

Minutes of Histon & Impington Parish Council Environment Committee
Tuesday 15th August 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), Cedric Foster, Pene Nudds Steve Carrington, Dan Mace (HICOP) Clerk: Chelsea O'Brien	
E17/015	APOLOGIES FOR ABSENCE	
015.1	Cllrs: Aga Cahn (personal), Helena Perry (personal), Nick Wood (personal), Andy Butcher (ex-officio), Denis Payne (ex officio); Also Ruth Moulder (Sustainability)	
E17/016	TO CO-OPT SUSTAINABILITY MEMBERS	Next Agenda
016.1	Co-optee position deferred to next agenda	
E17/017	TO REVIEW AND ACCEPT TERMS OF REFERENCE	
017.1	Provided to all (Appx 1). With agreement to remove Bus Shelters from 2.13, all in favour to accept . Bus Shelters management and maintenance now with Highways Committee Public Art Working party continue to report to both Full Council or Environment depending on meeting calendar	
E17/018	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>	
E17/019	PUBLIC PARTICIPATION	
	Cllr Carrington queried maintenance of hedge adjacent to Village Green play area/B1049. Cllr Nudds confirmed within contract with Buchans	
E17/020	TO APPROVE MINUTES OF THE MEETING HELD 30th May 2017	
	All agreed to sign as a true record of the meeting	
E17/021	MATTERS ARISING	
021.1	Action List provided to all (Appx 2) Discussion followed on: <u>Item 16/006.1 Littering signs</u> – agreed to remove from list <u>Item 16/039.3 Fire Areas</u> to be considered as part of Aims and Ambitions, for consideration at the next meeting <u>Item 16/039.5/058.1/17/009.1 Lake Footpath</u> agreed to remove from list <u>Item 16/058.1/17/009.1 WI Tree</u> Cllr Nudds confirmed permission required, item on-going <u>Item 16/060.4 Neighbourhood Plan</u> agreed to remove from list	
E17/022	TO RECEIVE	
022.1	Clerks Report provided to all and accepted (Appx 3). No further discussion	PJN DM
022.2	Trees & Allotment Report Cllr Nudds reported verbally on inspections taken place. Report to be forwarded to Clerk for file Tree Policy all in favour to adopt. Cllr Nudds to draft Ivy Policy for review at next meeting	
022..3	Sustainability Group Report None	
022.4	HICOP Report Dan Mace reported on: <u>On-going Maintenance</u> event August Bank Holiday <u>Annual Juicing</u> 30 th September, website article to be provided <u>Grasscrete</u> investigations underway for installation at seating area and creation of wheelchair friendly pathways around the site. Phase 3 aspiration for grasscrete access track to Orchard	

E17/023	OTHER MATTERS	
023.1	Allotment Fee Review Officer recommendation outlined in Clerks Report (Appx 3). All in favour to implement in 12 months' (September 2018) taking all plots to £14 per annum. Thereafter £1 per year until at level acceptable. Agreed	
023.2	Burial Ground Fee Review Officer recommendation outlined in Clerks Report (Appx 3). All in favour to increase from 1 st October 2017, subject to multiplier of x4 for non-residents	
023.3	To Consider Proposal donation of plants at The Green, Parish Council to fund planters. Steve Carrington presented proposals for planters on the railings at The Brook facing the play area and the B1049 subject to permissions from County Council. Cllr Nudds outlined conflict concerns of the current 'natural look' and plans for planting on eastern boundary as part of Phase 2 Renovation. Preference expressed for inclusion in Baptist Church junction scheme. Assistant Clerk to outline proposed at next Highways meeting for consideration. Steve Carrington left the meeting	
023.4	To Accept Street Furniture Report Stage 1 report by Cllr Wood included as part of Clerks Report (Appx 3). Recommendation to re-paint bench Highfield Road to be passed to Mr Smith Bus Shelter The Coppice Mr Smith to review sunken bin and recommend remedial works required	TS TS
023.5	To Consider Quotes and Confirm Delegated Actions Homefield Park Estate Railing Cllr Nudds presented new quote for consideration. Following discussion, existing quotes on file to be updated and presented at next meeting. Quotes to include option for painted finish. Cllr Nudds to forward all quotes to Assistant Clerk once received Homefield Footpath Works 1 quote received to date. Cllr Nudds to seek further quotes for consideration at next meeting Glazed Pavilion Planning application underway, Cllr Nudds in regular contact with supplier Roses replacement at War Memorial 1 quote received. Assistant Clerk to query specification with contractor and report back via email Relocation of BT Payphone, Milton Road Cllr Nudds verbally updated members of Public Art Working Party meeting wishing to retain the phone box of the village periphery. Following discussion, Crossing Keepers Hut site options to be explored. Cllr Nudds expressed unease of locating phone box on land not within the ownership of the Parish Council and an area of high levels of vandalism. Assistant Clerk to contact Campbell Ross-Bain to clarify, to also include query of electricity provision for Crossing Keepers Hut	PJN/COB PJN COB
023.6	Mission Statement draft provided to all, to be circulated for further discussion at next meeting	COB
023.7	To Review Vision/Aims deferred to next agenda	Next agenda Next Agenda
E17/024	OTHER CORRESPONDENCE	
024.1	Circulating File available on request	
E17/025	Date of next meeting Tuesday 19th September 2017 noted Chair unavailable	
E17/026	How to communicate meeting discussions/decisions and To request items for next agenda No website article Next Agenda (s): To agree Conditions of Use – Homefield Park To agree purchase of additional Christmas Lights To discuss Grass Cutting Tender 2018 – 21 To review future uses/purpose for Crossing Keeper's Hut Manorial Waste – improvements and proposals for use as market area Mission Statement Review Vision/Aims	
	Meeting Closed: 9:28pm Appendices attached: Appx 1 – Terms of Reference Appx 2 – Actions List Appx 3 – Clerk's Report	