

**MINUTES OF MEETING OF IMPINGTON PARISH COUNCIL HELD MONDAY 20 OCTOBER 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, C M Cole, P D Gooden (also Cty), M R Lawton, D A Starling, J P Teague, G B Waters, M Withers Dist Cllrs J P Chatfield, N S Davies, J A Muncey
Mrs A Young Clerk

1 APOLOGIES

129.1 Cllr S A Unwin (illness)

2 DECLARATIONS OF INTERESTS

130.1 None

3 MINUTES OF MEETING HELD ON 15 SEPTEMBER 2003

131.1 All agreed Chairman to sign as true record of meeting. "In Committee" page 28 to be copied to all in due course

4 MATTERS ARISING

132.1 Item 108.2 Crime figures August: Theft (6); burglary (2). Newsletter highlights Neighbourhood Watch meeting 15 October. Community Support Officers Cllr Teague reported on meeting giving details of proposed scheme and powers to be given. A formal SLA was not yet to hand, but Cottenham PC had approached Impington PC with a view to meeting to discuss joint approach with surrounding villages. The principle of such a scheme was discussed, along with any view Histon PC may have and the likely impact on parish precept. Acknowledged that fear of crime was consistently a top priority in community studies. AGREED to accept Cottenham Parish Council's invitation to meet to discuss, without commitment.

132.2 Item 108.3 Nursery School application had been granted, with conditions. Work due to commence March 2004

132.3 Item 108.4 Risk Assessment advice being sought

132.4 Item 117.11 Connections Bus Project Youth Committee were investigating attendance dates by bus. Any overpayment to be adjusted next term

132.5 Item 125.1 Display Opportunities for Parish Council AGREED to ask Firs Surgery whether any appropriate Parish Council materials could be displayed on their notice boards

5 MINUTES OF EXTRA ORDINARY MEETING (JOINT WITH HISTON) HELD 11 SEPTEMBER 2003

133.1 All AGREED to sign as a true record

6 PLANNING

a) Committee Reports

134.1 Notes for meetings held 23 September and 7 October circulated to all and accepted.

b) Other Planning Matters

135.1 S/2032/03/F D Fulton, 3/3a New Rd – variation of condition of permission 0151/02 to convert carport to additional living accommodation Following some concern over parking, 2 Cllrs had visited site. 3 car parking spaces to be retained. All in favour to recommend approval. It was felt proposal would enhance street scene.

135.2 Arbury Camp Cllr Cole declared a personal interest (work). Cllr Teague had attended meetings, with Cllr Payne to attend a further 21 October. Up to date papers on public realm held on file, just received. Cllr Teague gave a report of discussions to date, from which it appeared District Council wished to improve the Meadows and Buchan Street facilities. A "community facility" comprising 2 adult changing rooms, a 20m room and office was planned to be attached to school wall. Current plans also showed a skateboard facility, NEAPs, LEAPs, ice rink, hotel, all weather training pitch/mini soccer pitches, although these details were ever-changing. Some discussion had taken place at South Cambs on the public drain design; the noise reducing wall design; the administrative costs in the short term, and also for any electoral roll review. Dist Cllrs due to meet officers on 4 November and reported that Gallaghers had offered a £100,000 contribution to the cycle bridge. Developers appeared to be undertaking to manage and maintain the open space throughout the whole period of development of the site. Dist Cllrs were urged to continue pressing the District for discussion and input, as Section 106 draft due to go before Cabinet for approval 3 Dec

135.3 Holiday Inn Dist Cllrs asked to remind Planning Officers of correspondence with the hotel on advertising banners

135.4 St Andrews Church, Burgoynes Road SCDC Conservation Officer had invited Council to be represented at a meeting to discuss proposed brick colour. Cllr Payne agreed to attend.

7 RECOMMENDATIONS TO COUNCILS (2 OF 5) Proposed Cllr Payne that: "Meeting Agenda. The standard Council meeting agenda to be modified as follows:

1. An item for participation and representations from members of the public
2. Report from the clerk
3. Report from District Council (one or more of the District Councillors present)

4. Report from County Councillor”

- 136.1 This was felt by all to be a positive move. “Any Other Business” would no longer appear on agenda. Prop Cllr Payne, sec Cllr Abdullah, all in favour this recommendation be accepted and implemented with immediate effect. No 3 of 5, November agenda

8 PLAYGROUND INSPECTORS REPORT

- 137.1 Cllr Silk had visited South Road and Doctors Close and all was found satisfactory. Litter pick required at South Road, and brambles would require clearance in the spring prior to grass contract

