

**Minutes of Histon & Impington Parish Council Environment Committee**

Tuesday 4 June 2013 7.30 p.m

At the Parish Office, New Road, Impington

**Environment Committee Minutes**

Membership: 7 + 2 ex-officio

Quorum: 3

<b>Agenda No:</b>	Present: <b>Cllrs:</b> Derek Marston (Chairman), Hooda Abdullah, Janet Diplock, John Emmines, Pene Nudds; Ex Officio: Denis Payne; Huw Jones HICOP (in part) Clerk: Mrs Angela Young	
E/13/001	<b>ELECTION OF COMMITTEE CHAIRMAN 2013-14</b>  Outgoing Chair Pene Nudds did not wish to stand and thanked all members for support, time and energy over previous years. She noted the Committee had met 8 times in the previous year, plus various on-site meetings. Proposed Cllr Nudds, seconded Cllr Emmines all in favour to elect Cllr Marston as Chairman of Committee. Cllr Payne thanked Cllr Nudds on behalf of the Council for he considerable efforts during her time as Chairman of the Committee  With agreement of the Committee, Chairman suspended Standing Orders at this point and brought forward item 6.8 HICOP Report. After this item Mr Jones left the meeting and Standing Order re-instated	
E/13/002	<b>APOLOGIES FOR ABSENCE</b>  Cllrs: Cooper (holiday), Dunn (holiday), Jenkins (personal)	
E/13/003	<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> – None, although noted Cllr Nudds was a member of local group enviro.volunteers <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/13/004	<b>TO APPROVE MINUTES OF THE MEETING HELD 26 March 2013</b>  All <b>agreed</b> to sign as a true record of the meeting	
E/13/005	<b>MATTERS ARISING</b>  005.1 <u>Item 071.2 Meeting</u> yet to be arranged. Discussion held on proposals and work carried out on leylandis by Hain Daniel. It was felt separate meeting required: one with Max Parish, the other to follow with Hain Daniel before approaching Mike Davies at County Council re. proposed cycleway along rear of Manor Park area. Cllr Marston to be kept informed of meeting dates  005.2 <u>Item 71.5 Street Lights</u> 24 heritage columns identified, to be logged on map. Prices to be sought for a) recover and use as e.g. Public Art and b) recover, replace and keep working. To be referred to Full Council for decision  005.3 <u>Item 072.2 Play Area</u> handover report made, now with Recreation Ground Committee 005.4 <u>Item 072.3 Weedkill at Burial Ground</u> Now in schedule <u>Item 072.4 Tree Works</u> carried out satisfactorily <u>Item 073.1 Budget</u> timings adjusted to better suit aims of Committee <u>Item 074.3 SCDC Litter Bin service</u> up-dated quote currently prohibitive. Alternative schedule to be drawn up. Noted SCDC to charge £3 per bin empty <u>Item 074.4 Playground Inspectors Course</u> Not attended due to sickness. Handouts received <u>Item 074.10 Committee Structure</u> Pre-meeting of all Committee Chairs to be called, 11 July to agree agenda, followed by Workshop 22 July. Note previously distributed by Cllr Nudds, any feedback to Cllr Marston who would brief Cllr Diplock, attending session on 11 July	<b>Full Council</b>
E/13/006	<b>TO RECEIVE REPORTS</b>  <b>(Appendix 1)</b>  006.1 <u>Clerks Report</u> Noted plants for Green costs £57. Decision on Gatehouse Road gate next agenda. Willow/ash extension may cause problems with extra weight. Noted probationers would rake and re-seed area on Green, when appropriate and remove post and tape left in place  006.2 <u>Chairman's Report</u> Cllr Nudds reported on graffiti, lengthy discussion on issues. Cty Cllr	<b>Next agenda</b>

