

MINUTES OF IMPINGTON PARISH COUNCIL MEETING HELD MONDAY 19 MARCH 2007 7.30P.M. AT ST ANDREW'S CHURCH HALL, BURGOYNES ROAD, IMPINGTON

PRESENT: Chairman Cllr D W Payne, Vice Chairman Cllr J P Teague Cllrs H S Abdullah, P D Gooden, M R Lawton, P J Nudds, G S Payne, S A Unwin, G B Waters Dist Cllrs N S Davies, M J Mason Dist Cllr J P Chatfield (in part) Cty Cllr M Bradney Mr Brian Ing (co-opted during meeting)

Mrs A Young Clerk

Power Action

1 APOLOGIES FOR ABSENCE

199 Cty Cllr Jenkins. Dist Cllr Chatfield (would be late); Vanessa Kelly

2 MEMBERS' DECLARATIONS OF INTERESTS

200 Cllr Payne 19 Prejudicial Interest (lives opposite)

3 OPEN SESSION FOR THE PUBLIC

201 None present

4 TO SIGN AND APPROVE MINUTES OF MEETING HELD 19 FEBRUARY 2007

202 Prop Cllr G Payne, sec Cllr Waters, all in favour, approved and signed as true record, including "in Committee"

5 MATTERS ARISING FROM PREVIOUS MINUTES

203.1 Item 184.1 Police reports emailed as received. Profile Up-date, also up on Police website. Cllr Payne reported on Neighbourhood Panel meeting 7 March where Histon and Impington had been identified as priority area

203.2 Item 184.3 Trevor Silk Mr Silk had written following reception thanking members

203.3 Item 184.4 Gatekeepers Hut Cllr Teague to follow up charitable contact in Norfolk

JPT

203.4 Item 193.3 SCDC Lettings Policy Consultation (Protocol) response made

203.5 Item 193.5 Homefield & Hereward Close Residents Group Residents members had contacted PC and raised various issues, passed to relevant authorities

203.6 Item 193.6 War Memorial extract from Histon Environment Committee minute noted

203.7 Item 193.7 Flower Festival, Histon Agreed Cllr Teague to provide display, expenses covered **LGA1972 s 144**

203.8 Item 194.4 Parking Resident of Villa Road had reported inconsiderate parking on pavement. Referred to Police

6 CO OPTION

204.1 3 applicants had come forward, one of which, Ian Cooper, had now withdrawn

204.2 2 vacancies existed with 2 applications. Proposed Cllr Teague, sec Cllr Lawton, all in favour, to co-opt Mr Brian Ing and Ms Vanessa Kelly to the Parish Council. Cllr Ing signed Declaration of Acceptance of Office and took part in remainder of meeting. Entry for Register of Interests to be submitted within 28 days. Ms Kelly had given apologies for absence due to illness and would be asked to sign the forms prior to next meeting

204.3 Council welcomed Cllr Ing and Chairman outlined plans to arrange in-house induction at the Parish Council office for the 2 new co-optees and any other recent members, with the Chairman and Clerk **BSI/VAK**

7 RECREATION GROUND MANAGEMENT COMMITTEE REPORT

205.1 Minutes 24 January copied for all and accepted

205.2 Meeting due 14 March deferred to 21 March due to illness

205.3 Cllr Davies advised specialist from PEM confirmed there would not be VAT liability as previously reported

205.4 New tractor in use at Recreation Ground

205.5 Histon PC had applied to draw down £40,000 loan, as agreed

205.6 Rec Forum continued to meet. Flyer on activities to be produced

8 PLANNING COMMITTEE REPORT

206.1 a) Committee Reports 6 March copied for all and accepted. Next meeting due 20 March. A14 widening – copy of letter to Highways Agency available on request

206.2 b) Arbury Park reports 6 March copied for all and accepted. Next meeting due 20 March. Design Panel meeting due 26 March cancelled. Cllr D Payne to attend walkabout 27 March **DWP**

