

MINUTES OF ANNUAL PARISH MEETING OF IMPINGTON PARISH COUNCIL HELD MONDAY 17 MAY 2004 7.00 p.m. at ST ANDREW'S CHURCH HALL, BURGOYNES ROAD, IMPINGTON

PRESENT: Chairman Cllr D W Payne, Cllrs T W Silk, P D Gooden (also County), M R Lawton, J P Teague, S A Unwin, G B Waters, M Withers
Dist Cllrs N S Davies and J P Chatfield Assistant Clerk Mrs L M Marsh 3 members of the public
Mrs A Young Clerk

1 WELCOME BY THE CHAIRMAN

15 The Chairman welcomed all present to the 110th Annual Parish Meeting of Impington Parish.

2 APOLOGIES

16 Dist Cllr Muncey; Cllrs D A Starling, H S Abdullah

3 MINUTES OF THE ANNUAL PARISH MEETING HELD 19 MAY 2003 and MATTERS ARISING

17.1 The Minutes had been copied to all prior to the meeting and all were AGREED to sign as a true record.
17.2 There were no matters arising.

4 CHAIRMAN'S REPORT TO MARCH 2004

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

5 PRESENTATION OF ACCOUNTS 2003 – 2004

19 An unaudited summary of accounts for the previous year had been provided to all showing a balance brought forward of £56,376.08 and carried forward of £73,353.58. All in favour, that the Chairman's report and the accounts be accepted.

6 OPEN FORUM

20 There were no questions or comments

Meeting was closed at 7.15 p.m.

**MINUTES OF ANNUAL GENERAL MEETING OF IMPINGTON PARISH COUNCIL MONDAY 17 MAY 2004
COMMENCING AT 7.15 P.M., IMMEDIATELY FOLLOWING THE ANNUAL PARISH MEETING AT ST
ANDREW'S CHURCH HALL, BURGOYNES ROAD, IMPINGTON**

PRESENT: Chairman Cllr D W Payne, Cllrs H S Abdullah, P D Gooden (also County), M R Lawton, D A Starling (in part), T W Silk, J P Teague, S A Unwin, G B Waters, M Withers
Ms P Nudds (in part and who was co-opted onto Council during the meeting) 3 members of public (some in part)
Dist Cllrs N S Davies and J P Chatfield Mrs L M Marsh Asst Clerk Mrs A Young Clerk

Power Action

1 APOLOGIES

21 Dist Cllr J A Muncey (illness); Cllr D A Starling (would be late)

2 DECLARATIONS OF INTEREST

22 All Councillors reminded to check their Register of Interests with the clerk before the next meeting and make any changes necessary. No interests declared for the meeting although acknowledged most Councillors would have a personal interest in Agenda 20 a) (ii) **All Councillors**

3 OPEN SESSION FOR THE PUBLIC

23 No questions

4 ELECTION OF CHAIRMAN

24 Prop Cllr Teague, sec Cllr Abdullah, all in favour, that Cllr Payne be re-elected Chairman. There were no other nominations and AGREED. The Declaration of Acceptance of Office of Chairman was signed by Cllr Payne.

5 CO OPTION TO PARISH COUNCIL

25 Following due display of the vacancy, one application had been received from Ms Pene Nudds of Clay Close Lane, Impington. Proposed Cllr Unwin, sec Cllr Teague, all in favour, that she be co-opted onto Council. The Declaration of Acceptance of Office of Councillor was signed and Ms Nudds was asked to complete a Declaration of Interests form and return to the clerk. All welcomed her to Council. **PN**

