

**Minutes of meeting of Impington Parish Council, held St Andrew's Church Hall, Burgoynes Road, Impington, Monday 21<sup>st</sup> November 2011 7.30 p.m.**

**Present:** Councillors: D W Payne (Chairman), B S Ing (Vice Chairman) H S Abdullah, N S Davies, P J Nudds, I M Parish, G S Payne  
Dist Cllrs J P Chatfield, M J Mason; Cty Cllrs J D Jenkins, S Gymer (in part)

Clerk: Mrs A J Young  
**Power or Action**

**271 APOLOGIES FOR ABSENCE**

11/271 Cllr A Turnbull (personal). Dist Cllr Stonham

**272 MEMBERS' DECLARATIONS OF INTERESTS**

11/272 Cllr N Davies declared a prejudicial interest Jubilee request – Committee Member  
Cllr B Ing declared a prejudicial interest Jubilee request – Committee Member

**273 OPEN SESSION FOR THE PUBLIC**

11/273 No public present

**274 MINUTES OF MEETING HELD 17<sup>th</sup> OCTOBER 2011**

11/274 Proposed Cllr Parish, seconded Cllr Ing, all agreed to sign as a true record

**MINUTES OF EXTRA ORDINARY MEETING 7<sup>th</sup> NOVEMBER 2011**

Proposed Cllr G Payne, seconded Cllr Parish, all agreed to sign as a true record

**275 MATTERS ARISING FROM PREVIOUS MINUTES**

- 11/275.1 Outstanding Actions November 2011 including: Chestnut paling for Burial Ground/ Allotment Site works now on order; meeting to be sought with Kings Meadow Residents Association members. Agreed to delete outstanding meeting re. "modern.gov"
- 275.2 Item 241.2 Police emails copied to all. Report on Panel 11 October
- 275.3 Item 257.2 Histon Station up-date including marketing plan announced. County Council had commenced clean up of site
- 275.4 Item 263.2 Up-date on Working Party, land rear of Manor Park Histon two meeting held, further meeting due 7 December. Recommendations, if any, to Histon Parish Council Full Council December 2011. Ideas put forward are skatepark provision and Community Orchard
- 275.5 Item 263.3 Jubilee Tree to be planted Clay Close Lane. Preparatory work **agreed** with Cllr Nudds under Clerk's Delegation. To be planted 7 December 2011
- 275.6 Matters Arising from Extra Ordinary meeting 7 November 2011. SCDC Electoral Arrangements Committee had today **agreed** to recommend granting a grouping order to SCDC Full Council on 24 November 2011. Detail of order yet to be finalised. Pro Bono advice received to be considered by Histon and Impington Parish Council **Working Party**

**276 RECENT CORRESPONDENCE**

- 11/276.1 Circulating file available for all
- 276.2 CCC Street Lighting Maintenance and Energy – prior warning of invoice due covering charges for April – June 2011 £343.98
- 276.3 CCC Trial gritting route Agreement given for trial following resident interest. Volunteer would treat key pavement routes on instruction by County Council during particularly bad weather. Parish Council commended excellent community spirit shown by 2 volunteer residents, now insured by County Council under the trial scheme
- 276.4 CPALC District Committee notification of meeting 22 November, Cllr D W Payne attending
- 276.5 SCDC Christmas Tree request for ornament from each Parish Council. No action agreed
- 276.6 Localism Bill various reports and guidelines received

**277 MONTHLY REPORTS COUNTY AND DISTRICT COUNCILLORS**

11/277.1 County Council report from Cllr Jenkins copied to all and accepted covering:

**Power or Action**

Environmental; Children and Young People's Services; Adult and Community services  
Cllr Jenkins and Gymer updated on: Highspeed Broadband provision in Histon & Impington;  
Guided Busway common-sense solutions sought on timing problems with pedestrian crossings;  
Cllr Gymer to provide latest minutes and updates to Parish Council; Redundancy news at  
County Council with 150 full time equivalent posts to be made redundant. Cllr Nudds requested  
help from Cty Cllrs to retain exterior fence at Station Building for restoration and obtain  
temporarily power for Santas Grotto on 2 December 2011 via Bob Menzies. Station Design  
Group meeting previously led by Cllr David Thurman (HPC) had lapsed. Full discussion on need  
to act and take a window of opportunity to perhaps influence the future of the site. Cllr Jenkins  
to contact Peter Studdert and others to attempt to re-invigorate discussions via Town Planners.

