

**Minutes of Histon & Impington Parish Council Environment Committee**  
**Tuesday 10<sup>th</sup> October 2017**  
**At the Parish Office, New Road, Impington**

**Environment Committee Minutes**

**Membership: 6 + 2 ex-officio**

**Quorum: 3**  
**Appendices: 3**

<b>Agenda No:</b>	Present: <b>Cllrs:</b> Elaine Farrell (Chair), Aga Cahn, Cedric Foster, Pene Nudds; Helena Perry; Nick Wood Clerk: Angela Young Co-Optees: Ruth Moulder, co-opted during meeting (Sustainability Group) Also: Geoff Moore (HICOP), Alison Turnbull, Bridget Cusack (AT Associates, Public Art) – all in part	
E17/027 027.1	<b>APOLOGIES FOR ABSENCE</b> Cllr Andy Butcher (personal); Cllr Denis Payne (personal); Dan Mace (HICOP)	
E17/028 028.1	<b>TO CO-OPT SUSTAINABILITY MEMBER</b> Proposed Cllr Cahn, seconded Cllr Foster all in favour and <b>AGREED</b> to co-opt Ruth Moulder as non Council member, representing Histon & Impington Sustainability Group	
E17/029 029.1	<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>	
E17/030 030.1	<b>PUBLIC PARTICIPATION</b> None	
E17/031 031.1	<b>TO APPROVE MINUTES OF THE MEETING HELD 15<sup>th</sup> August 2017</b> All <b>agreed</b> to sign as a true record of the meeting  With agreement of the Committee members, Chair suspended Standing Orders and brought forward items 17/033.5 Public Art, 17/033.3 HICOP Report and 17/033.4 Sustainability Group in that order. Chair returned to agenda order following these items	
E17/032 032.1	<b>MATTERS ARISING</b> <b>Action List</b> provided to all ( <b>Appx 1</b> ) Discussion followed on: <u>Item 17/12.6 Stolen Cycles proposals</u> Remove from list <u>Item 23.6 Mission Statement</u> Remove from list	
E17/033 033.1	<b>TO RECEIVE</b> <b>Clerks Report</b> provided to all and accepted ( <b>Appx 2</b> ) including other agenda items. Further discussion on: <u>County Council Weed kill</u> had damaged grass in New School Road. Weeds remained in gutters <u>Village Green</u> Request for new signs to encourage proper feeding of ducks noted <u>Manorial Waste</u> request for relocation of Youth Shelter noted <u>War Memorial</u> Cllr Nudds to contact Cllr Ing re planned seat for Remembrance 2018 and to ascertain decisions required <u>Copse/Crossing Keepers Hut</u> discussion on recent vandalism and behavioural problems reported. Cllr Farrell to raise at Police Panel 22 October for advice. All plans for renovation currently on hold <u>Delegated Projects</u> Noted Clerk delegated to: - Accept best value quote for Bus Shelter works and noted new Noticeboards required to fit - Accept best value quote for painting railings and bridge at Green (County Council to fund materials)	<b>PJN</b>  <b>EF</b>



