

**Minutes of the Meeting held of Histon & Impington Parish Council
Community Room, Histon & Impington Recreation Ground, New Road, Impington
Monday 17 February 2014 7.30 p.m.**

6 Appendices attached

Full Council Minutes

Agenda No:	Action/ Power
Present: Cllrs: D Jenkins (Chair), H S Abdullah, M C Cleaver, N S Davies J Dunn, C J Foster, B S Ing, D N Legge, R Moulder, P J Nudds, D W Payne, E W Stonham Cty Cllr Mason Mrs L M Marsh; Mr S Campin 11 members of public Karen Lunn (County Council) in part Clerk: Mrs A J Young	
13/122 APOLOGIES FOR ABSENCE Cllrs: Ian Cooper (personal), Marcus Dann (personal), Derek Marston (personal) Jonathan Dixon (personal), Josephine Teague (personal); Dist Cllr Chatfield Cllrs wished to congratulate Mrs Young on 20 years of service as Clerk	
13/123 DECLARATIONS OF INTEREST AND DISPENSATIONS a) Declarations of pecuniary interest from Councillors on items on the agenda – <i>None</i> b) Written requests for dispensations for disclosable pecuniary interests – <i>None</i> c) Any new requests for dispensations – <i>None</i>	
13/124 DATE(s) OF NEXT COMMITTEE MEETINGS Planning Committee – 7.30 p.m. Tuesday 25 February, 11 March Employment Committee – Thursday 6 March (since postponed to 3 April) Highways Committee – 7.30 p.m. Thursday 13 March <u>Other events/meeting</u> SCDC Briefing re Mitre application – Wednesday 19 February Northstowe Parish Forum, SCDC – 6 p.m. Wednesday 19 February Homefield & Hereward residents meeting – 7 p.m. Thursday 27 February Big Tidy Up – Saturday 1 March Northstowe meeting, Willingham – Saturday 8 March SCDC Parish Liaison – Wednesday 12 March	
13/125 PUBLIC PARTICIPATION With no other matters raised, and with agreement of Council, Chair suspended Standing Orders at this point and brought forward item 130.3(i) County Council presentation and 130.4 Resolution on Acquisition of Bypass Farm <u>Item 130.3 Karen Lunn, County Council Highways – Proposed scheme for High Street/The Green</u> In its first public airing Karen Lunn outlined possible options for junction improvement, yet to go to safety audit designed, within parameters set by Parish Councillors. 3 alternative schemes would be put up on Parish Council website, and designs varied with use of pedestrian island, fixed kerblines, over-runnable areas, zebra crossing feature with loss of some parking, creation of formal layby for parking to Green. Cost estimated (covered by County Council) ranged from £42,000 to £50,000 (Appx 1) <u>Questions followed:</u> <ul style="list-style-type: none"> • Concern over reversing of large vehicles at Co-Op yard and Boot Inn dray deliveries • Proposed crossing felt to be in wrong place; Concern over increased street furniture (zebra crossing) actually on The Green • Noted not enough width to facilitate a left hand filter lane at junction Station Road/High Street; Some support for pedestrian traffic island • No traffic audit/speed audit carried out at junction, although safety audit in the past • Possibility of “build out” at Cambridge Building Society side, and/or raised crossing there to slow cars • Also extension of kerbed path towards 1 & 3 The Green or narrowing of entrance in front of Daisy Chain to restrict access • Concern over loss of any Green area, also increased foot traffic over grassed area 	

- Legal status of Green, all footways in ownership of Histon & Impington Parish Council, not part of adopted highway. Changes require permission by Secretary of State
- Concern over possible resultant increase of abuse of double yellow lines with any loss of parking at The Green; Blue Badge holder issues
- Perceived need for HCV/HGV weight restriction ban along Station Road, noting those with legitimate access would not be precluded
- Noted Cllr Jenkins and Legge meeting Cty Officers shortly to discuss HCV access limits on this main walking route
- Ideas for improvements for Junior School access by pedestrians, including access by play area gate and B1049 drop off point. Cllr Davies confirmed the Junior School were leading discussions on parents' concerns over this aspect

