

**Minutes of Histon & Impington Parish Council Environment Committee
Tuesday 14th November 2017
8pm, At the Parish Office, New Road, Impington**

Environment Committee Minutes

Membership: 6 + 2 ex-officio

**Quorum: 3
Appendices: 3**

Agenda No:	Present: Cllrs: Aga Cahn, Cedric Foster, Helena Perry; Nick Wood Clerk: Angela Young Cllr Farrell had decided to resign as Chair. Deputy Chair Cllr Foster took the Chair	
E17/038 038.1	APOLOGIES FOR ABSENCE Cllrs: Farrell (personal), Nudds (personal), Butcher (personal), Payne (personal); Also: Dan Mace (HICOP) and Ruth Moulder (Sustainability Group)	
E17/039 039.1	TO RECEIVE DECLARATIONS OF INTEREST AND DISPENSATIONS To receive declarations of pecuniary interest from Councillors on items on the agenda - <i>none</i> To receive written requests for dispensations for disclosable pecuniary interests (if any) - <i>none received</i> To grant any requests for dispensation as appropriate - <i>none</i>	
E17/040 040.1	PUBLIC PARTICIPATION None	
E17/041 041.1	TO APPROVE MINUTES OF THE MEETING HELD 10th October 2017 All agreed to sign as a true record of the meeting	
E17/042 042.1	MATTERS ARISING Action List provided to all (Appx 1) Discussion followed on: <u>Item 16/058.1/17/005.1 Village Green Lighting</u> Remove from list. If heritage light required, agreed budget to be used <u>Item 16/039.5 Footpath Map</u> Clerk has information on file if Committee decide to proceed <u>Item 16/058.1/17/009.1 WI Tree</u> Cllr Perry to check with WI but understood tree no longer planned – Pat Fleet Garden investment planned instead <u>Item 16/069.1 Anti-Social Behaviour Meeting</u> remove from list <u>Item 17/022.2 Sunken Bin</u> All agreed no action required <u>Item 033.4 Sustainability Group Insurance</u> Came and Co advise against supporting insurance cover. Cllr Perry to report back with any fresh information on needs	HP HP
E17/043 043.1 043.2	TO RECEIVE Clerks Report provided to all and accepted (Appx 2) including other agenda items. Further discussion on: <u>Enviro.Volunteers</u> Members thanked the volunteers for planting bulbs in Histon & Impington. Noted other comments from report by Cllr Nudds (Appx 3) <u>Station Road Petrol/Diesel Issues</u> Cty Cllr Jenkins had convened a meeting, inviting the Parish Council to attend. Agreed Clerk should continue to attend, with Cllr Farrell, no other involvement appropriate at this time. Noted Dist Cllr Davies was working with the neighbours to assist with South Cambridgeshire District Council involvement. Cty Cllr Jenkins had been asked to enquire of Environment Agency about samples taken from Histon Brook <u>Open Space Management Plan</u> workshop 18 th January 2018. Cllr Wood agreed to facilitate <u>Hisimp News Articles</u> Cllr Perry to provide articles on new planter at The Green, Early Years Centre Homefield Park Event; Sustainability Group Film Night. Cllr Foster to provide article on cutting back of vegetation. Clerk to provide article on Christmas Refuse Collection dates, Xmas Tree Chipping Service, if booked. Deadline 5 th December 2017 <u>Market Square Group</u> all agreed no immediate requirement to meet <u>Parish Office Footpath Clearance Work</u> working party idea. Agreed to proceed if Cllr Farrell happy to continue Trees & Allotment Report see (Part of Appx 2 and Appx 3) Accepted.	Cty Cllr Jenkins NW HP/Clerk CJF EF



