

MINUTES OF IMPINGTON PARISH COUNCIL MEETING HELD MONDAY 16 APRIL 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, B S Ing, V A Kelly, P J Nudds, G S Payne, S A Unwin, G B Waters Dist Cllrs N S Davies (in part), M J Mason; Cty Cllr Jenkins (in part) Mrs A Young Clerk **Power Action**

1 APOLOGIES FOR ABSENCE

1 Cllr Lawton (personal). Cty Cllr Bradney; Dist Cllr Chatfield

2 MEMBERS' DECLARATIONS OF INTERESTS

2 Cllr Nudds 16b) Prejudicial Interest (resident Clay Close Lane)

3 OPEN SESSION FOR THE PUBLIC

3 None present

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

4 All in favour to approve and sign as true record, including "in Committee"

5 MATTERS ARISING FROM PREVIOUS MINUTES

- 5.1 Item 203.1 Police reports emailed as received. Letter from Sgt Burns (Neighbourhood Resources) outlining changes from April, details from PCSO Page on secondment to IVC for inclusion in next IPC newsletter. Cllr Ing investigating future impact of modernisation, for briefing to PC **BSI**
- 5.2 Item 203.2 T Silk Thanks for gift from Cllr Unwin to Mr & Mrs Silk of framed photograph
- 5.3 Item 203.3 Gatekeepers Hut Cllr Teague had spoken with charitable contact and would follow up. Cllr Abdullah reported on letter in Cambridge Evening News from family of former resident of hut **JPT**
- 5.4 Item 204.2 Co Option All forms now complete. Induction planned for 12 May
- 5.5 Item 206.3 Park & Ride County Council advised sufficient information was available for referenced traffic counts
- 5.6 Item 209.2 Speed Checks No date yet set
- 5.7 Item 210.3 SCDC Street Lights Cty Cllr Jenkins had also contacted Mark Kemp
- 5.8 Item 211.3 Gatehouse Road closure Now open with remaining work to traffic lights

6 RECREATION GROUND MANAGEMENT COMMITTEE REPORT

- 6.1 Meeting held 21 March, no minutes yet available. Next meeting due 9 May
- 6.2 Cllr Unwin reported on discussions and fundraising activities organised by Friends of the Rec. £1,000 received by Friends from Gallaghers, donation towards Fun Day Sports Festival 7 May. Youth Committee funding some events
- 6.3 Possibility of some cut price ex-University sports maintenance equipment to be followed up by Cllr Unwin **SAU**
- 6.4 Letter forwarded by PCSO Lee Page from resident asking about possible parking restrictions outside Rec entrance. Acknowledged a meeting now urgently required with Histon FC following their promotion this season
- 6.5 Snagging List identified and all issues being addressed before final payment would be made
- 6.6 Homefield Park Management. Due to uncertainties on location of proposed skatepark, no meetings had yet been held on management

7 PLANNING COMMITTEE REPORT

- 7.1 a) Committee Reports 20 March and 11 April copied for all and accepted. Clarification given on various items
- 7.2 b) Arbury Park reports 20 March and 11 April copied for all and accepted. Mr Koch SCDC Enforcement wrote inviting Cllr D Payne to appear as a witness on design issues for Hotel at Appeal. Discussion whether appropriate, noted by Dist Cllrs present. Cllr Mason to investigate if Planning Committee member could also attend **MJM**
- 7.3 c) Other EERA Regional Gypsy & Traveller Public Engagement event. Invitation Robinson College 21 May, Impington PCs AGM date
- 7.4 NWCAAP Forward warning of consultation on criteria, with a 2 week comment window, expected this week.
- 7.5 SCDC Public Consultation position as at April provided for information

8 ENVIRONMENT COMMITTEE REPORT

- 8.1 Meeting due 7 June. All correspondence reported to be on agenda, except:
- 8.2 SCDC Litter and Dog Bins letter outlining possible future handling of provision and maintenance and emptying of bins, with 5 options and a preferred option for South Cambs to provide the full service. Following some discussion, agreed all Cllrs to respond to Cllr Nudds to collate Parish Council response **All Cllrs / PJN**
- 8.3 Air Quality Report Responses on consultation required by 30 April. Agreed to email papers to all for input via Cllr

- 8.4 20 The Coppice Sketch plan now supplied for area requested by resident as transfer of land. Some discussion on current state of slabbed area and visual impact of any transfer. A precedent was given by the resident for adjoining properties. Agreed that further clarification still required, and Environment Chairman to check previous correspondence with Clerk / transfer documents, Cllr Nudds to contact the residents to clarify what to be achieved. For report at next Environment Committee 7 June and any recommendation for decision at Full Council 18 June

