

**MINUTES OF IMPINGTON PARISH COUNCIL MEETING HELD MONDAY 16 FEBRUARY 2004 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, P D Gooden (also County), D A Starling, J P Teague, S A Unwin, G B Waters, M Withers Dist Cllrs N S Davies, J P Chatfield  
Histon Parish Cllr Mason Jane Thompson, John Pym, Peter Smith (SCDC) Mrs A Young Clerk

**Power Action**

**1 APOLOGIES FOR ABSENCE**

220 Cllrs Cole (illness) Lawton (working). Dist Cllr Muncey (illness)

**2 MEMBERS' DECLARATIONS OF INTERESTS**

221 Cllr Payne (personal) on item 15(b) Chairman's expenses

**3 OPEN SESSION FOR THE PUBLIC**

222 No questions. All agreed to suspend standing orders and **bring forward items 7b) and 18b)**

**7 TO CONSIDER PLANNING MATTERS**

b) Arbury Camps.

223.1 Jane Thompson and John Pym outlined current position with draft Section 106 agreement for Arbury Camps. Gallaghers Estates had provided information including draft Sport, Recreation & Play Facilities Strategy (Jan 04) and SCDC a Briefing Paper to inform Section 106 negotiations, both copied for all. All costs not yet available. JT went through proposals for open space and community buildings provision. City Council's involvement and the position with primary school provision and wraparound community facilities were clarified. JT advised some of the detailed specifications had not yet been agreed with the developer; funding available for community workers for 4-5 years after development commenced, together with funding for part time youth workers to develop links with Kings Meadow and surrounding areas; and explained relevant trigger points for occupation. Parish Council had to take a decision in principle whether to take the transfer in the Section 106 agreement or to decline. Letter from Solicitors acting for Impington PC, Mills & Reeve, requested Parish Council to now attempt to reach "in principle" decision, or to state otherwise. Some concern was expressed over capacity at the Newton Cucumber youth centre on Kings Meadow. Concerns over resources the Parish Council may need to put in prior to occupation of development. It was felt likely a new Parish Council would be established before the Parish Council or other "relevant authority" took on any responsibility for maintenance etc. Cllr Teague had been advised at a previous meeting that developers were willing to pay for an administrative worker as a separate item to the maintenance costs. Following some voiced concern on lack of detail and pressure of work at parish office, proposed Cllr Payne, sec Cllr Gooden, 5 in favour, 1 against, and 2 abstentions "that Impington Parish Council agree in principle to take the transfer of the public open space under the community facilities in the Section 106 agreement. Cllrs Payne, Silk and Teague be given delegated authority to negotiate on behalf of Council". All Councillors urged to comment to JT at SCDC on papers provided, via the Clerk. **All Councillors**

223.2 JT agreed to send revised draft and keep Parish Council involved with interim reports via the clerk. Legal Officer at SCDC would provide more information on parish council timescales and trigger points. JT and JP left the meeting.

**18 TO CONSIDER OTHER MATTERS b) YOUTH ADVISORY BODY – presentation "No Voice No Choice"**

224 No Voice No Choice Peter Smith Project Developer SCDC outlined the pilot project, felt to be ambitious, challenging and quick. Parish Council were required to fund the project with £2,000; appoint one or more members to act as contact to work with the co-ordinator and other members of the Parish Council; work in partnership with other community groups, specifically Histon & Impington Youth Committee and actively participate in the project. SCDC to provide £3,000, to be used by May 2<sup>nd</sup> 2005 for a feasible scheme identified by a young persons' voting process. Confirmed a figure had been included in Youth Committee budget to cover the scheme. Cllr Abdullah spoke in favour of the scheme and answered some questions raised on overspend/underspend of the funds. Prop Cllr Abdullah, sec Cllr Teague, all in favour "that this Council approves the signing of the contract between Impington Parish Council and SCDC for the No Voice No Choice project". Project due to be launched at IVC on 25 February. Standing orders re-instated. Mr Smith left the meeting. **Local Govt (Misc Prov) Act 1976 s 19**

**4 TO SIGN AND APPROVE MINUTES OF MEETING HELD ON 19 JANUARY 2004**

225 Approved and signed. Agreed to continue with new format for Agenda and Minutes

**5 MATTERS ARISING FROM PREVIOUS MINUTES**

226.1 Ways of Working Together (Item 205.2) Chairman has spoken with Histon Chairman and expected to report back to Council on proposed scope **DWP**

226.2 Police Consultation Group (Item 210.1) Details of meeting Tuesday 17 February at Cottenham. Inspector Howell

had retired and a letter of appreciation sent on behalf of Parish Council

**Power Action**

226.3 Tree Works at Coppice (Item 210.3) Due March 2004

226.4 Precept (Item 213.2) Papers on Cambs Police Authority budget consultation, and the Fire Authority Precept

## **6 CRIME & DISORDER**

227 Paper provided setting out approach to Community Safety employed by Bar Hill Parish Council, where a Council member appointed to work with Neighbourhood Watch and Police to analyse crime figures and patterns. Chairman agreed to explore with PC Baker and report back. List of Neighbourhood Watch co-ordinators to be sought. **DWP**

## **7 PLANNING**

a) Committee Reports

228 Committee Report 3 February 2004 copied for all and accepted. Noted Cllr Starling was present, not Cllr Abdullah as stated.