206.3 c) Other Park & Ride CCC Development Control to consider application 26 March. Cty Cllr Jenkins to speak

206.4 SCDC Tree Warden workshop. Cllr Waters to attend 27 March **GBW**

206.5 RSS14 As agreed, comments submitted on behalf of Impington PC by Cllr D Payne, broadly in line with those submitted by County and SCDC

206.6 Community Workshop Northstowe 17 March. Cllr D Payne attended and reported on proposals to establish a new Community Development Trust. Dist Cllr Mason reported on a similar Northstowe briefing for County, District and

9 ENVIRONMENT COMMITTEE REPORT

- 207.1 Minutes 1 March 2007 copied to all and accepted
- 207.2 Cllr Nudds had met Acacia to discuss outstanding work and work already carried out. To return to carry out some work omitted and may re-issue invoice
- 207.3 Environmental Policy copied to all (Appx 1). Supporting plan papers supplied at meeting, requesting input from all. Following discussion on how the Council could achieve the policy item, and the need for goals, prop Cllr Nudds, sec Cllr Lawton, all in favour, to accept the policy in order to raise awareness. Cllr Nudds proposed a specific meeting be arranged to look at the plan, involving residents where possible
- 207.4 Litter Bin request Litter pickers /volunteer workers had suggested litter bin at bus stop outside Whaling Commission Station Road. Prop Cllr Abdullah, sec Cllr Nudds, all in favour and all agreed to work towards providing a bin identical to bin recently installed at bus stop on Cambridge Road, up to £200. Cllr Nudds confirmed the size was appropriate for the site **Litter Act 1983 ss5,6**
- 207.5 Environment Work The Coppice Cllr Nudds reported gate from Cambridge Road unstable and posts broken and cars were accessing land. Site & Maintenance had been asked for advice on remedial work. Following lengthy discussion on possible action finally agreed to retain gate if possible, install new posts and re-hang existing (treated) gate. Agreed single quote from Site & Maintenance be accepted and work carried out as soon as possible as Council acknowledged flytipping dangers and had knowledge of quality of work/reasonable price levels
- 207.6 Village Sign Cllr Nudds had received various designs and would take to next Environment Comm **PJN**
- 207.7 Recent Correspondence meeting to be arranged between Histon PC, Impington PC representatives and Richard Preston at CCC to discuss bollard design; SCDC Graffiti Removal Service Indemnity All agreed to sign indemnity for Parish Council owned property. SCDC asked that residents contact them direct with reports of graffiti on 08450 450 500 or email communitysafety@scams.gov.uk; Local Access Forum meeting dates March – November received; Wildlife Trusts information leaflets “Willows” received.
- 207.8 Land at 20 The Coppice Following approach from resident regarding transfer of land, noted meeting to be arranged
- 207.9 Enviro Volunteers Cllr D Payne proposed vote of thanks to Enviro Group led by Pene Nudds. All agreed to write thanking them for work carried out in the village, particularly the recent work on hedges. Cllr Nudds advised the group would like to plant further hedging at the Copse 25 March and a second pack of cold grown trees would be purchased from SCDC at cost of £50, from grant funding received (Village Life Fund). Agreed **RTRA 1984 s72**
- 207.10 Cllr Teague thanked all involved in daffodil planting for wonderful display again this year

10 CLERK’S REPORT

- 208.1 Written report provided including: Tree works carried out in Burial Ground; 3 new trees delivered for planting, one a memorial tree purchased on behalf of relative; Information article submitted to Histon & Impington brochure for publication and distribution – PC Chairmen in discussion on content; £40,000 loan applied for by Histon Parish Council, funds expected 26 March. Repayments scheduled for April and October; Comments on trees in Homefield park bordering Hereward Close addresses forwarded to Rec Ground Committee for consideration; Graffiti in Hereward Close area reported
- 208.2 Problems raised by residents with drainage St Andrews Way, lifted slabs Cambridge Road and traffic lights referred to SCDC and County Council. Excellent OFSTED report for Early Years Centre. Agreed to write congratulating Head Teacher and staff