PJN

9 CLERK'S REPORT

- 9 Copied to all and accepted. Agreed Environment Committee to put provision of tree for Mr Silk on agenda for planting in Autumn

Environment Committee

10 CHAIRMAN'S REPORT

- 10.1 Copied to all (Appendix 1) and noted.
 10.2 Item 5. Gatekeepers Hut and Histon Station. Cty Cllr Jenkins and Cllr Nudds working on drawing together local petition on saving the Station. Website entry to be provided
 10.3 Item 7 A14. Noted
 10.4 Item 8. Affordable Housing issues. Chairman referred to his previous report circulated on affordable housing (March 07). Cllr Ing agreed to look at putting together a paper for presentation to SCDC outlining the Parish Council's concerns over the strategy currently in use
 10.5 Item 14. Histon Football Club. No meeting yet set. Agreed to send letter of congratulations on their promotion

BSI

11 DISTRICT COUNCILLORS' REPORT

- 11.1 Cllr Davies reported on Traveller Consultation meeting attended at SCDC. Results of recent consultation not yet available but discussed plan and need to identify sites, and opportunities to involve the Travellers
 11.2 Community Wellbeing Day now confirmed for 22 September, involving local Doctors surgeries, Falls Prevention Unit and local schools, covering all aspects of health
 11.3 Dist Cllr Mason reported on drainage issues and consultations on better management of water locally. Problems with 3 policy areas covering Northstowe outlined. Joint Parishes meeting to discuss possibility of submitting further evidence
 11.4 Scrutiny Cllr Mason reported on plans to hold evening meetings, out in the District. Member/Officer protocol papers had been issued

12 COUNTY COUNCILLORS' REPORT

- 12.1 Reports copied to all and accepted
 12.2 Some discussion on items in the reports: Resignation of Leader and CEO; NIAB site application comments from County Council; traffic flow north of the A14 on B1049 and attendant need for balance between flows and rat-running issues. Cty Cllr Jenkins confirmed he would continue to press for improvements to the latter and was reminded of the money available through the NCATP
 12.3 Cty Cllr Jenkins to investigate recent survey results by Bridges Section on culvert beneath Water Lane
 12.4 Cty Cllr Jenkins and Dist Cllr Davies left the meeting

JDJ

13 FINANCE

- 13.1 Confirmed payment of accounts, prop Cllr Teague, sec Cllr G Payne, all in favour:
 Before 1 April 2007:
Administration M12 £1,353.37 £1,353.37
Burial Ground expenses £3.41 + VAT £.60p = £4.01
Histon Parish Council Barclaycard repayment (2006-07) £361 £361.00
Glasdon UK Dog bin for Clay Close Lane £209.88 + VAT £36.72 = £246.60
Acacia Tree Surgery £1676 + VAT £293.30 Tree Work at The Coppice (previous cancelled) = £1,969.30
Site & Maintenance Services Emergency tree works £50 + VAT £8.75 = £58.75
Site & Maintenance Services New gate at Coppice £328 + VAT £57.40 = £385.40
Site & Maintenance Services Relocation notice board at recreation ground £96 + VAT £16.80 = £112.80
 After 1 April 2007:
PWLB Development loan 3 of 50 £6,567.17 £6,567.17
PWLB Completion loan development 1 of 48 £425.78 £425.78
 13.2 Approved payment of outstanding accounts, prop Cllr Teague, sec Cllr G Payne, all in favour
Histon & Impington Recreation Ground Parish office share of insurance £145.25 £145.25

Histon & Impington Recreation Ground 1st half payment **£16,909.43** + 1st half sub contact out payments **£2650.75**
= £19,560.18

Power Action

CALC Subscription **£550.71**

CALC Local Review Subscription **£13.50** £564.21

Mr Northrop refund of (replacement only) memorial fee **£60** £60.00

Island Fire Protection Fire Extinguisher Burial ground service **£47.96** + VAT £8.39 £56.35

(In line with Risk Assessment report for Burial Ground site)

No 2 account (Youth): **Histon & Impington Rec Ground** Hire of MUGA **£254.91** + VAT £44.59 = £299.50

Neil Davies Youth expenses Basketball hoop (payment LAN grant funding) **£126.81** + VAT £22.19 = £149.00

13.3 Paid in: H&IRG Development Group £20,000 repayment of cashflow loan; Transfer from HPC Youth budget 06-07 £7,000. To pay in: Histon PC Business rates rebate (office) £490.82; Enviro donations £55
Precept advised by BACS £49,975. Thank you letter received from Kings Meadows Garden Project following donation

13.4 Internal Audit and External Audit IA due May. Advertisement prepared for new IA required from October.
External Audit due for submission 2 July

