior to the meeting. A proposal was to be made to each Parish Council that they commit to the principle of redevelopment and £25,000 each once planning permission granted. Plans were available and Cllr Abdullah took questions from Councillors, clarifying that the halls were intended to be self-financing, all user groups had been consulted and kept up to date with progress, payment as requested could be spread over 2 years, this facility was not a sports facility but primarily a meeting place, it was not seen as a problem that the facility was in the centre of Histon. AGREED a joint meeting of Parish Councils be called for Group to present plans and share their Business Plan. Anticipated the Parish Councils would then be formally requested to support the venture as outlined in the report. Cllr Abdullah urged Councillors to consult widely prior to a decision on this request.

### **13 WAR MEMORIAL**

- 103.1 The rededication ceremony had taken place. The total cost this year to Impington Parish Council was to be £458.50, having paid £312.47 in the previous year. This against a precepted figure of £2,000. A report was held on file.
- 103.2 Letter of thanks from Impington PC sent to Mr & Mrs Thoday who had kindly donated £1,000 to the project.

### **14 GRASS CUTTING**

- 104.1 Half yearly review had taken place with the contractor. To be referred to Environment Committee.

### **15 OFFICE EQUIPMENT**

- 105.1 Some discussion took place on the Council's needs for a replacement photocopier and fire proof safe. The Clerk to investigate floor loading of the office. AGREED a safe could be progressed and purchased at a maximum cost to Impington of £300. Quotes for photocopier (to be shared with Histon) being sought. Budget in place.

### **16 RECENT CORRESPONDENCE**

- 106.1 Circulation File: Histon Parish Council Agenda and Minutes; Lottery briefing; NALC Chief Ex Report; Histon Sector Newsletters; Clerks & Councils Direct; CALC papers; County Council Air Quality Forecasting System details; Cambridge Core Traffic Scheme papers (Silver Street); Local Councils Review; Railwatch; Charity Commission news; various papers and leaflets
- 106.2 Jubilee Group had been successful in winning the gold sovereign award from SCDC. Final accounts for group supplied showing £3,000 given to various charities
- 106.3 County Council invitation to meeting on bus services. Cllr Abdullah and Dist Cllr Chatfield had made comments
- 106.4 SCDC Electoral Review. Impington Parish Council elections to proceed in 2003, then not until 2008, so giving the next Council a 5 year life instead of the usual 4
- 106.5 CALC/PALC Flooding Seminar details 7.9.02. Information pack to follow
- 106.6 Cambs County Council providing new library opening times for Histon.
- 106.7 Cambridge City/NHS details of free service "Safer Homes Project" for vulnerable people
- 106.8 HICAP Invitation to Chairman to a Community Facilities Forum 1 October
- 106.9 CALC various papers including AGM details; Vice President nomination form, all in favour to nominate Cllr Payne; Workshop for new Councillors Sat 26 October, Cllrs Starling and Teague; In house training offer; details of clerk's portfolio and training strategy; Accounts workshop 9.11.02 £25 agreed Clerk to attend; proposed affiliation fees showing 10% increase in budgets, all in favour to support proposed increase; copy of CALC constitution
- 106.10 Hammond Studdards Edge, Solicitors Application for Section 20 Consent to Alterations Holiday Inn. Transfer application Holiday Inn received.
- 106.11 Cambridge & County Folk Museum Letter of thanks for recent £50 donation
- 106.12 BUPA Lea Hospital – transfer application withdrawn
- 106.13 Letter from Impington resident regarding wall at IVC, parking problems in New Road near to IVC, and problems at the Rose & Crown crossing. AGREED to refer to IVC and advise resident Council had noted comments. Noted single yellow lines in New Road had been renewed.
- 106.14 Cambs County Council Countryside Advice and Grants Booklet 2002/03.
- 106.15 County Council Government Funding of Local Authority Service Councillors urged to respond to Government Funding plea individually, and agreed Council would do.
- 106.16 County Council "Beating the Bounds" 50 copies of now out of date publication received for office use

### **17 ANY OTHER BUSINESS**

- 107.1 Councillors commented on the new high fence erected round the Railway Vue beer garden, recently reduced to 3ft.
- 107.2 Cllr Payne advised the Village Society had published a "Social History of Impington Church" from extracts from the Church magazine 1951 – 2000.

### **18 DATE & PLACE OF NEXT MEETING**

- 108.1 Next meeting Monday 21 October 2002, 7.30p.m. at St Andrew's Church, Burgoynes Road, Impington. Committee meetings were advertised at the parish office in New Road.

The meeting was formally closed at 10.25 pm

**MINUTES OF MEETING OF IMPINGTON PARISH COUNCIL HELD MONDAY 21 OCTOBER 2002 7.30P.M.  
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, P D Gooden (also County), M R Lawton, B J Soar, D A Starling, J P Teague, G B Waters  
Mrs A Young Clerk; 2 members of the public

**1 APOLOGIES**

109.1 Cllr S A Unwin (working); Dist Cllrs Davies (hol) and Chatfield (study). PC Wade.

**2 DECLARATIONS OF INTERESTS**

110.1 None

**3 MINUTES OF MEETING HELD ON 16 SEPTEMBER 2002**

111.1 All in favour for Chairman to sign as a true record of the meeting.

**4 MATTERS ARISING**

112.1 Item 90.1 Overgrown trees Quotes still outstanding

112.2 Item 90.6 Village Sign had been dismantled and was now undergoing refurbishment

112.3 Item 90.10 Logs at South Road Acacia can supply logs. Clerk to meet on site. Bin to be ordered and fitted by Site & Maintenance Services

112.4 Item 100.1 The Meadow Cllrs Soar and Abdullah to meet Ms Chivers 8 November for further discussions. Mixed views continued to be received with a further letter received from residents of Percheron Close requesting details and a telephone call from residents of Percheron Close expressing concern.

112.5 Item 101.9 St Andrews Church parking No response yet from County Council.

112.6 Item 102.1 Millennium Halls Group Informal meeting due to take place 6 November

112.7 Item 106.8 Community Facilities Forum had taken place

112.8 Item 106.9 CALC Girton Parish Council have booked an in house session 27 November. Impington Council invited to also attend at £12.50 each. CALC have provided figures for precept discussions for training. Bulletin for all. Other CALC papers for AGM, Chairman gave a brief report. Cllr Payne had again been elected Vice-President.

**5 OFFICE EQUIPMENT**

113.1 A second hand safe had been gifted to the Councils by Chivers and was now sited at the Parish office

113.2 The Clerk reported Histon Parish Council, following requests for quotes from 3 companies, were recommending purchase of a new photocopier from Photo & Litho at £1,314, with maintenance contract as currently to cover all consumables, services and parts at a reduced cost of 0.7p per copy (currently 1.075p). Impington PC were asked to consider joint purchase at £657. Precept Committee had budgeted at £300. Following full discussion when other potential usage savings were outlined, prop Cllr Teague, sec Cllr Cole, all in favour to jointly purchase. Impington PC copies to continue to be counted and paid as used. Existing copier to be taken away by Photo & Litho.

**6 PC WADE – COMMUNITY BEAT MANAGER REPORT**

114.1 Crime figures September: Burglary (2); criminal damage (3); motor vehicle theft from (4); theft (4); indecent exposure (1); motor vehicle theft of (2); motor vehicle tampering (1).

114.2 P C Wade would attend Parish Council meeting November or January, depending on shift.

114.3 PC Wade had reported on work being undertaken to target groups of young people driving fast in the vicinity of Butt Lane and some other areas in Impington.

**7 PLANNING**

a) Committee Reports

115.1 Reports on meeting 24 September and 8 October 2002, together with decisions made, copied to all and accepted. Cllr Gooden once more declared an interest as an applicant. Next meeting due 29 October 2002.

b) Other Planning Matters

116.1 Nursery School Cllr Soar reported on Reference Group meeting held 2 October, with further meeting due 29 October. Local residents to be invited for discussions and the footprint of proposed building laid out on Infant School field. Traffic survey to be carried out w/c 28 October.

116.2 Arbury Camps Cllr Payne reported on the Community Planning Day feedback session he and Cllr Silk had attended. The full planning permission for vehicular access had now been received, showing 3 accesses off Kings Hedges

Road. The Chairman was to meet with all 3 District Councillors, County Councillor and Chairman of Histon PC to look at issues with this Gallaghers application on 7 November.

- 116.3 Structure Plan Chairman reported on study into the Green Belt published by SCDC referring to development along the A14. A large amount of paperwork was coming through the office for the Examination in Public.
- 116.4 Study (CCC Cambridge Sub Regional Implementation Study) A resident had given notice of a question and all present agreed to suspend standing orders. He queried the reference to a possible 700 houses off Milton Road in Chairman's report on the Meadow, Burgoynes Road. Chairman clarified that as part of work in drawing up the Structure Plan, County Council undertook a study into the Cambridge Sub Region, challenged to look at how many of the 24,000 - 26,000 houses required by 2015 could be built there. A technical report purchased by the Parish Councils indicated 3 points in Impington had been identified as possible areas for development: Milton Road, plot of land in Clay Close Lane, and behind Impington Lane, with a total of 700 possible houses given, although all with covenants on increases in size of schools, and infrastructure matters. There was no actual proposal in the current Structure Plan but the Chairman's point had been there was always a lack of permanence with Green Belt status. Standing Orders re-instated.
- 116.5 Joint Standing Committee were due to meet 21 November, Regional Planning for the Eastern Region would be on the agenda. A copy letter from CCC was supplied for all Councillors.

## **8 YOUTH COMMITTEE REPORT and YOUTH MATTERS**

- 117.1 The Youth Committee had provided alternative Terms of Reference showing the Committee to be an advisory body for the 2 Parish Councils. These terms of reference were duly noted as acceptable.
- 117.2 Following some lengthy discussions, Cllr Abdullah proposed the Parish Council make a statement of intent that 'Impington Parish Council will refer all youth matters to the HIYC as appropriate, and consider all recommendations as appropriate'. All in favour to do so.
- 117.3 SCDC/Connections Bus Project Cllrs Soar and Abdullah had met with Cheryl Arnold and Tara Edwards of SCDC and Martin Croxon of Bus Project to discuss a new joint initiative between them on behalf of the Youth Committee. Cllrs Abdullah and Soar recommended that until end of Spring term and for review, Impington PC offer to pay the £15 per week (term time only) necessary to bring current payment made by Histon PC up to £50 now to be charged. This additional payment would give the villages some of Cheryl Arnold's time to help work to provide sustainable youth provision. Visits on offer to Histon and Impington by the bus would be limited to 3 years. Prop Cllr Abdullah, sec Cllr Gooden, all in favour to make this offer.
- 117.4 IVC Skate Club had been closed due to problems with other non-member youth attending the site. Youth Committee were in discussion with IVC youth co-ordinator.
- 117.5 Feast Committee Cllr Abdullah wished to give advance notice that they were planning a youth event next year.
- 117.6 Martin Croxon, Bus Project Chairman and Clerk had been advised Martin Croxon was to leave the Bus Project mid-November. AGREED to write formally thanking him for the excellent work carried out in Histon and Impington over the years, wishing him well for the future.