9 ACCOUNTS

- 138.1 To be paid In: Barclays Bank – Impington News closed account **£46.77**; HICAP donation for Environment expenditure **£50** ; Burial Ground: Inter A E Hobbs **£122** Reserved Plot M A Hart **£80** K A Howard **£80**; Cambs County Council Grass grant 2003-04 **£1,609.56**
- 139.1 Retrospective payments: T L Farr Wages M6 **£463.41** Expenses **£3.19** + VAT £56p = £467.15
- 139.2 Inland Revenue T L Farr 3 months Tax & NI **£92.57** £92.57
- 139.3 L Marsh Admin assistance **£105.45** £105.45
- 139.4 Histon Parish Council Quarterly expenses (on formula) **£256.52** £256.52
- 139.5 Proposed Cllr Teague, seconded Cllr Silk, all in favour to accept these payments
- 140.1 Current: Moore Stephens Audit fee **£350** + VAT £61.25 = £411.25
- 140.2 Histon & Impington Recreation Ground **£10,645.76** + T Smith Litter picking Second payments **£1130** £11,775.76
- 140.3 H R Window Cleaning Services 2 bus shelters cleaned **£31** £31.00
- 140.4 Peter Graves **£41.95** 4 sacks including £1.95 delivery £41.95
- 140.5 L Marsh Admin assistance **£140.60** £140.60
- 140.6 T L Farr Wages M7 **£467.75** + Expenses **£12.98** £480.73
- 140.7 Herald Contract Services suckers, verge cut, inner cut **£565** + VAT £98.88 £663.88
- 140.8 Site & Maintenance Services Notice board site work **£126** + VAT £22.05 £148.05
- 140.9 Proposed Cllr Teague, seconded Cllr Silk, all in favour to pay these accounts
- 140.10 Agreed confidential salary matters to be taken out of Full Council in future
- 141.1 Audit Completion Qualified Audit Certificate copied for all, itemising employment issues
- 141.2 Money Matters (St Ives) Ltd had agreed to provide a software programme for accounts (Quickbooks) at £140 plus training at £12.50 per hour (4 hours maximum). All in favour to accept, on formula with Histon PC
- 142.1 Half Yearly Position Table supplied showed projected overspend of £608, giving estimated year end available balance of £37,004. £1610 now received from County Council for grass contract had not been accounted for.

10 HIGHWAYS & TRAFFIC

- 143.1 Meeting of Histon PC’s Highways Traffic & Transport Committee had taken place 9 October, to which Impington representatives routinely invited. Minutes received.
- 143.2 A14 Sound Barrier Parish Council had received reply from Highways Agency. Cty Cllr Gooden met Highways Agency representative, and Atkins, together with 2 residents on site 9 October. The promised replacement (Sept 2002) had not materialised and the residents continued to stress it was in the wrong place and ask that the £20,000 cost be put towards a new, resited, fence. However, the replacement fence was due to proceed. A meeting with a senior HA officer was to be arranged. AGREED to write to HA in support of proposal put forward by residents.
- 143.3 Jointly Funded Minor Improvement Scheme Bid for junction improvements had gone in. For decision December.
- 143.4 Cambridge to Huntingdon Rapid Transit Scheme Agenda item Joint Standing Committee 21 October. New Histon stop proposals showed no parking loops and reduced width of ‘platforms’. No land-take now required from residents of Pepys Terrace or Bishops DIY, although some from the Copse. JSC to make representations to CCC. Cty Cllr Gooden reported on discussions at Transport & Waste SDG when car parking possibilities for the Old Station Yard raised. Cambs Cty Council had agreed to consider. Copy letter Network Rail to CAST.IRON handed to each Councillor for information. Some discussion on Cadbury Schweppes’ decision to give 12 months notice on allotments Clay Close Lane and Villa Road. Council to ask Bidwells for details of sale, when known.
- 143.5 Weight Limit Cty Cllr Gooden continued to chase Phil Sharp at County Council for news of traffic counts
- 143.6 Kings Meadow Agreed to submit second bid under JFMIS for a speed reduction scheme at Kings Meadow
- 143.7 Cambridge Local Transport Plan Summary held on file. Some discussion followed on proposed cycle bridge.
- 143.8 A14 Milton Cycle and Footbridge New dates for installation yet to be announced
- 143.9 B1049 Re-surfacing Copy letter from resident on unfinished work held on file. No response yet from CCC.
- 143.10 Walkabout Dist Cllr Chatfield advised a request for a further dropped kerb would be forwarded to Mr Mallott

11 RECREATION GROUND MANAGEMENT SUB COMMITTEE

- 144.1 Minutes for meeting held 10 September copied to all. Noted details of salary payments were listed in minutes.
- 144.2 Cllr Lawton outlined discussion at October meeting. Health & Safety report by an independent inspector had highlighted risks now being investigated. A portacabin had been obtained by Histon Hornets for possible use at Recreation Ground during building work. Currently being stored elsewhere. Development Sub Committee had made a £90,000 grant application to SCDC, decision due 13 November.

