

MINUTES OF IMPINGTON PARISH COUNCIL MEETING HELD MONDAY 19th JUNE 2006 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, P J Nudds, T W Silk, S A Unwin, G B Waters
Cty CllrS D Jenkins and M Bradney (in part); Dist Cllrs M J Mason and Davies
Mrs A Young Clerk

Power Action

1 APOLOGIES FOR ABSENCE

53 Cllr Lawton (work), Withers (holiday), Teague (holiday); Dist Cllr Chatfield

2 MEMBERS' DECLARATIONS OF INTERESTS

54 13b) Cllr Unwin Prejudicial Interest Chairman Friends of the Rec

3 OPEN SESSION FOR THE PUBLIC

55 No public present

4 TO SIGN AND APPROVE MINUTES OF MEETING HELD 15 MAY 2006 (ANNUAL GENERAL MEETING)

56 Prop Cllr Abdullah, sec Cllr Waters, all in favour, approved and signed as true record.

5 MATTERS ARISING FROM PREVIOUS MINUTES

57.1 Item 32.3 School Governor correspondence to be forwarded to Junior School

57.2 Item 34.2 Kings Meadow Residents Association Cllrs Payne and Silk to meet representatives 22 June **DWP/TWS**

57.3 Item 34.5 Quality Council presentation date 7 July. All welcome

57.4 Item 37.3 Recreation Ground Signage Clerk working with Development Group in talks with County **DEV GP**

57.5 Item 39.1 Histon-Oakington Footpath/Cycleway Cllr Jenkins confirmed further work on partial completion was due

57.6 Item 44.4 Church verge Environment Committee had not included on agenda. Cllr Nudds and Clerk to work on recommendations **PJN / Clerk**

57.7 Item 46 Progress with Casual Vacancy Co-Option would take place September meeting if no bye election called. Discussion on agenda at Kings Meadows meeting 22 June

57.8 Item 47.2 Register of Interests Cllr Withers had not yet checked and initialled entry **MW**

57.9 Item 49 Local Authority Byelaws in England Environment Committee had discussed further and decided a review may be of benefit

6 MATTERS ARISING FROM ANNUAL PARISH MEETING

58 Draft minutes provided. Item 27.1 Homefield Park Next agenda Environment Committee **Environment Comm**

7 RECREATION GROUND MANAGEMENT COMMITTEE REPORT

59.1 No minutes available

59.2 Cllr Unwin reported on discussions 14 June before Half Yearly meeting. Request for cycling event by IVC turned down. Junior Tennis for Histon Feast to take place at Recreation ground. Cllr Unwin agreed to check progress on any plans to reinstate footpath lighting beside tennis courts **SAU**

59.3 Chairmen of Histon and Impington PCs together with Cllr Davies to meet to discuss reserves and options for Rec Ground Development funding timing issues

8 ENVIRONMENT COMMITTEE REPORT and PLAYGROUND INSPECTORS REPORT

60.1 Minutes 5 June copied for all and accepted. Noted post meeting "Caxton" was in fact "Hilton"

60.2 Coronation Seat. Confirmed quotes being sought for replacement metal seat

60.3 Cllr Nudds advised 18 tons of chippings had been done to date by Black Gold Project

60.4 Clay Close Lane verge damage. Cllr Nudds had raised problems with County Council. Cllr Chatfield had suggested Histon Highways Traffic & Transport look at issues

60.5 Health & Safety confirmed 10 litter pickers to be purchased. Cllrs Lawton and Nudds continued to discuss possible purchase of hi-vis jackets for volunteers **Litter Act 1983 ss 5 & 6**

60.6 Cllr Silk reported Doctors Close play area awaited grass cut. Other grass cutting issues discussed. Agreed to contact David Gilkes at County re kerb vegetation now requiring urgent spraying

60.7 Clay Close Lane Trees Quotes for annual survey would be sought **PHA 1987 s 164; OSA 1906 ss(& 10**

9 PLANNING COMMITTEE REPORT

61.1 a) Committee Reports 30 May, 13 June copied for all, accepted. Next meeting 11 July

- 61.2 Histon FC All 3 Dist Cllrs had written with representations to SCDC Development Control. Approval given subject **Power Action** to conditions yet to be detailed. Parish Council discussed highways issues with Cty Cllrs Jenkins and Bradney
- 61.3 b) Arbury Park Minutes 17 May copied for all and accepted. Additional work on street naming, agenda item next sub committee meeting **Arbury Park Sub Comm**
- 61.4 George Wimpey applications and for school to go to Development Control. Discussion on hotel and Sec 106
- 61.5 c) Other Planning Matters LDF more consultation papers received and copied to Cllrs Payne and Mason. Cllr Payne drew attention to 3 sites in Impington, near to Holiday Inn; Clay Close Lane; Unwins Trials Ground. Responses required by 28 July. Agreed joint response with Histon PC on all 3 should be prepared. Any Cllr willing to participate in preparing responses to contact Clerk or Dist Cllr Mason