## **9 ENVIRONMENT COMMITTEE REPORT**

- 118.1 Report of meeting held 10 October copied to all and accepted. Next meeting changed to 3 December.
- 118.2 Bus Stop, Cambridge Road Site & Maintenance Services had quoted to supply and fit a custom-made welded metal bench as appropriate to the site and similar to that recently provided for Waterbeach Parish Council. £296 for bench only, £358 for same with back and sides. Prop Cllr Abdullah, sec Cllr Lawton all in favour, to order for immediate action, as no other local contractor was known with welding expertise.
- 118.3 Bulb Planting 4 bags had been purchased and would be planted 2 and 9 November.

## **10 BURIAL GROUND COMMITTEE REPORT**

- 119.1 Report of meeting held 10 October copied to all and accepted.
- 119.2 The temporary fence had now been erected on the additional land, the work being complete

## **11 RECREATION GROUND MANAGEMENT SUB COMMITTEE REPORT**

- 120.1 Cllr Lawton reported on recent problems with equipment. Bench in Homefield Park had been repaired. Dev Sub Committee continued to meet with layouts and options now being considered. Histon Feast Committee had indicated the Development Group would receive a share of a community award fund now set up.
- 120.2 AGM of Recreation Ground Committee (of which all Parish Councillors were members) due 4 December.

## **12 PLAYGROUND INSPECTOR'S REPORT**

- 121.1 Cllr Silk reported that both South Road and Doctors Close were in reasonably good condition. No further cuts were necessary this year.

121.2 South Road Boundary needed a litter pick. Mr Farr would be asked to cut back brambles using secateurs.

### 13 ACCOUNTS

- 122.1 Paid in: Burial Gd:Saffin ashes plot, inter and memorial £100; Duffin ashes plot, inter £120;Chan memorial £40
- 123.1 Retrospective payments: CALC Training Cllrs Teague and Starling **£50** £50.00
- 123.2 CALC Audit workshop Clerk **£25** £25.00
- 123.3 **L M Marsh** Administrative support September **£102.45** £102.45
- 123.4 Burial Gd: **T Farr** Wages M6 **£432** + exps **£6.68** + VAT £1.76 = £440.44
- 123.5 Inland Revenue T L Farr 3m National Insurance and Tax **£80.77** £80.77
- 123.6 **P Graves** Bulbs 4 sacks at £10 **£40** £40.00
- 123.7 Prop Cllr Silk, sec Cllr Soar, all in favour, to accept these accounts
- 124.1 Current: **Histon & Impington Recreation Ground** 2<sup>nd</sup> payment **£10,690.76** + 2<sup>nd</sup> payment litter pick T Smith **£1097.20** £11,787.96
- 124.2 **Histon Parish Council** expenses to end September office and photocopying (less £37.50 donation received from HICAP) **£124.68** + JSC expenses **£20** £144.68
- 124.3 **Herald Contract Services** 2 inner grass cuts and 1 verge cut **£780** + VAT £136.50 £916.50
- 124.4 **N Unwin** Establish new Burial Ground area **£264** + VAT £46.20 £310.20
- 124.5 **Herald Contract Services** Clay Close Lane grind out stumps **£75** + VAT £13.13 £88.13
- 124.6 **Petty Cash** Imprest account **£28.67** £28.67
- 124.7 Prop Cllr Silk, sec Cllr Soar, all in favour, to pay these accounts.
- 125.1 Half Yearly Report copied to all. It was noted that overspend in some areas was more than compensated for by underspending on others. The accounts would be computerised from April 2003

### 14 HIGHWAYS & TRAFFIC

- 126.1 Cambs County Council Proposed Order for Prohibition of Waiting Kings Hedges Drive, Impington/Milton received
- 126.2 Letter from resident Percheron Close regarding fast, erratic cars driven through the villages of Histon and Impington
- 126.3 Cambs County Council invitation to apply for Jointly Funded Minor Highway Improvements. Applications by 25 October. Parish Council confirmed willingness to make 60p per elector contribution. Letter received by Chairman from Mr Heeps asking Council to push for improvements in Milton Rd. Cty Cllr Gooden continued to push County for a clear view on how any funding resulting from CHUMMS proposals would be spent in Impington. Following full discussion agreed to make a bid for improvements to Milton Road/Burgoynes Road with a separate bid for Impington Lane. Reference to be made to installation of traffic lights at the top end of Butt Lane. AGREED that if the £300,000 mentioned for use in villages identified as a rat-run materialised at County Council, Impington PC would press for a comprehensive action plan for the village to include the B1049.
- 126.4 A14/M11 Girton Interchange Junction improvements. Summary report by Carillion–URS via Cty Cllr Gooden
- 126.5 Traffic Calming, Cambridge Road Letter received indicating no willingness to provide interactive signs in both discussions. AGREED to invite Mr Davies of County Council to the next meeting to address Council
- 126.6 Guided Bus Chairman had received letter from resident of Cambridge with views on the guided bus scheme and offering to help in a party to clear the railway line and station platform of weeds. AGREED to acknowledge only at this stage and forward copies to Dist Cllr Chatfield. Chairman had prepared a report on public meeting held 15 October with presentation by County Council which would be copied to all. There had been a clear message that the money coming for A14 improvements would only come with the guided bus scheme. Discussion took place on detail gleaned from Appendix 10 of the Local Transport Plan although County Council had been reluctant to discuss any point of detail, although stating further meetings would be arranged.
- 126.7 Cllr Teague left the meeting

### 15 CORRESPONDENCE

- 127.1 Circulation File: Histon Parish Council Agenda and Minutes; Environmental Planning (Summary of Royal Commission on Environmental Pollutions Report; CPRE papers; IVC Newsletter; Countryside Watch details; Histon Sector Newsletter; SCDC Housing Strategy 2002-2005
- 127.2 Cambridgeshire ACRE “Vital Villages” Funding seminar programme details
- 127.3 SCDC. Important changes to electoral register
- 127.4 Schools’ Forum meeting. 12 September. Notes held
- 127.5 Community Safety Partnership. Letter outlining funding information
- 127.6 Community Mediation Service. AGM 12 November
- 127.7 Village Warden Scheme. Histon Parish Cllr Ruel had written inviting any Impington Parish Cllr or resident to join him and other interested parties at a meeting to consider the concept of setting up a scheme for vulnerable elderly people in Histon and Impington. This had arisen from discussions of the Histon Poolsland Charity Trustees following a bequest received by them for the furtherance of their work. Difficulties with the Charity Commission

had so far caused problems with setting any such arrangement up under the current charity scheme.

- 127.8 South Cambs Magazine, including a note explaining that the recycling green bin would be collected fortnightly in Histon and Impington on Fridays from December.

**16 ARRANGEMENTS FOR REMEMBRANCE SUNDAY**

- 128.1 All Councillors had been invited to memorial service on Sunday 10 November.  
128.2 AGREED to purchase wreath from Chairman's expenses to be laid by Chairman.

**17 PROCEDURAL REVIEW OF STANDING ORDERS, FREEDOM OF INFORMATION ACT 2000 (PUBLICATION SCHEMES), FINANCIAL REGULATIONS**

- 129.1 After some discussion, AGREED Parish Council should be moving towards adopting model sets of all 3 procedures. The Council's current set of standing orders were in line with the model set, but were now required to reflect the new Code of Conduct. Freedom of Information Act publication scheme had to be submitted by 31 December but further information was awaited from NALC; Financial Regulations were in place for the Parish Council and in line with this new model, although not formalised. Chairman agreed to review all 3 and report back to Council with recommendations.

**18 ANY OTHER BUSINESS**

- 130.1 There was none

**19 DATE & PLACE OF NEXT MEETING**

- 131.1 Next meeting Monday 18 November 2002, 7.30p.m. at St Andrew's Church, Burgoynes Road, Impington. Committee meetings were advertised at the parish office in New Road.

The meeting was formally closed at 10.05 pm



- 136.5 Item 118.3 Bulb Planting 3 sessions had taken place. Chairman thanked all who had assisted.
- 136.6 Item 125.1 Half Yearly Report Payment for renovation of the Village Sign had unfortunately been omitted from report. This known to cost £585.
- 136.7 Item 127.7 Village Warden Scheme 2 other Histon Councillors had joined Cllr Ruel for a meeting to discuss possibilities in Histon and Impington. Posters and questionnaires were being prepared to gauge interest in scheme.
- 136.8 Item 128.1 Remembrance Sunday The vicar had asked that Councillors indicate when they intended to attend the annual service to ensure adequate provision made.
- 136.9 Item 129.1 Freedom of Information Act NALC Legal Bulletin now received. Scheme for approval must be submitted by 31 December 2002, a recommendation would be presented to Council at December meeting. Financial Regulations The Chairman was seeking further advice from NALC and would report back.

## **5 RESIGNATION FROM AND CO-OPTION ONTO PARISH COUNCIL**

- 137.1 Cllr Gooden arrived during this item. Brenda Soar had written to the Chairman resigning from Council due to pressure of work commitments. As the resignation was within 6 months of the next election, all agreed to operate with 10 Councillors until the election. The Council had written personally but Clerk to write officially to thank Mrs Soar on behalf of the Council. Brenda had been co-opted onto the village Youth Committee although if any other Cllr wished to be co-opted the Committee would welcome this.
- 137.2 Recreation Ground Development Group Prop Cllr Teague, all in favour, that Cllr Unwin be elected as Impington Parish Council's replacement representative to this Group with immediate effect.

## **6 THE MEADOW, BURGOYNES ROAD**

- 138.1 Cllr Abdullah and the clerk had met informally with Caroline Chivers to discuss the objections received to the proposals for a village green. Cllr Abdullah advised, with reluctance, that in view of the underlying issues of the neighbours' non-acceptance of the public access issue, it was felt that alterations to the scheme could not address the opposition. The recommendation to abandon the scheme was therefore formally accepted. The Clerk would write to any person who had expressed an interest in helping to create the village green or who had written with objections to inform of this decision by the Parish Council.
- 138.2 An article would be placed in the next issue of the Crier outlining the process resulting in this decision.
- 138.3 Some discussion took place on any future use of the Doctors Close play area in view of some of the comments received on its current condition and use/care programme via the consultation. The Environment Committee would consider this again on a future agenda.

## **7 PLANNING**

### a) Committee Reports

- 139.1 Minutes for meeting held 29 October were circulated to all and accepted

### b) Other Planning Matters

- 140.1 Nursery School Brenda Soar had provided the Council with notes from the Reference Group meeting held 29 October which indicated 3 options were now being considered. A residents meeting was to be held 20 November and with a final Reference Group meeting due to consider the final proposal for submission on 3 December. Cllr Gooden agreed to represent the Parish Council
- 140.2 Arbury Camp The Chairman had met with Cllr Teague and Dist Cllr Davies and Chatfield to consider actions to be taken by Impington Parish Council. A briefing meeting by Gallaghers for District Council officers was due to take place 21 November. A copy of a proposed cycle provision (Technical note 9) had been received which Dist Cllr Chatfield agreed to inspect and report back. Chairman reported on study into the Green Belt which referred to Arbury Camps site. Joint Standing Committee to look at the Local Plan proposed modification in relation to this with a view to objecting.
- 140.3 Examination in Public Cllr Mason, on behalf of Histon and Impington Parish Councils, had presented on transport priorities and was due to present on Green Belt. Parish Council submissions for the Inquiry would be copied to all with next papers

## **8 RECREATION GROUND MANAGEMENT SUB COMMITTEE REPORT**

- 141.1 Cllr Unwin reported on the November meeting. The Management Committee were requested to look at problems in closing the gate and pot holes at the car park entrance.

