

**MINUTES OF IMPINGTON PARISH COUNCIL MEETING HELD MONDAY 19 SEPTEMBER 2005 7.30P.M.
AT ST ANDREW'S CHURCH HALL, BURGOYNES ROAD, IMPINGTON**

PRESENT: Chairman Cllr D W Payne Cllrs H S Abdullah, P D Gooden, M R Lawton, P J Nudds, D A Starling, S A Unwin, G B Waters, M J Withers Dist Cllr M J Mason Mrs A Young Clerk **Power Action**

1 APOLOGIES FOR ABSENCE

99 Cllrs Teague (personal); Silk (holiday). Dist Cllrs J A Muncey, J P Chatfield; Cty Cllrs J D Jenkins, M Bradney

2 MEMBERS' DECLARATIONS OF INTERESTS

100 Cllrs Payne and Starling 15b) Expenses account, personal interest; Cllr Payne 17c) Prejudicial Interest New Youth Worker (family friend)

3 OPEN SESSION FOR THE PUBLIC

101 No residents present

4 TO SIGN AND APPROVE MINUTES OF MEETING HELD 18 JULY 2005

102 Prop Cllr Lawton, sec Cllr Abdullah, approved and signed as true record

5 MATTERS ARISING FROM PREVIOUS MINUTES

103.1 Item 79.5 Donations Letter of thanks received from Vitalise

103.2 Item 79.5 Donation to Histon Library (CCC) Impington Parish Council representatives to present awards to children

103.3 Item 86.2 Impington Church Boundary Wall dedication Cllr Payne had attended

103.4 Item 86.3 Broadband Work required to finalise second computer purchase. Cllr Unwin to assist clerks **SAU**

103.5 Item 88.3 Mobile Library not yet written to County Councillors

103.6 Item 84.4 Marked up Homefield map Dist Cllr Mason to contact SCDC Jenny Clark **MJM**

103.7 Item 91.5 Air Quality Letter of thanks from resident for responses on the A14 Consultation and Guided Bus Inquiry

6 TO SIGN AND APPROVE MINUTES AND MATTERS ARISING FROM SGM 25 JULY 2005

104 All in favour to sign as a true record of the meeting, no matters arising

7 RECREATION GROUND MANAGEMENT COMMITTEE REPORT

105.1 Minutes dated 13 July and 1 August 2005 copied for all. Further meeting had taken place 14 September.

105.2 Cllrs Lawton and Gooden reported on discussion at September meeting including: tennis club concerns over condition of courts; continuing dialogue with Histon Football Club; quotes awaited for sandpit; groundsmans house flooded and discussions on house as an asset; preparation of second cricket square; vandalism and criminal damage at Homefield Park and hopes to re-look at the issue of future of Homefield Park

105.3 Development Sub Committee Cllrs Unwin and Lawton reported on site meeting and Committee meeting due 20 September to discuss progress of development. Pavilion now demolished; foundations laid for new pavilion; new sports courts progressing with MUGA base down, and tennis court almost finished. Car park closed to public

8 PLANNING COMMITTEE REPORT

a) Committee Reports

106.1 Committee reports 16 August and 6 September copied for all. Next meeting due 27 September

b) Arbury Camp up-date

106.2 Committee report 25 July copied for all. Plan S/1651/05/RM Willmott Dixon, 6 flats (affordable housing) next Planning Committee

106.3 Mills & Reeve had provided the signed Protocol from SCDC. Held on legal file

106.4 Highways Issues Planning Committee continued to be concerned on the safety audit supplied. Gallagher Estates had clarified the number of lanes proposed along A14 between Girton and B1049 (4); B1049 and A10 Milton (3)

106.5 Newsletter on Arbury Camp provided for each household. Meeting due "in September" not yet held

c) Other Matters

106.6 CCC – Parish Plans Biodiversity information. Refer to Environment Committee **Environment Committee**

106.7 Holiday Inn SCDC confirmed they would prefer to write to Holiday Inn re unauthorised banners

106.8 Unwins Seeds premises now vacant. Bidwells confirmed work on site was of archaeological nature. Site to be marketed as soon as possible as employment use. Parish Council provided with a contact number for Unwins for security purposes. Dist Cllr Mason advised a flood risk assessment was being carried out.

