

**MINUTES OF IMPINGTON PARISH COUNCIL MEETING HELD MONDAY 18 JUNE 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, M J Mason, Cty Cllr Jenkins (in part); Rev J Blandford-Baker (in part); Mr & Mrs Davies (in part); HPCllr Parish Mrs A Young Clerk **Power Action**

**1 APOLOGIES FOR ABSENCE**

51.1 Dist Cllr Chatfield; Cty Cllr Bradney

**2 MEMBERS' DECLARATIONS OF INTERESTS**

51.2 None

**3 OPEN SESSION FOR THE PUBLIC**

52 No matters raised. Chairman with agreement of Council brought forward item 7 and suspended standing orders

**7 ST ANDREWS CHURCH HALLS, HISTON**

53.1 Rev Blandford-Baker presented on the up-to-date position with the PCC's plans and vision for future of the Church Halls in Histon. Highlights included:

- Use by Church for worshipping God and serving others
- "fresh expressions" provision
- youth and children's activities
- central community hub
- special needs group use
- green issues

Rev Blandford-Baker described consultation being carried out with stakeholders and preferences on renovation and extend rather than re-build

53.2 Questions followed:

Histon PCllr Parish Timescales Too early to say. Consensus and support to be built first

Dist Cllr Mason Drainage Church well aware of watercourse running under the Church Halls

Cllr Abdullah Youth Plans were to create a much larger space for groups, including youth

Cllr Ing Governance PCC runs it and would continue to do so, but committed to do so with partners and for the good of community

Cllr Abdullah Funding Work on this aspect not yet in hand. All encouraged to input to Rec Blandford-Baker, particularly on ideas on stakeholders and use. Standing orders re-instated. Chairman returned to agenda order. Rev Blandford-Baker left meeting

**4 TO SIGN AND APPROVE MINUTES OF MEETING HELD 21 MAY 2007 (AGM)**

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

**5 MATTERS ARISING FROM PREVIOUS MINUTES**

55.1 Item 32 Co-Option process July agenda

**July agenda**

55.2 Item 38.1 Police reports emailed as received; Crime & Disorder Reduction Partnership details 25 September, Cllr Teague to attend

**JPT**

**6 MATTERS ARISING FROM ANNUAL PARISH MEETING HELD 21 MAY 2007**

56 None

**8 PARISH BOUNDARY REVIEW**

57.1 Consultation on Parish Boundary Review and Review of Associated Electoral Arrangements relating to the new development at Arbury Park. Chairman had copied paper to all (Appendix 1) setting out up-date and seeking a decision on way forward, with clear recommendations

57.2 Chairman up-dated verbally on Exhibition event 13 June and Milton Parish Council meeting held 11 June. Copy response email and letter from resident reported, together with decision by Histon Parish Council to broadly support recommendations made in Appendix 1

57.3 Council went through recommendations 25 a) – j) and agreed all to be position of Impington Parish Council. 25 c) it was agreed were this land to be developed, Impington Parish Council would seek to have included a boundary review in the Section 106 agreement. Cty Cllr Jenkins arrived during this item

**9 RECREATION GROUND MANAGEMENT COMMITTEE REPORT**

- 58 Management Committee meetings held 9 and 16 May. No minutes available. Recreation Ground Committee and **Power Action**  
Management Committee to meet 20 June, noting 4 required for quorum including In Committee meeting 6.30 p.m.

