

**Minutes of Histon & Impington Parish Council Environment Committee**  
**6 October 2015 7.30 p.m.**  
**At the Parish Office, New Road, Impington**

## Environment Committee Minutes

Membership: 7 + 2 ex-officio

Quorum: 3  
 Appendices: 2

<b>Agenda No:</b>	Present: <b>Cllrs:</b> Cedric Foster (Chair), Aga Cahn, Christine Hertoghe, Pene Nudds, Nick Wood Clerk: Mrs Angela Young Proposed Cllr Hertoghe, seconded Cllr Wood to elect Cllr Foster as Chair of meeting	
E15/045	<b>APOLOGIES FOR ABSENCE</b>  Cllrs: Marston (personal), Jenkins (personal), Simon Goddard (HICOP) John Dunn had resigned from Parish Council, but would be invited to remain as one of the Parish Council's footpath officers	
E15/046	<b>TO RECEIVE DECLARATIONS OF INTEREST AND DISPENSATIONS</b>  <b>To receive</b> declarations of pecuniary interest from Councillors <b>on items on the agenda</b> - <i>none</i> <b>To receive</b> written requests for dispensations for disclosable pecuniary interests (if any) - <i>none received</i> <b>To grant</b> any requests for dispensation as appropriate - <i>none</i>	
E15/047	<b>PUBLIC PARTICIPATION</b>  None present	
E15/048	<b>TO APPROVE MINUTES OF THE MEETING HELD 1<sup>st</sup> September 2015</b>  All <b>agreed</b> to sign as a true record of the meeting	
E15/049	<b>MATTERS ARISING</b>  <u>Action List</u> provided to all ( <b>Appx 1</b> ) Discussion followed on: 049.1 <u>Item 14/087.4 Play area entrance Risk Assessment</u> shows no action required, £1,200 budget to be available elsewhere. For annual monitor of any root damage to tarmac path. Status of "redundant cover" to be investigated. Noted on Risk Assessment that tree roots must not be compromised if remedial work required in future 049.2 <u>Item 15/028 Youth Shelter Stepping Stones</u> Job order had been delegated to Clerk. New quotes to be sought with new specification to include contractor supply slabs 049.3 <u>Item 15/018.1 Pole for electricity cables on Green</u> Job order had been delegated to Clerk. Recreation Committee to be advised hollow pole could be used for any future CCTV provision at Play Area. Additional tree works outstanding 049.4 <u>Item 030.5 St Audrey's Concrete Posts</u> Updated quotes to be obtained 049.5 <u>Item 15/030.6 Poplar Road</u> Complaint was relating to track other side of bridge. Cllr Nudds to advise resident of difficulties identifying responsible owner. Suggestion of approach to Infant School management	Rec Comm'tee  PJM
E15/050	<b>TO RECEIVE (all Appx 2)</b>  050.1 <b>Clerks Report</b> Accepted. Additional discussion covered: <u>Chivers Lake</u> members requested contact with Karen Champion (County Council) over status of Guided Bus mitigation area regarding access <u>Homefield &amp; Hereward Residents Association</u> Cllr Foster attending 8 <sup>th</sup> October <u>Halloween Booking Homefield Park</u> <b>agreed</b> . Noted event at Crossing Keepers Hut planned <u>Dog mess and overnight misuse South Road Play Area</u> Complaint requesting consideration given for new lockable gate closing area overnight. All members felt unable to support this. Overgrowth at entrance to be cut back to make more open. Resident to be advised that PCSO should be alerted to any overnight misuse 050.2 <b>Tree Warden's Report</b> . Accepted. Additional discussion: • Haydens due to carry out survey on Manor Field	JDJ