13.5 To receive list of draft Budgets Accepted for final ratification at Finance Committee 6 June **Finance Committee**

13.6 Agenda items for Finance meeting due 6 June including: PWLB Bulk List; Asset Register Review, Risk Assessments. Noted

14 NEWSLETTER

14.1 Paper from Chairman (Appendix 2) for all. Newsletter for Spring 2007 not yet ready. Following discussion on timing of newsletter; Quality Council requirements; editing issues; types of news items, prop Cllr D Payne, sec Cllr Teague "We should endorse and recommit to the regular publication of the newsletter for the following reasons:
- It is a valuable, and appreciated, means to keep us in touch with our residents;
- It will allow us to retain our Quality Status". All in favour and agreed

14.2 Recommendation 13 stated: We should ensure that articles are delivered for each issue by: seeking regular contributions from Police; other groups in the parish, particularly those we support financially; and others – to be identified. Each Councillor commits to writing of finding (eg as above) one article per issue. Some discussion on pre-defined columns for others e.g. Police; 2 pages only every other issue; opening to other organisations; advertising; increasing white space to aid easier reading; add following articles for forthcoming issue:

- Photo and brief introduction to 2 new Councillors **BSI / VAK**
- Reproduction of letter of thanks being sent to Enviro Volunteers
- Inconsiderate parking **HSA**
- Histon Football Club **SAU**

14.3 Recommendation 14 stated: We should review the editorial panel and roles. Agreed Cllr Kelly to join editing panel to assist in "chasing" articles.

14.4 Cllr D Payne confirmed the newsletter would aim to be published and delivered at the end of April

15 RECENT CORRESPONDENCE

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

15.2 CCC Registration Service – consultation. Cllr Abdullah reported on consultation and issues identified with employment; district issues; IT changes and decommissioning of ceremony rooms. Following discussion and input all agreed to delegate Impington PC response to Cllr Abdullah **HSA**

15.3 SCDC Housing Consultation Protocol (final version)

15.4 SCDC Standards Committee – report from Cllr D Kelleway copied to all. Chairman advised Revised Code of Conduct order had been made early April, coming into effect 3 May. Parish Council had 6 months to adopt. Some changes and thought processes outlined and noted may require review of standing orders regarding Committees.

15.5 Other correspondence received. Chairman reported Rosie Bewley ex-Head of Infants School had sadly died

16 OTHER MATTERS

16.1 (a) Highways & Traffic No Highways Traffic & Transport Committee meeting held, due 3 May

16.2 Other Highways Matters Copy mail to Robert Roweth from resident concerning lorry using Cambridge Road/The Crescent

16.3 Bus Changes 110 to Ely (Thursday) had changed operator to Freedom Travel, timetable as existing

16.4 A14 Environmental Impact of proposals Copy letter from Highways Agency to Hilton PC; joint statement of support County Council, SCDC; letter from James Paice MP; letter from resident Cambridge Road. Chairman to respond to latter. Highways Agency advise preferred option as detailed to be taken forward **DWP**

16.5 Guided Bus Up-date April 2007 provided; Minutes of meeting held 21 March copied to all; next meeting 18 April,

Cllrs Nudds, Abdullah, Ing and Kelly to attend

PJN / HAS / BSI / VAK

- 16.6 b) Clay Close Lane Cllr Nudds declared prejudicial interest and left room. Richard Preston advised a pre-requisite of any investigation of residents' idea of a gate would be the Parish Council support for a traffic order. Following **Power Action** discussion on perception of low usage of lane by traffic; maintenance issues; and re-iteration that the Parish Council would not be prepared to contribute financially finally agreed to respond the Parish Council would in principle support such an order. The Parish Council would require that order to have the full support of all residents of Clay Close Lane and no objections from people with access rights. Cllr Nudds returned to the meeting
- 16.7 (c) Youth Advisory Body Minutes 2 April copied to all. Cllr Abdullah reported on grant obtained for a youth shelter for any new skatepark of £8,000; correspondence with Histon & Impington Recreation Ground Management Committee, with a Resolution on skatepark location expected to be put to half yearly meeting 20 June

17 DATE & PLACE OF NEXT MEETING / 18 FORTHCOMING MEETINGS

- 17 Next meeting due Monday 21 May 2007, being Annual Parish Meeting due to commence **at 7p.m.** at **St Andrew's Church Hall, Burgoynes Rd, Impington.** followed by Annual General Meeting immediately thereafter
- 18 Dates of forthcoming Committees confirmed.

This part of meeting closed 9.50 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 were temporarily excluded and instructed to withdraw. Clerk invited to remain