

**NOTICE OF MEETING:** **HISTON & IMPINGTON PARISH COUNCIL**  
**TIME:** 7.30pm  
**DATE:** **Monday 18<sup>th</sup> January 2016**  
**VENUE:** Recreation Ground Centre, New Road, Impington

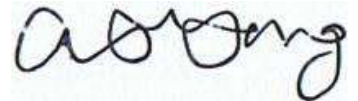
All members of the Council are hereby summoned to attend for the purposes of considering and resolving the business to be transacted at the meeting, as set out below. Members of the public and press are invited to address the Council under the Public Participation item. Advance notice of questions would be appreciated

Mrs A Young - Clerk to Histon & Impington Parish Council  
 12<sup>th</sup> January 2016

MEMBERS: 19

QUORUM: 7

**AGENDA FRONT SHEET**



Tea and Coffee will be offered from 7 p.m.																	
15/106	<b>To receive and approve apologies for absence</b>																
15/107	<b>To receive declarations of interests and dispensations</b> <ul style="list-style-type: none"> <li>- <b>To receive</b> declarations of pecuniary interest from Councillors <b>on items on the agenda</b></li> <li>- <b>To receive</b> written requests for dispensations for disclosable pecuniary interests (if any)</li> <li>- <b>To grant</b> any new requests for dispensation as appropriate</li> </ul>																
15/108	<b>Date (s) of next Committee Meetings</b> Available on website <a href="http://www.hisimp.net">www.hisimp.net</a>																
15/109	<b>Public Participation</b> To allow up to 15 minutes for any members of the public to address the meeting in relation to any matter on the agenda				15 mins												
15/110	<b>To approve minutes of Meeting held 16 November 2015 – attached</b>				<b>For decision</b>												
15/111	<b>Matters Arising from previous meetings – for information only</b> Actions List and Decision Statement <u>attached</u> Any other matters arising				5 mins  To note only												
15/112	<b>Co-Option to Committees</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Committee and frequency</th> <th>Size</th> <th>Quorum</th> <th>Vacancies</th> </tr> </thead> <tbody> <tr> <td>Planning – fortnightly Tuesdays</td> <td>9 + 2 ex officio</td> <td>4</td> <td>2</td> </tr> <tr> <td>Highways – every 8 weeks Thursdays</td> <td>6 + 2 ex officio</td> <td>3</td> <td>1</td> </tr> </tbody> </table>				Committee and frequency	Size	Quorum	Vacancies	Planning – fortnightly Tuesdays	9 + 2 ex officio	4	2	Highways – every 8 weeks Thursdays	6 + 2 ex officio	3	1	5 mins  <b>For decision</b>
Committee and frequency	Size	Quorum	Vacancies														
Planning – fortnightly Tuesdays	9 + 2 ex officio	4	2														
Highways – every 8 weeks Thursdays	6 + 2 ex officio	3	1														

	Environment – every 2 months Tuesdays	6 + 2 ex officio	3	1	
	Finance Legal & Admin – quarterly Mondays	5 + 2 ex officio	3	1	
15/113	<b>To receive Reports</b>				15 mins
113.1	➤ Monthly reports from County and District Councillors – <u>attached</u>				
113.2	➤ Clerk’s Report – pages 1 & 2 including any <b>decisions made to spend under delegated authority</b> - <u>attached</u>				
113.3	➤ Chairman’s Report – <u>attached</u> if available				
113.4	<u>Any other Committee Chair reports / items for decision:</u>				
	➤ <b>Youth Committee</b> – <u>attached</u> Youth Worker report attached for Autumn Term; Chair’s report for cancelled meeting December. Proposed Cllr Adbullah to:				<b>For decision</b>
	<ul style="list-style-type: none"> <li>○ <i>Disband Youth Committee</i></li> <li>○ <i>Disband Youth Working Party</i></li> <li>○ <i>Create a position of Youth Liaison Officer</i></li> <li>○ <i>Create a Task &amp; Finish group to set up a permanent “vehicle” for employing and managing youth provision within Histon &amp; Impington. To be achieved before July 2017</i></li> </ul>				
113.5	<u>Any Working Group / Task &amp; Finish Group reports</u>				
	➤ Public Art Working Party				
	➤ King’s Meadow Working Party – first meeting held 26 November – notes <u>attached</u>				
	➤ Neighbourhood Plan Task & Finish – meetings held 26 November and 8 December; Station Area Public Realm open meeting held 19 November. NP meeting due January 2016				
	➤ Community Park Project Working Party – meeting held 11 January				
15/114	<b>To accept Committee Reports, note actions and agree</b>				20 mins
114.1	➤ <b>Recreation Committee</b> – meeting held 23 November – draft minutes <u>attached</u> . Next meeting due 25 January. Reports on Cricket Nets – Site Safety (recommendation for decision) and Tennis Court Project/Drainage (for information) <u>attached</u> .				<b>For decision</b>
	Proposed Cllr Davies:				
	○ <i>Following a review, risk assessment carried out by Play Inspection Company and advice received from the Parish Council’s insurance company, Histon &amp; Impington Parish Council agrees to funding request of up to £26,260 from Recreation Committee to install cricket safety netting on the Recreation Ground as per site plan and details contained in the accompanying report.</i>				
114.2	➤ Planning Committee – draft minutes <u>attached</u> 24 November, 15 December, 5 January 2016. Next meeting due 26 January				
114.3	➤ Highways Committee – draft minutes <u>attached</u> 26 November. Next meeting due 4 February 2016				