## **9 PLAYGROUND INSPECTOR'S REPORT**

142.1 Cllr Silk reported no problems. The brambles clearance of both areas had been carried out.

## 10 ACCOUNTS

- 143.1 Paid in: Burial Gd: Kidman plot, inter + 1 reserved plot £190; Tolliday memorial £40 Other: SCDC Green box recycling scheme 2001 – March 2002 £754.64
- 144.1 Retrospective payments: **L Marsh** Administration assistance **£136.60** £136.60
- 144.2 **T Farr** Wages M7 **£452.70** + £11.73 + VAT £2.06 = £466.49
- 144.3 Prop Cllr Teague, sec Cllr Cole, all in favour to accept these accounts
- 145.1 Current: **Herald Contract Services** South Road and Doctors Close hedge cuts **£170** + VAT £29.75 = £199.75
- 145.2 **Site & Maintenance Services** Cut off bough of tree overhanging footpath **£48** + VAT £8.40 = £56.40
- 145.3 **Print Out** Envelopes **£6.90** + VAT £1.21 = £8.11
- 145.4 **Cambridge Water plc** Burial Ground Water Rates **£13.46** £13.46
- 145.5 **Petty Cash** Imprest account **£14.15** £14.15
- 145.6 All agreed not to renew the Countryside Watch membership as no benefit was apparent to Impington
- 145.7 Prop Cllr Teague, sec Cllr Cole, all in favour to pay these accounts

## 11 PC WADE – COMMUNITY BEAT MANAGER REPORT

- 146.1 PC Wade was unable to attend but would be present at the January meeting
- 146.2 October crime figures: Burglary (1); Burglary aggravated (1); burglary shed/garage (2); motor vehicle theft from (4); ABH (1); theft other (4).
- 146.3 Newsletter for Histon Sector in circulating file. Residents of Histon and Impington were warned of a recent spate of fuel pipes being cut and petrol stolen.

## 12 HIGHWAYS & TRAFFIC (2 of 2)

- 147.1 Letter from resident of The Dole regarding a bollard impeding wheelchair users forwarded to Mr Mallott at County.
- 147.2 Jointly Funded Minor Highways Improvement Bids had been prepared by Chairman and submitted. Decisions to be made by County in December following scoring of bids.
- 147.3 Prohibition of Waiting Order for Kings Hedges Drive, Impington and Milton, received
- 147.4 Problems with pavements alongside the bungalows opposite No 34 Homefield Close and subsidence of pavement to the rear of 34 Homefield Close were reported. Clerk would liaise with Mr Mallott at County Council for advice.

## 13 YOUTH COMMITTEE AND YOUTH MATTERS

- 148.1 Youth Committee had met with Cheryl Arnold to discuss new arrangements for the Connections Bus Project/SCDC initiative. Histon Parish Council had agreed to continue to fund at £35. The Youth Committee would provide figures for consideration by the Precept Committee.
- 148.2 IVC had responded to a letter regarding cessation of the skate club indicating funding for youth may not be available next year. Some discussion took place on the obligations of IVC regarding youth expenditure. Correspondence continued seeking clarification on this. Tara Edwards, SCDC, had been copied for the Crime & Disorder Group.
- 148.3 It was reported that Steve King-Underwood, Youth Worker at St Andrew's Church, had now left the post.
- 148.4 Bus Project AGM 2 December.

## 14 PUBLIC MEETING ON GUIDED BUS HELD 15 OCTOBER 2002

- 149.1 Notes had been provided on the meeting. Agreed a version of these would be sent to County Council for comment.
- 149.2 Resident of Impington asked about possibilities for opposing guided bus in favour of rail. The Parish Council had not yet decided their official position. It appeared the next stage now was receipt of consultation(s) on Transport & Works Act order(s) for one or other of the proposed schemes. Dist Cllr Chatfield reported correspondence he had entered into with James Paice, Alistair Darling and County Council on the matter. Discussions took place on the now confirmed proposal that buses would be diesel, some properties in Histon being 18m from the guided bus route but perhaps 2km from any bus stop and the significant impact this could have environmentally in terms of loss of privacy and housing value to those and others. Questions were raised as to the position with improvements to the A14 if it transpired the guided bus scheme was undeliverable. Joint Standing Committee were due to commence a study of consultation paper on the East of England Development this month. Finally AGREED by all the correct procedure would be to now wait for the Public Works Order consultation and object as necessary at that time.

## 15 RECENT CORRESPONDENCE

- 150.1 Circulation File: Histon Parish Council Agenda and Minutes; Clerks & Councils Direct; Rail East, RailWatch;

Recreation Ground minutes; NALC Annual Report; Countryside Agency books; Open Space Autumn; CPRE Countryside Voice; Local Council Review; CALC papers; NHS papers

- 150.2 CCC Parish Paths Partnership 2003 / 2004. Applications now being invited from parish councils and local groups wishing to help protect, improve, maintain and promote their local Rights of Way path networks. Applications by 3 February 2003. Copied to Village Society.
- 150.3 Valuation Office. Notice of alteration to 2000 Rating List shows new parish office at rateable value of £1,075. This equates to payment of £469.78 pa. An appeal to be entered.
- 150.4 Rural Crime Expo 20 November. Free event on reducing the risk of becoming victims of crime
- 150.5 Histon Library Closed 25 to 30 November for new computer installations. Following a flyer delivered to residents, clarified Histon Library was not one of 10 to close. Comment was made on how Histon library was one of the busiest in the area, although rent payments were known to be a problem.
- 150.6 Histon & Impington Crier Liz Fraser was to stand down as Crier contact in the village. Nigel Brooks, Editor, was to try and proceed without a village contact, for review.

**16 RESOLUTION that “IMPINGTON PARISH COUNCIL COMMIT TO PROVIDE £25,000 CAPITAL FUNDING SUBJECT TO PLANNING PERMISSION HAVING BEEN GRANTED, ON A TIMESCALE TO BE AGREED TOWARDS THE REDEVELOPMENT OF THE CHURCH HALLS, SCHOOL HILL SITE TO PROVIDE A COMMUNITY CENTRE FOR THE USE OF ALL RESIDENTS OF HISTON AND IMPINGTON”**

- 151.1 Proposed Cllr Abdullah, representative to Histon & Impington Millennium Halls Limited. The Chairman read out Standing Order No 37 which states “Any resolution which, if carried, would in the opinion of the Chairman, substantially increase the expenditure upon any service which is under the management of or reduce the revenue at the disposal of any committee, or which would involve capital expenditure, shall when proposed and seconded, stand adjourned without discussion to the next ordinary meeting of the Council, and any committee affected by it shall consider whether it desires to report thereon.”. Under Standing Order 68 a further item of interest was discussed under this item. The resolution was seconded by Cllr Silk although it was acknowledged some minor adjustment may be necessary for the December meeting.

**17 ANY OTHER BUSINESS**

- 152.1 There was none

**18 DATE & PLACE OF NEXT MEETING**

- 153.1 Next meeting Monday 16 December 2002, 7.30p.m. at St Andrew’s Church, Burgoynes Road, Impington.

The meeting was formally closed at 9.50pm

**MINUTES OF MEETING OF IMPINGTON PARISH COUNCIL HELD MONDAY 16 DECEMBER 2002**  
**7.30P.M. 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, P D Gooden (also County), M R Lawton, D A Starling, J P Teague, S A Unwin, G B Waters Dist Cllr N S Davies  
Mrs A Young Clerk Histon Parish Cllrs M J Ruel and P E Harris (in part)

**2 APOLOGIES**

154.1 Dist Cllrs J P Chatfield and J A Muncey. Cllr Waters would be late

**2 DECLARATIONS OF INTERESTS**

155.1 Agenda Item 5 Cllr Payne declared an interest as a Director of Histon & Impington Millennium Halls Limited, although not the Council's nominee Agenda item 18 Cllr Abdullah declared an interest in an application from Mad Hatters. Cllr Cole declared an interest in the application concerning the Garden Prospects Trust

**3 MINUTES OF MEETING HELD ON 18 NOVEMBER 2002**

156.1 All in favour for Chairman to sign as a true record of the meeting.

**4 MATTERS ARISING**

- 157.1 Item 134.1 County Council offer of interactive sign Acknowledgement received from Mr Lines. Nothing yet heard on The Coppice or weight limit queries. Cllr Cole confirmed there were no double yellow lines outside Pine Court.
- 157.2 Item 136.1 Overgrown trees Acacia chased. Burial Ground Committee to meet in New Year
- 157.3 Item 136.9 Financial Regulations Nothing yet heard from NALC
- 157.4 Item 146.2 November crime figures Burglary dwelling (2); burglary other (1); violence/robbery (1); theft from motor vehicle (8); theft of motor vehicle (1); other theft (2); deception (1); arson (1); damage to vehicle (4); harassment (1); domestic violence (1). Histon Sector Newsletter available on file. A series of car thefts following keys being taken from houses was reported.
- 157.5 Item 147.1 Bollard at The Dole County Council to deal
- 157.6 Item 147.2 Jointly Funded Minor Improvement Scheme Impington Parish Council's bid had been unsuccessful
- 157.7 Item 148.4 Bus Project AGM Cllr Abdullah had attended. Mr Croxon was to remain on the Board
- 157.8 Item 149.1 Guided Bus meeting County Council had commented on format of notes. It was reported the Government had not given County money requested for guided bus for the current round of funding
- 157.9 Item 150.6 Histon & Impington Crier Deadline for next issue 31 December 2002. New dates for 2003 to be listed on the website [www.impington.net](http://www.impington.net)