Chairman thanked Karen Lunn for attending and confirmed Highways Committee 13 March would be looking at the issues. Dependant on safety audit outcome, any decision to proceed would be subject to public consultation. Karen Lunn left the meeting

Item 130.4 Resolution Bypass Farm

RESOLUTION: "Histon & Impington Parish Council agrees to;

- **Acquire a 30 year leasehold interest in approximately 12 acres of land at Bypass Farm Histon for a consideration of £72,500 to be financed from Section 106 monies currently held by the Parish Council, and engage the Council's Solicitors to act in the purchase**
- **Change the title of the Community Facilities Committee to the 'Community Park Project Committee'**
- **Change the area of responsibility in the Committee terms of reference to 'develop recreational and leisure facilities at Bypass Farm in line with the aspirations of the community'"** Proposed Cllr N S Davies

Powerpoint presentation given in conjunction with report paper provided to all (**Appx 2**).

Stressing the decision tonight was whether to acquire the lease only, Cllr Davies highlighted financial implications in future years, particularly:

- Use of Section 106 moneys for the project, set aside for this use
- Maximum ultimate spend of £1million would be estimated to entail 14% increase on precept, incrementally over a number of years
- Minimum spend would in fact reduce current amount budgeted for each year

Cllr Davies concluded with the questions:

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| Q: Do we need the space? | A Yes |
| Q: Will Bypass Farm help to meet the shortage? | A Yes |
| Q: Could we afford it? | A Yes, potentially with an increase in precept |

He spoke of pitfalls encountered with the Recreation Ground project and lessons learned. This site envisaged as complementary to the existing Recreation Ground, not a Recreation Ground Mark 2, with a very different mix of facilities

Questions/comments from residents present:

- Query over Green Belt status and how use of productive agricultural land fitted in the Council's environmental credentials - area is designated recreational in Local Plan; if open space is wanted for our residents, then Green Belt is the only option
- Concern over extent of car parking/building in "phase 2". No detailed plans in place. Restricted by planning law, financially and effect on neighbours. County Council would need to approve any development
- Concern over effect on livelihood of current farmer. Confirmed the farmer was fully aware and no effect on long term livelihood
- Continued concern over resulting costs over 30 years of lease, initially over costs of access roads etc. Re-iterated that any development could only be based on what residents say they want and can afford as part of the public consultation, if lease acquired. Access to site factored into minimum cost calculations
- Query over future S106 expectations. Noted CIL (Community Infrastructure Levy) in force from March 2015, resulting in less income than currently through Section 106. Estimated £300,000 in S106 "pot" at present

