

**Minutes of Histon & Impington Parish Council Environment Committee**  
**Tuesday 7 July 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> Derek Marston (Chair), Aga Cahn, Cedric Foster, Pene Nudds HICOP Representative co-optee: Simon Goddard Clerk: Mrs Angela Young Katherine Holliday (Sustainability Group)	
E15/024	<b>APOLOGIES FOR ABSENCE</b> Cllrs: John Dunn (personal), Christine Hertoghe (personal), Nick Wood (personal). Also Ruth Moulder	
E15/025	<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>	
E15/026	<b>PUBLIC PARTICIPATION</b> None present	
E15/027	<b>TO APPROVE MINUTES OF THE MEETING HELD 4 June 2015</b> All <b>agreed</b> to sign as a true record of the meeting	
E15/028	<b>MATTERS ARISING</b> <u>Action List</u> provided to all ( <b>Appx 1</b> ) Discussion followed on: <u>15/005 Homefield Park fence Task &amp; Finish</u> Confirmed work cannot be undertaken on estate railings until early Spring 2016. <b>Agreed</b> to raise an order noting the costings were per metre required. <u>15/005 Youth Shelter Stepping Stones</u> Quotes had been requested on spec as provided. Additional spec agreed at meeting to include desire line sketch and additional paving to rear of shelter leading to car park. Once contractor identified, any appropriate additional information to be provided. Discussion on possible barrier to car park as an alternative dismissed. Delegated to clerk to progress order <u>14/065.1 Open Space Regulations</u> The Parish Council's insurers had input to regulations, shortly to be adopted by delegation to Chair and Clerk <u>15/005 Crossing Keeper's Hut</u> Cllr Nudds confirmed door and windows would be fitted as a priority <u>15/018.1 Pole for Christmas Cables</u> Further quote to be sought, then delegated to Cllr Nudds and Clerk to confirm order and carry out work required. At this point and with agreement of Committee, Chair brought forward items 29.5, 26.7 and 30.3 and suspended standing orders. Simon Goddard and Katherine Holliday left after these items	<b>PJN</b>
E15/029	<b>TO RECEIVE</b>	
029.1	<b>Clerks Report (Appx 2)</b> Accepted. Further discussion on: <u>Balfour Beatty – Wayleave Deed signed between Parish Council and Cambs County Council</u> Cllr Nudds would provide the Parish Office with notes to keep with the file <u>Big Tidy Up</u> New costs for postage may apply in future <u>WISER</u> Discussion on failings of system. Clerk to ask if any variation to include central collection points might be possible in future. <b>Agreed</b> further visit November/December <u>Dog Bin/Signs</u> if further signs purchased agreed to choose a different design. SCDC now advise a dog bin is to be installed "in Manor Park"	<b>PJN</b>
029.2	<b>Tree Warden's Report</b> (Appx 2). Report from Cllr Nudds accepted at meeting covering tree	