10 CLERK'S REPORT

- 62.1 Crime reports Histon Sector reports forwarded to all on email
- 62.2 Office clean Hovells Cleaning Services engaged to clean twice monthly, on formula payments
- 62.3 Purchase of office equipment and storage racking Quotes sought. Fridge purchased. New telephone/fax machine required, clocks etc. Budget in place
- 62.4 Signage for Parish Office Quotes sought
- 62.5 Risk Assessment for office Recreation Ground Management Committee had drawn up assessment

11 DISTRICT COUNCILLORS' REPORT

- 63.1 Dist Cllr Davies reported on up-date meetings attended, particularly Arbury Park
- 63.2 Dist Cllr Mason reported on new Committees at SCDC
- 63.3 Dist Cllr Mason on North West Area Action Plan Reference Group (looking at development of 1800 houses between Huntingdon Road and Cambridge Road, Impington) Also serving on Gypsy & Traveller Plan Document Reference Group looking at provision of sites throughout District. Reports on Park & Ride consultation and important issue of traffic in Butt Lane, and footbridge over A14. E Mail from resident received supporting Parish Council's concerns over traffic issues
- 63.4 Confirmed no Histon & Impington District Councillor was on Development Control Committee but all 3 could write in with representations each Committee

12 COUNTY COUNCILLOR REPORT

- 64.1 Written reports copied to all from Cty Cllrs Jenkins and Bradney.
- 64.2 Cty Cllr Jenkins reported on decision expected on Guided Bus; meetings with cyclists regarding Arbury Park/A14 area; discussions on cyclepath Milton-Impington; Oakington Airfield road to be fitted with gate; campaign on support for proposed parking for Guided Bus at Histon Station; attempts to get 40 mph limit on B1049 and difficulties and inconsistencies involved
- 64.3 Cty Cllr Jenkins left meeting
- 64.4 Further discussion on guided bus decisions and delays seen and possible impacts on Northwtowe; proposed congestion charging in Cambridge. Cty Cllr Bradney left meeting

13 FINANCE

- 65.1 Confirmed payment of accounts, prop Cllr Nudds, sec Cllr Abdullah, all in favour:
- | | |
|--|-----------|
| Administration and salaries M2 £1,344.98 (including S106 fund overtime) | £1,344.98 |
| Burial Ground expenses £24.03 + VAT £4.20 = | £28.23 |
| PWLB Freehold loan 2 of 50 £1,251.06 | £1,251.06 |
| PWLB Office loan 1 of 50 £1,486.02 | £1,486.02 |
- 65.2 Cllr Unwin declared prejudicial interest (Chairman Friends of the Rec) and left the room for this item. Approved payment of outstanding accounts, prop Cllr Nudds, sec Cllr Abdullah, all in favour
- | | |
|--|------------|
| Youth: Total Computing Systems Ltd Call Out £49 + VAT £8.58 = | £57.58 |
| Friends of Histon & Impington Recreation Ground Basketball Trickster Fun Day 1.5.06 £400 | £400.00 |
| Other: H C Roper 2 bus shelter cleans £31 | £31.00 |
| Herald Contract Services Verge cut 15 May, inner cuts 15 May and 30 May £820 + VAT £143.50 = | £963.50 |
| Print Out Newsletter (zero rated part) £121.60 + newsletter (17.5% VAT) £22.80 + other stationery (Unwins application) £5.72 = £150.12 + VAT £4.99 = | £155.11 |
| Histon & Impington Recreation Ground 2 nd half payment £11,959.88 + litter pick payment £1,352 = | £13,311.88 |
| Site & Maintenance Services Removal and disposal of rotted seat Pine Court £25 + VAT = | £29.37 |
| Burial Ground: Cambridge Water Company Water rates £13.44 | £13.44 |
| The Mower People Cable and oil for Ranger Pro and Ranger £27.61 + VAT £4.83 = | £32.44 |

Not to be paid yet pending discussion on site of some markers:

J P Webster Construction Limited Boundary marking The Copse **£600** + VAT £105 = £705 (half to be re-imbursed by Histon Football Club Holdings Limited) £705.00

Power Action

Cllr Unwin returned to the room

- 65.3 Paid in: Burial Ground fees 06-07: Gothard Interment and reserved plot (non-resident) £500; Reserved ashes plots x 2 Matthews £80; Doggett memorial £50 Other: VAT Refund £5,024.83; CCC Grass cutting grant £1,349.11; Histon PC Burial Ground expenses 05-06 £2,832.94; SCDC Recycling credit- final payment £717.42
- 65.4 Correspondence. None
- 65.5 Insurance up-date. Mower now added, footway lights issues noted. Fidelity Guarantee increased to £146,000. Increase in premium waived
- 65.6 g) Formal acceptance by Council of Audit Statement and accounts
Chairman authorised to complete statement and to sign return on behalf of the Council. Proposed Cllr Payne, seconded Cllr Abdullah, all in favour, approving the accounts and accepting the Statement of Assurance.
- 65.7 Report from Internal Auditor and Clerk copied for all. Profit & Loss Budget –v- Actual April/May copied for all