	<ul style="list-style-type: none"> Some discussion on County Council's future development plans for Buxhall Farm, and availability of Bypass Farm with no housing development ties Clarification on current Public Works Loan Board loans of £400,000, 9 years into a 20 year loan, currently forming part of annual precept amount <p>Chairman read two emails, one from Marcus Dann (as resident) against the proposal, and Geoffrey Smallwood, (Village Society) in favour</p> <p>Standing Orders re-instated. Councillors continued debate:</p> <ul style="list-style-type: none"> <u>Cllr Payne</u> outlined concerns that a) outstanding deficit would not be met, and suggested Compulsory Purchase may not have been properly explored. b) Consultation should be carried out on spend before decision made whether to acquire c) The 14% estimate increase on Council Tax did not take into account other known increases in future years e.g. as result of employment legislation. This may take Band D to over £100 were maximum spend to materialise <u>Cllr Ing</u> had his own concerns over a) Compulsory Purchase routes, price would likely be set on hope-value and be unaffordable. An option to look at were village to expand even more, and b) and c) when consultation undertaken it would need to be clear what impact on precept would be of any options given <u>Cllr Nudds</u> felt any resulting consultation must include <u>all</u> Histon & Impington open space areas. Expressed disappointment at length of 30 year lease, which she felt changed the whole dynamics of realistic aspirations for the area. Steven Conrad (County Council) had verbally advised an extension may be considered were any planning permission gained for a building (e.g. Scout and Guide). The immediate availability for residents was important, for the next 30 years at least. <u>Cllr Cleaver</u> supported retention as open space, but concerns over any parking/infrastructure. Footpath/cycle routes/back access felt to be important <p>Proposed Cllr Davies, seconded Cllr Ing <i>"Histon & Impington Parish Council agrees to;</i></p> <ul style="list-style-type: none"> <i>Acquire a 30 year leasehold interest in approximately 12 acres of land at Bypass Farm Histon for a consideration of £72,500 to be financed from Section 106 monies currently held by the Parish Council, and engage the Council's Solicitors to act in the purchase</i> <i>Change the title of the Community Facilities Committee to the 'Community Park Project Committee'</i> <i>Change the area of responsibility in the Committee terms of reference to 'develop recreational and leisure facilities at Bypass Farm in line with the aspirations of the community'"</i> <p>8 in favour, 1 against, 2 abstentions and agreed. Some residents left meeting</p>	
13/126	<p>TO APPROVE minutes of the Meeting held 20 January 2013</p> <p>All in favour to accept as a true record of meeting</p>	
13/127	<p>MATTERS ARISING FROM PREVIOUS MEETING</p> <p><u>Actions List (Appx 3)</u></p>	
13/128	<p>CO-OPTION TO PARISH COUNCIL</p> <p>Applications received for vacancy from <u>Nick Wood</u>, unable to attend the meeting. Deferred to next agenda. Chair advised Janet Diplock had resigned from Council for personal reasons. Second vacancy to be advertised next agenda. Letter of interest received from <u>Kevin Andrews</u> Noting vacancy on Youth (1), Environment (1), Planning (3). Cllr Nudds nominated as Planning Committee member, all agreed</p>	<p>Next agenda</p>
13/129 129.1	<p>TO RECEIVE REPORTS</p> <p>County Cllrs and District Councillors Reports: <u>County Council</u> written report for January accepted from Cty Cllr Jenkins covering: Northstowe; Police; meetings attended. Cllr Mason reported that development proposals for Worts Causeway in Green Belt had been "called in" and would go back to Cabinet</p> <p><u>District Council</u> written report accepted from Dist Cllr Stonham covering: Full Council;</p>	

