

**Minutes of Histon & Impington Parish Council Environment Committee  
Tuesday 13<sup>th</sup> March 2018**

7.30pm, At the Parish Office, New Road, Impington

**Environment Committee Minutes**

Membership: 6 + 2 ex-officio

Quorum: 3  
Appendices: 2

<b>Agenda No:</b>	Present: <b>Cllrs:</b> Aga Cahn, Elaine Farrell, Cedric Foster, Pene Nudds, Helena Perry (in part) ; Andy Butcher (in part) Also: Dan Mace (HICOP) Clerk: Angela Young Deputy Chair Cllr Foster took the Chair	
E17/058 058.1	<b>APOLOGIES FOR ABSENCE</b> Cllrs: Wood (personal) Payne (personal). Cllrs Perry and Butcher would be late	
E17/059 059.1	<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>	
E17/060 060.1	<b>PUBLIC PARTICIPATION</b> None	
E17/061 061.1	<b>TO APPROVE MINUTES OF THE MEETING HELD 30<sup>th</sup> January 2018</b> All <b>agreed</b> to sign as a true record of the meeting	
E17/062 062.1	<b>MATTERS ARISING</b> <b>Action List</b> provided to all ( <b>Appx 1</b> ) Discussion followed on: <u>16/058.1 Clay Close Lane Drainage issues</u> Drainage Working Party yet to comment on works <u>17/042.1 WI Tree</u> Remove from list, no longer required <u>17/033 WI Commemoration</u> Cllr Nudds updated plans for new bench. Written details to follow: <ul style="list-style-type: none"> <li>• Budget £2,000</li> <li>• Pledges to date £400</li> <li>• Public subscription opportunities</li> <li>• Site at War Memorial yet to be agreed. Parish Council would need to agree to take on ownership and maintenance costs</li> </ul> Noted existing seat at War Memorial site requires maintenance work. Clerk to organise <u>17/053.2 Histon Football Club Holdings</u> Tree works now on order – Histon FC Holdings to fund as their land at The Copse	<b>Drianage WP</b> <b>PJN</b>
E17/063 063.1	<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>Windmill Gardens</u> – visit by Cllrs Perry and Nudds. Ideas include forming a “community garden”. Agreed to consult nearby residents in advance of any decision <u>Homefield Park Estate Railings</u> Cllr Nudds reported on application to National Grid for works near a gas governor. Queries are in with fence contractor re delivery details. Cllr Nudds considering ways of curving fence line to avoid some disposal; salvage of concrete spurs etc, for use elsewhere. Quotes to be obtained for levelling works <u>Grass Contract</u> Cllr Nudds to work with Deputy Clerk to produce “special area” maps/diagrams for contractor <u>SCDC Dog Bins</u> SCDC confirm installations of new bins have commenced districtwide. Clerk to stress importance of replacement larger bin at Home Close and problems with height and area below becoming flooded. <u>King’s Meadow</u> vegetation/planter work. County Council advise no funds available for on-going maintenance work. Clerk to identify exact locations and refer to King’s Meadow Working Party	<b>PJN</b> <b>PJN</b>
063.2	<b>Trees &amp; Allotment Report (Part of Appx 2)</b> Accepted. <b>Trees:</b> Additional report on: Cllr Nudds had met Tate Treeworks and Acacia to look at <u>Priority 1 works</u> . Majority of work in	<b>KM Working Party</b>



