

Minutes of the Meeting held of Histon & Impington Parish Council
Community Room, Histon & Impington Recreation Ground, New Road, Impington
Monday 19th January 2015 7.30 p.m.

4 Appendices attached

Full Council Minutes

Agenda No:	Present: Cllrs: J D Jenkins (Chair), H S Abdullah, M C Cleaver, J Dunn, N S Davies, C J Foster, B S Ing, D N Legge, S Lindsay, D V Marston, R Moulder, P J Nudds, D W Payne, J P Teague Dist Cllr Chatfield; Ken Hart (in part) Clerk: Mrs A J Young	Action/ Power
14/100	<p>APOLOGIES FOR ABSENCE</p> <p>Cllrs: Marcus Dann (personal), Christine Hertoghe (personal), Edd Stonham (work), Nick Wood (personal) Cty Cllr Mason</p> <p>Noted resignation of Kevin Andrews from Parish Council, formal procedure to advertise underway, causing vacancies on Youth Committee and Recreation Committee, and as Health & Safety Officer</p>	
14/101	<p>DECLARATIONS OF INTEREST AND DISPENSATIONS</p> <p>a) Declarations of pecuniary interest from Councillors on items on the agenda – <i>None received</i></p> <p>b) Written requests for dispensations for disclosable pecuniary interests – <i>None</i></p> <p>c) Any new requests for dispensations – <i>None</i></p>	
14/102	<p>DATE(s) OF NEXT COMMITTEE MEETINGS</p> <p>Available on website www.hisimp.net</p>	
14/103	<p>PUBLIC PARTICIPATION</p> <p>Ken Hart, owner of the Station building shared indicative draft plan for development of site, including retention of Station building together with residential units. Mr Hart outlined problems raised by surveys and history of site from prior to Guided Bus development. Points highlighted:</p> <ul style="list-style-type: none"> - Affordable housing elements - Need to strip out and completely rebuild Station building internally to bring to original standard - Constraints of site and services - Parking options - Vista towards Chequers Road <p>Questions followed on:</p> <ul style="list-style-type: none"> - Proposals for noise barriers or noise mitigation e.g. bedrooms on ground floor - Whether noise could be reduced considerably on the site by orientation of housing so that wall faced Guided Busway - Location of building within site should take account of loss of sunlight to gardens from any fencing at Busway <p>Mr Hart advised pre-application advice would be sought from SCDC in March, with application planned by the summer months. Cllr Jenkins reported on a recent meeting with the owners and users of the adjacent yard. Planning Committee would consider appropriate method of input.</p>	Planning Committee
14/104	<p>TO APPROVE minutes of the meeting held 17 November 2014</p> <p>Proposed Cllr Lindsay, seconded Cllr Cleaver all in favour and RESOLVED to accept as a true record of meeting</p>	
14/105	<p>MATTERS ARISING FROM PREVIOUS MEETING</p> <p><u>Action List and Decision Statement</u> provided to all and accepted (Appx 1)</p>	
14/106 106.1	<p>TO RECEIVE REPORTS</p> <p>County Cllrs and District Councillors Reports: County Council two written reports for November and December accepted from Cllr Jenkins covering: Highways & Community Infrastructure meeting in November; Local Matters; 110 Freedom Bus; Economy & Environment Committee; Health Committee; Northstowe Joint Development Committee.</p>	

106.2	<p>Additional discussion on: It was clarified <u>Gavin Wiseman</u> had replaced Jonathan Clark at County Council – replacement for Martin Allen imminent. <u>Cambridgeshire.net</u> had received 12 month reprieve. <u>Balfour Beatty</u> Cllr Jenkins confirmed a specific planning meeting had been requested regarding style of lighting columns prior to instalment work at The Green District Council written report from Cllr Chatfield covering: November Full Council meetings; SCDC Recorded Votes; New Planning Requirements (CIL); Passivhaus Housing, application at Orchard Park; Greater Cambridge Greater Peterborough Enterprise Partnership</p> <p>Clerks Report (Pg 1-2) (Appendix 2) accepted. Noted Foundation level of Quality Award requires significant work. Application for automatic extension for 12 months planned. Good wishes for 2015 from Rob Campbell IVC noted. Details of Cambridge 100 charity cycle ride received Sunday 3 May, copied to all.</p>	
106.3	<p>Chairman’s Report (Appendix 3) accepted. Cllr Jenkins expanded on:</p> <ul style="list-style-type: none"> - <u>Neighbourhood Plan</u> Cllr Legge co-opted to “core” team. Cllrs Marston & Davies had agreed to act as consultants to the team - <u>Library</u> lease on Histon branch appears secure. Interest shown locally in forming Friends of the Library group - <u>AGM May 2015</u> Ideas sought for venue and format - <u>Bishops Site</u> no update on planning application 	
106.4	<p>Other Committee Chair Reports/Items for Decision All Committees had met</p>	
106.5	<p>Any Working Group/Task & Finish Group Reports</p> <p><u>Public Art</u> meeting held 19 November. Cllr Payne outlined discussions on review of Public Art project at Homefield Park and future projects, somewhat dependant on Neighbourhood Plan outcome and community engagement. Written report to follow</p> <p><u>Neighbourhood Plan</u> Reported on under Chairman’s Report (item 106.3)</p> <p><u>Drainage Task & Finish</u> meeting held 1 December. Cllr Payne reported on discussions on:</p> <ul style="list-style-type: none"> - Clearance of drains and gullies - Timetable for Mitigation funds to be clarified from County Council - Water table levels and queries over drainage system levels <p>Cllr Jenkins agreed to call meeting of SCDC, County Council Officers, Cty Cllr Mason and Parish Council representatives to obtain definitive answers</p> <p><u>Sustainability Working Party</u> Cllr Moulder reported on meeting held 4 December. Meeting due 12 February would prioritise projects</p>	
14/0107	<p>TO ACCEPT COMMITTEE REPORTS note actions and agree</p>	
107.1	<p><u>Planning Committee</u> draft minutes 11 November, 25 November, 16 December provided to all and accepted. Next meetings due 27 January, 10 February</p>	
107.2	<p><u>Environment Committee</u> draft minutes 18 November provided to all and accepted. Next meeting due 3 February</p>	
107.3	<p><u>Recreation Ground Committee</u> draft minutes 24 November provided to all and accepted. Next meeting due 26 January. Discussion on Perimeter Fencing:</p> <ul style="list-style-type: none"> - Full report to be made to Recreation Committee 26 January following recent incident - Business case requested from Histon Hornets re catering van proposal - Replacement skier for outdoor gym to be installed by February 	
107.4	<p><u>Highways Committee</u> draft minutes 4 December provided to all and accepted. Next meeting due 12 February. Discussion on:</p> <ul style="list-style-type: none"> - <u>StAC Junction Project</u> nearby residents to be informed of proposals - <u>Milton Road/Butt Lane</u> clarified works currently underway for footway only. Road potholes are not filled by the same team. Legislation covering provision of school transport discussed - <u>Letters re overgrown vegetation</u> Highways Committee were asked to come up with a defined process for reporting in future 	
107.5	<p><u>Community Park Project</u> draft minutes 4 December provided to all and accepted. As now formally converted to Working Party, proposed Cllr Ing, seconded Cllr Davies all in favour and RESOLVED to approve minutes 4 December 2014. Council Chair signed the minutes. Discussion on: lease from County Council. Strategic Assets Development Manager had declined to provide flexibility on size of any building or length of lease. Leader of County Council would be approached regarding progressing the project with flexibility</p>	
107.6	<p><u>Kings Meadow Committee</u> draft minutes December provided to all and accepted. Next meeting due 20 January (informal), then 4 March. Cllr Abdullah confirmed the Parish Council Youth Worker had contacted Ruth Mann to look at assessing need via outreach work. Cllr Nudds given opportunity to visit areas where vegetation clearance was planned, due to concerns over visual and environmental impact. Noted residents/Housing Office co-</p>	