12 ENVIRONMENT COMMITTEE REPORT – INCLUDING REQUEST TO PURCHASE LITTER PICKING EQUIPMENT

- 145.1 Minutes for meeting held 2 October 2003 copied to all and accepted.
- 145.2 Walkabout with Stuart Mallott AGREED to contact CCC to request wooden posts installed near D & T Holmes be smoothed. Mr Mallott would be thanked for the work agreed.
- 145.3 Litter Pickers Impington (HICAP) residents had requested additional pickers. AGREED to order 5 at £10.73 each.
- 145.4 Bulbs Cllrs Payne, Silk, Waters and Starling to plant bulbs at Clay Close Lane on Sat 25 October.
- 145.5 Quotes for tree works to facilitate grass cutting and seat for Station Road bus shelter to be considered by Environment Committee January 2004 for decision

13 JOINT STANDING COMMITTEE

- 146.1 Report from meeting held 1 October copied to all and accepted. Further meeting due 21 October. Cllr Cole was unable to attend and a replacement member would be sought.

14 RECENT CORRESPONDENCE

- 147.1 Circulation File **available on request**: Histon Parish Council Agenda and Minutes, South Cambs NHS paperwork
- 147.2 SCDC. Priorities for South Cambs. Meeting due 24 November at Cottenham Village College
- 147.3 Cambs County Street Atlas – offer for advertising
- 147.4 SLCC Conference – Hatfield on Quality Councils. Clerk to attend at £25 (formula with HPC)
- 147.5 Public Works Loan Board. Copy letter response forwarded by HPC
- 147.6 CALC AGM papers. Affiliation fees set to increase from £475 to £530.40 (£503.88 if paid on time).
- 147.7 Wheelie Bins. E mail correspondence held on file between SCDC and resident unhappy with response from customer service department. Pepys Terrace residents had received a letter indicating they were to be exempt from the system due to inaccessibility for the vehicle
- 147.8 Mobile Warden. Leaflet received detailing new scheme. Malcolm Ruel (Mobile Warden Committee Chair) requested Councils consider a total sum of £3,000 in precept costs to cover grant funding for 2004-05.

15 YOUTH ADVISORY BODY REPORT and OTHER YOUTH MATTERS

- 148.1 Youth Committee had met. No notes available. The 2 Council Chairmen had attended for a useful discussion on youth provision in Histon and Impington. Cllr Abdullah reported on current situation with both Bus Project and Youth Club provision, both on-going. Bus Project were advertising for all posts and had been unable to attend for several weeks whilst renovation work at “Tesco” store taking place. Youth Club may re-commence after half term, but not at IVC. Parish Council would not be expecting an invoice for the autumn term. Kate D’Arcy was no longer an outreach worker for Histon and Impington. An audit of youth provision was taking place, with a consortium being looked at between Cottenham & Swavesey. IVC to give up youth funding if this proceeded.
- 148.2 Youth Shelter for Histon site had been ordered, with quotes for installation of base being sought.
- 148.3 Skate Club continued on a Friday night at present. No storage yet arranged.

16 BURIAL GROUND

- 149.1 Proposed electricity supply Burial Ground Committee had recommended a supply be obtained. It was understood a supply would cost between £350 and £600. AGREED to get a metered supply priced, with a view to installation as soon as possible. 2 sockets and a light fitting required.
- 149.2 Other budgets Request from neighbour to replace picket fence behind holly on Mill Lane boundary considered. AGREED would not be part of next year’s budget, as advice given indicated it should be sufficiently covered by holly by Spring 2004.

17 ARRANGEMENTS FOR REMEMBRANCE SUNDAY

- 150.1 AGREED to purchase a wreath. Chairman to lay.

18 ANY OTHER BUSINESS

- 151.1 None

19 DATE & PLACE OF NEXT MEETING

152.1 Monday 17 November 2003 at St Andrew's Church, Burgoynes Road, Impington, commencing 7.30 p.m.
Meeting closed 9.55 p.m.