063.3	<p>Homefield Park, with some also at The Green; Clay Close Lane; Copse/Coppice. Order for work will be made before end of financial year</p> <p><u>Ash tree The Green</u> – electric cable to be removed and fixed to new pole to facilitate works</p> <p><u>Replanting works</u> underway. Voluntary work had been welcomed. Hedging for Doctors Close to be installed once treatment carried out by Acacia</p> <p><b>Allotments:</b> Additional report on:</p> <p><u>4 on waiting list</u> – Cllr Nudds to meet on site. Agreed to exceptionally allow plot to be cultivated by a non-resident in view of availability. Rules to remain as present</p> <p><u>Hedge Glebe Way</u> – once Buchans have completed works, Steve Gill to fix fence and gate</p> <p><b>HICOP Report</b> Dan Mace reported verbally on:</p> <ul style="list-style-type: none"> <li>• Apple trees at Clay Close Lane and Burial Ground pruned</li> <li>• 9 people attended pruning workshop at Orchard and IVC</li> <li>• Grafting workshop due 14 April 2018</li> <li>• Maintenance session due 29 April 2018. Benches to paint; tree shaping; mat laying</li> <li>• HICOP will store 36 mats pending laying over several sessions. HICOP will take into account possible future works on cycle racks, tree planting, benches when laying</li> <li>• AGM due May. Dan Mace happy to continue as Environment Committee representative</li> <li>• Feast event due 30 June 2018</li> <li>• HICOP has written to A14 Team re recent tree felling requesting mitigation work <u>locally</u>. Keeness for fruit trees</li> </ul> <p>Cllr Nudds advised plans for new path not likely to be progressed this financial year – estimate October/November 2018</p>	P J N
063.4	<p><b>Sustainability Group Report</b> from members Elaine Farrell, Dan Mace and Helena Perry.</p> <ul style="list-style-type: none"> <li>• Good attendance at Sustainability Brunch</li> <li>• Demain film is available to loan</li> <li>• New Steering Committee formed – Charity status to be explored; website for HI Sustainability under construction</li> <li>• “No Plastics Friday” campaign – single use plastic refused</li> </ul>	
063.5	<p><b>Public Art Working Party</b> agreement to any further Graffiti Project plans/payment for previous work undertaken. No meeting held. 2 interview sessions for public artists yet to be undertaken in March. Jonathan Polley has been added to the panel.</p> <p><u>Glaze Pavilion</u> SCDC determination date now 20 March following requests by SCDC for further information</p> <p><u>BT Box</u> Cllr Farrell to update all members by w/c 19 March 2018</p> <p><u>Graffiti Project</u> No payment outstanding. Committee requested Clerk and Cllr Nudds to meet</p>	E F
063.6	<p><b>Kilo Sinstars</b> to discuss any further work on this project</p> <p><b>High Street &amp; Beyond Working Party</b> agreement to proposals for planters at School Hill. Cllrs Perry and Foster reported on progress with plans for planters in the High Street and elsewhere. Members agreed for 2 planters to be sited at School Hill Green (formerly known as Manorial Waste). Members supported an approach to Full Council to allow funding of 3 new planters and maintenance for Year 1 from High Street &amp; Beyond budget for 2018/19 of £1,800: 2 at School Hill Green; 1 on triangle at School Hill (pending permissions); existing planter on The Green. Professional person locally willing to design and maintain at reduced cost including failure replacement free of charge. Other planters to be funded by individuals/businesses. Discussed:</p> <ul style="list-style-type: none"> <li>• Material – larch</li> <li>• Each site individually assessed to design sympathetically to the space</li> <li>• Triangle ownership County Council</li> <li>• HI People Facebook enthusiasm for helping/funding/crowdfunding – all felt this should be fully explored for maintenance moving forward</li> <li>• Letter received with concerns over wheelchair/buggy issues – HS&amp;B members to meet on site with resident</li> </ul> <p>Cllr Perry to provide paper for Full Council 19 March. Cllr Butcher left meeting</p>	P J N
063.7	<p><b>Drainage Working Party</b> to meet after order for Brook mitigation work made with AGA. Clerk yet to receive full input from expert residents</p>	H P
E17/064 064.1  064.2	<p><b>OTHER MATTERS</b></p> <p><u>To review outcomes of workshops 18 January and 8 March 2018</u> Draft report received. Third meeting due 26 April 2018, plus workshop specifically for Crossing Keepers Hut 10 April. Final report will be put forward for adoption as a Management Plan</p> <p><u>Neighbourhood Plan – update on footpath map work</u> Cllr Payne working with Neighbourhood Plan member on map. To be emailed round to all Environment Committee members for comment/input. If time allows further review 10 April 2018 at workshop. Cllr Perry will enquire</p>	H P