**5 RESOLUTION TABLED IN NOVEMBER REGARDING MILLENNIUM HALLS GROUP LIMITED**

- 158.1 The Council had noted in November that an amendment may be forthcoming (151.1). Cllr Waters arrived.
- 158.2 Cllr Payne left the room, following declaration of interest. Cllr Silk Vice-Chairman took the Chair for this item. He read the summary from p2 of the version 3 "Proposal for Rebuilding of St Andrews Church Hall, Histon" by way of background. Cllr Abdullah then re-iterated the group's work carried out to date and the reason for a request of £25,000 from each Parish Council. Discussion took place on possible ways of raising the funds, either from reserves, precept or Government loan. Cllr Abdullah confirmed it was to be a one-off capital funding request and there was no intention to ask for on-going running costs in the future. Discussion took place on a resolution passed at Histon Parish Council and any possible affect on existing community facilities in the villages. Following concerns raised on behalf of existing users of the building regarding future rent costs, it was stated that all users had been consulted and had the opportunity to comment. Following discussion on the wording of any amendment and the future of the site, if not as a community centre, proposed Cllr Gooden, sec Cllr Teague that "Impington Parish Council commit to provide £25,000 funding towards the redevelopment of the Church Halls, School Hill site to provide a community centre for the use of all residents of Histon and Impington. This grant to be subject to conditions as follows:- a) An identical commitment bring provided by Histon Parish Council b) Complementary funding to cover the total cost of redevelopment being obtained or firmly committed from other sources and the granting of planning permission c) To be paid in two instalments of £12,500 in separate years of account". All AGREED to accept this as an amendment to the original resolution, and put to the vote all were in favour of passing the amended resolution. Power for this spending would be Local Govt Act (Miscellaneous Provisions) 1976 Sec 19.
- 158.3 All agreed to bring forward item 14

**14 VILLAGE WARDEN SCHEME**

159.1 Standing orders were suspended to allow Mr Ruel and Mrs Harris to speak to Council

- 159.2 Mr Ruel outlined the 2 schemes being looked at for the residents of Histon and Impington by a Committee comprising himself, Pearl Harris and Anne Muncey. This was not a Parish Council Committee, and Impington PC had been invited to provide a representative or nominate an Impington resident. Next meeting due 18 December. A questionnaire had been carried out showing a good level of support and interest in the two villages. Mr Ruel outlined 2 different model schemes running successfully in Cottenham and Linton, and advised grants available from both County and District Councils. It seemed total Parish Councils funding of up to £2,000 pa deficit would be required to cover projected costs of £8 to £9,000 pa. Up to 25 users of the scheme would be asked to contribute £2.50pw. Following several questions on differences between the 2 models; administrative problems; employment concerns; Social Services involvement; selection process for clients of both Histon and Impington and a variety of other matters, accepted that the Precept Committee would consider a sum for this purpose. Mr Ruel confirmed the scheme would hope to go ahead in any case.
- 159.3 Standing orders were re-instated and Mr Ruel and Mrs Harris left the meeting.

## 6 PLANNING

### a) Committee Reports

160.1 Minutes for meetings held 9 November and 3 December were circulated to all and accepted

### b) Other Planning Matters

- 161.1 Nursery School Meeting due 18 December. Cllr Gooden to represent Parish Council
- 161.2 Arbury Camps Gareth Jones SCDC had agreed to meet to discuss the position with Section 106. To be arranged
- 161.3 Cambridge Road / Station Road Copy letter from residents of Villa Place received on Planning/Environmental Health matters to rear of properties
- 161.4 Residential Development off St Georges Way, Impington SCDC advised developer had appealed against naming of the development "Cooke Close" preferring "Sunnyvale Close" under the Public Health Act 1925 Sec 17 (4). A Parish Council representative was required to appear in Court and give evidence. Cllr Cole agreed to report to Mrs Cooke on this latest development and advise whether happy for the Parish Council to continue its involvement. If so, Cllr Payne agreed to appear and give evidence.

## 7 RECREATION GROUND MANAGEMENT SUB COMMITTEE REPORT

162.1 No meeting had been held. Next meeting due February 2003.

## 8 ENVIRONMENT COMMITTEE REPORT

- 163.1 Minutes of meeting held 3 December copied to all and accepted
- 163.2 Trees Cllr Cole, Tree Warden, had met with Mr Hellingsworth SCDC who had undertaken a review of Tree Preservation Orders. New maps and report to follow. Chairman reminded Council that a survey of the trees at The Coppice was due in 2003.
- 163.3 Landfill Liaison meeting Cllrs Teague and Payne had attended a meeting on site. Cllr Teague reported on discussion including tailbacks seen on Butt Lane; use of site for clinical waste; proposed filter to traffic lights; smell nuisance. Report held on file

## 9 JOINT STANDING COMMITTEE REPORT

164.1 Notes of meetings held 21 November and 5 December not yet available. Chairman reported on work carried out on RPG14 and the Local Plan. Objections on the proposed Local Plan modifications had been submitted on guided bus and Arbury Camp (green belt development) issues as well as proposed classification of Histon and Impington as a Rural Growth Settlement. Support had been given to the proposal to designate the Infants School field as Protected Village Amenity Area and Histon Manor as an English Heritage site. Copies of submissions to both items were available on request. The Chairman thanked Cllrs Silk and Histon Parish Cllr Mason for their work on this.

## 10 PLAYGROUND INSPECTOR'S REPORT

165.1 Cllr Silk reported no problems.

## 11 ACCOUNTS

- 166.1 Paid in: None
- 167.1 Retrospective payments: T Farr Wages M8 **£372.02** + expenses £3.42 + VAT £0.60p = £376.04
- 167.2 **L Marsh** Administration assistance **£136.60** £136.60
- 167.3 Prop Cllr Gooden, sec Cllr Teague, all in favour to accept these accounts
- 168.1 Current: T Farr Wages M9 **£383.77** + £3.14 + VAT £0.55p = £387.46

168.2	<b>Histon Royal British Legion Wreath</b> <b>£15</b> (Chairmans expenses) + <b>£15</b> Sec 137 donation (prop Cllr Gooden, sec Cllr Teague, all agreed to pay)	£30.00
168.3	<b>Histon Parish Council Expenses and JSC</b> (Chairman declared an interest) <b>£1006.76</b>	£1,006.76
168.4	<b>Cambridgeshire County Council Youth Club Autumn term</b> <b>£455.71</b>	£455.71
168.5	<b>Inland Revenue T L Farr Burial ground NI and Tax Sept – December</b> <b>£15.60</b>	£15.60
168.6	<b>HR Window Cleaning Bus shelters</b> <b>£31</b>	£31.00
168.7	<b>D W Payne Expenses</b> (Chairman declared an interest) <b>£30.20</b>	£30.20
168.8	<b>Petty Cash Imprest account</b> <b>£19.87</b>	£19.87
168.9	<b>Site &amp; Maintenance Services Bench for bus stop Cambridge Road</b> <b>£358</b> + VAT £62.65	£420.65
168.10	<b>L Marsh Administration assistance</b> <b>£102.45</b>	£102.45
168.11	Prop Cllr Gooden, sec Cllr Teague, all in favour to pay these accounts	
169.1	<u>Internal Audit</u> Report copied to all. Some recommendations given were noted and items on de-minimis amounts, health and safety policy for staff, and IR35 employment issues were brought to the attention of the Council. The Chairman advised that the Financial Regulations currently being worked on would encompass a de-minimis amount for purchases; the Clerk was asked to draft a Health & Safety Policy, and authorised to obtain professional advice where necessary on the implications for the employment status of the 2 clerks under IR35. It was hoped the Precept Committee may have an indicative figure if this entailed additional expenditure.	

## 12 HIGHWAYS & TRAFFIC

- 170.1 IVC wrote to confirm the wall on the boundary of the college belongs to them. The Property Management team had inspected and confirmed structure as sound.
- 170.2 South Cambs Environment & Transport Area Joint Committee agenda showed item on Speed Limit on A10 at Butt Lane, Milton. Cllr Gooden reported that despite objections from Milton Parish Council, Impington Parish Council and himself, the officers felt a 60 mph limit was appropriate from the A14 to the Butt Lane traffic lights.
- 170.3 Jointly Funded Minor Improvement Scheme The Impington Parish Council bids had failed to score high enough. Cty Cllr Gooden continued to press for information
- 170.4 Minor Accident Improvement Schemes Minor works for Histon and Impington were listed for the next 3-4 years, including B1049 works such as line refreshing, red cycle strips, tree trimming, and keep clear signs.
- 170.5 Cambs County Council £2 million traffic calming measures along A14 corridor A press release dated 10 December outlined money available for rat-run villages along the corridor. Cty Cllr Gooden agreed to set up a meeting with the County officer responsible for the bid. Chairman to approach a resident of Impington who may be willing to give professional advice on transport planning

## 13 YOUTH COMMITTEE AND OTHER YOUTH MATTERS

- 171.1 Bus Project The contract for the bus to attend Histon for 7 sessions to 12 December had been received and signed by Histon Parish Council. Impington PC to pay £15 per session as agreed.
- 171.2 Meeting notes dated 3 November copied to all. Further meetings had taken place since together with a visit to Linton to talk to Linton Action 4 Youth project.
- 171.3 IVC The Committee had spoken to Mr Ted Harvey regarding the skate club and he had been invited to join a meeting in the New Year.

## 15 PHOTOCOPIER IN PARISH OFFICE

- 172.1 A recommendation was put forward that Impington Parish Council photocopier charges be made using the tax base formula. Recreation Ground and other joint committees would also be taken into the system. Proposed Cllr Cole, sec Cllr Silk all in favour to accept this recommendation and propose to Histon Parish Council.

## 16 ADOPTION OF PARISH MODEL SCHEME – RESOLUTION THAT “Impington Parish Council acknowledges the duty placed upon it by the Freedom of Information Act 2000 to adopt and maintain a publication scheme. The Council resolves to adopt the Model Scheme for Local Councils (Core Classes Only)” Proposed Cllr D W Payne, seconded Cllr T W Silk.

- 173.1 After discussions all agreed to adopt the core classes. No charges to be made at present but clerk to keep a log of any requests for documents listed for review of any charges to be made in 6 months time. Decision on format in which information to be provided deferred to January.
- 173.2 Agreed that any request for information outside of core scheme should be referred to Council before supplying

## 17 APPOINTMENT OF PRECEPT COMMITTEE

- 174.1 SCDC advise Precept figure required by 10 February. Tax Base figures for 2003-04: Histon 1721, Impington 1483.
- 174.2 Cllrs Payne, Silk, Abdullah, Starling, Teague agreed to form Precept Committee, 7 January 2003 at Parish Office

## **18 HALF YEARLY REVIEW OF DONATIONS**

- 175.1 A budget of £750 remained available in Donations. 7 applications had been made and it was agreed “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:-
- 175.2 Histon Water Colour Group Prop Cllr Gooden, sec Cllr Teague all in favour to donate £100
- 175.3 Cambridge Victim Support Prop Cllr Teague, sec Cllr Lawton all in favour to donate £75
- 175.4 Mad Hatters Prop Cllr Gooden, sec Cllr Teague all in favour (Cllr Abdullah declared an interest) to donate £75
- 175.5 Histon Ten-Sing Prop Cllr Lawton, sec Cllr Teague all in favour to donate £60
- 175.6 Kings Meadow Garden Project Prop Cllr Teague, sec Cllr Abdullah all in favour (Cllr Cole declared an interest) to donate £250

## **19 RECENT CORRESPONDENCE**

- 176.1 Circulation File available on request: Histon Parish Council Agenda and Minutes; CPRE newsletters, EEDA Broadband competition details; County Council ‘Preparing for Floods’ pack; Press Releases on Modernising Street Lights and Directly Elected Regional Assemblies
- 176.2 SCDC Register of Electors held on file
- 176.3 Hereward Close / Homefield correspondence reported from resident of Basingstoke due to move to Impington
- 176.4 Cambs County Council Comprehensive Performance Assessment; 2003-04 Budget: Provisional Revenue Support Grant details held on file
- 176.5 CALC Various papers. Council noted Cllr Payne had been elected as Vice-Chairman of the South Cambs District Association

## **20 ANY OTHER BUSINESS**

- 177.1 There was none

## **21 DATE & PLACE OF NEXT MEETING**

- 178.1 Next meeting Monday 20 January 2003, 7.30p.m. at St Andrew’s Church, Burgoynes Road, Impington.