## **8 PLAYGROUND INSPECTORS REPORT**

229 Cllr Silk had inspected both areas. Brambles on South Road perimeter due to be cut back.

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

230 Minutes for meeting held 18 November copied for all. Cllr Unwin reported on discussions held at meeting 11 February. Cllr Wynn had been re-elected Chairman and Cllr Unwin Vice-Chairman.

## **10 ENVIRONMENT COMMITTEE REPORT**

231 Minutes for meeting held 29 January copied for all and accepted. Some discussion took place on the enthusiasm of a resident seeking to establish a community orchard in Impington or Histon. Committee awaited further contact.

## **11 BURIAL GROUND COMMITTEE**

232 Minutes of meeting held 11 February not yet available. Items requiring decision on quotes for fencing; groundsman's mobile phone provision and power for shed, for next Full Council agenda.

## **12 CLERK'S REPORT**

233.1 Crime figures Jan: theft (9); criminal damage (5); burglary (7), and Histon Sector Newsletter

233.2 Community Safety Partnership up-dates and requests. Agreed publicity was the main role for Parish Council

233.3 Land Fronting Station Stores, Cambridge Road. Solicitor acting for owner had supplied amended Statutory Declaration for signature, clarifying Parish Council's position with the notice boards previously sited on the land. Prop Cllr Teague, sec Cllr Starling, all in favour, to instruct Clerk to sign declaration on behalf of Council, its contents being limited to the best of knowledge and belief of the Council.

233.4 Cambridge Evening News survey on wheelie bin collections. Agreed no response required at present.

## **13 DISTRICT COUNCILLORS' REPORT**

234.1 Cllr Chatfield reported on the affect of the Comprehensive Performance Assessment at District Council and debate on Council tax and finances.

234.2 He and Cllr Davies were concerned that no process or timescale was in place for Dist Cllrs to sign off the Arbury Camp Section 106.

## **14 COUNTY COUNCILLOR REPORT**

235.1 Cty Cllr Gooden up-dated Council on correspondence with Highways Agency on the sound barrier along A14.

235.2 He was due to ask questions on the City 7 service at an 'In Your Patch' session at County.

235.3 Milton Road proposed weight limit Vehicle count had not been sufficient to implement a weight limit. A petition from residents to Area Joint Committee would now be pursued.

235.4 A14 Rat Run Moneys David Brace had confirmed Histon & Impington were still due to be included in next year's programme. Meeting expected with County officers in March.

235.5 Guided Bus In recent vote, Cty Cllr Gooden clarified 4 abstentions were 3 Lib Dem and 1 Labour member.

## **15 FINANCE**

236.1 Paid in: Nil. Cllr Payne declared interest (personal) in Chairman's expenses item. Letter of thanks for donation  
Impington Parish Council

from Choir 2000. SCDC Green box funds due week commencing 16 February.

	<u>Power Action</u>
236.2 a).Confirmed payment of accounts. Proposed Cllr Unwin, seconded Waters, all in favour Administration and Salaries <b>£513.22</b>	£513.22
236.3 b) To approve payment of outstanding accounts. Proposed Cllr Unwin, seconded Cllr Teague all in favour: Connections Bus Project Youth (IPC part) Sept – December 2003 <b>£277.80</b>	£277.80
Print Out Stationery <b>£14</b> + VAT £2.45	£16.45
Norman Unwin Allotment cuts <b>£125</b>	£125.00
H R Window Cleaning Services Bus shelter cleans <b>£31</b>	£31.00
D W Payne Chairman's identified Expenses <b>£59</b>	£59.00
Cambridge City Council Graffiti removal <b>£111.90</b> + VAT £19.58	£131.48
St Andrews Impington PCC Room hire <b>£144</b>	£144.00
Histon Parish Council – Youth shelter contribution <b>£586</b>	£586.00
Money Matters (St Ives) Ltd Internal Audit fee <b>£15.63</b>	£15.63
236.4 c) Interim Audit carried out. Internal Auditor had brought attention to the fact no di minimus amount set, and clerks salary and payroll not yet in place. Set of Financial Regulations to be put before Council for decision in March. Clerk's employment commenced 1 February.	

## 16 RECENT CORRESPONDENCE

- 237.1 Circulating file available: Histon Parish Council minutes and various magazines/leaflets
- 237.2 SCDC Recreation Audit and Needs Survey summary. Clerk to respond.
- 237.3 SCDC Environmental Health – Licence application for Recreation Ground 1.5.04
- 237.4 Letters from IVC and County Council on relocation plans for all users of the youth centre. It appeared all users of the centre were being asked to relocate to enable the college to take more 6<sup>th</sup> formers, the building to be used for study. Reports also received that facilities would no longer be available for weekend hire, including Gropius Hall and grounds. The workplace nursery was likely to be sold off as a business. Agreed to invite Mrs Kearns and Chairman of Governors to an informal meeting to be arranged for both Impington and Histon Parish Councillors.