## 10 PLANNING COMMITTEE REPORT

- 59.1 a) Committee Report 29 May copied for all and accepted. Noted house No to read 1 South Road, not 3 South Road.  
Next meeting due 19 June
- 59.2 b) Arbury Park report 29 May copied for all and accepted. Next meeting due 19 June
- 59.3 Chairman reported on South Cambs Officers meeting held 24 May, no minutes to hand. Discussions on boundary  
review issues and noise issues. Cllr Kelly continued to liaise with local residents where appropriate **VAK**
- 59.4 Chairman reported on Design Panel held 11 June, outlining current position with B1, B1 and A1. Applications for  
additional housing (200 each Gallaghers and Unex) expected. Trigger points and funding issues also discussed
- 59.5 c) Other Northstowe Invitation to draft Masterplan meeting 21 June. Dist Cllr Mason to attend. Exhibition dates  
from 11-30 June. Chairman up-dated recent rejections by Inspector e.g. Green Belt surround
- 59.6 Affordable Housing South Cambs wrote regarding proposals previously withdrawn at St Georges Court seeking  
confirmation of reasons for concern from Impington PC and suggesting site meeting. Chairman suspended standing  
orders with agreement of Council to allow Cllr Parish to comment, particularly on Low Cost Housing Policy adopted  
by Histon PC at June meeting. Following lengthy discussion, agreed Planning Committee to respond to letter from  
SCDC a) agreeing to meet with applicant and b) strengthening reasons for refusal as given in draft by SCDC. All  
agreed joint policy on Affordable Housing would be desirable and agreed Planning Committee to discuss suggested  
mechanisms for this. Dist Cllr Mason outlined position of ACRE **Planning Committee/DWP**

## 11 ENVIRONMENT COMMITTEE REPORT

- 60.1 Minutes copied for all 7 June and accepted
- 60.2 20 The Coppice Mr & Mrs Davies were present for any questions from Cllrs regarding request for land as previously  
reported. Environment Committee had recommended “that Impington Parish Council agree to sell the whole area of  
land only at market price, subject to all legal costs and survey costs being covered by the purchaser and the boundary  
wall on the highway being reinstated to a similar style and height”. Following discussion and queries, agreed to add  
words “to Mr & Mrs Davies” after “whole area of land” and add to recommendation “subject to confirmation that  
Impington PC can proceed without marketing the land in any way”. Proposed Cllr Abdullah, sec Cllr Nudds, all in  
favour. Clerk to write to Mr & Mrs Davies for acceptance of terms. Environment Committee then to obtain legal  
advice and follow process accordingly and as quickly as possible. Suggestion made the District Valuer may be  
appropriate. Standing orders re-instated **Environment Committee**
- 60.3 Quotes for Tree Works on horse chestnut adjacent to lamp post 614 at The Coppice Environment Committee had  
now received quote from Acacia, to fell, although not recommending, at a cost of £1,200. Eastern Landscape  
Services quote at £2150. Acacia quote for crown reduction and cabling of main limbs at £930 which may prolong  
life of tree for say 20 years. Noted SCDC Trees & Landscape Officer had seen no problem in felling. Prop Cllr  
Waters, sec Cllr Teague all in favour to accept quote for crowning and cabling from Acacia Tree Surgery at £930
- 60.4 Recommendations for Village Sign and Sculpture
- a) Village Sign. Prop Cllr Abdullah, sec Cllr Nudds, all in favour, to accept quote from Martin Ensell Creative  
Design to repaint village sign on aluminium at £330. Various options had been considered **LGA1972 s144**
- b) Choice of new second sign/sculpture, siting and funding application, by commencing gauge of public opinion.  
Agreed to proceed with this, but noting final decision to come back to Council **LGA1972 s 144**
- 60.5 Bus Shelter, Milton Road Noted quotes being sought to remove shelter and that Environment Committee  
recommendation was for removal. Next agenda **July agenda**  
Cty Cllr Jenkins left meeting. With agreement of Council Chairman brought forward item 18b) and suspended  
standing orders

## 18 OTHER MATTERS (1 OF 2)

- 61.1 b) Correspondence from Histon Parish Council concerning suggested ways of working together Chairman read letter  
from Histon PC Chairman and emailed response. Cllrs Parish and Payne outlined history of lengthy correspondence  
and meetings and work carried out to date. Cllr Parish explained Histon PC were seeking a clearer understanding of  
what Impington PC were prepared to look at, Histon PC believed one Parish Council would be better for the  
community but welcomed any mechanism for the 2 Parish Councils to work closer together. Following full  
discussion with input from most Councillors, agreed that Impington PC hold an informal “refresher” meeting and  
then arrange an informal joint meeting with Histon PC to discuss all issues. Standing orders re-instated. Chairman  
returned to agenda order