**JDJ**

277.2 District Council report from Cllr Stonham copied to all and accepted covering: Solar PV Panel  
project; Grants to develop future sporting champions; Housing; Empty Homes Grant Initiative  
Scheme; Water, water everywhere, Chairman's Civic Reception. Cllrs Mason and Chatfield  
updated on: Electoral Arrangements Committee decision and substitution for Edd Stonham by  
Sebastian Kindersley; Solar Panels issue - Cllr Chatfield had written to various Ministers and  
MPs; Burglaries in Impington following a worrying trend, Police aware. Cllr Nudds requested  
assistance in approaching the housing officer for SCDC on provision of a dog bin outside the  
Homefield Community Centre

**JPC**

**278 RECREATION GROUND MANAGEMENT COMMITTEE REPORT**

11/278.1 Management meeting held 7 November 2011. Draft minutes provided for all and accepted. Half  
yearly meeting due 5 December

278.2 Friends of The Recreation Ground Charity had agreed to provide Christmas lights for the  
Recreation Ground pavilion. Bonfire Burn 10K Run organised by the Friends had been very  
successful and raised some £3,400 for the charity funds. Plans in place to make an annual  
event. Neil Davies and his team warmly congratulated on the success of the event.

278.3 Homefield Park Tree Works under consideration, with priorities set

278.4 Walkabout Summer 2011 Cllr Nudds requested meeting notes as had drawn up proposals for  
planting schemes. Cllrs Davies and Nudds to meet to look at possibilities **PJN / NSD**

278.5 Feast Gate idea at Homefield Park, co-ordinated approach sought. Meeting to be held

278.6 Pump in North East Corner restoration part of an outstanding list for the Recreation Ground  
Management Committee. Village Society have expressed an interest

**279 PLANNING COMMITTEE REPORT**

11/279.1 Minutes 25 October 2011 provided for all and accepted. Next meeting due 29 November

279.2 S/2222/11 75 Impington Lane, Mr Philip Blackford - Extension and replacement garage  
(renewal of planning application S/1773/08/F). Cllrs B Ing, G Payne, M Parish, H Abdullah, P  
Nudds studies plans and **agreed** to recommend **approval** commenting:

Conditions requested on:

- Changes to boundary wall need to be as sympathetic as possible, re-using existing or  
reclaimed bricks

- More mature trees to be planted between the new extension and the boundary wall to soften  
the street scene

**280 ENVIRONMENT COMMITTEE REPORT**

11/280.1 Minutes 1 November 2011 and appendices provided to all and accepted

280.2 Burial Ground/Allotments chestnut paling and wire fencing to be installed by 5 December  
Clerk had worked with Cllr Nudds to agree acceptance of quote from Steve Gill Fencing  
following receipt of 3 quotes

- 280.2 T011 The Coppice Horse Chestnut to be felled, during December. Clerk working with Cllr Nudds on acceptance of best value quote from those received. Noted lodged limbs in place
- 280.3 Crossing Keepers Hut compound now tidied. Santas Grotto next event 2 December 2011

