

Minutes of Histon & Impington Parish Council Environment Committee
Tuesday 30th May 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, Nick Wood; Andy Butcher (ex officio, in part) Dan Mace (HICOP) Clerk: Angela Young	
E17/001	ELECTION OF CHAIR Cllr Elaine Farrell, nominated by Cllr Foster. All in agreement ELECTION OF DEPUTY CHAIR All agreed required. Cllr Cedric Foster, nominated by Cllr Wood. All in agreement	
E17/002	APOLOGIES FOR ABSENCE 002.1 Cllr Cahn (personal); Cllr Perry (personal)	
E17/003	TO CO-OPT HICOP and SUSTAINABILITY MEMBERS 003.1 All AGREED to confirm co-option of Dan Mace as HICOP representative. Clerk to contact Ruth Moulder for information on structure and hierarchy of the Sustainability Group (no longer a Parish Council Working Party) and obtain name for co-optee position	
E17/004	TO NOMINATE COUNCILLOR COMMITTEE MEMBER AS REPRESENTATIVE TO COMMITTEE RESTRUCTURE TASK & FINISH GROUP Cllr Nick Wood, nominated by Cllr Farrell. All in agreement	
E17/005	TO REVIEW AND ACCEPT TERMS OF REFERENCE Noting some updating changes on Working Parties and Task & Finish Groups, all members requested to review and report back with any suggested changes. Next agenda	Next agenda
E17/006	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>	
E17/007	PUBLIC PARTICIPATION None present	
E17/008	TO APPROVE MINUTES OF THE MEETING HELD 14th March 2017 All agreed to sign as a true record of the meeting	
E17/009	MATTERS ARISING 009.1 Action List provided to all (Appx 1) Discussion followed on: <u>Item 018.1/058.1 Village Green Lighting</u> Cllr Nudds had reminded Cllr Jenkins of the request to re-align a lamppost on the Green <u>Item 039.5/058.1 Lake Footpath</u> Cllr Farrell will circulate a paper to all prior to contacting Cllr Jenkins. Cllr Farrell will accompany Cllr Jenkins on visit to Chivers Farms to discuss further. <u>Item 058.1 WI Tree</u> Cllr Nudds to contact Wayne Stewart at County Council to discuss species to be permitted on land in Home Close. CCC had indicated willingness for Parish Council to remove trees and replant. WI had requested an oak but silver birch to be discussed. <u>Item 059.1 Post Office Rubber Bands</u> Cllr Foster to feedback on improvements seen locally. <u>Item 060.1 Brook Enhancement</u> Cllr Foster and Clerk to meet as soon as possible <u>Item 061.2 Piaggio Cover</u> for Health & Safety, security and robustness reasons, suitable	EF P JN C JF C JF