129.2	<p>Histon Junior/Infant School parking issues; A14; Orchard Park. Additional discussion:</p> <ul style="list-style-type: none"> • Reports that some areas of villages do not receive South Cambs Magazine • Disappointment voiced that South Cambs had refused to give any portion of grant money from Government to Parish Councils • Disappointment Histon & Impington Parish Council had not been consulted on recent Orchard Park developments despite being within 10m of our Parish. Noted CEO Jean Hunter to attend March meeting • Dist Cllrs requested to investigate decisions being taken on tree works at 85a Station Road, with particular reference to legal aspects <p><u>Clerks Report (Pg 1 & 2) (Appx 4)</u> Accepted. Particular note of delegated spend items; expenses claims to be with Clerk as soon as possible and email response time constraints. Proposed Cllr Ing, seconded Cllr Cleaver, all agreed to delegate power for emergency spending to transfer to Chelsea Presland during Clerks' absence from office during February/March. This likely to entail only emergency works for Health & Safety reasons</p>	Kings Meadows / Planning Committees
129.3	<p><u>Chairman's Report (Appx 5)</u> Accepted. Chair highlighted issues surrounding AGM plans for May and proposals to use April meeting for forward planning, not a formal parish council meeting</p> <p><u>Other Committee Chair reports/items:</u></p>	
129.4	<u>Employment Committee</u> next meeting due 3 April.	
129.5	<u>Kings Meadow Committee</u> next meeting due 26 March	
129.6	<u>Youth Committee</u> informal meeting held 10 February, next meeting due 7 March	
129.7	<u>Any Working Group/Task and Finish Group reports:</u>	
129.8	<u>Communication and Engagement Working Party</u> meeting held 13 February notes available	
129.9	<u>Public Art Working Party</u> Cllr Payne reported gate due for April installation. Issues with signage and "QR" mark still to be decided	
129.10	<u>A14 Working Party</u> Highways Agency meeting 30 January. Meeting with Sir James Paice MP held 14 February	
129.11	<u>20/20 Project Task and Finish</u> meeting held 13 February, no formal notes produced	
129.12	<p><u>Neighbourhood Plan Task & Finish</u> public open session held 6 February.</p> <p>- To agree geographical scope of Parish involvement</p> <p>- To agree approach to South Cambs District Council to activate Plan process</p> <p>Proposed Cllr Dunn, seconded Cllr Nudds all in favour and agreed to bring issue to Kings Meadow Committee 26 March for clarification on area to be included. As a result of that, Planning Committee delegated to proceed with advising South Cambs accordingly</p> <p><u>Drainage Task & Finish</u> meeting held 12 February. Report provided (Appx 6). Allotment Officer advised 25% of Gatehouse Road allotment site had been underwater 10" – 1ft.</p>	
13/130	TO ACCEPT COMMITTEE REPORTS note actions and agree	
130.1	<p><u>Recreation Ground Committee</u> draft minutes 27 January provided to all. Next meeting due 24 March.</p> <p>RESOLUTION:</p> <p><i>"Histon & Impington Parish Council agree to authorise Cllrs Davies and Ing to enter into discussions with IVC to explore ways in which it might be possible for IVC and the Parish Council to co-operate regarding the use of sporting and other leisure facilities"</i> Proposed Cllr Davies, seconded Cllr Stonham all in favour and agreed. Clarified this meeting would entail setting Terms and Conditions of any agreement on co-operation, Recreation Clerk to attend and take notes for draft report back to Recreation Ground Committee before referring back to Full Council</p>	BSI/NSD
130.2	<p><u>Planning Committee</u> draft minutes 28 January, 11 February provided to all. Next meeting due 25 February. Noted proposal now to form a Task & Finish Group, not Sub-Committee, to look at parishing/governance issues of Darwin Green; not planning applications. Task & Finish Group to meet SCDC to discuss potential boundaries. Agreed membership: Cllrs Payne, Ing, Stonham and Dann (if willing)</p>	DWP/BSI/EWS/MPD
130.3	<p><u>Highways Committee</u> draft minutes 23 January provided to all. Next meeting due 13 March. <u>Karen Lunn</u> had spoken during Public Participation (item 125). <u>Car Park Barrier</u> Proposed Cllr Ing, seconded Cllr Payne agreed to vire £1656 from reserves if required to cover this unbudgeted item. Site visit with neighbour planned prior to any installation.</p> <p><u>Histon Junior School</u> meeting held 31 January. Noted on-going issue led by school, involving parents. Cllrs Davies and Legge declared interest as School Governors. Suggestions made for poster campaign by children, as had been successful at Early Years Centre in the past; mapping of pupils' distances from school</p>	

130.4	<u>Community Facilities</u> draft minutes 29 January provided to all. Next meeting due 20 March. <u>Bypass Farm</u> resolution dealt with at start of meeting (Item 125)	
130.5	<u>Environment Committee</u> draft minutes 4 February provided to all. Next meeting due 22 April. All agreed to allow fair option of opening Sunday 29 th June. <u>Sustainability Workshop</u> Report provided. Proposed Cllr Ing, seconded Cllr Payne, all agreed to support workshop on 5 April and to join South Cambs Sustainable Parish Energy Partnership (previously members as individual Parish Councils)	
13/131	TO RECEIVE Finance & Administration Report	
131.1	<u>Delegated payment of accounts:</u> noted (Appendix 4 Pgs 3 & 4)	
131.2	<u>Approve payment of outstanding accounts due</u> (Appendix 4 Pgs 3 & 4). Proposed Cllr Cleaver, seconded Cllr Foster all in favour and agreed to approve	
131.3	<u>Amounts Paid In and Correspondence</u> (Appendix 4 Pgs 3 & 4) Noted.	
13/132	RECENT CORRESPONDENCE	
132.1	<u>Circulating File</u> available on request	
132.2	<u>IVC confirm receipt of £100,000 grant from Heritage Lottery awards</u> to support a restoration project of Gropius building. Noted planning application for Gropius Hall for changes to gallery refused by SCDC, although recommended approval (with conditions) by Parish Council	
132.3	<u>Police Panel</u> Cllr Abdullah attended panel 12 February, discussion covered: <ul style="list-style-type: none"> - South Cambridgeshire has the lowest crime rate in Cambridgeshire and the lowest out of a group of 12 similar districts across the country with 30.9 reported crimes per 1000 residents - Histon and Impington parish has been the worst affected by the last rise in house burglaries over the last four month period and this remains a concern. - Cambridgeshire Constabulary and the South Cambs Safer Neighbourhood team are trying to make sure that residents improve their own security to further deter burglaries and car crime. - Members of the panel outlined the importance of reporting incidents of anti-social behaviour through the appropriate channels because if they are not dealt with promptly they attract other incidences of anti-social behaviour - Increase of inconsiderate parking outside primary schools - Village Facebook group is increasingly being used to spread inaccurate information and remarks regarding Local PCSO cover Advice for reporting graffiti and defects to SCDC was to use direct systems, not Fix my Street; Dist Cllrs to follow up Fix my Street reports and check these were getting through to District Council in meantime. Parish Council agreed to thank Sgt Rogerson for efforts as he was moving on	
13/133	MATTERS FOR NEXT AGENDA Noted Jean Hunter CEO SCDC attending - Emergency Planning	
13/134	Date of Next Meeting: Full Council: Monday 17 March 2014– Recreation Centre, Recreation Ground, New Road, Impington	
	Meeting closed 9.30 p.m.	