050.3	<ul style="list-style-type: none"> <li>Barcham Tree Seminar had been fully booked</li> <li>Tree Warden reported on works needed on 5-10 Parish Council owned trees. Quotes to be sought and any necessary work ordered, delegated to Clerk working with Tree Warden</li> <li>Tree Warden had advised Cllr Foster of issues raised by residents at The Coppice and Orchard Road</li> <li>Tree Warden approaching SCDC Trees Officer regarding enforcement of replacement tree planting policy in Histon &amp; Impington</li> </ul> <p><b>Allotment Officer's Report</b> Accepted. Additional discussion on:</p> <ul style="list-style-type: none"> <li>Timings of renewal. Next year (2016) <b>agreed</b> to write to ploholders 1<sup>st</sup> August for reply by 30<sup>th</sup> August to say if retaining plot for a further 12 months, thus enabling vacant plots to be taken by waiting list members for start of season</li> <li><u>Pick Your Plot</u> event planned for weekend 17<sup>th</sup> October or 24<sup>th</sup> October. Cllr Nudds to liaise with allotment clerk</li> <li><u>Damage to Allotment Fence</u> panel requires replacement. Committee member to visit property to discuss</li> <li><u>Deposits on Allotments</u> <b>agreed</b> to consider options for future years</li> <li><u>Gatehouse Road Haulage</u> <b>agreed</b> to request further mow (N Unwin)</li> </ul>	PJN PJN
050.4	<b>Footpath Officer's Report</b> Accepted.	
050.5	<b>Sustainability Working Party Report</b> Accepted	
050.6	<b>Village Green Report</b> Accepted. Additional discussion:	
	<ul style="list-style-type: none"> <li><b>Agreed</b> to continue watching brief <u>white posts south Green</u>. For re-assessment annually</li> <li><u>Brook Improvement Works</u> Meeting to be arranged by SCDC. Project Management skills, funding application required. Cllr Nudds to check on recommendations from Rob Mungovan on annual treatment of existing marginal planting, including "thatching" pull out. <b>Agreed</b> to ask Buchans to cut back as appropriate February 2016</li> <li><u>Risk Assessments</u> noted 2 raised on Duck Platform railings and Play Area entrance</li> </ul>	PJN/CP PJN
050.7	<b>Burial Ground Report</b> Accepted. Further discussion on:	
	<ul style="list-style-type: none"> <li>Outstanding issues from recent walkabout. Solution to spoil not yet found. Enviro.volunteers continued to take away for use elsewhere. Compost bins need replacing, Cllr Hertoghe to discuss options with groundsman</li> <li>Enviro.Volunteers due to carry out work 9<sup>th</sup> October, including removal of old fencing etc behind waste bin shed</li> </ul>	CH
050.8	<b>HICOP Report</b>	
	<ul style="list-style-type: none"> <li>Successful apple juicing day held</li> <li>Last mow has taken place</li> <li>Request for road signs to direct people to Orchard. Noting possible idea for Public Art project, <b>agreed</b> to refer to Highways Committee</li> </ul>	Highways Comm
E15/051	<b>OTHER MATTERS</b>	
051.1	<u>Action Plan 2016-17</u> Members reviewed aims and updated paper for review by Finance, Legal & Admin Committee 12 <sup>th</sup> October 2015	FLA Comm
051.2	<u>Community Events at Homefield Park</u> Cllrs Nudds and Cahn to develop proposals and bring back to Committee as a proposal for decision	PJN/AC
051.3	<u>Public Art Issues</u>	
	<ul style="list-style-type: none"> <li><u>To agree BT telephone box adoption</u> <b>Agreed</b> to investigate scheme to ensure no liability if adoption agreed without an agreed scheme to renovate/re-use. If so, <b>agreed</b> to adopt for sum of £1 and report back on next steps. If not, adoption plans to be cancelled</li> <li><u>To agree Committee support for investigations into</u> <ol style="list-style-type: none"> <li>One off commissioned piece of art on non-pedestrian side of guided busway flyover and</li> <li>Legal graffiti art site on pedestrian/cyclist side</li> </ol> </li> </ul> <p>Proposals had been supported at Youth Committee for Public Art Working Party to investigate and deliver through the Environment Committee, if agreed. All in favour to support and ask the Public Art WP to set things in motion</p>	Public Art WP
051.4	<u>Cambs County Council Walkabout Feedback</u> Cllr Foster regularly reported on issues raised/work undertaken by County Council Highways. Residents comments re loss of light due to trees in Pages Close were not County Council issues and residents should be advised to approach their neighbours or SCDC for Arbitration Service. <u>Doctors Close</u> members could not support removal of footpath as suggested by resident	
051.5	<u>South Cambridgeshire District Council</u> Issues with non-emptying of <u>bins and dog bins</u> noted. Outer case still not provided for litter bin New Road bus shelter. <u>Big Tidy Up</u> Cllr Foster was	

051.6	working on a scheme whereby residents could “adopt” a road to keep tidy <u>Women’s Institute Seat Officer</u> to mark 100 years of the National Federation. Cllr Nudds <b>agreed</b> to contact Histon & Impington WI President Jean Newman to discuss sites/designs	<b>CJF</b> <b>PJN</b>
051.7	<u>Update on Quotes/Delegations</u> <b>Agreed:</b> <ul style="list-style-type: none"> <li>• <u>Stepping Stones Youth Shelter</u> <b>delegated</b> to Clerk to order</li> <li>• <u>Pole for Christmas Cable</u> <b>delegated</b> to Clerk working with Cllr Nudds to order</li> <li>• <u>Grass re-enforcements South Road Play Area; The Green Duck Platform and The Green near the Crossing</u> <b>delegated</b> to Clerk to order</li> </ul>	
051.8	<u>To Agree Purchase of Daffodil Bulbs</u> <b>agreed</b> to order sacks at estimated cost £100. Photos showing gaps for planting available. Enviro.volunteers to be asked to co-ordinate planting	<b>Next agenda</b>
051.9	<u>To Agree Replacement Mapboard Works</u> Deferred for further information. May need professional desktop publishing. Next agenda	
051.10	<u>To Agree Process of Grass Contract Review</u> Cllr Nudds to meet Buchans with Clerk to look at review for 2016-17. Due to go out to tender 2017-18 Chairman formally asked 15 minute extension under Standing Order 1x). <b>Agreed</b>	<b>PJN</b>
E15/052	<b>OTHER CORRESPONDENCE</b>	
052.1	<u>Community Gritting</u> Training pack sent to existing volunteers for 2015-16 season. Cllr Wood to consider voluntary position. Details to be confirmed with County Council	
052.2	<u>Flexible Pop-Up Open Space Pack</u> Cllr Nudds was asked to make an application for a free pack available, noted bases would be needed at all areas pop-up could be erected. Cost unknown	<b>PJN</b>
052.3	<u>Homefield Park</u> Enviro.volunteers asked permission to fashion a giant poppy in grass, mowing short and spray painting on. <b>Agreed</b>	
E15/053	<b>Date of next meeting</b> <b>Tuesday 8<sup>th</sup> December 2015</b>	
E15/054	<b>How to communicate meeting discussions/decisions and To request items for next agenda</b>  <b>Agreed</b> website article to include: <ul style="list-style-type: none"> <li>• Gritting volunteers details</li> <li>• Work being carried out on next year’s budget and annual plan</li> <li>• Daffodil bulbs</li> </ul> <b>Next Agenda:</b> Burial Ground Review Allotment Facilities & Rules Review (before July 2016)	
	<b>Meeting Closed: 9.45 pm</b>  <b>Appendices attached:</b> <b>Appx 1 – Actions List</b> <b>Appx 2 – Reports list</b>	