033.2	<p><b>Trees &amp; Allotment Report</b> see (Appx 2) Accepted. Additional report on:  <u>Tree applications received from SCDC:</u>  9 Oak Tree Way, Histon – Prue lime, pollard  The Old Vicarage, Church Street, Histon – raise canopy oak, remove deadwood. Also reduce prunus to previous pruning points and shape, lift lower branches  Brackendale, Clay Close Lane, Impington – crown reduction crab apples; prunus. Remove branches silver birch  Mallow Cottage, 3a Clay Close Lane, Impington – remove plum tree  16 Station Road, Histon – prune apple; reduce hard to generate growth  78 Kay Hitch Way, Histon – pollard ash  Homefield Park, Impington – PC trees, remove self-set sycamore sapling  2 The Coppice – fell horse chestnut  Noted tree removal works at The Boot had not been referred to Parish Council. Replacement trees expected  Gatehouse Road Allotments noted theft of produce at Gatehouse Road. Flytipping requires removal; gate lock code to change. Plotholders to be reminded to not leave the gate open  Glebe Way Allotments Haulageway between plots overgrown; overgrowth from housing. Steve Gill yet to make agreed improvements to gate between allotments and Burial Ground</p>	COB
033.3	<p><b>HICOP Report</b> Standing Orders suspended. Geoff Moore on behalf of Dan Mace, updated the Committee on work at the Orchard:</p> <ul style="list-style-type: none"> <li>- 70 trees now planted, minimal loss experienced</li> <li>- Key expenditure period now being met – grants from A14 Improvements and Histon Feast welcomed, and would complete work required on oak information frame</li> <li>- Work required on improving areas outside ground, including 30sqm area outside of actual Orchard area (plan provided). Request for Parish Council to consider carrying out improvements to that particular area. Cllr Nudds outlined discussion held with Dan Mace on such improvements. Clerk to check lease wording, Geoff Moore will provide estimated costs for work required and arrange a separate meeting to discuss.</li> <li>- Beehive under consideration</li> </ul>	
033.4	<p><b>Sustainability Group Report</b> RM detailed current projects:</p> <ul style="list-style-type: none"> <li>- 4 x pilot wildflower verges - grass cutting collection will take place at the end of the month by volunteers. The Clerk mentioned that one of the pilot verges had been cut before he had arrived. Ruth will mention this to group leader Katharine Holliday</li> <li>- Repair Cafe - last one occurred 30th September, well attended and is now self financing with regard to costs but the group would appreciate being covered by the Parish Council insurance policy with regard to an event, if possible</li> <li>- A new group called HI Sustainability Group Alliance comprising of approximately 10 people and comprising the Parish Council members (Cllrs Farrell, Jenkins and Butcher), members of the Sustainability Group and members of the public. The group is focusing on three initiatives</li> </ul> <ol style="list-style-type: none"> <li>1. Village car sharing scheme for commuters - to hopefully inspire neighbouring villages to be involved towards reducing rat run traffic through our community. The new Chair, David Legge as leader of the Highways Committee has been contacted for input.</li> <li>2. Energy initiatives such as communal solar power initiatives (led by Pippa Heylings of Talking Transformation )</li> <li>3. Hosting a local villages Sustainability workshop/conference/get together at the village Recreation Centre. This may occur in 2018 and already has the support of SCDC.</li> </ol> <ul style="list-style-type: none"> <li>- A film season comprising of inspiring films for community involvement. Our village will host the first event featuring the film Demain on 10th February 2018. Helena Perry then provided further information on the event regarding participating groups etc.</li> <li>- The community allotment group is thriving and currently has about 15 active members. Councillor Nudds (PC Allotment Officer) praised the group's efforts. They will be holding a pot luck Halloween event on 29th October 2017 for group members. Councillor Nudds is also invited to attend. The group has been very fortunate in the year to be the recipient of several grants from government bodies and village groups such as the Feast Committee. This has allowed the group to expand their activities and a large, new fruit net has been installed, Ruth invited group members to visit the allotment.</li> </ul>	