## 17 "In Committee" item: RESOLUTION CONCERNING CONDITIONS OF CLERK'S SERVICE

- 238 Deferred to end of meeting

## 18 OTHER MATTERS

### 239.1 (a) Highways & Traffic

i) Notes 5 February 2004 copied for all and accepted. Cycle Path B1049 Mr Joyce now indicated on-carriageway provision would not be progressed, funds were not available to improve the New Road "chicane", resurface of shared footway was required and vegetation would be cut back. Dist Cllr Chatfield agreed to progress further, and respond through the Highways Traffic & Transport Committee. **JPC**

ii) Guided Bus Scheme Concerns about footpaths now shown in latest plans discussed. TWA papers due to be delivered Thursday 19 February. Discussion took place on ways of making sure residents were aware of issues affecting them, following long discussion agreed Impington PC should contact residents living in close vicinity of guideway, advising of next consultation meeting due at Histon Junior School on 10 March, urging attendance and for them to write to County Council with any concerns. Also to point out professional advice was an option for those likely to be affected.

iii) Traffic Issues Milton Rd As item 235.3

### 239.2 (b) Youth Advisory Body

Notes of meetings held 2 February available at meeting. Cllr Abdullah outlined discussions held with Geoff Redhead Cottenham Village College and progress in Local Network Fund grant application

### 239.3 (c) Millennium Halls Project

Up-date received from Cllr Abdullah and copied for all. Cllr Abdullah requested release of £1,000 from the agreed £12,500 to assist in publicity for the group. Prop Cllr Abdullah, sec Cllr Silk, all in favour, to release £1,000 immediately. Cllr Abdullah clarified publicity / fundraising was in parallel with planning issues and group hoped to obtain planning permission by end of 2004, with funds in place by end of 2005 to proceed with the development. Itemised accounts for Group to be provided. *Local Govt (Misc Provs) Act 1976 s19 and LGA 1972, s111*

### 239.4 (d) Ladybird Playgroup

Following letter received by both Parish Council Chairmen, Development Group had met Ladybird and discussed the proposed move by the playgroup, as a result of the Parish Councils' development, to the Salvation Army, and costs involved. Prop Cllr Unwin, sec Cllr Abdullah, all in favour, to allow a one-off payment to Ladybird

**Power Action**

Playgroup of £500 from next year's budget, to assist in provision of new storage sheds. Agreed this amount should be shown in Development Group costs and could be deducted from second payment to Recreation ground in October 2004.

***Local Govt (Misc Provs) Act 1976 s19 and LGA 1972, s111***

239.5 (e) Quote for office door

Quotes received for strengthening of door for safety reasons in sums of £84 and £125. Prop Cllr Teague sec Cllr Abdullah, all in favour and AGREED to order work by Site & Maintenance Services at £84, on formula Histon PC.

239.6 (f) Trade Waste Bin

Following discussions with Recreation Ground employee Mr Smith, and with due regard to Health & Safety issues, Cllr Silk recommended Council obtain a trade waste bin from SCDC to be sited at Recreation Ground for litter collected on Impington PC-owned/leased land. Sec Cllr Gooden, all in favour. ***Public Health Act 1987 s 164***

**19 PARISH OFFICE – FUTURE**

- 240.1 Working Party had produced a report setting out all options. Long discussions followed on each of the options, particularly inclusion in new pavilion, at Millennium Halls, rental elsewhere and building elsewhere. Cllrs Silk, Teague, Withers & Unwin all felt the need to look long term at freehold options, but there was no specific recommendation from the Working Party in their papers. Following some discussion on Histon Parish Council's current position, Cllr Chatfield wished to make it clear that a decision had been made at their meeting not to proceed with inclusion with the pavilion plans. Cllr Abdullah was concerned that inclusion at the pavilion would remove extension possibilities, particularly youth club provision. Some Cllrs were concerned a decision was required at this stage. Finally prop Cllr Gooden, sec Cllr Unwin "that Impington Parish Council wishes the Recreation Ground Development Group to submit plans with the Football Foundation application which include in principle provision of a parish office. It also reserves the right in conjunction with Histon Parish Council to explore other options should they become available within a reasonable time frame." 7 in favour, 1 abstention.
- 240.2 Clarified this was an "in principle" decision and any specific proposal would require a spending decision. It was understood the plans could now be altered to exclude the parish office without affecting the Football Foundation grant application. Chairman hoped "One Stop Shop" opportunities could be included in options to be looked at.

**20 DATE & PLACE OF NEXT MEETING**

- 241 Next meeting Monday 15 March 2004 at St Andrew's Church, Burgoynes Rd, Impington, commencing 7.30 p.m. This part of meeting closed 10.45 p.m.

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.