	<p>design agreed with Site & Maintenance to fabricate bespoke cover for trailer on Piaggio at cost of £680 + VAT. Due to bespoke nature, no other quotes available. Order now to be made</p> <p><u>Item 069.1 BT Box Refurbishment</u> Cllr Farrell has arranged to meet Dom Sylvester to discuss works 31 May. Cllr Nudds will provide written quotes for artwork to Clerk and Cllr Farrell for the records. Cllr Foster will obtain indicative quotes for eventual relocation, including preparation of base and electricity supply. Cllr Nudds to be removed as action name.</p> <p><u>Item 070.1 Manorial Waste ideas</u> Cllr Farrell to organise evening visit to review options on site. Then a High Street & Beyond Task & Finish item.</p> <p><u>Item 070.5 Glaze Pavilion</u> Clerk to request information from SCDC on work to carry out a variation on deeds for Homefield Park. Cllr Nudds to provide complete electronic file for records. Noted offer from Chivers Farms to support the use in writing.</p> <p><u>Item 071.2 Pest Control</u> 2 juvenile rats caught and disposed of. Monitoring continues</p> <p>Cllr Butcher left during this item</p>	<p>EF PJN CJF</p> <p>EF</p> <p>PJN</p>
E17/010	TO RECEIVE	
010.1	<p>Clerks Report provided to all and accepted (Appx 2)</p> <p>Further discussion on:</p> <p><u>SCDC request for additional/replacement dog bins</u> Cllr Foster to follow up with Heidi Duffett at SCDC. If no response, Dist Cllrs to be requested to make contact</p> <p><u>Big Tidy Up/Road Adoption</u> administered by Cedric, Foster, supported only by the Parish Council for insurance purposes. Issue of sole administration rights raised.</p> <p><u>Litter Issues</u> Cllr Foster to approach IVC re cigarette butt problem in New Road/Burgoynes Road area</p>	<p>CJF</p> <p>CJF</p>
010.2	<p>Trees & Allotment Report Cllr Nudds reported verbally on:</p> <p><u>Tree works applications</u> received and commented on. Cllr Nudds to meet Cllr Ewbank to discuss relevant reasons for comment.</p> <p><u>Eastern Tree Works</u> Tree works outstanding in Homefield Park and rear of 5 The Coppice Recreation Ground MUGA site Trimming works agreed</p> <p><u>Clay Close Lane</u> willow has died</p> <p><u>Doctors Close Pocket Park</u> discussion on boundaries and works to boundary by developers of housing. Offer of assistance/contribution for hedging made</p> <p><u>St Audrey's Close housing backing onto Manor Field entrance</u> Noted work carried out on 8 trees, without permission from Parish Council. AGREED to write pointing out policy on such works. Clerk to report to FLA in Clerk's report</p>	<p>PJN</p>
010.3	Sustainability Group Report None	PJN
010.4	<p>HICOP Report Dan Mace reported on:</p> <p><u>AGM held</u> No changes to Committee</p> <p><u>Regular maintenance parties</u> last weekend of the month</p> <p><u>Open Gardens</u> participant 11 June</p> <p><u>Feast event</u> due at Orchard 1 July</p> <p><u>New path</u> Cllr Nudds and Dan Mace had met again. Cllr Nudds looking at digger hire with RFO, terms and conditions of hire awaited for insurance purposes. All agreed that laying the path as designed would <u>discourage easy access to the Guided Busway</u> via the informal route.</p>	<p>PJN</p>
E17/011	OTHER MATTERS	
011.1	<p>Review and Prioritise Outstanding Items List Members reviewed outstanding items and gave financial quarter priorities Q1 – Q4, or designated for following year. Any outstanding items not listed to be provided to Clerk separately for consideration next agenda (Appx 3 as reviewed) Next agenda – Focus on Aims e.g. “To promote healthier lifestyle”</p>	Next agenda
011.2	<p>Review Working Parties and Task & Finish Groups Memberships as reported at AGM. Public Art Working Party and Drainage Working Party report into Environment Committee. Sustainability Working Party and Homefield Fence Task & Finish Group now dissolved</p>	
011.3	<p>Proposals for replacement rose beds at War Memorial Cllr Farrell agreed to work with Buchans to bring forward replacement roses in time for WW1 100 years anniversary in 2018. Some concern expressed over pruning timings for 2017.</p>	EF
011.4	<p>Proposals submitted for improvements to High Street – including Planting Scheme Cllr Carrington had a contact willing to donate hanging baskets for the High Street and surrounds. High Street & Beyond Task & Finish to be advised</p>	Next agenda
011.5	To accept Street Furniture Report Not yet complete. Next agenda	Next agenda
011.6	Quotes received Deferred to next agenda	Next agenda

<p>E17/012</p> <p>012.1</p> <p>012.2</p> <p>012.3</p> <p>012.4</p> <p>012.5</p> <p>012.6</p> <p>012.7</p>	<p>OTHER CORRESPONDENCE</p> <p>Circulating File available on request</p> <p>“Running Free” DCLG Consultation on preserving the free use of public parks – responses by 5 July. Cllr Wood to review and report back if response would be useful. Noted need to take a balanced view. Clerk will report to FLA Committee 5 June. LGIU report on “State and Use of Public Parks”</p> <p>Burial Rights Reform Bill – second reading due 12 May 2017. Noted proposals. Clerk will report to FLA Committee 5 June</p> <p>National Litter Strategy for England – details noted</p> <p>The Salvation Army - Clothing Bank sites sought. Noted, not appropriate for Histon & Impington</p> <p>Stolen cycles – suggestion from resident for collection point scheme. Cllr Wood to discuss with CAMTRUST and report back</p> <p>Cambs County Council Corporate Energy Strategy received. Noted</p>	<p>NW</p> <p>NW</p>
<p>E17/013</p>	<p>Date of next meeting</p> <p>Tuesday 4th July 2017, noted Chair unavailable. Cllr Farrell to organise workshop date between now and then to look at Vision/Aims</p>	<p>EF</p>
<p>E17/014</p>	<p>How to communicate meeting discussions/decisions and To request items for next agenda</p> <p>No website article</p> <p>Next Agenda (s):</p> <p>Terms of Reference</p> <p>Conditions of Use – Homefield Park</p> <p>Mission Statement</p> <p>Update on Priorities List</p> <p>Vision/Aims focus – progress</p> <p>Street Furniture Report</p> <p>Quotes Received</p>	
	<p>Meeting Closed: 9:24pm</p> <p>Appendices attached:</p> <p>Appx 1 – Actions List</p> <p>Appx 2 – Clerk’s Report</p> <p>Appx 3 – Quarterly Priority List (as reviewed)</p>	