033.5	<p>Other information:</p> <ul style="list-style-type: none"> <li>- Ruth mentioned to Cllr Foster, he is welcome to invite the group removing weeds on village paths, gutters etc into the Sustainability Group as this activity reduces the amount of pesticides and other chemicals in the environment and would therefore fall within the remit of sustainability. The Sustainability Group could promote future activities and generally assist increasing the number of volunteers. Cllr Foster replied that he would consult with group members and respond to this invite.</li> <li>- Ruth was informed that Cllr Perry will be the PC representative for the Sustainability Group. Speaking for the group, Ruth endorsed this appointment and would welcome any ideas or input from Councillor Perry.</li> </ul> <p><b>To agree financial support</b> for proposed Sustainability Group Future Film Season project in 2018, being the Sustainability Budget total for 2017-18. See pages 3-4 Clerks Report (<b>Appx 2</b>) Helena Perry and Ruth Moulder declared interested as group members, and after answering questions on the proposals, left the meeting. Proposed Cllr Farrell, seconded Cllr Wood all in favour and <b>AGREED</b> to part fund by £100 being the total Sustainability Group budget set for 2017-18. Cllr Perry returned to the meeting, Ruth Moulder left meeting.</p> <p><b>Public Art Group Working Party</b> Standing Orders suspended. Alison Turnbull and Bridget Cusack reported on progress with engagement activities and consultations. (<b>Pages 5 – 7</b> Clerks Report <b>Appx 2</b>). Conclusions largely support findings in 2014 Public Art questionnaire. AT Associates will now put a call out for artists willing to work with the group, to be shortlisted by asking the wider community. AT Associates were reminded of the Public Art Statement produced by the Parish Council and alerted to a fresh appetite for improvement to the High Street and the Crossing Keepers Hut areas. Alison Turnbull and Bridget Cusack left meeting and would feedback to a Public Art Working Party meeting to be called early December. Other projects to be updated at next Public Art Working Party.</p>	
<p>E17/034</p> <p>034.1</p> <p>034.2</p> <p>034.3</p> <p>034.4</p> <p>034.5</p>	<p><b>OTHER MATTERS</b></p> <p><b>To Note Budget vs Spend to end September 2017 (Appx 3)</b> half year position noted</p> <p><b>To Agree Grass Cutting Tender Document 2018-2021 (4 year contract)</b> All <b>AGREED</b> to delegate to Clerk working with Cllr Nudds</p> <p><b>To Agree purchase of:</b></p> <p><b>Additional Christmas Lights</b> for 2017 within the budget – Revenue and Capital Budgets noted. Pending progress on electricity supply, delegated to Clerk and Cllr Nudds to order appropriate lights for The Copse area, within appropriate budget. No new lights for Green unless replacement required. Campbell Ross-Bain at County Council to be contacted by Cllr Nudds regarding permission for access to existing box.</p> <p><b>Daffodil bulbs for planting Autumn 2017</b> cost of up to £100 – Noting budget of £200, <b>AGREED</b> to spend half on daffodil/crocus bulbs, and remainder on a high specification planter for The Green, exceptionally priced by Cottenham Sawmills at £60 plus any costs for plants. Planter to be used to highlight appetite from High Street and Beyond Task &amp; Finish forum for planters as reported by Cllr Perry, and other “greening” along the High Street. All <b>AGREED</b> a workshop was required to look at a Management Plan for all Parish Council owned areas, date suggested 18<sup>th</sup> January 2018</p> <p><b>To Accept quotes received, to include:</b></p> <p><b>Homefield Park</b></p> <p>a) <b>Footpath:</b> Quote received from J Webster and R Cronin. Proposed Cllr Farrell, seconded Cllr Foster all in favour, <b>AGREED</b> to accept quote from J Webster in sum of £1,560. Confirmation to be of finish with a camber to prevent ponding (especially for wheelchair users)</p> <p>b) <b>Glaze Pavilion:</b> Planning application due to be received through Parish Council to facilitate discount. Invoice expected from Structural Engineer (Public Art fund)</p> <p>c) <b>Estate Railings:</b> 3 quotes received, to be refreshed. Transco to be contacted prior to commencement of work. Delegate to Clerk working with Cllr Nudds to proceed. Note site has to be cleared and footpath closures instigated prior to work commencing</p> <p><b>Crossing Keepers Hut</b> Electricity. Quotes requested from local electricians. Mr Smith to meet on site</p> <p><b>To Accept quote for Roses replacement at War Memorial and delegate</b> Quotes to be reviewed. Delegate to Clerk working with Cllrs Nudds and Farrell, up to total of £2k. Work to be carried out in new year, to be in place for 2018 commemoration. Noted work may be</p>	<p>PJN/Clerk</p> <p>PJN/Clerk</p> <p>PJN/Clerk</p> <p>PJN/EF/ Clerk</p>

034.6	required on surrounding tarmac/ low level clearing <b>To Review</b> Vision/Aims deferred to next agenda	<b>Next agends</b>
034.7	Chairman formally asked for an extension under Standing Order 1x). <b>AGREED</b> <b>To Agree Process</b> for completion of template by Committee Chair for 3 Year Plan Cllr Farrell to contact Chair Cllr Butcher. Budget requests for 2018-19 next agenda, short pre-meeting beforehand	<b>EF Next agenda</b>
E17/035	<b>OTHER CORRESPONDENCE</b>	
035.1	<b>Circulating File</b> available on request	
E17/036	<b>Date of next meeting</b> <b>Tuesday 14<sup>th</sup> November 2017</b> Then 30 <sup>th</sup> January; 13 <sup>th</sup> March 2018	
E17/037	<b>How to communicate meeting discussions/decisions and To request items for next agenda</b>  <b>Website Article:</b> Sustainability Group film night sponsorship Bulb Planting – looking for sponsorship  <b>Next Agenda (s):</b> To agree Conditions of Use – Homefield Park To review future uses/purpose for Crossing Keeper's Hut Manorial Waste – improvements and proposals for use as market area To Review Duck Platform improvements To Review Street Furniture Report Stage 2	
	<b>Meeting Closed: 9:28pm</b>  <b>Appendices attached:</b> <b>Appx 1 – Action List</b> <b>Appx 2 – Clerks Report</b> <b>Appx 3 – Budget vs Spend</b>	