11 CHAIRMAN’S REPORT

- 209.1 Copied to all (Appendix 2) and noted.
- 209.2 Newsletter All input encouraged. Chairman advised the deadline w/c 10 April. Mapping Chairman suggested obtaining a GIS package. No particular comment, but felt useful for planning meetings. Certificate for Service Agreed in future a certificate would be prepared for any Councillor with more than 5 years service to Impington Parish Council Speed Checks Cllr D Payne to accompany PCSOs on session. Agreed to include Milton Road any time of day and Cambridge Road after 6pm if possible.

12 DISTRICT COUNCILLORS’ REPORT

- 210.1 Dist Cllr Mason reported on South Cambs Mentoring arrangements; Scrutiny Committee issues; LDF; Northstowe, possible extension of 2000 dwellings; Govt proposals for joint planning committees to look at major developments; flooding and drainage matters
- 210.2 Dist Cllr Davies reported on work with South Cambs officers to organise a community wellbeing day in Impington in September
- 210.3 Dist Cllr Chatfield arrived at meeting and reported on progress with correspondence with Stagecoach on possible additional bus stop at southern end of Cambridge Road; issues for residents of Roselea in South Cambs Refuse

vehicles; no progress yet made with Paul Quigley re street lights at St Andrews Way. Noted no invoice yet received for street lights, although had been chased.

Power Action

210.4 Cllr Gooden asked Dist Cllr Chatfield to enquire of South Cambs why a bus direct to CRC was not yet possible

13 COUNTY COUNCILLORS' REPORT

211.1 Reports copied to all and accepted.

211.2 Cty Cllr Bradney reported further on dismay at inclusion of link road from Oakington to Northstowe

211.3 Cllr G Payne requested Cllr Bradney investigate why traffic lights were not possible from say 6pm to 8am weekdays at road closure in Gatehouse Road, Histon to help commuter costs

14 FINANCE

212.1 Confirmed payment of accounts, prop Cllr Unwin, sec Cllr G Payne, all in favour:

Administration M11 <u>£1,090.27</u>	£1,090.27
Burial Ground expenses <u>£4.07</u> + VAT £.71p =	£4.78
212.2 Prejudicial interests Cllrs Abdullah and Teague (expenses claims), and did not vote. Approved payment of outstanding accounts, prop Cllr Unwin, sec Cllr G Payne, all in favour	
CPRE Renewal of subscription <u>£27</u>	£27.00
Print Out Stationery <u>£14</u> + VAT £2.45 =	£16.45
ESPO First aid <u>£24.95</u> + Office reqs <u>£16.96</u> + VAT £7.34 =	£49.25
Mower People Services and parts Burial Ground <u>£207.03</u> + VAT £36.23 =	£243.26
Mower People Services and parts Burial Ground <u>£97.96</u> + VAT £17.14 =	£115.10
Mower People Services and parts Burial Ground <u>£75.39</u> + VAT £13.19 =	£88.58
Roger Hovells Clean 2 bus shelters March 2007 <u>£35</u>	£35.00
SCDC Rates on Cemetery shed <u>£79.50</u>	£79.50
Base Line Youth payment – deposit for Open Day Archery 7.5.07 <u>£275</u> + VAT £48.13 =	£323.13
Petty Cash Imprest account <u>£15.96</u>	£15.96
Histon Parish Council Annual War Memorial expenses <u>£293.75</u>	£293.75
Histon Parish Council Quarterly expenses <u>£185.81</u>	£185.81
Recreation Ground Salary re-imburement Sec 106 hours only <u>£332.43</u> (transfer No 2 a/c)	£332.43
O J Marsh Youth payment Sports Club Half term <u>£22.50</u>	£22.50
SCDC Tree pack <u>£50</u>	£50.00
Acacia Tree Surgery Supply of trees and tree work Burial Ground <u>£330</u> + VAT £57.75 =	£387.75
H S Abdullah (declared prejudicial interest) Expenses for flowers at reception <u>£8.51</u> + VAT £1.48	£9.99
J P Teague (declared prejudicial interest) Expenses for reception <u>£53.77</u> + VAT £9.40 =	£63.17
Kings Meadow Garden Project Donation <u>£200</u>	£200.00
Zurich Insurance Renewal (item 212.7 refers) <u>£940.58</u>	£940.58
CALC ABA Subscription <u>£56.50</u>	£56.50