The meeting was formally closed at 10.20 pm after the Chairman wished all a Happy Christmas and a Prosperous New Year

**MINUTES OF MEETING OF IMPINGTON PARISH COUNCIL HELD MONDAY 20 JANUARY 2003 7.30P.M.  
AT ST ANDREW'S CHURCH HALL, BURGOYNES ROAD, IMPINGTON**

PRESENT: Chairman Cllr D W Payne, Cllrs H S Abdullah, C M Cole, P D Gooden (also County), D A Starling, J P Teague, S A Unwin, G B Waters                      Dist Cllrs N S Davies and J A Muncey  
Mrs A Young Clerk                                      PC Wade (in part)

**1 APOLOGIES**

179.1 Cllrs T W Silk (holiday) and M R Lawton (work) Dist Cllr J P Chatfield may arrive but late

**2 DECLARATIONS OF INTERESTS**

180.1 None

180.2 All in favour to bring forward item 6 on the agenda and for standing orders to be suspended

**6 PC WADE – COMMUNITY BEAT MANAGER REPORT (1 of 2)**

181.1 PC Wade outlined recent crimes in Impington including 2 burglaries and a theft of a motor vehicle. He reported on calls to service from Impington addresses over the last month being 61, ranging from general calls to complaints about driving and parking. There had been only one complaint concerning youths in Impington, although Histon had a bigger problem centred about the Green. PC Wade was paying special attention to the Burial Ground following complaint. 3 recent accidents on Milton Road bend was causing concern, but appeared to be driver error in weather conditions. PC Wade had submitted a report to a forthcoming Burglary Task scheme meeting at Fulbourn which had identified Impington as a problem area and was to attempt to formulate a strategy plan outlining problems. He was concerned about the lack of property marking or awareness by property owners in general. Neighbourhood Watch schemes continued to be encouraged but it was re-iterated the schemes were for the neighbourhood to administer and were run with assistance from the Police, not by the Police. Council suggested articles in Histon and Impington Crier may help and offered to help in arranging meeting venues or perhaps covering costs if required. PC Wade felt a tier system to assimilate information was needed for the villages and should be a priority.

181.2 The Council thanked PC Wade who left the meeting. Crimes for December as reported by Julie Gilbert were: aggressive behaviour (2); theft (2); burglary (1); damage (2); attempted theft (1)

**3 MINUTES OF MEETING HELD ON 16 DECEMBER 2002**

182.1 All in favour for Chairman to sign as a true record of the meeting.

**4 MATTERS ARISING**

183.1 Item 157.1 County Council offer of interactive sign, Coppice parking and weight limit queries Nothing yet heard

183.2 Item 157.2 Overgrown trees Acacia had carried out surveys on parts of the Burial Ground and Coppice. Reports to be referred to appropriate Committees. Cage for new hornbeam to cost between £80 and £137.50 depending on requirements. Clerk authorised to order the most appropriate design for the site, to a maximum of £137.50.

183.3 Item 157.3 Financial Regulations Chairman reported that a standard set of regulations where the RFO and Clerk were the same person were awaited

183.4 Item 159.2 Village Warden Scheme Cllr Waters had attended meeting of group

183.5 Item 161.1 Nursery School Cllr Gooden reported on meeting held 18 December when it was stated a planning application was imminent but decisions on options still not made. It appeared a fallback position was in place if the application were to fail.

183.6 Item 161.3 Villa Place/Bishops Yard Two Councillors had been lobbied on the matter. It was understood SCDC Planning and Environmental Health Departments were looking into the situation and agreed to contact them asking to be kept advised of the outcome and for sight of the planning permission uses in place for the yard.

183.7 Item 163.1 Bus shelters questionnaire had been sent round for comment on the future of shelter in Milton Road. Responses requested by 31 January, when Environment Committee would discuss. Letter received regarding seating felt to be required at Station Road shelter also referred to Committee.

183.8 Item 163.2 Tree Preservation Orders New papers received. Tree Warden to inspect.

183.9 Item 169.1 Internal audit Clerk had drafted a Health & Safety Policy for the Council to consider. Clerk had met with Ms Sian Rich, Tax and Employment specialist on 16 January. See Agenda item 11.

183.10 Item 172.1 Photocopier charges Histon Parish Council had agreed to calculate the photocopier use charge based on the Recreation ground formula. An agenda item to discuss all joint expense arrangements had formed part of the Histon Parish Council agenda following liaison between the 2 Council Chairmen. To be a Histon agenda item in February when actual figures would be available. It may be considered appropriate to introduce the formula for other expenses e.g. youth funding, burial ground

183.11 Item 173.1 Format of Parish Model Scheme Under the scheme a hard copy should always be available from the clerk

on request, or available for inspection at the council office by prior appointment although some of the information may be made available on the Council's website. Prop Cllr Payne, sec Cllr Teague, all in favour, that the format in which the Council provide the information is by inspection at the council office, by appointment. If copies considered appropriate, then to be at the discretion of the clerk (as now)

- 183.12 Agenda item 18 items 175.1-6 Thank you letters received from Histon Water Colour Group, Mad Hatters, Histon Ten-Sing, Victim Support and Kings Meadow Garden Project.

## 5 PLANNING

### a) Committee Reports

- 184.1 Minutes for meetings held 14 December were circulated to all and accepted

### b) Other Planning Matters

- 185.1 Arbury Camp Chairman due to meet Gareth Jones at SCDC and Dist Cllrs on 22 January 2003 to discuss up-date  
185.2 Cambs County Council Historical Resource & Cultural Centre for Cambs Leaflets provided for all Cllrs  
185.3 GO East Renewable Energy & The Planning System questionnaire. Cllr Teague to complete on behalf of Council.  
185.4 CPRE Planning workshop 8 March. Any Cllr interested to contact the clerk. The Chairman advised SCDC were hoping to run planning training days in the Spring

## 6 COMMUNITY BEAT MANAGER'S REPORT (2 OF 2)

- 186.1 Crime & Disorder Partnership Community Safety Conference 11 Feb 2003. Cllr Payne to attend  
186.2 Cambs Police Authority Local Consultation Group – Histon Sector Minutes and agenda. Cllr Teague to attend next meeting 18 Feb at Comberton

## 7 PLAYGROUND INSPECTOR'S REPORT

- 187.1 Cllr Waters reported that both areas were tidy. The footpath next to the Meadow leading to Doctors Close play area was littered with carrots and parsnips which was causing problems. Mr Smith to deal

## 8 ACCOUNTS

- 188.1 Paid in: Burial Ground: Dimes Interment £40; Memorial Tiplady £40  
189.1 Retrospective payments: **Histon Water Colour Group** Sec 137 Donation **£100** £100.00  
189.2 **Cambridge Victim Support** Sec 137 Donation **£75** £75.00  
189.3 **Mad Hatters** Sec 137 Donation **£75** £75.00  
189.4 **Histon Ten-Sing** Sec 137 Donation **£60** £60.00  
189.5 **Kings Meadow Garden Project** Sec 137 Donation **£250** £250.00  
189.6 Prop Cllr Teague, sec Cllr Cole, all in favour to accept these payments  
190.1 Current: Burial Ground: **The Mower People** Ltd Equipment services **£192.13** + VAT £33.64 = £225.77  
190.2 **Bishops DIY** Equipment **£22.97** + VAT £4.02 = £26.99  
190.3 Other: **Print Out** Paper **£14** + VAT £2.45 = £16.45  
190.4 **Money Matters (St Ives) Ltd** Internal Audit fee **£28.12** £28.12  
190.5 **HM Land Registry** Search land outside Station Stores **£4.00** £4.00  
190.6 Prop Cllr Teague, sec Cllr Cole, all in favour to accept these accounts

## 9 HIGHWAYS & TRAFFIC

- 191.1 Jointly Funded Minor Improvements Scheme Letter confirming the Council's bid had been unsuccessful. 64 bids had been made, with 9 approved  
191.2 Land adjacent to 30 Hereward Close – SCDC considering sale. AGREED to comment on need to remain garden use only, and obtain the best price for the land. Dog bin on boundary to remain.  
191.3 Clay Close Lane. Resident had contacted Chairman with concerns about safety. Stuart Mallott was in touch with the resident and Council had asked to be kept informed. Other letters regarding safety and speeding in that area and along Milton Road had been received by Councillors and discussions would take place with County officers  
191.4 Copy letter from resident of The Coppice received with suggestions for traffic calming measures in the village  
191.5 Cambs County Council Traffic Calming Along the A14 Corridor Letter inviting Parish Council to indicate by 10 February if they wished Impington to be included in the project to provide traffic calming along the A14 corridor. The Chairman had had an exchange of emails with Cty Cllr Gooden and the County Council and had also spoken to a resident of Impington Lane who although unable to give specific advice had an expert knowledge of traffic matters. Following an approach by Cllr Payne, Histon Parish Council had extended an invitation to Impington Councillors to attend their Highways, Traffic & Transport meeting on 6 February to discuss any joint approach possibilities. Cllrs Payne and Gooden to attend.

## **10 YOUTH COMMITTEE AND OTHER YOUTH MATTERS**

- 192.1 Cllr Abdullah reported on a positive meeting held 6 January, and attended by Ted Harvey and Kate Darcy of IVC, although minutes not yet available. Some outreach work with Cheryl Arnold SCDC was planned.
- 192.2 The Committee had written to Histon Parish Council regarding the youth shelter
- 192.3 Youth Parliament, Cambs election. Yvonne Kuch, CCC, had advised 8 applications from IVC students received.

## **11 PRECEPT 2002 – 2003**

- 193.1 The Precept Committee had met 7 January and a paper had been produced recommending a £65,000 Precept request to South Cambs District Council for Impington. Histon Parish Council had advised their own Committee was recommending a lower Youth Committee figure than that requested and had put in £500 to pay towards extra computer equipment for the office
- 193.2 The clerk had met with Sian Rich an employment expert to discuss IR35 regulations. A report was available but after discussion, prop Cllr Teague, sec Cllr Abdullah, and AGREED Impington Parish Council should follow the professional advice given, to change the Clerk and Assistant Clerk's status from self-employed to employed as soon as possible. An additional 30% had been suggested by Ms Rich to cover any obligation for National Insurance, pension provision, holiday pay etc. but the figure in precept calculations was left at £8,500 with any additional cost to come from reserves. AGREED at this stage to write to the Recreation Ground Committee and Histon Parish Council advising of the Council's intentions.
- 193.3 Prop Cllr Abdullah, sec Cllr Teague, all in favour, to accept recommendation to request £65,000 from South Cambs District Council

## **12 NAMING OF DEVELOPMENT OFF ST GEORGES WAY**

- 194.1 Ms McMillan SCDC Legal Office had contacted the Chairman with details of the court case due 7 March and advised that the developer, Mr Rose, was intending to contact the Parish Council for discussions. A copy of the Public Health Act 1925 Secs 17-19 had been obtained and the Village Society had given the Parish Council some historical background on the site. The Council again discussed the matter, not having heard from Mr Rose, and indicated it remained opposed to the name "Sunnyvale".