*adong*

114.4	<ul style="list-style-type: none"> <li>➤ Employment Committee – draft “In Committee” minutes <u>attached</u> 30 November. Next meeting due 19 February</li> <li>○ Apprentice review meeting held 7 January – update</li> <li>○ <i>Recommendation for Job Description changes for Assistant Clerk and additional Scale Points with effect from 1 April 2016 to reflect changes</i></li> <li>○ <i>Recommendation for additional scale point for Office Manager with effect from 1 April 2016</i></li> <li>○ <i>To note other recommendations for review of posts during 2016</i></li> </ul>	For decision For decision
114.5	<ul style="list-style-type: none"> <li>➤ Environment Committee – draft minutes <u>attached</u> 8 December. Next meeting due 23 February</li> </ul>	
15/115	<b>To receive Finance &amp; Administration Report</b>	15 mins
115.1	<ul style="list-style-type: none"> <li>➤ <b>Finance Legal &amp; Administration Committee</b> – draft minutes <u>attached</u> 14 December, 11 January 2016. Next meeting due 11 April. Recommendation made 11 January, proposed Cllr Payne that: <ul style="list-style-type: none"> <li>○ <i>Council note the outcome of the Parish Council County Tax Consultation; Commit to an annual consultation of this nature; Ensure that the results are published on the website; Follow up with those who offered to assist the Council, and specifically those interested in standing for Council; Complete the analysis of the comments/feedback, and respond as appropriate</i></li> </ul> </li> </ul>	For decision
115.2	<ul style="list-style-type: none"> <li>➤ To note payment of accounts under delegated approval – see Clerk’s Report</li> </ul>	For decision
115.3	<ul style="list-style-type: none"> <li>➤ <b>To approve payment of outstanding accounts</b> due – Clerk’s Report p3 <u>attached</u></li> </ul>	
115.4	<ul style="list-style-type: none"> <li>➤ To report on amounts paid in</li> </ul>	For decision
115.5	<ul style="list-style-type: none"> <li>➤ County Council Co-Operation paper <u>attached</u> – showing 4 areas of devolution</li> </ul>	
115.6	<ul style="list-style-type: none"> <li>➤ <b>Precept – to approve</b> recommendation to request precept for 2016 – 2017 from South Cambridgeshire District Council, being: £304,134, an increase of 2%, being an increase of £1.84 per annum on a Band D property, with Council Tax rates continuing to be equal for the two parishes - explanatory papers <u>attached</u> <b>and to note</b> the capital plans as submitted by the individual Committees, with approval to be given on a case by case basis after a detailed submission, Finance Legal &amp; Admin Committee to have final responsibility for determining the source of funding</li> </ul>	
15/116	<b>To receive Recent Correspondence</b>	
116.1	<ul style="list-style-type: none"> <li>➤ Circulation File available on request</li> </ul>	
116.2	<ul style="list-style-type: none"> <li>➤ Other correspondence</li> </ul>	
15/117	<b>How To Communicate the November Full Council Meeting and To Request Matters For Next Agenda</b>	For decision
15/118	<b>Next Full Council: Histon &amp; Impington Parish Council 7.30pm Monday 15 February 2016</b> – Recreation Ground Centre, Recreation Ground, New Road, Impington	For decision

*ASONG*