6 ELECTION OF PROPER OFFICERS, REPRESENTATIVES AND COMMITTEES

- 26.1 Vice Chairman Cllr Silk was not standing for Vice Chairman and the Chairman re-iterated his thanks, expressed in his Annual Report to the APM, for all the support given to him by Cllr Silk. Prop Cllr Abdullah, sec Cllr Lawton that Cllr J P Teague be elected Vice-Chairman. There being no other nomination, AGREED
- 26.2 Responsible Financial Officer and Proper Officer / Internal Auditor All in favour that Mrs Young, Clerk, remained as RFO and Proper Officer, and Mr Nick Sloman continue to be employed as Internal Auditor
- 26.3 Burial Ground Committee Cllrs D W Payne, T W Silk, P D Gooden and D A Starling wished to continue to stand. All in favour for these 4 to be elected, together with Cllr G B Waters
- 26.4 Environment Committee Cllrs D W Payne, T W Silk, G B Waters, D A Starling wished to continue to stand. All in favour for these 4 to be elected, together with Cllr P Nudds
- 26.5 Tree Warden Cllrs D A Starling and G B Waters (in consultation), all in favour
- 26.6 Playground Inspectors Cllr T W Silk and H S Abdullah (when Cllr Silk unavailable), all in favour
- 26.7 Youth Committee (advisory body) Cllrs H S Abdullah, M R Lawton, all in favour
- 26.8 Planning Committee All Councillors were on the Planning Committee

7 CONFIRMATION OF VARIOUS COMMITTEES AND OFFICERS

27 All other appointments were confirmed, with exception of resignation from Recreation Ground Management Committee by Cllr Waters, to be replaced by Cllr P D Gooden.

8 MINUTES OF MEETING HELD ON 19 APRIL 2004

28 Approved and signed.

9 MATTERS ARISING FROM PREVIOUS MINUTES

- 29.1 Item 5.1 IVC Meeting now set for 20 May. Cllrs Payne and Waters to attend **DWP/GBW**
- 29.2 Item 5.3 Boundary Review Copy of objection from Cty Cllr Gooden held on file, and acknowledgement from Boundary Committee
- 29.3 Item 13.3 Recreation Ground Committee extra ordinary meeting now called for Tuesday 25th May 8 p.m.

10 TO CONSIDER PLANNING REPORTS

- a) Committee Reports
- 30.1 Committee Report 27 April 2004 copied for all and accepted. Further meeting due 18 May.
- b) Other matters
- 30.2 Local Development Framework response had been submitted. Copies available on request from Parish Office.
- 30.3 Arbury Camp Cllr Payne up-dated Council on negotiations taking place for the commuted sum applicable to the proposed Section 106 agreement. The figures currently being discussed were outlined.
- 30.4 South Cambs Design Guide Comments sought. Cllr Withers to read and report back **MW**
- 30.5 SCDC Travellers Forum Following a suggestion by Dist Cllr Davies, Parish Councils affected by Travellers issues were invited to a Forum on 20 May 2004 at Cambourne. Cllr Gooden agreed to attend on behalf of Impington Parish Council. **PDG**
- 30.6 Milton Landfill Meeting held 13 May 2004. Cllr Teague had attended and reported a problem with flies had emanated from infestation at the chicken farm; the Parish Council's concerns re traffic limitations and weight limits had again been raised, feedback awaited; complaint made re levels of mud on Butt Lane from vehicles leaving the site; contracts with companies stated HGV traffic must access site and leave site via A10. Mr Bastow was leaving post in November. Cllr Teague understood a new cell was soon to be opened, nearer to the road side.
- 30.7 Appeal rear of 17-23 Highfield Road and 15-17 Mill Road 16 dwellings. Appeal had been dismissed by the Inspector. Chairman noted the applicant's consultants proposals for solutions to drainage problems in Impington and asked that the Council consider taking these ideas forward on a future agenda.