029.3	works ordered, tree applications received, tree work requests and tree planting plans. Clerk to obtain written permission from landowner for <u>Woodland Trust Planting Scheme</u> . Cllr Nudds to then complete application form, choose varieties and progress. Community support and involvement required. <u>Orchard Road crown lift work required</u> Cllr Nudds to contact SCDC Housing Officer to expedite work required by SCDC	PJN PJN
029.4	<u>Allotment Officer's Report</u> (Appx 2) Report from Cllr Nudds accepted at meeting. Noted number of letters to ploholders required re state of allotments. Maps of current ploholders supplied to office	
029.4	<u>Footpath Officers' Report</u> No report. Letter noted from County Council Network Manager for Public Rights of Way grass cutting outlining plans for 3 cuts, June, August and October. Problems on Rights of Way footpaths should be reported on website report system or tel 0345 045 5212. Footpath Officers Cllrs Dunn and Marston to monitor cuts	JD/DVM
029.5	<u>Sustainability Working Party Report</u> had been brought forward, standing orders suspended for item. Simon Goddard updated on community allotment work. Cllr Nudds requested details of Sustainability Group meeting dates. Noted Cllr Jenkins had been appointed as Councillor member, but Committee members felt it important that a Committee member attend each meeting. Cllr Marston to talk to Cllr Jenkins about shared responsibility between the members and opportunities for Environment Committee to put forward recommendations for campaigns to the Group	DVM
029.6	<u>Public Art Working Party Report</u> No written report received. Cllr Foster due to meet Cllr Payne to seek a way forward. Cllr Nudds re-iterated concerns over snagging items on Homefield Park gates	CJF
029.7	<u>HICOP Report</u> had been brought forward, standing orders suspended. Simon Goddard reported on 2 recent successful events, as part of Open Gardens, and Bird in the Hand Breakfast during Feast week. Limited litter issues seen recently. Just one tree had been lost	
E15/030	<b>TO REVIEW</b>	
030.1	<u>Terms of Reference and Membership numbers</u> Agreed to change meeting frequency to bi-monthly, so long as business to conduct and at such times as the Committee Chair shall require. Agreed to change membership from 7 to 6 plus ex officio	
030.2	<u>Opportunities for Events in Open Space areas</u> Cllr Cahn reported on on-going efforts to contact the Shakespeare Festival. An idea for a Shakespeare monologue contest with the final in Homefield Park outlined. Cllr Cahn to prepare paper, also intended to inform Public Art Working Party	AC
030.3	<u>Grass Contract – wildflower verges</u> Item had been brought forward, standing orders suspended. Report provided on 4 chosen sites for verge treatment ( <b>Appx 3</b> ) and accepted. Noted some £80 remained in budget for seeds/signage. Katherine Holliday clarified proposals to mow as normal end of season, then first cut in springtime, then no more cuts. Grass contractors to meet on site to ensure understanding. Signs required for early Spring 2016 latest (2 for each of four sites). Cllr Marston to approach IVC for ideas to work with students. Sustainability Group asked to provide suitable wording, then logo etc to be added to design. Noting Phase 1 of this work already existed in Clay Close Lane, Cllr Nudds asked if the Sustainability Group could work closely with her on any subsequent phases, and to draw up a map of the villages showing all areas involved. Website article planned for approach of scheme to co-incide with signs. Noted concern that vehicles sometimes park on verge closest to the Green in Glebe Way. No action agreed. Agreed to inform Cambs County Council of intentions now.	DVM
030.4	<u>County Council Fence at Brook</u> <b>Agreed</b> to contact County Council to suggest jetwash or wash of bridge / fence. Noted Clerk had contacted Pat Matthews at SCDC to request a meeting to discuss Brook maintenance proposals. Cllr Nudds to contact Mike Davies at County Council for an update on the plans	PJN
030.5	<u>Concrete Posts at rear of St Audreys</u> All <b>agreed</b> need for removal. New quotes to be sought in order to approach SCDC for action	
030.6	<u>Walkabout Issues (Environment Committee)</u> First walkabout carried out. <u>Burroughfield hedge</u> . Noted Parish Council staff due to reduce height. Buchans to be asked to face it up, also to carry out annual work on hedges Cambridge Road, New Road, Mill Lane. Hedge on Sec 52 land Narrow Lane to be cut right back to footpath and faced up. <u>Poplar Road leading to Infants School</u> County Council advise not their responsibility, private ownership. Cllr Nudds to investigate complaint received over state of area and report back	PJN
030.7	<u>Quarterly Expenditure Report</u> accepted ( <b>Appx 4</b> ). Annual budgets shown, quarterly budget update to follow. Clerk to clarify £1,500 budget item for street furniture maintenance by email	

E15/031	<b>OTHER MATTERS AND CORRESPONDENCE</b>	
031.1	<u>WI</u> had indicated a wish to provide a bench for their centenary	
031.2	<u>Feast Committee booking Village Green</u> Complaint about approach by Committee for voluntary donation for entry to Village Green. Response sent advising the Feast Committee were aware they could not charge an entry fee under the hire agreement. Feast Committee copied in	
031.3	<u>Whyatts Amusements</u> Concern over possible damage to lime tree on Green. <b>Agreed</b> to highlight need to park vehicles carefully in future	
031.4	<u>Burial Ground</u> Cllr Nudds had assisted in carrying out necessary works at Burial Ground recently. Buchans to weedkill paths. Walkabout planned with key staff and Committee members	
E15/032	<b>Date of next meeting</b> <b>Tuesday 1 September 2015</b>	
E15/033	<b>Items for next agenda/s, to include:</b> Mapboards Price Review for Village Green	
	<b>Meeting Closed: 9.27 pm</b>	

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