## **13 RECENT CORRESPONDENCE**

- 195.1 Circulation File available on request; Histon Parish Council Agenda and Minutes; Cambs Fire & Rescue Service; Local Council Review; CPRE Newsletter; Charity Commission newsletter; Clerks & Councils Direct; Histon Sector Newsletter; various leaflets
- 195.2 Cambs ACRE Voluntary Sector Conference 26 Feb. To develop learning and training opportunities
- 195.3 Cambs County Council. Budget for 2003-04. Leaflet provided for all
- 195.4 CALC Training opportunities
- 195.5 Letter from resident of Lone Tree Avenue thanking the Council for provision of bench at Cambridge Road bus stop. Letter requested seating at "Black Horse" site referred to Environment Committee for discussion
- 195.6 WI requested plastic sacks for continuation of litter picks in the 2 villages. Histon PC had ordered a box of sacks (approx cost £30). Request for 8 further litter pickers received. AGREED Impington PC would purchase. Queries on the full refuse sacks and their disposal were raised. Agreed to ask SCDC for possibilities for collection. After some discussion regarding the Recycling collection, agreed to write to SCDC Environmental Health regarding the large amount of blown litter seen after half the collections were not made until Saturday following scheduled Friday

## **14 ANY OTHER BUSINESS**

- 196.1 South Road/Villa Road flooding Cty Cllr Gooden had attended site meetings with representatives from County Council; SCA Packaging, Bidwells and 24-7. He reported it had now been agreed, after exploratory work, to lay additional pipes at a cost of £12 - £13,000 to an agreed spec and cost to be split between the 4 parties. A discussion on other areas prone to flooding in Impington then took place. Cty Cllr Gooden was asked to enquire whether County Council were following up the ownership issue of the ditch at Clay Close Lane.
- 196.2 Recreation Ground Cllr Unwin reported the pot holes in the car park and broken gates had been repaired.

## **15 APRIL MEETING DATES**

- 197.1 The April meeting was due for Easter Monday. AGREED to alter date to **Tuesday 22 April 2003**.

## **16 DATE & PLACE OF NEXT MEETING**

- 198.1 Next meeting Monday 17 February 2003, 7.30p.m. at St Andrew's Church, Burgoynes Road, Impington.

The meeting was formally closed at 9.30 pm

**MINUTES OF MEETING OF IMPINGTON PARISH COUNCIL HELD MONDAY 17 FEBRUARY 2003 7.30P.M.  
AT ST ANDREW'S CHURCH HALL, BURGOYNES ROAD, IMPINGTON**

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

**1 APOLOGIES**

199.1 Cllrs T W Silk (holiday) and S A Unwin (illness)

**2 DECLARATIONS OF INTERESTS**

200.1 None

**3 MINUTES OF MEETING HELD ON 20 JANUARY 2003**

201.1 All in favour for Chairman to sign as a true record of the meeting.

**4 MATTERS ARISING**

- 202.1 Item 181.2 Crime figures January: burglary (2); burglary other (1); theft (3); cycle theft (1); motor vehicle theft from (1); motor vehicle damage to (1); criminal damage (1). 'Bobby Scheme' was highlighted in the newsletter
- 202.2 Item 183.1 Interactive sign, Coppice parking and weight limit queries Nothing heard from County
- 202.3 Item 183.2 Burial Ground trees Committee meeting to be held
- 202.4 Item 183.4 Mobile Warden scheme Budget provided
- 202.5 Item 183.6 Villa Place/Bishops Yard Paul Quigley had forwarded the query to Mr Heffernan
- 202.6 Item 183.7 Environment Committee due to meet
- 202.7 Item 183.9 Health & Safety for March agenda.
- 202.8 Item 183.11 Parish Model Scheme Freedom of Information Act Commissioner had accepted as an appropriate scheme for the Parish Council to adopt, till 28 Feb 2007. At the end of this period, a revised model will be required
- 202.9 Item 186.1 Crime & Disorder Partnership Cllr Payne had been unable to attend due to illness. Handouts held on file
- 202.10 Item 190.5 HM Land Registry Cheque returned. Property not registered. Environment Committee to discuss
- 202.11 Item 193.2 Clerk's employment status Chairman and Clerk to meet 21 February
- 202.12 Item 195.6 Litter picking 8 litter pickers had been ordered. Team had required 10, also 10 pairs of gloves. One picker left in stock at office, and 2 pairs of gloves. SCDC were hopeful an arrangement can be made for collecting the resultant litter at a pre-arranged location and time. Response from Mr Quigley regarding Newsletter collections. This had been raised with Andrew Hinge, Recycling Services officer at South Cambs.

**5 PLANNING**

a) Committee Reports

203.1 Informal notes from a meeting with SCDC officers and Cllrs Payne and Dist Cllr Davies copied to all and accepted. Minutes for meeting held 28 January were circulated to all and accepted. A meeting due 11 February had been cancelled due to illness and quorum difficulties, next meeting due 25 February. However, the applications received for 11 February meeting would be discussed for decision on recommendations to be made at Full Council.

b) Other Planning Matters

- 204.1 S/0127/03/F P Popplewell, 32 St Georges Way – conservatory (retrospective) All AGREED **NO RECOMMENDATION** as a letter from neighbours indicated no objection.
- 204.2 S/0115/03/F Mr Drayton, 9 South Road – Conservatory All AGREED to **RECOMMEND APPROVAL**
- 204.3 S/0134/03/CC Histon Nursery School – Single storey extension and alterations to extend classroom facilities with off site car parking Summary of proposals (prepared by County's consultants) copied to all and all were able to study plans of the proposed site and parking area. Although school was in parish of Histon, the new proposed parking area was in a Conservation Area close to the parish boundary with Impington. Chairman reported Histon PC had decided to object to the proposals based on traffic issues, PVAA designation of the Infants School field and parking in a Conservation Area, and also the office usage in the nursery, but quoted from the application that 'the proposals are required to provide an opportunity to disseminate good practice and to build upon the existing high standards of teaching at the school'. Histon PC had received in excess of 10 letters of objection from local residents and 1 letter of support had been seen printed in the Cambridge Evening News. He asked Council to decide on their response to this consultation. One Cllr spoke in favour of the currently proposed plans feeling the school design had gained and being happy that parking had been removed from the school field area and relocated to an area where she believed parking regularly occurred already. 2 Cllrs spoke against for reasons already stated. It was clarified County Council

would be determining the application, at Development Control Committee 24 March 2003. Put to the vote 4 were in favour of objecting to the proposals, with 3 abstentions, on the same grounds as Histon PC.

- 204.4 CCC Historical Resource & Cultural Centre for Cambs Up-date provided to all. A questionnaire highlighted had not been received by the Parish Council it was noted.
- 204.5 Arbury Camp Newsletter posted to all homes in Arbury, Kings Meadow, Histon and Impington. 3 planning applications had been received for the MasterPlan (amended), School and HRCC. These to be discussed at next Planning meeting. Chairman outlined issues with shared public open space with school site and matters of principle in terms of the appropriate sequence for the applications. Some discussion took place on the latest proposals for the positioning of office space with the site. Dist Cllrs and Chairman were due to meet South Cambs officers again for input. Chairman thanked Dist Cllr Davies for working to ensure involvement for the parish.

## 6 PLAYGROUND INSPECTOR'S REPORT

- 205.1 It was reported a car was consistently blocking the entrance to South Road for pushchair users.
- 205.2 CALC course on Playground Inspection Health & Safety Risk Assessment insurance issues 5 April

## 7 TREE WARDENS REPORT

- 206.1 Cllr Cole had inspected the new Tree Preservation Orders and maps for Impington held at the Parish office and gone back to SCDC with any queries.
- 206.2 Unwins Centenary Tree to be planted 25 February.

## 8 ACCOUNTS

- 207.1 Paid in: Burial Ground: Moore Plot + Inter £115; Peck ashes plot + inter £60; memorial for ashes (non-resident) Duffin £80; To be paid in: Burial ground: Peacock ashes inter only £30
- 208.1 Retrospective payments: Burial Ground: T L Farr Wages M10 **£390.30** + expenses £3.59 + VAT £0.63p = £394.52
- 208.2 L Marsh admin costs **£136.60** £136.60
- 208.3 Prop Cllr Teague, sec Cllr Abdullah, all in favour to accept these payments
- 209.1 Current: **Herald Contract Services** Ordered work to cut back overgrowth over bridge **£320** + VAT £56 =£376.00
- 209.2 **Moore Stephens** Audit fee **£350** + VAT £61.25 = £411.25
- 209.3 **Helping Hand Co Limited** 8 litter pickers **£85.84** + VAT £15.02 = £100.86
- 209.4 **Michael Collinwood** Village sign renovation as ordered **£535** + VAT £93.62 = £628.62
- 209.5 **ESPO** 3 litter bins (South Road, Coppice, New Road bus stop) not yet fitted **£285** + VAT £49.88 = £334.88
- 209.6 Prop Cllr Teague, sec Cllr Abdullah, all in favour to accept these accounts
- 210.1 Audit certificate (qualified) now received and displayed

## 9 HIGHWAYS & TRAFFIC

- 211.1 Meetings held with Histon Parish Council, attended by Cllrs Payne and Gooden. Notes held on file. Regarding A14 corridor funding, County had confirmed that by working together Histon & Impington Parish Councils would not find this prejudicial in terms of money available, in fact County would encourage this. Lists were therefore being drawn up jointly via the Histon PC Highways Traffic & Transport Committee, with involvement from Cllrs Payne and Gooden. It was clear that schemes had to be viable and able to reach completion, including any consultation needed, within a 12 month period to qualify, which meant some previously hoped-for schemes would not be possible in the first tranche. The group had therefore agreed to look at previous applications made through the JFMIS bids, for approval by 10 March for the Area Joint Committee. An article in the Histon & Impington Crier asking for input from residents had resulted in a disappointing response, although a questionnaire sent round in Milton Road area by a concerned resident had resulted in some useful letters being forwarded to the Parish Council for use in backing up various applications to the County. Comment was made on the difficulties of some of the expectations held as preventative work, but all agreed to respond to the residents thanking them for their effort and energy in this campaign.
- 211.2 CCC Highways Review – newsletter from Matthew Lugg held on file
- 211.3 Correspondence from resident of Milton Road to Chairman, copied to Cty Cllr Gooden
- 211.4 e mail correspondence between Chairman and Cty Cllr Gooden on Milton Road/Clay Close Lane
- 211.5 Carillion-URS. Letter advising of A14 widening work (Girton) March to September 2003, involving lane closures on the westbound carriageway and occasionally eastbound, and mandatory speed limits. To provide dedicated turning land for M11 southbound traffic and improvements to junction signing
- 211.6 Briefing note. Winter Maintenance Service Events leading to 30/31 January 2003 (snow problems). Note held on file. Role of various people helping stranded motorists was acknowledged by the meeting, including Holiday Inn.
- 211.7 Northern Corridor Area Transport Plan. Comments requested by 7 March. Cllr Payne outlined the Plan and its hoped-for use in raising £8.5million for improvements by charging new build at a rate of (in the Northern Corridor)

£3,400 per house if a development over 6 houses. Some bus priority measures for Histon (£500,000) were mentioned together with a modest sum for cycle route improvements on the Histon interchange (£50,000), as well as other developments identified including Arbury Camps buses, and bus from Cottenham to the City centre via the Cambridge Science Park and Chesterton. Chairman believed this plan to be one of the last chances available to get a cyclebridge at Impington/A14 junction. It was unclear on the position with Gallagher's payment for Arbury Camps in terms of Section 106 agreements and the Transport Plan. Dist Cllr Chatfield had made approaches to the Cambridge Cycling Groups. Cllrs Abdullah and Gooden requested a copy of paperwork to contribute towards final comments to go in from the Parish Councils on the consultation. It was not clear if there was to be public consultation on this.