11 PLAYGROUND INSPECTORS REPORT

- 31 Cllr Silk reported South Road play area and Doctors Close had both been cut. Brambles at South Road had been cut back by Mr Smith

12 CLERK'S REPORT

- 32.1 Crime figures April: theft (2); criminal damage (1); burglary non-dwelling (2); drug offence (1); motor vehicle unauthorised taking (1). Histon Sector newsletter copied for all. Inspector Ormerod had confirmed no replacement had yet been made for the CBM in Histon and Impington. However, a Community Support Beat Officer was now assigned to the village and would remain for at least 6 months. The Traffic Warden was still under the control of Histon Sector Police Station.
- 32.2 Report on Connections Bus Project received and copied for all

13 DISTRICT COUNCILLORS' REPORT

- 33.1 District Councillors reported on the move of District Council offices to Cambourne.
- 33.2 In the forthcoming District Council elections (10 June) 10 candidates were standing for the 3 positions as District Councillors for Histon and Impington.

14 COUNTY COUNCILLOR REPORT

- 34.1 Arbury Camps County Councillor Gooden reported on meetings attended with Heads of Primary schools where concern had been expressed over an additional school in the area and the possible affect on school rolls. South Cambs were pushing for a decision from County Council. It was understood the proposed school at Arbury Camp would have a 120 roll, with a footprint for 210. Some discussion took place on other facilities users. e.g. Primary Care Trust. Cllr Starling arrived during this item.
- 34.2 Guided Bus Cllr Gooden reported on work being carried out to ascertain where objections were coming from. It appeared 60% were from rail/Cast Iron areas and 40% individual representations and groups. He had requested details on Histon and Impington figures and sought clarity on the process for negotiations with objectors.
- 34.3 Following comments from the Chairman on a recent press release on funding for the guided bus scheme, County Councillor Gooden agreed to investigate and report back. **PDG**

15 FINANCE

- 35.1 Paid in: SCDC 1st half precept £35,000; S Ostavani Burial Plot reserved (non-resident) £160; SCDC Youth Grant for Baseline event 2.5.04 £750; Burial Ground Ashes Smith £32; To be paid in: Plot, interment + 1 reserved space Sharp £404; Histon Parish Council Burial Ground expenses 2003 – 2004 £3,320.25. Payment for reserved space Mudd £80 outstanding, not yet received.
- 35.2 Confirmed payment of accounts prop Cllr Teague, seconded Cllr Lawton all in favour:

Administration and salaries **£1,132.37** £1,132.37
 Burial Ground expenses **£30.04** + VAT £3.51 £33.55

Power Action

- Baseline Youth Event equipment 2.5.04 (to be set against grant and Histon formula to be claimed)
£900 + VAT £158 £1,058.00
- 35.3 Approved payment of outstanding accounts prop Cllr Teague, seconded Cllr Lawton all in favour:
 Site & Maintenance Services Burial Ground fencing **£1,067** + VAT £186.76 £1,253.73
 Print Out Copying paper **£14** + VAT £2.45 £16.45
 Herald Contract Services Triple cut inner areas and South Road play area cut **£240** + VAT £42 £282.00
 Histon & Impington Recreation Ground 1st half payment **£12,236.04** following deduction of Ladybird Playgroup
 payment from DSC budget + Litter picking 1 of 2 payments **£1,204** £13,440.04
 Age Concern – invoice for Histon & Impington Warden Scheme **£1,500** £1,500.00
 (All agreed to seek clarification of nature of the request as an invoice, this being a Special Project payment, not a
 contract)
 Cambridge Water Company **£11.77** £11.77
 Petty Cash **£10.08** £10.08
 Print Out Stationery **£14** Youth Committee **£34.40** + VAT £8.47 £56.87
- 35.4 Audit Audit had been announced 17 May, with inspection period to take place 1 June – 29 June. Audit to be
 submitted for 1 July. Audit statement to be prepared for acceptance at June meeting.

16 ANNUAL REPORTS

- 36 Annual reports from Committees and representatives provided for all. Report on Environment Committee handed
 out at AGM. Reports to be made available on website, at library and copies available on request from parish office.

