

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

Environment Committee Minutes

Membership: 6 + 2 ex-officio

Quorum: 3
Appendices: 3

Agenda No:	Present: Cllrs: Elaine Farrell (Chair), Aga Cahn, Ashley Gordon, Christine Hertoghe, Pene Nudds Dan Mace (HICOP) Clerk: Angela Young	
E16/064 064.1	APOLOGIES FOR ABSENCE Cllr Wood (personal), Cllr Butcher (personal), Ruth Moulder (Sustainability Group)	
E16/065	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>	
E16/066	PUBLIC PARTICIPATION None present	
E16/067	TO APPROVE MINUTES OF THE MEETING HELD 31st January 2017 All agreed to sign as a true record of the meeting	
E16/068 068.1	MATTERS ARISING <u>Action List</u> provided to all (Appx 1) Discussion followed on: <u>Item 018.1/058.1 Village Green Lighting</u> No progress with Alan Hitch. Cty Cllr Jenkins to be briefed by Cllr Nudds and asked to progress <u>Item 039.5/058.1 Lake Footpath</u> Cllr Farrell to circulate list of issues noted at walk around and organise an informal meeting, unclerked to bring forward suggestions for discussion with landowner <u>Item 058.1 Clay Close Lane Ditch</u> work undertaken by County Council. Cllr Nudds to contact Simeon Carroll at CCC Highways to meet to discuss further improvements required <u>Item 058.1 WI Tree</u> Cllr Nudds awaiting contact from WI on preferred site <u>Item 060.1 Brook Enhancement</u> Item on Full Council agenda March 2017 to enable progress to be made outside Financial Regulations, supported by South Cambs District Council. Noted delegation to Clerk and Cllr Foster to bring enhancement work forward within budget. Cllr Nudds indicated offer from residents of Clay Close Lane for advice (drainage consultants) <u>Item 060.4 Electricity Crossing Keepers Hut</u> Cllr Nudds and Clerk had approached Campbell Ross-Bain (CCC) for assistance in securing electricity supply <u>Item 060.4 Neighbourhood Plan</u> report. Cllr Cahn to pass to others for comment via email on any issues affecting the Environment Committee <u>Item 061.2 Piaggio Carrier</u> Investigations continue, suggestion of a customised metal carrier. Site & Maintenance to be approached for ideas	PJN/DJ EF PJN PJN AC
E16/069 069.1	TO RECEIVE (all Appx 2) Clerks Report provided to all and accepted (Appx 2) Noted list of all delegations and outstanding works for regular review by Clerk and Committee Chair. Also budget report to date. Further discussion on: <u>Committee Structure Task & Finish</u> Cllr Farrell and Clerk attended 27 th February. Briefing provided to Full Council March 2017 <u>Kings Meadow Working Party</u> Cllr Cahn and Clerk attended 7 th March. Next meeting due 23 rd May. Some encouraging discussion on community engagement issues <u>Anti-Social Behaviour</u> meeting held 8 th March. Cllr Nudds requested feedback from attendees (Cllr Jenkins) on Crossing Keepers Hut issues	EF/Clerk

	<p><u>BT Phone Box</u> noted welding work completed. Cllrs Farrell and Nudds to meet 16th March to look at refurbishment options</p> <p><u>Emergency Works</u> Storm Doris, cost £550. Official thanks voiced to Chelsea O'Brien and Trevor Smith for work on reporting and dealing with Health & Safety issues (report provided to all). Noted actions taken to be structured to form an emergency plan for future storm events</p> <p><u>Artisan Markets</u> as previously agreed trial to start monthly markets on Village Green 1st April 2017. Clerk to meet organiser to finalise details. Cllr Nudds content to be involved if required by organiser. Discussion on diversity and uniqueness, plus possible future venues if continues to be successful</p>	EF/PJN
069.2	<p>Trees & Allotment Report including report on "Storm Doris" 23rd February 2017. Noted as part of Clerks Report. Additional issues raised:</p> <ul style="list-style-type: none"> ➤ <u>CCC Trees</u> Cllr Nudds to provide email listing areas visited/discussed and agreements made. Cllr Nudds to write a website article outlining up-coming works planned by County Council ➤ <u>Storm Doris</u> Cllr Nudds to advise office of any further emergency works required e.g. at allotment sites ➤ <u>Surveys Required</u> Cllr Nudds to review and list any works required. 2017-18 Budgets ➤ <u>SCDC Permission</u> Application received for 10 Pease Way, Histon ➤ <u>Spire Hospital, New Road</u> Cllr Nudds had reported to Asst Clerk on tree works issues on site 	PJN PJN PJN
069.3	<p>Sustainability Working Party Report Ruth Moulder unable to attend. Noted Repair Café held 4th March., Food Festival planned September/October. Committee enquired how to find out about the groups work on hedgehog care. Clerk to contact Ruth Moulder</p>	
069.4	<p>HICOP Report Dan Mace reported on:</p> <ul style="list-style-type: none"> ➤ Noticeboard frame in place (A14 grant). Feast grant application for insert made ➤ Apple tree pruning complete, except for Burial ground, to follow shortly ➤ Wassailing event held, 80 attendees ➤ Junior School children had assisted in planting 5 trees at school ➤ Grafting tutorial to be held 9th April ➤ Orchard to participate in Open Gardens event 11th June ➤ RSPB Feast Event 1st or 8th July ➤ Tree guards to be replaced with posts over next 3 months ➤ 'Grasscrete'-like surface, grant application made ➤ Suggestions for circular seat and bike racks outside orchard entrance. Insurance, legal and liability issues need to be considered by Parish Council 	
E16/070	<p>OTHER MATTERS</p>	
070.1	<p>Manorial Waste – Proposals to use as Market Area Full discussion on idea put forward:</p> <ul style="list-style-type: none"> ➤ Surface ideas ➤ Resultant improvements to "tired" area ➤ More welcoming appearance ➤ Permanent stall pitches ➤ The need to prioritise project already running e.g. glaze pavilion <p>Agreed to note for aspirations list, but revisit once all had visited Manorial Waste to discuss and come back with a firm proposal</p>	Future agenda
070.2	<p>Dog Bins/Signs to be reviewed as part of 070.3 (Street Furniture Review). Noted dog bin in Pages Close now cleared of brambles by resident</p>	
070.3	<p>Street Furniture Report Cllr Wood undertaking villages wide review, next agenda. Noted suggestion of bench outside Baptist Church bus stop. Cllr Farrell to follow up with Church. General option that Parish Council should only use land owned by the Council</p>	Next agenda
070.4	<p>Playing Out Project administrative support by administering grant funding agreed for scheme in South Road. On hold at present, with organisers. Committee members spoke in favour of the scheme generally, which enabled regular road closure for children to play outside more safely</p>	
070.5	<p>Public Art Working Party noted 9th February provided to all. Discussion on:</p> <ul style="list-style-type: none"> ➤ <u>Glazed Pavilion</u> Cllr Nudds to provide complete file on Planning Application work. Clerk to then chase for update. Cllr Nudds to inspect pavilion in store and draw up inventory. Realistic aim remains for erection by first week in July ➤ <u>Tithe Barn Aisle Post</u> further financial pledge received from Village Society ➤ <u>Quacky Races</u> and on-going proposals by Alison Turnbull and Bridget Cusack. Proposal paper provided (Appx 3) indicating budget requirements between £10k (minimum) - £17k. 	PJN