9 ENVIRONMENT COMMITTEE REPORT

107.1 Minutes 6 September copied for all and accepted

- 107.2 Chivers Farms agreement in principle change of use play area Doctors Close. Committee considering use as orchard **Power Action**
- 107.3 Walkabout 4 October Cllrs urged to let Clerk/Cllr Nudds know of areas to include in annual walkabout with CCC Highways Officer **All Councillors**
- 107.4 Bus Stop Cambridge Road request from resident for bus shelter. Agreed to respond Environment Committee to consider at next opportunity; no budget this year; verge may be too narrow for preferred type of shelter. Confirmed installed cost of type previously provided £2,500, with County Council running scheme to meet half costs this year.

10 BURIAL GROUND COMMITTEE REPORT

- 108 Minutes 17 August 2005 copied for all and accepted.

11 PLAYGROUND INSPECTORS REPORT

- 109.1 Cllr Abdullah advised litter pick required Doctors Close. Metal gatepost in entrance to be collected and disposed of.
- 109.2 South Road was in good condition. Residents annual cricket match had taken place 7 September.

12 CLERK'S REPORT

- 110.1 Recent crime figures copied/mailed to all and Histon Sector Newsletter. Details on proposed new "Neighbourhood Panels" provided. No direct Parish Council involvement, although District and County Councillors may be invited
- 110.2 Passing of Professor Sir Hermann Bondi, resident, had been noted. Agreed to write to Lady Bondi in condolence.
- 110.3 Histon Parish Council had paid out of pocket expenses to expert witness acting on behalf of Histon and Impington Parish Councils at Guided Bus Inquiry. MAS Environmental (£425 + VAT) and invited Impington PC to pay half. Prop Cllr Nudds, sec Cllr Unwin all in favour to pay £212.50, to be vired from other budget headings.

13 DISTRICT COUNCILLORS' REPORT

- 111.1 Dist Cllr Mason reported on Area Joint Committee held 12 September a) Trial measures at junction of High Street/Station Road 2 petitions had been presented. David Brace had referred to a number of letters from Histon and Impington residents supporting the scheme. Decision made for trial scheme to run full statutory period, to 30 November. Special meeting of AJC to then make decision on permanent implementation; modification; or reversion. All residents able to make further representations in that timescale. Unlikely that proposed scheme for the southern end of War Memorial/Station Road would proceed. b) Kings Hedges Road Junction (Arbury Camp). Dist Cllr Mason continued to investigate position with "bus priority measures"
- 111.2 Article 4 Directions for Villa Road/South Road and Clay Close Lane land now confirmed by ODPM (as at 25 June 2005). Dist Cllr Mason confirmed entry on land charges register would remain. He agreed to follow up request to include further area of land **MJM**
- 111.3 Flooding Report on action since exceptional rainfall seen on 9 September. Photographic evidence and reports being compiled. Land Drainage Manager at SCDC had advised on work planned at Ambrose Way site. Station Road appeared to be largely blockage in County road drain; 164 award drain not at fault. Discussion followed on need to continue to emphasise and fight drainage issues when planning applications made in the area. Cllr Gooden confirmed he had contacted CCC, due to visit Impington Lane on 20 September. Chairman intended to include any information or pictures in next Council quarterly report.
- 111.4 New SCDC Tax Bills Dist Cllr Mason undertook to investigate timing of revised bills for householders **MJM**
- 111.5 Standards Board Dist Cllr Mason confirmed a consultation review panel item was to be included on next agenda. Grace Everson and Michael Farrar had been appointed as SCDC representatives on the Standards Committee

14 COUNTY COUNCILLOR REPORT

- 112 No County Councillor present. Agreed to request a written report in future if unable to attend

15 FINANCE

- 113.1 Confirmed payment of accounts, prop Cllr Unwin, sec Cllr Abdullah, all in favour:
- | | |
|--|-----------|
| Administration and salaries M4 £1,131.54 | £1,131.54 |
| Burial Ground expenses £18 + VAT £3.15 = | £21.15 |
| H C Roper Bus Shelter cleans £31 | £31.00 |
| SCDC Trade Waste quarterly charge £105 + VAT £18.38 = | £123.38 |
| Administration and salaries M5 £1,164.02 | £1,164.02 |
| Burial Ground expenses £7.36 + VAT £1.28 = | £8.64 |
| Herald Contract Services see Item 89.4 £1,140 + VAT £199.50 = | £1,339.50 |
| Herald Contract Services Triple cut 21.7.05 £240 + VAT £42 = | £282.00 |
- 113.2 Approved payment of outstanding accounts, proposed Cllr Unwin, sec Cllr Abdullah, all in favour:

Site & Maintenance Services relocation of parish notice board **£30** + VAT £5.25 = £35.25
 Derinda Starling Expenses Flower Festival (Cllr Starling declared personal interest) **£33** £33.00