<p>006.3</p> <p>006.4</p> <p>006.5</p> <p>006.6</p> <p>006.7</p> <p>006.8</p>	<p>Jenkins to be requested to progress “mini summit” to include District Cllr representation. Confusion over telephone messages from Linda Browne and Paul Quigley, <b>agreed</b> to request details of issues raised by email</p> <p><u>Volunteer activities up-date</u> work continued throughout parishes, including at Allotment sites, Noted Big Tidy up organised by Cllr Foster held 1 June 2013</p> <p><u>Flooding and Drainage</u> discussions held, reported to Full Council and Highways</p> <p><u>Fly tipping in wooded areas</u> unauthorised tipping of “chippings” reported to SCDC</p> <p><u>Girton “WI” Woods</u> bench burnt out, County Council owned. Noted responsibility lies with Sarah Shepard at County Council</p> <p><u>Burial Ground Report</u> Noted Report. Fees and Rules review due during summer. Some discussion on option of employing new Burial Groundsman/Estate Manager Role</p> <p><u>Tree Wardens Report</u> Noted report</p> <p><u>15 The Coppice</u> discussion to be held. Adjacent <u>2 Burroughfield</u> work not yet carried out. <u>1 Spring Close</u> as trees were western red cedars would not be approved by either SCDC policy or Parish Council policy</p> <p><u>Narrow Lane/Section 52 Land</u> work requested on variegated cote-leaf maple.</p> <p>Recommendation from Tree Wardens to fell, low priority</p> <p><u>Histon Football Club</u> Tree Replacement Order. Cllr Nudds due to meet Cllr Davies to discuss further</p> <p><u>Dead tree felled Orchard Road</u> SCDC tree. Cllr Nudds had challenged Dist Cllrs for information on replacement for various SCDC owned trees felled in recent years</p> <p><u>County Council owned trees off New School Road</u> Cllr Nudds to contact Kate Day at County Council to discuss and report back further</p> <p>Cllr Nudds noted limbs shed in <u>Homefield Park</u> and leaning red cedar causing no immediate health and safety problems. Would be included in a forthcoming tree works order once permission received for all works required. <u>IVC trees/lighting column issues</u> Cllr Nudds to ask Chair of Governors at IVC to follow up</p> <p><u>Footpath Officers</u> report noted</p> <p><u>Allotment Officers</u> report noted</p> <p><u>Village Green</u> report noted. <u>Feast booking 6 July</u> Feast Committee had been asked to organise wheelie bins from SCDC in preference to skip</p> <p><u>Seat Offer</u> map to be produce showing position of all seats for further consideration. Future agenda</p> <p><u>HICOP Rep (Appendix 1&amp;2)</u> Standing Orders had been suspended for Huw Jones to take part. Report noted. Further discussion held on:</p> <ul style="list-style-type: none"> <li>• School involvement with planting 7 trees, one for each primary year</li> <li>• Inner circle planned as outdoor classroom</li> <li>• Temporary signs during summer months – Huw Jones to take forward “QR codes”</li> <li>• Plan for interpretation board, need to ensure within lease guidelines</li> <li>• Offer to be investigated of suitable bench to commemorate start of WW1 100 years 2014, for report back to Environment Committee</li> <li>• Trial pits – Huw Jones to request filled as soon as possible as a hazard when grass longer</li> </ul> <p><b>Agreed</b> to look into group emails for both Environment Committee and HICOP members for free exchange of information and good flow of communication</p>	<p><b>JDJ</b></p> <p><b>PJN</b></p> <p><b>PJN</b></p> <p><b>PJN</b></p> <p><b>Future agenda</b></p>
<p>E13/007</p> <p>007.1</p> <p>007.2</p> <p>007.3</p>	<p><b>TO REVIEW/ACCEPT</b></p> <p>Noted in Clerks report (<b>Appendix 1</b>)</p> <p><u>Clearance work to Brook</u> Now too late in year to carry out work. <b>Agreed</b> to go to re-quote for work in February/March 2014. Co-Ordination would be required with enhancement work due same time, which may require Parish Council part funding. Cllr Nudds to contact Susan Rooke at County Council for latest details</p> <p><u>Budgets</u> indicative figures presented for information</p>	<p><b>PJN</b></p>
<p>E13/008</p> <p>008.1</p> <p>008.2</p>	<p><b>OTHER ITEMS AND CORRESPONDENCE</b></p> <p><u>Request for notice board from Friends of The Rec –School Hill</u> Members were concerned that area already overcrowded with noticeboards and street furniture. <b>Agreed</b> to respond advising the Committee were already in process of setting up review of all street furniture and do not feel able to add to it at this stage</p> <p><u>Confirm membership of Public Art Working Party</u> Cllr Ing, Payne, Nudds, Teague, Abdullah. A resident had also expressed an interest. Cllr Nudds updated on newsletter article prepared to</p>	

008.3	<p>be forwarded to all on Working Party, together with initial report and funding application from Alison Turnbull following meeting to discuss possible contract to facilitate a Public Art scheme. <b>Agreed</b> Working Party to agree a Terms of Reference by email, to return to Environment Committee next meeting for acceptance. Cllrs Payne and Diplock due to meet with Paula Bond from SCDC to discuss handover of S106 money 11 June</p> <p><u>Land rear of Manor Park Working Party agreed</u> to disband Working Party for time being. Any resurrected proposals for skatepark siting could be brought forward via Youth Committee</p> <p>Under Standing Order 1x, meeting closed at 9.30pm all other items deferred to be taken forward to meeting to be called <b>2 July 2013</b></p>	<b>Next agenda</b>
E/13/009	<p><b>Date of next meeting</b></p> <p><b>Tuesday 2 July</b> then 13 August, 5 November 2013</p>	
E/13/010	<p><b>Items for next 2 agendas:</b></p> <p>Meeting Arrangements Christmas Lights Sub Group</p> <p>Estate Manager Role for Histon &amp; Impington</p> <p>Dog Bin/Litter Bin Issues</p> <p>Public Art Working Party Terms of Reference</p> <p>Fees and Regulations:</p> <ul style="list-style-type: none"> <li>- Burial Ground</li> <li>- Allotments</li> <li>- Use of Village Green</li> <li>- Use of Homefield Park</li> <li>- Use of other Parish Council owned spaces (excluding Recreation Ground)</li> </ul> <p>SPEP Matters</p> <p>Royal British Legion request "Paint Your Town Red"</p> <p>Grass Cutting mid-year review</p>	
	<p><b>Meeting Closed: 9.30 pm</b></p>	