### **Power or Action**

## **281 COMMUNITY FACILITIES COMMITTEE REPORT**

- 11/281.1 Minutes 24 October copied to all and accepted. Next meeting due 8 December 2011
- 281.2 Report provided for all dated 7 November 2011 (**Appendix 1**) accepted:
- 281.3 **Resolution:** *“Impington Parish Council and Histon Parish Council acknowledge the Community Facility Group report dated 7<sup>th</sup> November 2011, and note the suggested way forward to focus on the provision of new dedicated leisure and recreational open space at Bypass Farm”*
- Cllr Ing spoke to the proposal and outlined the Community Facilities Committee conclusion that Bypass Farm site was a site useful in its own right as an addition to Public Open Space in the villages, despite still providing less than SCDC open space and informal play space requirements for its size. The decision for Impington and Histon Parish Council now was to agree to enter formal negotiations with County Council, the new Grouped Council would make proposals for its use and acquisition. Discussion on:
- Funds set aside and S106 moneys available
  - Consultation requirements, to be cost explicit
  - Possibilities of sublet if purchase were to proceed
  - Vulnerability of site
  - Revenue costs
- Proposed Cllr Ing, seconded D W Payne. 6 in favour. 1 abstention (Cllr Davies as Chair of the Group)

## **282 OTHER REPORTS**

- 11/282.1 Clerks Report including: Bellway Homes confirmation of application to be submitted to SCDC; Internal Audit visit; Meeting sought with Courier; Clerks training; New Life Church litter pick; Clerks delegated spend - £95 Cemetery training, increase in hourly costs/labour for ditch clearance, removal of tree Clay Close Lane; Administration arrangements prior to Grouping; Information Risk Assessment; Daffodil and crocus bulbs delivered; IT Apprenticeship; Written reports on Training to follow
- 282.2 Meeting held with Lone Tree Avenue representative residents re A14 Cllr D Payne reported on meeting held re. noise from the A14. Cllr Payne had offered to attend meeting with MP if required. Cllr Ing highlighted availability of sound monitors from local stores for indicatory measurements

## **283 OTHER MATTERS**

- 11/283.1 Youth Advisory Body Meeting due 28 November
- 283.2 Highways Matters Minutes 13 October provided for all and accepted. Next meeting due 1 December. Noted correspondence received on:
- Guided Busway safety issues. Information from Bob Menzies on legal position of trespass expected
  - Cambridgeshire Future Transport franchise pilots
  - A14 road works notifications
  - HCV meeting 29 November and Transport Modelling Workshop 30 November
- 283.3 Mobile Warden Scheme Meeting notes of meeting held 19 October provided to all and noted. Cllr Abdullah provided post-meeting information correcting Age UK figures given. Consequently £500 to be requested from each Parish Council 2012-13. Mobile Warden is being paid extra hour for work carried out, by agreement and resulting in no waiting list. Cllr Abdullah alerted to funds available through Pooresland Charity in future

- 283.4 Draft Minutes Extra Ordinary Parish Meeting 14 October. Noted to be signed at next Parish meeting. Grouping Order updated (see item 275.6)
- 283.5 To elect Pooresland Charity Representative following resignation by Mrs J Teague. Cllr Parish provided update on Pooresland remit, discussions and finances. Constitution indicates 3 Church members, 2 HPC members, 1 IPC member. All **agreed** to elect Cllr D W Payne. Cllr Parish **agreed** to circulate recent accounts **IMP**

**Power or Action**

- 283.6 Queen Diamond Jubilee Group request for financial support of £500, letter copied for all. Noted correspondent for Queen Diamond Jubilee Group now Di Mellows following resignation of Mr Willde from the group. Cllrs Ing and Davies declared a prejudicial interest (group members) but were able to answer questions. Confirmed payment would ideally be required before end of year March 2012. Cllrs Ing and Davies left room. Proposed Cllr Parish, seconded G Payne, all in favour and **agreed** to provide this to pump priming sum