070.6	<p>Discussion on:</p> <ul style="list-style-type: none"> ➤ Respect for work of the passionate, local Public Art professionals ➤ Councils wish to fulfil as many of 'wishlist' items identified by the Parish Council as possible ➤ Opportunities for free commissions ➤ Need for a scheme/plan <p>Delegated to Cllr Nudds and Clerk to enter dialogue with Alison and Bridget. Report to be made to Full Council March 2017 outlining these proposals</p> <p>To Agree</p> <p>Contract with Whyatts Amusements 2017-2020 – following meeting with the Whyatt family, all agreed to offer hire of Green at £65 per night (7 nights), with inflation rate applied year 2 and 3. All other details as before including Sunday opening when High Street open at premium.</p> <p>Works to update Duck Platform information boards – Noting estimated costs of £600, agreed not to proceed at this time, for review 2017-18</p> <p>Relocation of notice boards – Manorial Waste – suggestion received to relocate on back wall of bus shelter, ahead of any work on land. Agreed to obtain costs for works together with formation of window(s) in sides(s) of shelter</p> <p>Chairman formally asked for an extension under Standing Order 1x). Agreed</p> <p>Quotes received: Graffiti removal per hour costs; Homefield Park works; The Green – Deferred to next agenda. Agreed maintenance issues should be delegated to Clerk</p> <p>Opportunities for purchase of new Christmas Lights buy one get one free – Cllr Nudds to review stock and report back re Crossing Keepers Hut area</p> <p>To work with the organisers of WW1 commemoration project team to accept a small memorial for the villages of Histon & Impington, and to agree a site – Cllr Nudds to contact Eleanor Whitehead to discuss and report back. Insurance/liability issues raised. Preference for War Memorial site</p>	<p>PJN/Clerk</p> <p>Next agenda</p> <p>PJN</p> <p>PJN</p>
E16/071 071.1 071.2 071.3	<p>OTHER CORRESPONDENCE</p> <p>Circulating File available on request</p> <p>Pest Control report reviewed. All Stations re-baited</p> <p>War Memorial Workshop <u>Civic Voice</u> 26th April 9:45 – 1pm. Volunteer to attend sought. Clerk to contact Cllr Payne who alerted Village Society and Parish Council to the opportunity</p>	
E16/072	<p>Date of next meeting</p> <p>Tuesday 30th May 2017</p>	
E16/073	<p>How to communicate meeting discussions/decisions and To request items for next agenda</p> <p>Website:</p> <p>Pest Control</p> <p>Storm Doris</p> <p>Prices sought – rejuvenation of area at Manorial Waste</p> <p>Circus Visit</p> <p>HICOP Item</p> <p>Next Agenda:</p> <p>Election of Chairman</p> <p>Conditions of Use – Homefield Park</p> <p>Mission Statement</p> <p>Planting Scheme – hanging basket/planter High Street</p> <p>Proposal for rose beds at War Memorial</p> <p>Quotes Received</p>	
	<p>Meeting Closed: 9:40pm</p> <p>Appendices attached:</p> <p>Appx 1 – Actions List</p> <p>Appx 2 – Clerk's Report</p> <p>Appx 3 – Quacky Races</p>	