14 RECENT CORRESPONDENCE

- 66.1 Circulating file available: Histon Parish Council minutes and various magazines/leaflets
- 66.2 Commonwealth War Graves Commission – transfer of burial rights deferred Committee 26 June **Burial Gd Comm**
- 66.3 CALC courses, details from the Clerk
- 66.4 SCDC Village Housing Needs Surveys. No longer undertaken unless PCs pay £14.50 per 100 households
- 66.5 SCDC Election of Parish Council Member to Standards Committee, Parish Council asked to vote. Prop Cllr Gooden, sec Cllr Abdullah, 4 in favour, 3 abstentions, to vote Dave Kelleway on behalf of Impington PC
- 66.6 Cambridge Water Village Life Fund details
- 66.7 NALC – Community Empowerment Awards details
- 66.8 Sheltered Housing Scheme Drop Ins during June details

15 HALF YEARLY REVIEW OF DONATIONS

- 67.1 2 applications received. Council noted budget of £650 set for donations, plus a Special Projects budget of £1,500.
- 67.2 Cambs County Council “Reading Voyage” Prop Cllr Payne, sec Cllr Unwin, all in favour, that Impington Parish Council in accordance with its powers under **sections 137 and 139 of the Local Government Act 1972**, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure:- “to donate £70 to Cambs County Council “Reading Voyage”
- 67.3 Histon & Impington Open Gardens 2007 Request for “pump-priming” for new event in 2007 of £75. Members were unclear if this request fitted with policy to support local charities benefiting Histon and Impington residents only. Council did wish to encourage local community events however and prop Cllr Unwin, sec Cllr Gooden, all in favour, that Impington Parish Council in accordance with its powers under **sections 137 and 139 of the Local Government Act 1972**, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure:- “to donate £50 to Open Gardens in Histon and Impington 2007, care of Judy Wilson.” To point out the current policy and suggest other forms of free publicity available
- 67.4 Mobile Warden – Age Concern had requested payment of £1,500 agreed at Precept. Prop Cllr Abdullah, sec Cllr Unwin, all in favour that Impington Parish Council in accordance with its powers under **sections 137 and 139 of the Local Government Act 1972**, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure:- “to donate £1,500 to Age Concern for use in the Histon & Impington Mobile Warden Scheme.” Agreed to request details of how Age Concern ensure central records are kept of services provided to our residents

16 OTHER MATTERS

(a) Highways & Traffic

- 68.1 Histon Highways Traffic & Transport Committee minutes 16 February and 1 June copied for all and accepted. Richard Preston, CCC, had attended Histon PC June meeting on recent safety audit carried out at junction of High Street and Station Road, Histon.
- 68.2 Traffic Regulation Orders reports on proposals for 40 mph and 30 mph limits Cambridge Road south of A14 and various cycle provisions. Cllrs Payne, Jenkins and Bradney had all responded to orders
- 68.3 Flooding Cllr Payne to produce report on discussions held in December 2005 as assistance anticipated from expert local resident had not materialised. Next agenda. Discussion on clearance of ditches and kerbing, especially in South Road area. Council wished to identify affordable plan to minimise risk of flooding in future **July agenda**

- 68.4 Cambs County Council HCV Controls Robert Roweth advised PCs of new on-line route map details to direct drivers more easily and efficiently through the County
- 68.5 Guided Bus, "Challenge of Congestion in Cambridgeshire" Park & Ride consultation all covered in Cty Councillors Report item 12

Power Action

(b) Youth

- 69.1 Notes 22 May copied to all and accepted.
- 69.2 Cllr Abdullah reported on plans to meet Youth Patch worker to discuss recent changes to County Youth Service
- 69.3 Cllr Abdullah up-dated Council on work of Andrea Cramp, Youth Worker

(c) Newsletter – including Principles and Priorities

- 70.1 Draft policy copied to all. Following 2 alterations, agreed to accept (Appendix 1). Discussion on possible inclusion in future of articles from bodies supported financially by PC.
- 70.2 Next newsletter (to include Chairman's Annual Report and Accounts summary) to be prepared in readiness for Feast Market 8 July. Cllrs Unwin and Nudds had submitted articles to Cllr Payne for inclusion

(d) Forward Planning

- 71 All Cllrs requested to consider how the Parish Council should approach the future, as a responsive Council, or as a proactive Council. Deferred to next agenda

July agenda

(e) Feast Market

- 72 Displays confirmed, Rota drawn up for manning the tent

18 DATE & PLACE OF NEXT MEETING

- 73 Next meeting due Monday 17 July, due to commence at 7.30 p.m. at **St Andrew's Church Hall, Burgoynes Rd, Impington**

This part of the meeting closed 10.20 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 instructed to withdraw.