**LGA1972s 144**

**284 FINANCE & ADMINISTRATION**

- 11/284.1 To confirm payment of retrospective accounts, prop Cllr G Payne, sec Cllr Ing, all in favour  
**Administration M7 £1,304.00** £1,304.00  
**Histon Parish Council** Contracted out payment M7 **£497.90** £497.90
- 284.2 To approve payment of outstanding accounts, prop Cllr G Payne, sec Cllr Ing, 5 in favour, 1 abstention (Cllr Nudds declared personal interest for payment to Jim Gardener (Clay Close Lane resident)). Chairman did not vote
- |                                                                                                                                                             |           |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| <b>Burial Ground: Cambridge Water</b> <b>£51.96</b> =                                                                                                       | £51.96    |
| <b>Tates Treeworks</b> Tree works <b>£120</b> =                                                                                                             | £120.00   |
| <b>SLCC</b> Training Cemetery Management <b>£95</b> + VAT £19 =                                                                                             | £114.00   |
| <b>J P Gardiner</b> Digger work 2 days <b>£486</b> =                                                                                                        | £486.00   |
| <b>Histon &amp; Impington Recreation Ground</b> Bulk light over parish door, installation of pathway photocell (IPC pat only) <b>£112.75</b> + VAT £22.55 = | £135.30   |
| <b>Site &amp; Maintenance Services</b> South Road metal goal post work <b>£110</b> + VAT £22 =                                                              | £132.00   |
| <b>Print Out</b> Stationery <b>£16.99</b> + VAT £3.40 =                                                                                                     | £20.39    |
| <b>J P Gardiner</b> Digger work Clay Close Lane 2 days <b>£486</b> =                                                                                        | £486.00   |
| <b>PWLB</b> Parish Office 12 of 50 <b>£1,342.91</b> =                                                                                                       | £1,342.91 |
| <b>Buchans Landscapes</b> red and green verges £587.00, Burial Ground <b>£245.80</b> + VAT £116.56 =                                                        | £999.36   |
| <b>Tates Treeworks</b> fell willow and various trees along ditch, clear <b>£180.00</b> =                                                                    | £180.00   |
| <b>PWLB</b> freehold payment 13 of 50 <b>£1,241.54</b> =                                                                                                    | £1,241.54 |
| <b>Peter Graves</b> daffodil and crocus bulbs <b>£68.75</b> + VAT £13.75 =                                                                                  | £82.50    |
| <b>Petty Cash</b> <b>£19.11</b> =                                                                                                                           | £19.11    |
- 284.3 Paid In: Burial Ground: Plot and Inter £1,120; Memorial £110; Allotments April 2011 £7.50, October 2011 £7.50
- 284.4 Recommendation on Risk Assessment Review and Risk Management Plan  
Risk Assessments had been reviewed and signed off by Cllr G Payne (Health and Safety Officer) and Clerk. Noted Risk Management Plan (**Appendix 2**) accepted
- 284.5 Minutes of Finance Committee meeting held 8 November provided for all and accepted. All recommendations noted and **agreed**
- Changes to specified reserves accounting
  - IT provision, Cllr D Payne to assist in progressing (with HPCllr Stonham) **DWP**
  - “Transitional Manager” approach to Grouping
- In the first instance, list of matters to be put forward for new Grouped Council to be provided and consultation on options to begin. Issue of Committee choices may require some lengthy consideration and all Committee Chairmen would be consulted on options. Histon Parish Council had requested the Working Party for Grouping be asked to meet regularly to look at the issues and follow progress for report back to Full Council

**285 MATTERS FOR NEXT AGENDA**

11/285 Public Art; Older Persons Co-Ordinator

**286 DATE & PLACE OF NEXT MEETING and FORTHCOMING MEETINGS**

11/286 **Agreed** next meeting Monday **16<sup>th</sup> January 2012** with any urgent matters to be dealt with at Planning Committee during December. Dates for forthcoming meetings noted  
Noted Precept meeting called for 10<sup>th</sup> January 2011. Meeting closed 9.35 p.m.

DRAFT