212.3 Paid in: Burial Ground: Memorial Gothard £60; Inter + reserved space Fawcett £300

212.4 Correspondence Thank you letters Cambridgeshire Police Shrievality Trust “Bobby Scheme” and Victim Support for donations received

212.5 Internal audit due 22 March for final half year check, with Internal Audit after end of financial year. New IA required 2007-08, advertisement required

212.6 Risk Assessment process. Agreed to complete review of comments for Finance Committee to consider 6 June.

Finance Comm then to advise Cllrs Lawton and Abdullah on all progress for formal review in June. Cllr Lawton had held discussions with new Histon PC Health & Safety Officer on procedures in place

Finance Comm

212.7 Zurich Insurance had quoted £895.79 + Tax. Full review carried out 2006-07. Agreed to accept quote and pay premium as passed under 212.2. Finance Comm to review cover 6 June. Clerk to advise Zurich of any change in Fidelity required for 2007-08 (currently £146,000)

15 RECENT CORRESPONDENCE

213.1 Circulating file available on request: Histon Parish Council minutes and various magazines/leaflets

213.2 Schedule of Public Consultation dates provided by SCDC

213.3 SCDC Dial-a-Ride; Election notices; Housing Survey 2007 details and Housing Strategy Consultation responses required by 7 June

213.4 Post office Network Closure Review – response by Cllr Abdullah on behalf of Parish Council

16 OTHER MATTERS

- 214.1(a) Highways & Traffic - Histon Highways Traffic & Transport Committee Minutes 15 February copied to all and noted. Noted Histon PC/Clr Parish drawing up scope for speed/traffic count survey. Next meeting due 5 April
- 214.2 Other Highways Matters Guided Bus Minutes of all meetings held on file. Next meeting due 21 March. Cllrs D Payne and Nudds to attend
- DWP/PJN**
Power Action
- 214.3 Safer Routes to School Up-date received from County Officer Matthew Grout following departure of Simon Leher from post
- 214.4 CCC Bus Changes Sunday service City 7 from April
- 215 (b) Youth Minutes 5 March copied to all and accepted.. Next meeting due 2 April. Cllr Abdullah reported on skatepark progress, with Recreation ground Committee; youth worker to commence maternity leave May; arrangements for Rec Fun Day May Bank Holiday. New member of Committee co-opted, Rob Plumbley of Histon
- 216 (c) Arrangements APM / AGM Agreed to hold both meetings 21 May at St Andrew's Church Hall Impington. Agreed to approach County Council for a speaker to attend on "Keep Cambridgeshire Moving". Histon PC to be invited

17 DATE & PLACE OF NEXT MEETING / 18 FORTHCOMING MEETINGS

- 217.1 Next meeting due Monday 16 April 2007, due to commence at 7.30 p.m. at **St Andrew's Church Hall, Burgoynes Rd, Impington.**
- 217.2 Dates of forthcoming Committees confirmed. This part of meeting closed 9.37 p.m. As per standing order 36, under standing order 65, in view of the confidential nature of business about to be transacted and commercial sensitivity, any public were temporarily excluded and instructed to withdraw. County and District Councillors were invited to remain