Power Action

Herald Contract Services Verge cut 9.8.05, triple cut 11.8.05 and 24.8.05 **£820** + VAT £143.50 = £963.50

Denis Payne expenses (Cllr Payne declared personal interest) **£11.65** + VAT £0.48 = £12.13

Petty Cash **£24.48** £24.48

Site & Maintenance Notice Board emergency repair **£40** + VAT £7 £47.00

113.3 Paid in: Burial Ground – Doggett Inter + reserved plot £250; Memorial Taylor £50; Memorial Bandorski £50

Other: CCC Grass cut grant £1,659.83; SCDC Second half precept £36,000

113.4 To consider Internal Auditors recommendation suggesting Finance Committee be set up, suggesting responsibilities for periodically checking bank reconciliations and asset register. Following suggestion of Finance & Staffing Committee, agreed to prepare Terms of Reference, to take in representatives of current Precept Committee and Insurance Review for agenda item October. Noted a joint meeting to be called on employment issues imminently.

113.5 Report on first drawdown of Histon Parish Council PWLB loan. Drawdown of first tranche £331,000 requested by Histon PC. Joint meeting to discuss Heads of Agreement not yet convened. Second tranche to cover parish office costs. Confirmed, all in agreement, Impington PC would fund parish office entirely from PWLB, noting this had increased since precept and budgets set. VAT position still unknown.

16 RECENT CORRESPONDENCE

114.1 Circulating file available: Histon Parish Council minutes and various magazines/leaflets. All Cllrs urged to read

114.2 CALC AGM details October 15th; Risk Assessment Training Saturday 1 October

114.3 SCDC War Memorial Gazetteer

114.4 Age Concern – Community Warden Services information

114.5 CCC Grant Aid application forms held on file

114.6 Impington Church. Invitation to choose a hymn for Harvest Songs of Praise 2 October and attend. Mrs Payne had agreed to choose an appropriate hymn on Council's behalf.

114.7 CCC Priorities and Budget Strategy 2006-2010. Parish Council requested to structure views by end October. All agreed this not feasible in the time given and agreed each Councillor respond individually. **All Councillors**

17 OTHER MATTERS

(a) Highways & Traffic

115.1 i) Histon Parish Council Highways Traffic & Transport Committee Minutes 4 August and 8 September copied to all and accepted. Next meeting 6 October.

115.2 ii) Traffic Calming Parish Cllrs had met informally and usefully with Traders (no notes available). The sole focus of the meeting had been High Street/Station Road treatment. Public meeting in November planned for residents to feedback. AJC meeting see item 111.1 a)

115.3 iii) Lorry movements Milton Road Letter from resident Woodcock Close regarding problems with HGVs received. Agreed to copy to Mr Roweth HCV Route Manager at CCC, asking for progress on improved signage and conciliatory discussion with drivers. Cllrs reported increases in articulated lorries using Crescent and South Road.

115.4 iv) Cycle Route Repair concerns had been passed to County and City Council

115.5 v) Milton Interchange details of work commencing 15 August received

(b) The Copse

116.1 Title Information document received and held on legal file

116.2 Guided Bus Transport & Works Order relating to Copse. Dist Cllr Mason agreed to investigate **MJM**

116.3 Histon Football Club Holdings Limited All correspondence copied for all. HFC Holdings Limited confirmed could only offer Parish Council 6 month termination lease on their part of Copse. Following discussion on on-going maintenance, public access, possible required signage, agreed to advise Holding Co Parish Council not prepared to enter into such a lease, and request sight of public liability cover note. Council to remind Holding Co responsibility for maintenance and insurance would revert to themselves. Noted Parish Council may wish to proceed with claiming adverse possession title, and TPOs would need legally revising following new divided ownership.

(c) Youth Advisory Body and Youth Matters

117.1 No notes available. Report on new youth worker Andrea Cramp who had commenced in post 16 August. She had met IVC staff and other youth workers. Monday night sessions now being publicised. Internet Café not yet in place

117.2 SK8 Club Some ramps had been disposed of, with others for sale. Cllr Abdullah had met with Rec Gd Management Committee to look at possibilities for skatepark. Fully costed design to be drawn up for consideration

18 DATE & PLACE OF NEXT MEETING

118 **Monday 17th OCTOBER 2005, 7.30 p.m. at St Andrew's Church Hall, Burgoynes Rd, Impington**
Meeting formally closed at 9.45 p.m.