<p>043.3</p> <p>043.4</p> <p>043.5</p>	<p>Agreed the following from Tree Warden's report:</p> <ul style="list-style-type: none"> - Recommendation to contact Cambridge Building Society to inform them of the danger of dead wood in the Sycamore in their forecourt - Recommendation to contact Histon Football Club Holding to inform them of the danger presented by a large dead tree on their land at The Copse. If the tree falls it may cause damage or obstruct the footpath, cycleway or highway on the B1049 - Recommendation to contact IVC to inform of the danger of some diseased and dying trees on their land on New Road. Also to request they crown lift trees on Burgoynes Road and New Road, and remove overhanging epicormic growth. Ivy is also starting to take hold, so recommend removal. - Recommendation to contact SCDC for contact details or replacement/stand-in Tree Officer. <p>Noted volunteers may decide to work on Oak at School Hill triangle. SCDC permission would be required</p> <p><u>Allotments</u> noted actions required by Deputy Clerk, for report once completed</p> <p>HICOP Report Written report received from Dan Mace:</p> <ul style="list-style-type: none"> - Maintenance sessions this summer have focused on removing the cages around the trees. - HICOP have been able to use heavy duty strimmer (courtesy of the A14 grant) combined without patented tree trunk protector to keep the weeds down around the trees. The orchard now has a more natural appearance. - Plan to complete the 'Welcome sign' with an information board; also planning a Wassail event for January and the pruning workshop for February/March <p>Clerk to meet with Dan Mace regarding lease issues. Geoff Moore to be requested to provide costs for improvements work requested on entrance</p> <p>Sustainability Group Report None received</p> <p>Public Art Group Working Party Cllr Perry, member of the Working Party, was on the panel longlisting artists for A Turnbull Associates. Meeting of the Working Party due early December</p>	<p>COB</p>
<p>E17/044</p> <p>044.1</p> <p>044.2</p> <p>044.3</p> <p>044.4</p> <p>044.5</p>	<p>OTHER MATTERS</p> <p>To Review <u>Vision/Aims and their place within the 3 Year Plan (Appx 2)</u> Noted only, as essentially being a short, medium and long term plan</p> <p>To Review <u>Long Term Future uses/purposes of Crossing Keepers Hut</u> Noting Cllr Nudds report (Appx 3) from the enviro.volunteers requesting that the future of the Crossing Keepers Hut be preserved for future use by the community. The provision of electricity and CCTV security would not only help to protect the building from further damage, but would also provide useful opportunities for community uses</p> <p>Agreed to send list of member suggestions to Cllr Nudds, for her to draw up a detailed bid for Precept discussions</p> <ul style="list-style-type: none"> - Complete work on door and windows - Remove graffiti - Chimney work - Preserve for community use/income stream/pop up venue - 2 metal benches inside - Planters for front - Notice board - Water/electricity supply <p>To Review <u>Street Furniture Report Stage 2</u> – agreed to defer</p> <p>Members agreed to take on responsibility for cleaning and maintaining the Sid Bishop Bird Bath on the War Memorial site. Quotes to be obtained and costs added into budget paper</p> <p>To Review <u>improvements and proposals for use of Manorial Waste</u> as market area, including review of siting of Youth Shelter currently at School Hill. Agreed to make a Capital fund bid for 2018-19 at £10,000. Clerk to send request for item on High Street & Beyond Working Party agenda to Convener (David Jenkins). Suggestions for re-siting of youth shelter opportunities to be explored, including IVC frontage</p> <p>To Agree <u>identification and purchase of:</u></p> <p>Duck feeding signs – delegated to Clerk to identify design and purchase two signs at cost of up to £200, - "do not feed ducks bread" message</p> <p>English Oak trees and mixed hedging for Manor Field – as reported by Cllr Nudds, agreed to add to order already made with Barchams. Tree prices expected at £88 each: 14 native species trees (girth 10-15cm) and approximately 50 whips; Acquire and plant native</p>	<p>PJN</p>

044.6	<p>hedging plants to improve biodiversity in Doctors Close Play area and to extend planting in Manor Field</p> <p>Christmas Tree for Green – Agreed purchase of 16-18 ft tree from Rectory Farm at £220 + VAT and £10 delivery</p> <p><u>To Accept Quotes Received</u></p> <p>Agreed –</p> <ul style="list-style-type: none"> - Works to make safer circuit spilt at The Green. Circuit split works as identified in Clerks Report (Appx 2) Collacots - £290 + VAT estimate - <u>Graffiti Removal</u> delegated to Clerk to obtain and accept quote for removal of graffiti in various areas, including Crossing Keepers Hut - <u>Kings Meadow</u> Buchans Landscapes, contractor for Histon & Impington quote £513.50 + VAT 	
044.7	<p><u>Update on Progress with:</u></p> <p><u>Homefield Park:</u> Glazed pavilion; Estate Railings and necessary footpath closure; proposals for play equipment</p> <p><u>Crossing Keepers Hut</u> electricity supply and Christmas lights</p> <p><u>War Memorial</u> Roses</p> <p><u>The Green</u> Enhancement works</p> <p>Updates provided. No items yet complete. Clerk talking to County Council about temporary electricity provision over Christmas period. If agreed, ex-display lights to be identified, purchased and erected in The Copse/Crossing Keepers Hut area</p>	
044.8	<p><u>To Agree Procedure</u> for presenting Budget Request to FLA Committee 18-19. Members had already input to prepared figures for 16-17, 17-18 to date and plans for 18-19. No work yet undertaken on years 2 and 3 for a 3 year plan. Agreed to delegate to Clerk to complete the bid, with input from Tree Warden and other issues raised during the meeting. Then to present to FLA Committee for consideration, including Specified Reserves and Capital List bids</p>	
E17/045 045.1	<p>OTHER CORRESPONDENCE</p> <p><u>Circulating File</u> available on request</p>	
E17/046	<p>Date of next meeting</p> <p>Thursday 18th January 2018 (workshop); Tuesday 30th January 2018; then 13th March 2018</p>	
E17/047	<p>How to communicate meeting discussions/decisions and To request items for next agenda</p> <p>Website: Productive Budget discussion; Duck feed signs; Roses; Santa's Grotto</p> <p>Next Agenda (s): Election of Chair To agree Conditions of Use – Homefield Park To Review Duck Platform improvements</p>	
	<p>Meeting Closed: 9:30pm</p> <p>Appendices attached: Appx 1 – Action List Appx 2 – Clerks Report Appx 3 – Tree Officers Report</p>	