## **10 RECREATION GROUND COMMITTEE AND MANAGEMENT SUB COMMITTEE REPORT**

- 212.1 Cllr Waters reported Cllr Wynn had been re-elected as Chairman, with Cllr Unwin as Vice Chairman. Homefield Park required some tree work and the work of the Development Sub Committee had been discussed.
- 212.2 Chairman asked the Council on their view as to whether residents at Kings Meadow should be included in the planned consultation on proposals for the Recreation Ground. All agreed to do so.
- 212.3 Some discussion took place on the question/s to be asked in the consultation currently being put together by the Development Sub Committee. Suggestions were forthcoming including asking whether the electorate felt the money should be spent elsewhere in the parish and introducing a 'ranking' list for the electorate to indicate preferences for improvements on the site. Cllr Davies confirmed the consultation was to be delivered to all households early March, for report to Parish Councils on results May/June to consider further. Chairman acknowledged the building of any new pavilion and car parking were principle issues and Cllr Davies re-iterated the consultation was to gain the electorate's views in principle at this stage, and needed to be simple.

## **11 YOUTH COMMITTEE (non-Council) AND OTHER YOUTH MATTERS**

- 213.1 Notes provided by the Group for 6 January and 4 February were copied to all for information. Outreach work continued to be negotiated with SCDC and CCC
- 213.2 Youth Shelter plans in Histon Committee had approached Histon Parish Council Chairman to offer to take this project on. Histon PC had accepted any help the Committee might be able to give but indicated they would prefer to retain ownership of the project. Histon PC Parish had confirmed an application would be made to SCDC for funding, although it was clear that this would not be made available for the current proposed design.
- 213.3 Some IVC students were to join the Committee
- 213.4 Mobile Skatepark 4 May at Histon Football Club car park. This item had been identified in the precept budget for 2003/04 and all AGREED this money could be released for payment of the invoice in due course, up to £1,000.

## **12 NAMING OF DEVELOPMENT OFF ST GEORGES WAY**

- 214.1 The Chairman, Cllr Teague and the clerk had met the developer to discuss naming of the new development and the developer's intention to challenge District Council's decision in court to refuse the name "Sunnyvale Close" in favour of "Cooke Close" based on procedures used. District Council had encouraged the developer and Parish Council to meet to discuss this matter. Following the meeting, it was the representative Councillors recommendation that the Parish Council accept the name St George's Court as a compromise, the alternative appearing to be allowing the Court Case to proceed. The developer had indicated the land in question had been in his wife's family for over 70 years and the only name he would wish to see used would be a family name but he would compromise with a Saints name. Cllr Gooden was concerned at this inconsistency in approach and wished his opposition to be recorded. Put to the vote, 5 in favour of accepting St George's Court as a suggestion to South Cambs District Council, 1 against (Cllr Gooden) and 1 abstention.

## **13 ALLOCATION OF SHARED EXPENSES (HISTON / IMPINGTON PARISH COUNCILS)**

- 215.1 Following agenda items at Histon Parish Council, and based on previous discussions / e mails between the 2 Parish Council Chairmen and at Joint Standing Committee, Histon Parish Council had written suggesting consideration be given, for ease of administration, all shared expenses in future be based on the Band D formula as with the Recreation Ground, to include Joint Standing Committee, office costs, youth committee, war memorial, burial ground. It had been further suggested that the 15% administration charge on the Burial Ground payment be cancelled. Council agreed this arrangement would be a fairer deal for the electorate and all in favour to accept the suggested way forward. The current agreement for Histon Parish Council to pay £35 and Impington Parish Council £15 of the Bus Project weekly fee would be pointed out to Histon Parish Council.

## **14 FUTURE GOVERNANCE OF COMMUNITY SOUTH OF A14**

- 216.1 Chairman and Dist Cllr Davies had met with Gareth Jones at SCDC recently and spent some time discussing this

matter. Timescales were such that it was not possible that the new community, together with Kings Meadow, would be given the opportunity to become part of the city by boundary change. If the Parish Council wished consideration to be given to a new parish, instead of remaining as one larger parish, then South Cambs would have to be formally requested to do so when the Section 106 agreement was drawn up. Full discussion took place on the number of houses eventually envisaged in South Impington and the position with District Council representation. Efforts to engage Kings Meadow residents in Impington Parish Council business in the past and possible problems in sustainability in the future were discussed although it was accepted the residents had not been asked for their view. Cllr Gooden stated a disinclination on his part to consider a separate parish, although accepting the appropriateness of it being an agenda item. Cllr Cole supported this view. Chairman reminded all the aim was to get things organised for the future and a decision would have to be made prior to the Sec 106 agreement being drawn up, possibly in no more than 6 months time. He felt a letter to South Cambs at this stage, asking for consideration, would not indicate a final decision. He offered to speak to any Councillor further on this matter. Deferred to March meeting for further consideration.

## **15 RECENT CORRESPONDENCE**

- 217.1 Circulation File available on request: Histon Parish Council Agenda and Minutes; CPRE Planning up-date and Rural Matters; Zurich Municipal CIC News; EEDA Broadband update; South Cambs NHS newsletter; Rail East; Recreation Ground Management Committee agenda and minutes; leaflets sent through by CALC
- 217.2 CALC. Invitation to join ‘umbrella’ scheme of Association of Burial Authorities at £35 pa. Burial Ground Committee to consider
- 217.3 SCDC. Ethical Standards Training Roadshows organised by Chris Taylor – 5 dates
- 217.4 Cllr Abdullah advised Mrs Tucker of Infant School due to retire in July. Although no precedent seemed to exist, prop Cllr Gooden, sec Cllr Abdullah, 4 in favour, 3 abstentions to provide a £50 payment towards a retirement gift after 20 years of excellent work at the school.
- 217.5 Village Society. Letter thanking Chairman for speaking at the AGM
- 217.6 CALC Clerk Training. Details received. All agreed for clerk to continue with training already piloted
- 217.7 ACRE. Training details received
- 217.8 Zurich Municipal newsletter re terrorism provision
- 217.9 Library. Launch of new facilities now due 21 February
- 217.10 DEFRA. Licensing Bill information received
- 217.11 Millennium Halls Group. Letter from Chairman inviting Impington Parish Council’s Chairman, along with District Councillors, County Councillor and Histon PC Chairman to a meeting to try and achieve a ‘joined up government for our community’. As Director of Histon & Impington Millennium Halls Group, Cllr Payne declared an interest and Cllrs Teague or Lawton both indicated an interest in attending any meeting in his stead. Cllr Payne believed it was imperative to work together on this and noted Histon Parish Council had felt it important the wider community be also represented at any meeting. Some discussion took place on an indication from Mad Hatters via their AGM that possible provision for them at the Junior School was being considered and the competing funding for various projects being discussed within the community.

## **16 ANY OTHER BUSINESS**

- 218.1 None

## **17 DATE & PLACE OF NEXT MEETING**

- 219.1 Next meeting Monday 17 March 2003, 7.30p.m. at St Andrew’s Church, Burgoynes Road, Impington.

The meeting was formally closed at 10.05 pm

**MINUTES OF MEETING OF IMPINGTON PARISH COUNCIL HELD MONDAY 17 MARCH 2003 7.30P.M. 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, M R Lawton, D A Starling, J P Teague, S A Unwin, G B Waters Dist Cllrs N S Davies, J A Muncey and J P Chatfield  
Mrs A Young Clerk

**1 APOLOGIES**

220.1 Cllrs P D Gooden (also County) (hol); C M Cole (personal)

**2 DECLARATIONS OF INTERESTS**

221.1 None

**3 MINUTES OF MEETING HELD ON 17 FEBRUARY 2003**

222.1 All in favour for Chairman to sign as a true record of the meeting.

**4 MATTERS ARISING**

- 223.1 Item 202.1 Crime figures for February: dangerous driving (1); burglary non-dwelling (1); motor vehicle theft from (3); cycle theft (1); motor vehicle theft of (1); vehicle tampering (1); theft (1). Newsletter to be placed in circulation
- 223.2 Item 202.2 Interactive sign, Coppice parking and weight limit queries Nothing heard from County on these. PC Wade advises that County have decided not to introduce double yellow lines at this stage, for monitoring
- 223.3 Item 202.3 Burial Ground meeting due 1 April
- 223.4 Item 202.5 Villa Place/Bishops Yard Mr Heffernan had up-dated the Parish Council with the current position. Correspondence had been held with the site owner, leaseholder and sub-lessee.
- 223.5 Item 202.6 Environment Committee due to meet 27 March
- 223.6 Item 206.2 Unwins Centenary Tree had been planted and was being watered by Mr Smith. Letter of thanks sent
- 223.7 Item 214.1 Naming of development off St Georges Way Letter from Mrs Cooke received. Letter from SCDC, under the Public Health Act, giving formal notification of "objection" to the name now submitted received
- 223.8 Item 216.1 Future Governance of community south of A14 The Chairman had had an exchange with the South Cambs Legal Officer seeking clarification and a meeting. Paper to be presented to April meeting/AGM.
- 223.9 Item 217.3 Ethical Standards Training Roadshows. CALC join in encouraging members to attend a session.
- 223.10 Item 217.6 CALC Training Histon Parish Council had paid the registration fee, to be shared between Councils. Additional training fees (£20 per session attended) would be payable
- 223.11 Item 217.9 Library at Histon Official launch had taken place
- 223.12 Item 217.11 Millennium Halls Group Meeting called for by the Chairman of this group was now arranged for 26 March. Cllr Teague to attend.