## 12 CLERK'S REPORT

- 62.1 Copied to all and accepted, including report that Sgt Burns attended parish office to ask Councillors to encourage anyone with information on recent murder enquiry in village to contact Crimestoppers on 0800 555 111 or Police **Power Action**  
on 0845 456 456 4. Frequent visits/feedback from Police following recent spate of tragedies and worry in villages, interested in witnesses for the recent fatal accident or attacks on 2 young girls locally; Report of rotten post at Play Area at South Road investigated. No action agreed; Burial Ground tree (memorial) appears to have died. Acacia to inspect as under guarantee; Applicant for Internal Auditor post had contacted office; Clerk had given go-ahead for work on Honda mower at Burial Ground, requiring new clutch wire; Histon PC had met with Conservation from SCDC on site at War Memorial. Up-date letter expected
- 62.2 Cllr Gooden asked the Clerk to follow up complaint over street light near 90 Hereward Close

### 13 CHAIRMAN'S REPORT

- 63.1 Copied to all (Appendix 2) and noted.
- 63.2 Parish Plan Agreed a presentation to be arranged to facilitate direction **DWP**
- 63.3 Trigger Points No action at present, monitored
- 63.4 Newsletter Chairman provided mock up for forthcoming newsletter to be prepared in readiness for Feast Market. All ideas/photos to Chairman by 23 June **All Councillors**
- 63.5 Copse Agreed to progress with Holdings Company. Cllr Nudds highlighted financial implications of any transfer (tree works)
- 63.6 Meeting Arrangements Agreed all ideas to Chairman **All Councillors**

### 14 DISTRICT COUNCILLORS' REPORT

- 64.1 Cllr Mason reported on Gypsy & Travellers meeting in May. Focus was the regional perspective on provision of sites and numbers required.
- 64.2 Advisory Groups at SCDC had been abolished by Cabinet, including Land Drainage Group chaired by Cllr Mason. Scrutiny were looking at this decision
- 64.3 Transformation project now not being taken forward by Cabinet
- 64.4 Cllr Davies reported on consultation with tenants on Council Housing Stock, with a dedicated group set up

### 15 COUNTY COUNCILLORS' REPORT

- 65 Written report from Cty Cllr Jenkins received and accepted

### 16 FINANCE

- 66.1 Confirmed payment of accounts, prop Cllr Teague, sec Cllr G Payne, all in favour:
- |  |                                |
|--|--------------------------------|
| <b>Administration M2</b> <b><u>£2,063.96</u></b>   | £2,063.96                      |
| <b>Burial Ground expenses</b> <b><u>£4.29</u></b> + VAT £.75p =  | £5.04                          |
| <b>Public Works Loan Board</b> Freehold loan 4 of 50 <b><u>£1,304.64</u></b>                           | £1,304.64                      |
| <b>Public Works Loan Board</b> Office loan 3 of 50 <b><u>£1,486.89</u></b>                             | £1,486.89                      |
| Youth account: <b>Neil Davies</b> Reimbursement for climbing wall <b><u>£311.71</u></b> + VAT £54.54 = | £366.25                        |
|  | <b>LGA1972 (Misc Prov) s19</b> |
- 66.2 Approved payment of outstanding accounts, prop Cllr Teague, sec Cllr G Payne, all in favour
- |  |                                |
|--|--------------------------------|
| <b>Roger Hovells</b> Bus Shelter cleans x 2 <b><u>£35.00</u></b>   | £35.00                         |
| <b>Herald Contract Services</b> Grass cuts inner 10 and 25 May; verges 23 May <b><u>£820</u></b> + VAT £143.50 = | £963.50                        |
| <b>Age Concern</b> Histon & Impington Mobile Warden Scheme <b><u>£1,549</u></b>                                  | £1,549.00                      |
|  | <b>LGA 1972 s 137</b>          |
| <b>Money Matters</b> Internal audit <b><u>£73.50</u></b>   | £73.50                         |
| <b>Print Out</b> Newsletters and stationery <b><u>£139.50</u></b> + <b><u>£32.90</u></b> + VAT £5.76             | £172.40                        |
| Burial Ground: <b>Cambridge Water Company</b> Water rates <b><u>£46.42</u></b>                                   | £46.42                         |
| Youth account: <b>Neil Davies</b> Equipment purchase (badminton/basketball) <b><u>£64.31</u></b> + VAT £11.23 =  | £75.54                         |
|  | <b>LGA1972 (Misc Prov) s19</b> |
- 66.3 Paid in: HM Custom & Excise VAT refund 2006-07 £2,241.16; EEDA £100 grant funding for Enviro Group; Burial Ground: Memorial fee Knightley £30, Memorial fee Navab £120; Memorial fee Lunniss £60; Allotments £25  
Youth: Cambs Community Foundation grant £8,000
- 66.4 Finance Committee Minutes 6 June copied to all and accepted. Prop Cllr Abdullah, sec Cllr Ing all in favour to accept Financial Strategy as copied to all
- 66.5 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 Teague, seconded Cllr Abdullah, all in favour, approving the accounts and accepting the Annual Governance Statement. All noted new requirement for review of effectiveness of

