

**Minutes of Histon & Impington Parish Council Environment Committee**  
**Tuesday 13 August 2013 7.30 p.m**  
**At the Parish Office, New Road, Impington**

**Environment Committee Minutes**

**Membership: 7 + 2 ex-officio**

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

<b>Agenda No:</b>	Present: <b>Cllrs:</b> Derek Marston (Chairman), Janet Diplock, John Dunn, John Emmines, Pene Nudds; Ex Officio: Denis Payne Huw Jones HICOP; Paul Duggan (WISER) (both in part) Clerk: Mrs Angela Young	
E/13/020	<b>APOLOGIES FOR ABSENCE</b> Cllrs: Abdullah (personal), Cooper (personal), Jenkins (holiday)	
E/13/021	<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> – Cllr Emmines (Allotments) Dispensation <b>To receive</b> written requests for dispensations for disclosable pecuniary interests (if any) - none received <b>To grant</b> any requests for dispensation as appropriate - none	
E/13/022	<b>TO APPROVE MINUTES OF THE MEETING HELD 1 July 2013</b> All <b>agreed</b> to sign as a true record of the meeting	
E/13/023	<b>MATTERS ARISING</b> 023.1 <u>Item 014.1 Hain Daine!</u> No meeting yet arranged. Cllr Marston to contact Cllr Jenkins for clarity and liaise with Cllr Nudds over topics for discussion. Noted new press announcement on additional cycleway funding 023.2 <u>Item 014.2 Heritage Columns</u> Cllr Nudds outlined poor information channels and confusion over column category from Balfour Beatty. Retrieved columns would be unavailable to install on highways land. Any associated costs for retrieval unknown at present. Cllr Jenkins pressing for information 023.3 <u>Item 014.3 Graffiti Summit</u> Report given at full council. Second meeting arranged 26 September 2013. Cllr Marston agreed to take up points raised on underlying issues With agreement of all, Standing Orders suspended to allow all to take part in discussion 023.4 <u>Item 016.5 Electrical Goods Recycling</u> as agreed previously reference sought on 'WISER Recycling' from nearby Parish Council, and following good feedback Clerk had contacted Paul Duggan to organise a suitable date. Mr Duggan had offered a presentation to Committee to answer any queries. He outlined the history of his company and treatment facility in St Ives and its recent diversification into electrical recycling following changes in guidelines/law. Discussion followed on: <ul style="list-style-type: none"> <li>• Tonnage prices, payment made to Parish Council for spending on community projects. 6 monthly collections</li> <li>• Communications – electronic, newsletters, posters. Involvement of schools</li> <li>• Anything with a plug accepted</li> <li>• Possible extension to include businesses (excluding hazardous items/wet cell batteries)</li> <li>• Histon &amp; Impington Parish Council Environmental Statement</li> <li>• Reclamation issues with fridges</li> <li>• Involvement with Lighthouse Furniture Project</li> <li>• Possibility of school assembly talks, Village Society presentation etc.</li> <li>• Invitation for Councillors to visit site by appointment</li> </ul> Noted chosen date for first collection 7 November 2013 for review after first 2 collections May 2014. Mr Duggan left meeting. At this point with agreement of Committee, Chairman brought forward item 24.10 HICOP, Standing Orders remained suspended and Mr Jones left after this item	JDJ  DVM
E/13/024	<b>TO RECEIVE REPORTS</b> 024.1 <b>(Appendix 1) Officers' Report</b> provided to all <u>Clerks Report</u> Noted. Update on delegated authority items next meeting	<b>Next agenda</b>