HISTON & IMPINGTON PARISH COUNCIL

FINANCE REPORT

REPORT TO:	Full Council	10th February 2014
AUTHOR/S:	Lynda Marsh, Office Manager	

Purpose

To list accounts paid by delegated approval, and approve payment of outstanding accounts.
N.B. All accounts reported to Full Council only.

- Accounts paid by delegated approval – to note only:

M10 Administration – wages, NI and Pension <u>£9,640.20</u>	£9,640.20
M10 Rec Groundsman expenses <u>£25.53</u>	£25.53
Barclaycard (DDR) Caller ID phones <u>£71.16</u> + vat £14.23	£85.39
Siemens Financial Services (DDR) copier rental <u>£176.85</u> + vat £35.37	£212.22

- Outstanding Accounts for approval:

Petty Cash <u>£16.29</u>	
SCDC Planning application fee for storage building at Rec <u>192.50</u>	£192.50
Cambs County Council destruction costs for Sainsbury's archives <u>£50.00</u> + vat £10.00	£60.00
SCDC refuse sacks <u>£35.00</u>	£35.00
S C Campin travel expenses to Court Surfaces trade show in Barnet <u>£55.70</u>	£55.70
Iliffe Print Cambridge Ltd newsletter print costs <u>£385.31</u>	£385.31
Site & Maintenance repairs to bollard opp. Co-Op <u>£116.00</u> + vat £23.00	£139.00
Copy IT Solutions copier reading <u>£38.72</u> carriage charge <u>£7.50</u> + vat £9.24	£55.46
ESPO corner posts <u>£19.20</u> office supplies <u>£26.00</u> + vat £9.04	£54.24
Circling The Square H/Park gate – 2 nd stage pmt <u>£7,000.00</u> + vat £1,400.00	£8,400.00
Tates Treeworks emergency work H/Park and The Coppice <u>£500.00</u>	£500.00
Cambs County Council Youth work Sept – Dec <u>£3,477.46</u>	£3,477.46
E-ON feeder pillar <u>£54.30</u> + vat £2.72	£57.02
Roger Hovells office cleaning <u>£40.00</u>	£40.00
Travis Perkins paint, woodstain, Sadolin <u>£86.99</u> + vat £17.39	£104.38
TCLandscapes sail shade, labour cost for repair at The Green <u>£229.39</u> + vat £45.88	£275.27
L M Dewar Cleaning Services rec centre (Jan) <u>£218.42</u>	£218.42
CSA wash room supplies <u>£15.00</u> + vat £3.00	£18.00

- Amounts paid in:

Allotment rents	£16.00
Refund from Talk, Talk	£24.19
Club receipts	£1,700.00
Ground takings	£229.17
Sports court fees	£904.62
Community room hire	£370.83
SCDC – Sec 106 payments 26a High Street, Histon £2,726.71	
27 Pepys Terrace, Impington £3,617.42	£6,344.13
Vat refund	£4,143.98