Internal Audit and response made

- 66.6 Half Yearly Review of Donations Requests had been received from Vitalise and Cambs County Council for “The Big Wild Read”. Budget available £650, further review due December/January. Prop Cllr Abdullah, sec Cllr

**Power Action**

Teague, all in favour that 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 £100 to Cambridgeshire County Council for use in the children’s summer reading scheme at Histon Library.” Agreed to invite Vitalise to re-submit with information on help given to people in Histon and Impington

## **17 RECENT CORRESPONDENCE**

- 67.1 Circulating file available on request: Histon Parish Council minutes and various magazines/leaflets  
67.2 South Cambs District Council’s Improvement Plan details received  
67.3 Community Minibus Agreed to provide letter of support to Community Minibus organisers to accompany grant application to SCDC for new minibus  
67.4 Village Life Fund Applications invited for grants by 13 July

## **18 OTHER MATTERS (2 of 2)**

- 68.1 (a) Highways & Traffic Histon meeting held 3 May not yet available. All in favour to suspend standing orders to allow Histon PCllr Parish to participate. Copy of suggested points (13) for survey counts provided, to be copied to Cllrs D Payne and Gooden for comment, agenda item HT&T 28 June **Histon HT&T Committee**  
68.2 Other Highways Matters CCC “Network Management” – information leaflet 1 Minor Traffic Management measures received  
68.3 Traffic Restrictions Victoria Avenue, details on closures 10 June and 7 July  
68.4 Guided Bus Contact expected from Savills to carry out survey of Copse  
68.5 SCA Packaging Resident had contacted Environmental Health with complaints over hours of operation and numbers of lorries. Following information on other HGV problems Chairman asked for volunteers to approach Robert Roweth on up-date of promised actions  
69 (c) Feast Market Rota to be finalised. Additional display on new idea for Impington village sculpture to be included Cllrs Parish and Mason left the meeting  
70.1 (d) Youth Advisory Body Cllr Abdullah reported on recent work. Minutes 30 April and 4 June copied to all and accepted  
70.2 New Terms of Reference copied for all  
70.3 Cllr Abdullah urged all to attend Recreation Ground Committee meeting when skatepark on agenda  
70.4 2 new staff taken on to cover maternity leave  
70.5 A bid underway of £30,000 for Arbury Park Sec 106 funding to cover a youth post  
70.6 Chairman raised issue of overlap with Youth and Sport provision at IVC and elsewhere

## **19 DATE & PLACE OF NEXT MEETING / 20 FORTHCOMING MEETINGS**

- 71 Next meeting due Monday 16 July due to commence **at 7.30p.m.** at **St Andrew’s Church Hall, Burgoynes Rd, Impington.** Dates of forthcoming Committees confirmed.

This part of meeting closed 10.05 p.m. As per standing order 67, 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