024.2	<u>Chairman's Report</u> Noted	
024.3	<u>Burial Ground Report</u> Noted, together with notes on site meeting held with interim Groundsman. Work to commence on new footpath in August, specified reserves refer. Following on from notes of site meeting 30 July 2013, <b>agreed</b> : <ul style="list-style-type: none"> <li>To write to resident of Spring Close re. conifer tree cuttings and request clearance, Cllr Nudds suggested committee consider planting a new hedge</li> <li>Boundary along Spring Close. Cllr Nudds dealing with proposals to clear. Noted Mr Smith willing to maintain area once clearance complete</li> </ul>	PJN
024.4	Noted letter of complaint from Spring Close resident regarding overgrown weeds and dead tree, Cllrs Nudds and Marston to inspect and report back on any action required <u>Tree Warden Report Including Homefield Park</u> Noted <u>Tree Replacement SCDC</u> Tree Wardens to consider and report back on preference <u>Section 52 Land Narrow Lane</u> <b>agreed</b> to add to schedule of works. All tree works order currently on hold until bird nesting season over. Cllr Nudds obtaining necessary permissions <u>Tree Works</u> applications with Tree Wardens for comment direct to SCDC <u>Homefield Park</u> Cllr Nudds reported on resurfaced footpath work now complete. Misunderstanding with positioning of new fencing noted, contractors working together to correct. Noted gate will be funded by Feast Committee. Clerks delegation <b>agreement</b> provided to Cllr Nudds to purchase additional paint required for this and work at Burial Ground	PJN/DVM PJN/DNL PJN
024.5	<u>Footpath Officers Report</u> Noted meeting between Cty Cllr Jenkins and Karen Champion re. No. 19 footpath. Complaint re. weeds received for 37 St Audreys Close. Cllr Nudds outlined work carried out by Probationers and SCDC land ownership claims made. Cllr Dunn to check responsibilities with County Council and contact Cllr Jenkins to clarify issues	JD
024.6	<u>Allotments Report</u> Noted. Cllr Nudds reported on issues encountered: <ul style="list-style-type: none"> <li>Padlock replacement pending</li> <li>Inappropriate use of plot for recreation</li> <li>Gate replacement issues on hold</li> </ul> Noted Cllr Emmines retiring from Parish Council end of August, replacement Officer to be elected as soon as possible	
024.7	<u>Village Green Report</u> Noted. Proposed Cllr Payne, seconded Cllr Diplock, all <b>agreed</b> to accept suitable <u>bench</u> to be sited on north-east bank in front of play area. Idea of a double sided seat raised. <u>Duck Platform</u> Confirmed Cllr Nudds to provide exact specification for outstanding works required on platform and lectern, to be carried out with no further debate. Noted Yesteryear Road Run to return in 2014	PJN
024.8	<u>Play Area Report</u> Noted	
024.9	<u>Christmas Lights Working Party</u> Met 18 August 2013. Notes to follow. Cllr Marston outlined 3 possible improvements identified: <ul style="list-style-type: none"> <li>Decorate tree outside B1049/Green play area</li> <li>Decorate Phoenix side of Green</li> <li>Decorate Daisy Chain to culvert using netting</li> </ul> Meeting arranged on site. Parish Council to offer to take on logistical organisation of 16-20ft Christmas tree provided by Histon & Impington Feast Committee via Flora-Tec. Noted bigger lights may be necessary to cover increased size. Local commercial funding support to be sought. Noted additional needs at Crossing Keepers Hut site and Kings Meadows. All funding yet to be considered and identified, with possibility of using Public Art funds or apply for Community Chest grant	
024.10	<u>HICOP</u> Noted. Item had been brought forward and Standing Orders suspended. Huw Jones reported on works carried out on boundary measurements, spraying fungal disease treatments, etc. Second spray planned in due course, with final mow of orchard due before end August. Noted HICOP welcome to use chippings left on site after Manor Park boundary clearance works	
E13/025	<b>TO REVIEW/ACCEPT</b>	
025.1	<u>Committee Budget/Spend Report</u> to date. <b>(Appx 2)</b> Supplied to all. Noted under 1/3 of budget spent to date, with tree works on hold at present but planned during financial year. Income more than expected due to increase in interments and other Burial Ground income. Homefield Park works soon to be invoiced: footpath and fencing. Members requested another analysis column showing commitments unpaid and notes explaining variances, deferred items or items no longer expected	
025.2	<u>Draft Dog Bin and Litter Bin Strategy (Appx 3)</u> Proposal to enter contract with SCDC to empty some bins on Parish Council owned land. All in favour and <b>agreed</b> to implement with	

025.3	<p>immediate effect for annual review. New timetable to be drawn up with Mr Smith to cover remaining bins and litter pick routes/play area inspections. Time released from current 20hr per week allowance to be re-located by Clerks between Burial Ground, village and Recreation Ground. <u>Dog Bins and Litter Bins Recommendations</u> for 5 litter bins and 2 new dog bins accepted and <b>agreed</b> to contact SCDC accordingly. Cllr Diplock advised "Big Scoop" programme now finished. To be repeated next year.</p> <p><u>Allotments Rents October 2014</u> 12 months' notice required for any increase. Following suggestions for increased levels and deposit arrangements, and detail on nearby allotments fees, delegated to Cllrs Nudds, Emmine and Marston to work with Clerk to agree any changes. Cllr Dunn separately <b>agreed</b> to investigate water provision issues</p>	<p><b>PJN/JPE/ DVM JD</b></p>
025.4	<p><u>Grass Cutting – mid year review</u> Issues to be referred to contractors:</p> <ul style="list-style-type: none"> <li>• Footpath between the "two Doles" annual strim required where hedge laid</li> <li>• Verge in front of Allotments/Burial Ground overgrown</li> <li>• Clay Close Lane meadow – needs cutting earlier next year, and then repeat cut</li> <li>• Resident raised issue of cutting verge in dry weather. Contractor had explained the reason for this for long term care</li> </ul>	
025.5	<p><u>Homefield Park</u> – needs cut where holm oak came out</p> <p><u>Arrangements for Review</u></p> <ul style="list-style-type: none"> <li>- Village Green</li> <li>- Homefield Park</li> <li>- South Road Play Area – grassed area</li> <li>- Doctors Close Play Area</li> <li>- Manor Park Field</li> </ul> <p>Paper provided for input. Next agenda for first tranche if sufficient input received</p>	
E13/026	<p><b>OTHER ITEMS AND CORRESPONDENCE</b></p>	
026.1	<p><u>Paint Your Town Red</u> (Royal British Legion). Idea to apply to scheme to provide poppies along east boundary of Burial Ground once cleared. Noted a village committee were looking at marking the WW1 Centenary</p>	
026.2	<p><u>Fly Posting Issues</u> Complaint received. Following debate on usefulness of local information at times, <b>agreed</b> to approach "Big Tidy Up" team with a view to regular removal of non-local or commercial material quarterly. Parish council could supply necessary tool if agreed</p>	
026.3	<p><u>Circulation File</u> available for inspection</p>	
026.4	<p><u>Winter Gritting</u> one of 4-strong team moving away. Newsletter item planned to attract new volunteers, if County Council to run scheme</p>	
E/13/027	<p><b>Date of next meeting</b></p> <p><b>Tuesday 22 October (budget setting), 10 December 2013, 4 February 2014</b></p>	
E/13/028	<p><b>Items for next agenda, to include:</b></p> <p><b>Budgets 2014-15</b></p> <p><b>War Memorial</b> – quotes for cleaning</p> <p><b>Draft Regulations</b> – for first tranche of Open Spaces</p> <p><b>Review of All Outstanding Quotes</b> for agreement to works or removal from schedules (e.g. Gatehouse Road allotment gate £400 c/f, deferred pending Public Art discussions)</p>	
	<p><b>Meeting Closed: 9.30 pm</b></p>	