**5 PLANNING**

a) Committee Reports

224.1 Minutes for meeting held 25 February circulated to all and accepted. Minutes for meeting held 11 March which had not been quorate, copied to all and all recommendations accepted. Cllr Teague queried the position with Mereway Poultry Farm and it was clarified Impington Parish Council had recommended approval but subject to conditions. South Cambs' position was not yet known.

b) Other Planning Matters

- 225.1 Gallaghers, Arbury Camp The 4 planning applications were yet to be discussed at Planning Committee but some input from Councillors had been received
- 225.2 Chivers Hartley Histon site Clerk up-dated Council on proposals to develop part of site to provide up to 85 houses. A meeting with SCDC offices to discuss planning policies for Histon and Impington was outstanding and the proposed developers had requested an opportunity to talk to Histon Planning Committee. Impington PC would be advised of both dates once known. Some Councillors expressed concern about loss of employment coupled with additional population.
- 225.3 Structure Plan Public Inquiry SCDC had provided a summary of results and timetable for further consultations on modifications to draft Structure Plan. A full copy of the panel report following Examination in Public held on file
- 225.4 Histon Nursery School Due to be put to County Council Development Control Committee, South Cambs had confirmed they had objected to the proposal
- 225.5 Longstanton – Oakington New Settlement A first information leaflet on the development had been provided and

copies were available for all. A website [www.gallagherslongstanton.co.uk](http://www.gallagherslongstanton.co.uk) had been set up or a freephone info line 0800 652 0163

## 6 PLAYGROUND INSPECTORS REPORT

- 226.1 Doctors Close was in good order  
226.2 A gap in the fence at NIAB behind the South Road goalposts had appeared and was possibly dangerous. Mr Smith to deal. It was suggested by one Councillor that a gate may be appropriate to avoid damage to the fence in future

## 7 ACCOUNTS

- 227.1 Paid In: Burial Ground: Ashes Inter Peck (non resident) £60  
228.1 Retrospective payments: Burial Ground: **T L Farr** Wages M11 **£343.80** £343.80  
228.2 **L M Marsh** admin costs **£102.45** £102.45  
228.3 Proposed Cllr Teague, seconded Cllr Lawton, all in favour to accept these payments  
229.1 Current: **SCDC** Burial Ground rates **£105.94** £105.94  
229.2 **CPRE** Subscription (prop Cllr Abdullah, sec Cllr Teague all in favour to renew) **£25** £25.00  
229.3 **St Andrews, Impington PCC** Room hire for monthly meetings **£144** £144.00  
229.4 **H R Window Cleaning Services** Bus shelter cleans x 2 **£31** £31.00  
229.5 **Site & Maintenance Services** Fit 3 x litter bins **£135** + VAT £23.62 £158.62  
229.6 **Zurich Insurance Company** Insurance premium **£944.97** £944.97  
229.7 **Histon Parish Council** quarterly expenses **£202.52** £202.52  
229.8 **Histon Parish Council** War Memorial expenses 2002-03 (proposed Cllr Silk, sec Cllr Abdullah to accept a new charge for this item for grass cutting at £12 per cut) **£693.50** £693.50  
229.9 **Petty cash** **£15.47** £15.47  
229.10 Proposed Cllr Teague, seconded Cllr Lawton, all in favour to accept these accounts

## 8 ANNUAL INSURANCE REVIEW

- 230.1 Paper following review by Clerk with Chairman and Vice Chairman copied to all. Current premium had risen in excess of 20%. AGREED to obtain a price to insure 3 seats at £400 each, write to Histon PC regarding change in insurance premium on Burial Ground, to increase Fidelity cover to £119,000. Policy renewed as is in meantime

## 9 HIGHWAYS & TRAFFIC

- 231.1 Impington Parish Cllrs Payne and Gooden had again attended a meeting of Histon PC's Highways Traffic & Transport Committee 6 March. Report on A14 Rat Running Scheme and the Councils' Northern Corridor Area Transport Plan response given. Letter from Village Society commenting on the NCATP held on file. Both Histon and Impington were now part of the second tranche of schemes to be funded with consultation to commence October 2003. Cty Cllr Gooden had spoken at Area Joint Committee voicing the Councils' disappointment as Impington had been No 2 and Histon No 5 in terms of priority on the original list of 21 villages. Re Area Transport Plan, Dist Cllrs Davies and Chatfield had written formally regarding non-provision of a segregated crossing for cyclists over A14.  
231.2 CCC Consultation Cambridgeshire Local Transport Plan 2003 – 2011 due to end 7 June, commencing early May.  
231.3 New Road parking. Resident of New Road had contacted Parish Council asking what County Council intended to do about the problems for residents parking where double yellow lines were laid without what residents feel to be proper consultation. Mr Phil Sharp at County had been asked to report back. Agreed that it had been unfortunate this situation had been allowed to continue for so long and Mr Sharp to be chased on progress w/c 24.3.03.  
231.4 Burgoynes Road Problems identified by a resident in the area had also been referred to Mr Sharp for urgent report back, following repeated failed efforts by the resident to obtain any feedback/action from County Council  
231.5 Abandoned "Men At Work" signs in Cambridge Road to be removed by contractor  
231.6 The Dole County Council asked Parish Council for opinion on cycle fence to be installed following removal of rail. The original rail had been removed without reference to the Parish Council as a result of complaints from wheelchair/motorised buggy users. Following inspection of a site plan provided by County Council, all agreed to respond stating that as the responsible authority the Parish Council hoped the County would proceed in the best way to most meet the requirements of all users, including the disabled.

## 10 RECREATION GROUND AND RECREATION GROUND MANAGEMENT SUB COMMITTEES

- 232.1 Cllr Unwin reported on a Management Sub Committee meeting held 12 March where a request for Histon Hornets to hold a 5 a side tournament on 31 August had been agreed pending further discussion. Winter servicing of equipment was now complete and the groundsman had requested a new white liner. Hand basin in car park toilet had been broken. A new sign for the gate was being investigated and a new play area gate meeting safety

requirements was to be ordered and fitted.

232.2 Cllr Unwin prop Impington PC now accept that money allocated to Development Sub Committee but covered by caveat at the AGM be released as the conditions had now been met. Sec Cllr Lawton, all in favour.

233.1 The consultation leaflet on proposed development at the Recreation Ground had been delivered to all households.

233.2 Friends of Histon & Impington Recreation Ground. Neil Davies had written to the Chairman of the Recreation Ground Management Sub Committee, copied to both Parish Council Chairmen, outlining the recent formation of this new group, set up to help with funding. Charitable status was being sought. A 24 hour run was due to take place as part of events to be held 4 and 5 May.

## **11 YOUTH ADVISORY BODY REPORT**

234.1 Cllr Abdullah reported on a meeting held 3 March, the notes for which had been copied to all for information.

234.2 The mobile skatepark event was to take place 4 May and a deposit may be payable. Some outreach work also was planned at this event, funded by County Council.

234.3 The Youth Committee had submitted an application to SCDC for a grant for a youth shelter as proposed by Histon PC. Tara Edwards had confirmed a payment would be forthcoming but not for the current design as submitted.

234.4 Bus Project. Visits had been changed to Wednesdays until further notice.

## **12 ALLOCATION OF SHARED EXPENSES (HISTON / IMPINGTON PARISH COUNCILS)**

235.1 Extracts of Minutes of Impington Parish Council (item 215.1) and draft minutes Histon Parish Council (209.1) were read to Council. Impington Parish Council accepted the proposal in principle at their February meeting and now considered Histon PC's motion that "*where there is shared expenditure agreed by both Parish Councils the apportionment of the cost between the 2 Parish Councils will be carried out on a Band D equivalent basis unless agreed by both Parish Councils otherwise*". Prop Cllr Payne, sec Cllr Abdullah that Impington Parish Council now formally accept the recommendation from Histon PC, to operate from the new financial year, to include all shared expenses for Joint Standing Committee, office costs and administration (not including wages), Youth Committee, War memorial and Burial ground expenses, and with a separate 15% administration charge on Burial Ground expenses no longer to be applicable.

## **13 HISTON & IMPINGTON WEBSITE**

236.1 Paper prepared by the Chairman had been copied to all and also to Histon PC, outlining concerns regarding costs, limitations and responsibilities. Histon PCllr Barrett had offered to meet with Impington PC representative (s) to discuss a way forward and all agreed Cllr Payne should seek this meeting. Any relevant input to Cllr Payne as soon as possible. Chairman outlined a new site due to be launched shortly providing a joined up access to all local government and community sites for Cambridgeshire.

## **14 HEALTH & SAFETY POLICY – IMPINGTON PARISH COUNCIL**

237.1 All agreed to defer this item to discuss under Item 20

## **15 SECOND COMPUTER FOR PARISH OFFICE**

238.1 The need for a second computer in the Parish office was re-iterated. Dr Dorling of Impington had offered to assist in setting up a network and as he had the experience this offer was accepted. An indicative quote had been sought and agreed the Chairman should seek a meeting with the Histon PC Chairman and the clerks to discuss requirements and obtain quotes. Cost concerns regarding software were voiced. The Chairman stressed the need for a second flat screen to replace the monitor for the existing computer in view of space constraints in the office

## **16 RECENT CORRESPONDENCE**

239.1 Circulation File **available on request**: Histon Parish Council Agenda and Minutes; CPRE Countryside Voice; New Opportunities Initiative; Clerks & Councils Direct; Local Council Review including articles on Vital Villages; implications of Part 111 Disability Discrimination Act 1995

239.2 The Boundary Committee for England. Periodic Electoral Review of Cambs County Council

239.3 CCC. Cambridgeshire Local Access Forum. Volunteers sought

239.4 Refuse collection and Recycling. E mail correspondence regarding new arrangements for collection involving different coloured bins had been held. Publicity due May/June from South Cambs, to start in August 2003. Some concerns regarding food waste/compost and elderly, disabled and flats would need to be considered when more details known.

239.5 Telephone box in Station Road Impington. Copy e mail correspondence received from resident. Referred to Environment Committee

239.6 Dog sign for Villa Road. SCDC confirm a sign can be erected, as requested by a resident, but at a cost of £8 to the

Parish Council. Referred to Environment Committee

239.7 CALC training details, South Cambs District Association minutes and Bulletin

239.8 Request from resident of Mill Lane to move tree onto verge opposite Burial Ground. Cllr Starling declared an interest. County Council would be approached for permission on behalf of the resident

239.9 Chairman had received invitation from Holiday Inn to forthcoming opening event

239.10 SCDC Council Tax figures copied to all

239.11 Election timetables, posters and forms received and available for all

## **17 ARRANGEMENTS FOR APM/AGM**

240.1 All agreed to hold APM, followed immediately by AGM on Monday 19 May. No speaker to be invited this year

## **18 ANY OTHER BUSINESS**

241.1 Police Consultation Group Cllr Teague had attended recent meeting at Comberton when the Constabulary's request for a 20% increase in rates had been discussed but no statistics had been available to support the rise

241.2 Identity Cards Cllrs wishing to have an identity card made up by the Chairman could provide a photograph to the clerk for this purpose.

241.3 Archery at IVC Event due to be held 20 April

## **19 DATE & PLACE OF NEXT MEETING**

242.1 Next meeting TUESDAY 22 April 2003, 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 9.20 p.m.