17 ENVIRONMENT COMMITTEE REPORT

- 37.1 Minutes of 22 April copied for all and accepted. Cllr Nudds left the meeting during this item.
 37.2 Tree works, The Coppice Agreed in future to write to nearby neighbours advising of major tree works carried out.
 37.3 Ivy Clearance Working party to be organised for 19 June 10 a.m. at The Copse to clear problematic ivy
 37.4 Ambrose Way Chairman asked that Committee look at hedging/shrub area on next agenda. **Env Comm**

18 RECREATION GROUND MANAGEMENT COMMITTEE REPORT

- 38.1 Minutes 10 March copied to all
 38.2 Cllr Lawton reported on meeting held 12 May in the parish office, minutes to follow in due course. Chivers Farms
 and their consultants were looking into drainage issues; a fault with the tractor clutch was causing problems; Youth
 Committee had requested consideration be given to siting a youth shelter on the Recreation Ground; problems with
 vandalism in Homefield Park; korfbal tournament had been requested and agreed in principle for July/August. It
 was clarified the Squirrels playgroup had temporarily sited at Stable Rooms, Histon.

19 RECENT CORRESPONDENCE

- 39.1 Circulating file available: Histon Parish Council minutes and various circulars, reports, magazines/leaflets.
 Councillors urged to request and read
 39.2 CALC details of Workshop for Burial Procedures
 39.3 CALC Workshop for Chairmen 3 September 2004
 39.4 CALC Quality Parish & Town Council Initiative up-date
 39.5 CPRE AGM Agenda 19 May 2004
 39.6 CCC Countryside Services Team – Events leaflet details; Rights of Way Improvement Plan questionnaires
 39.7 Community Safety Partnership – Burglaries in Sheds, Garages and Outbuildings – offer of open meeting. Agreed to
 advise Partnership regarding Feast Market on 10 July

20 OTHER MATTERS

- 40.1 (a) Highways & Traffic
 i) No meeting notes available. Chairman confirmed Guided Bus submission was up on the website
 ii) A14 Rat Run Moneys up-date County Council proposals had been discussed at Histon Highways Traffic &
 Transport meeting, to which all Impington Parish Councillors had been invited. Cllr Payne and Histon P Cllr Mason
 had put together notes following the meeting to assist the County in their final proposals to go out to full public
 consultation. Plans were displayed for further inspection by Impington Parish Council.
 iii) Other Highways Matters Letter received from resident of Lone Tree Avenue raising further concerns over noise
 and environmental issues. Response as drafted by Chairman to be made, copied to Cty Cllr Gooden. Highways

- Questionnaire to be completed by Clerk
- 40.2 (b) Youth Advisory Body
Notes for meetings held 5 April and 5 May copied for all. All Councillors invited to NVNC results announcement
Power Action
- 40.3 (c) Ways of Working Together
Report from Keith Barrant circulated at meeting. Deferred to June meeting, with Councillors urged to consider carefully which individuals should become involved in any solutions as recommended in the report. **All Councillors**
- 40.4 (d) Disability Discrimination Act and (e) Local Council Advisory Service Seminar
Council were advised of possibilities available for subscribing to the Local Council Advisory Service (£245 year 1, £135 Year 2) and/or attending a seminar at Great Dunmow at £60 per delegate. All agreed for Cllr Lawton (Health & Safety officer for the Council) to attend the seminar in first instance, including travel expenses **MRL**
- 21 RESOLUTION: “Impington Parish Council is prepared to contribute on the formula (Council Tax base formula) with Histon Parish Council a total of £62,600 towards the inclusion of a Parish Council Office in a new Pavilion building as outlined in the Recreation Ground Development’s Sub Committee’s January 2004 report” Proposed Cllr S A Unwin, seconded Cllr M R Lawton**
- 41 Under standing order No 37 to “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.”
- 22 DATE & PLACE OF NEXT MEETING**
- 42 Next meeting to be held Monday 21 June 2004 at St Andrew’s Church, Burgoynes Rd, Impington, commencing at 7.30 p.m.

The meeting was formally closed at 8.40 p.m.