107.7	opted to Committee had been advised of the success of enviro.volunteers in Histon & Impington and suggestion of a similar group being organised for Kings Meadow <u>Youth Committee</u> draft minutes 8 December provided to all and accepted. Next meeting due 2 February. Youth Forum due 22 January. Cllr Abdullah outlined outcome of Film Project competition. Review on limited success in terms of entries awaited	
107.8	<u>Employment Committee</u> draft minutes 4 December provided to all Councillors and accepted. Next meeting due 12 March <u>To Co-Opt Committee members as appropriate</u>	
107.9	Following resignation of Kevin Andrews, some additional vacancies caused on Committees and as Health & Safety Officer. Noted Health & Safety Advisor opportunities locally All agreed: <ul style="list-style-type: none"> - Josephine Teague to join Newsletter Editorial team - Vacancy on full council to be advertised on HI People (Facebook) - Finance, Legal & Admin Committee to consider Health & Safety support options - Next agenda to review remaining vacancies 	February agenda
14/108	TO RECEIVE Finance & Administration Report (Appx 2 Pgs 3,4)	
108.1	<u>Delegated payment of accounts</u> noted	
108.2	<u>Approve payment of outstanding accounts</u> Proposed Cllr Ing, seconded Cllr Teague, 1 abstention Cllr Davies declared a pecuniary interest (Treasurer of HICOM) all in favour and RESOLVED to approve.	
108.3	<u>Amounts paid in and correspondence</u> noted	
108.4	<u>Finance, Legal & Admin Committee</u> draft minutes 15 December provided to all and accepted. Next meeting due 28 January	
108.5	To Confirm <u>emergency appointment of Internal Auditor for 2014-15</u> Following the recent sad passing of Internal Auditor Mr G Whitfield, Council accepted Clerk's decision to approach Mr Max Parish to carry out Internal Audit for current year. Arrangements delegated to Clerk	
108.6	To Consider <u>Half Yearly Review of Donations</u> Pg. 4 Clerks Report. Application from Over Day Centre did not meet Parish Council criteria. Late application from Village Society noted. To be considered at February meeting	February agenda
14/109	TO RECEIVE Recent Correspondence	
109.1	<u>Circulation File</u> available on request	
109.2	<u>Flaming June Half Marathon</u> 7 June 2015 – notice that Friend of Rec are applying for road closure, as in 2014	
109.3	<u>SCDC Public Consultation</u> – Article 4 Directions to help retain village pubs. Planning Committee to consider. Responses due 23 February 2015	Planning Committee
109.4	<u>County Council CCTV</u> at Guided Busway – explanation of primary purpose. Information to be forwarded to all for information	
109.5	<u>Letters of Thanks</u> for Christmas lights and traffic improvements at The Green	
14/110	OTHER MATTERS	
110.1	To Agree <u>adoption of Advertising Policy</u> draft provided (Appx 4) Proposed Cllr Foster, seconded Cllr Lindsay all in favour and RESOLVED to adopt. Permanent link on website to be established	
14/111	TO REQUEST Matters for next Agenda Adoption of new Financial Regulations/Terms of Reference/Delegation/Standing Orders Precept Request 15-16 Emergency Response Communications & Engagement Final Report Project Funding Support – Recreation Ground project	
14/112	Date of Next Meeting: Monday 16th February 7.30pm – Recreation Centre, Recreation Ground, New Road, Impington	
	Meeting closed 9.10 p.m.	