064.3	<p>To agree detail of any grant application Innovate and Cultivate fund – application due by 5 May 2018. Timing would not allow for application for this fund. Members discussed possible grant projects for future:</p> <ul style="list-style-type: none"> <li>• Dog “poo” powered lighting</li> <li>• Solar studs in Homefield Park</li> <li>• Parish Council Lengthsman Scheme</li> </ul> <p>Chairman formally asked for an extension of 10 minutes under Standing Order 1x), All <b>agreed</b></p>	
<p>E17/065</p> <p>065.1</p> <p>065.2</p> <p>065.3</p> <p>065.4</p>	<p><b>OTHER CORRESPONDENCE</b></p> <p><b>Circulating File</b> no items to circulate</p> <p><b>Delegated Project &amp; Works Orders Update</b> (Appx 2)</p> <ul style="list-style-type: none"> <li>• Bus shelter at School Hill Gardens – all works now complete, yet to stain. Noticeboard to be renovated and relocated at rec entrance - £230 + VAT. Considered completion of project</li> <li>• Roses bed at War Memorial – all works now complete</li> <li>• Homefield Park Footpath/Estate Railings – Footpath: Pending Estate Railings: Pending</li> <li>• Railings/bridge at The Green (CCC to fund materials) – work to commence March 2018</li> <li>• Duck signs for The Green – now installed</li> <li>• Grafitti – quote received, to review 2018-19</li> <li>• Brook Enhancement – queries with contractor yet to receive</li> <li>• HICOP entrance – materials to be ordered, PC funding £500</li> <li>• Cllr Nudds supplying Priority 1 tree list</li> </ul> <p><b>New requests:</b></p> <ul style="list-style-type: none"> <li>• Bus shelter (brick) at Cottenham Road. Order to be placed for works on window as with School Hill Gardens – considered maintenance issue</li> <li>• Further maintenance spend required at The Green (protective matting at zebra crossing) – <b>agreed</b> to request advice and quote from Buchans to extend area of protection matting at The Green</li> <li>• Part 2 Grafitti Project with Kilo Sinstars – <u>no decision yet made</u></li> <li>• Notice Boards – corporate designs/better siting – discussion on possible replacement of other notice boards in villages. Idea to relocate War Memorial notice boards away from frontage - <u>no decision yet made</u></li> </ul> <p>Budget v expenditure reviewed.</p> <p><b>WW1 Commemoration</b> Agreement to allow display of plastic poppies for 3 weeks in November 2018. Committee member to meet Village Society nearer to time to organise detail.</p> <p><b>Playing Out Event</b> dates received for area College Road/South Road</p>	<p>PJN</p>
E17/066	<p><b>Date of next meeting</b></p> <p><b>Tuesday 29 May 2018</b> - Meeting programme for 2018-19 yet to be agreed</p>	
E17/067	<p><b>How to communicate meeting discussions/decisions and To request items for next agenda</b></p> <p><b>Website:</b> Bus Shelter Cottenham Road; Recycling of notice boards; WI Poppies; HICOP report</p> <p><b>Next Agenda (s):</b> To elect Chair and Deputy Chair 2018 – 19 Street Furniture Review Part 2 (previously deferred) To agree Conditions of Use – Homefield Park To Review Duck Platform improvements</p>	
	<p><b>Meeting Closed: 9:40pm</b></p> <p><b>Appendices attached:</b> <b>Appx 1 – Action List</b> <b>Appx 2 – Clerks Report / Trees &amp; Allotment Report</b></p>	