

Minutes of the Meeting held of Histon & Impington Parish Council
Community Room, Histon & Impington Recreation Ground, New Road, Impington
Monday 18th July 2016, 7.30pm

5 Appendices attached

Full Council Minutes

Agenda No:	Action/ Power
Present: Cllrs: David Jenkins (Chair), Aga Cahn, Neil Davies, Tim Ewbank, Elaine Farrell, Cedric Foster, Ashley Gordon, Brian Ing, Simon Jocelyn, Pene Nudds, Denis Payne, Josephine Teague, Nick Woods Clerk: Angela Young David Legge (co-opted during meeting); 1 other member of the public	
16/053 APOLOGIES FOR ABSENCE Cllrs: Andy Butcher (personal), Steve Carrington (personal), Marian Cleaver (personal), Christine Hertoghe (personal), Edd Stonham (personal)	
16/054 DECLARATIONS OF INTEREST AND DISPENSATIONS a) Declarations of pecuniary interest from Councillors on items on the agenda – <i>Cllr Cedric Foster, item 062.3 expenses</i> b) Written requests for dispensations for disclosable pecuniary interests – <i>None</i> c) Any new requests for dispensations – <i>None</i>	
16/055 DATE(s) OF NEXT COMMITTEE MEETINGS Available on website www.hisimp.net	
16/056 PUBLIC PARTICIPATION No questions raised	
16/057 TO APPROVE minutes of the Meeting held 20th June 2016 Proposed Cllr Ing, seconded Cllr Teague, all in favour to accept as a true record of the meeting	
16/058 MATTERS ARISING FROM PREVIOUS MEETING <u>Actions List (Appx 1)</u> copied to all and accepted. Further discussion on: Item 15/083.2 Safety and Security Plan Cllrs Ing, Teague and Jocelyn had met Item 16/019 Community Payback No meeting yet arranged	
16/059 TO AGREE CO OPTION TO COUNCIL Prop Cllr Jenkins, sec Cllr Woods, all in favour and AGREED to co-opt David Legge to Council. Acceptance of Office was signed and Cllr Legge took part in remainder of meeting	
16/060 TO RECEIVE REPORTS 060.1 County Council written report received from Cty Cllr Jenkins covering various County Committees attended; City Deal; Adult Social Care. District Council No written report received. Some discussion on Devolution meeting attended. Dist Cllr Davies has contacted Jean Hunter CEO at SCDC to suggest SCDC and Cambs County Council hold discussions on planning policies 060.2 Clerk's Report (Pg 1 - 5) (Appx 2) accepted. Additional discussion: <u>General Power of Competence</u> – training for Councillors to be arranged before any further decisions taken 060.3 <u>CAPALC Clerk and Councillor Catch Up 15 July</u> Report from Cllr Payne noted Chairman's Report (Appx 3) accepted. Additional discussion on: <u>County Council consultation on devolution</u> closing 23 August. Delegated to clerk working with Cllrs Payne, Ing and Teague to work up a response to go through Planning Committee before going for agreement at August meeting	DWP/BSI/ JPT Planning Committee August Full Council

<p>060.4</p> <p>060.5</p>	<p><u>County Council Engagement</u> Agreed Cllrs Payne, Ewbank, Butcher, Wood and the Clerk to meet Stephen Conrad, only if the County had something new to report on and an agenda was agreed.</p> <p><u>Any other Committee Chair reports / items for decision</u></p> <p>Highways Committee – next meeting due 15 September 2016</p> <p>Recreation Committee – next meeting due 25 July 2016</p> <p>Environment Committee – next meeting due 13 September 2016. Updating reports will be supplied in the meantime, decision on allotment rules and rent review for August Full Council</p> <p><u>Any Working Group / Task & Finish Group reports</u></p> <p>Community Park Project Working Party – meeting held 4 July 2016. Next meeting due 1 August. Resident meeting and public meetings held during June. Informal meetings held 28 June, 1 July, 7 July. First summary of progress paper on Milton Road project supplied to all</p> <p>Public Art Working Party – meeting due 21 July 2016. Cllr Davies thanked the Council for their constructive support through the Public Art S106 funds for Samba dancing event July 2016</p> <p>Neighbourhood Plan Steering Group / Core Group Task & Finish meeting held 21 June – Grant application successful - Project update paper supplied to all. Feedback forms from Feast Market reviewed, mostly surrounding traffic related items. 21 sign ups for focus groups recorded</p> <p>Prop Cllr Jenkins, seconded Cllr Ing, all in favour and AGREED to delegate approval of discussion guide for focus groups to Clerk</p> <p>Prop Cllr Jenkins, seconded Cllr Cahn, all in favour and AGREED to formal delegation to Clerk, in consultation with the Chairman, to spend up to £1,000 in total, £100 in any single transaction, to support the Neighbourhood Plan programme</p> <p>Youth Task & Finish Group – <u>End of term report from Youth Worker (Appx 4)</u></p> <p>Frustrations encountered during first 12 months noted and all and any suggestions for improvements sought. Cllr Davies outlined real and measurable benefits seen of decision to engage a dedicated youth worker for Histon & Impington. Proposed Cllr Nudds, sec Cllr Farrell, all in favour and AGREED to enter into <u>discussions with IVC (and including other Parish Councils) to agree a joint approach for youth work in the villages</u>. Clerk, Youth Worker and Dr Abdullah meeting representatives of Oakington and Girton Parish Council 25 July to investigate other opportunities for working together. <u>Graffiti project</u> boards produced at recent Festival at the Rec – possible sites to showcase during summer break to be considered by Public Art Working Party meeting 21 July</p> <p>Drainage Working Party – meeting due 25 July 2016 to include SCDC and CCC representatives</p>	<p>DWP/TE/ ALB/NJW</p> <p>August Full Council</p> <p>Public Art WP</p>
<p>16/061</p> <p>061.1</p> <p>061.2</p>	<p>TO ACCEPT COMMITTEE REPORTS note actions and agree</p> <p>Employment Committee – draft minutes 8 July 2016 provided to all. Next meeting due 23 September 2016</p> <p>Staff Welfare Policy (Appx 5) Cllr Ing outlined discussion at Employment Committee and need for policy. Prop Cllr Ing, sec Cllr Davies, all in favour and AGREED to adopt. For review annually</p> <p>Committee recommendation to offer 12 month fixed term contract to 2 junior youth workers at Level 1 Youth Worker grade, 2.5 hours per week term time only, as drafted by Employment Committee in consultation with Youth Liaison Officer. Prop Cllr Ing, sec Cllr Nudds, all in favour and AGREED. Contract would be reviewed prior to pension staging date May 2017</p> <p>RESOLUTION: “<i>The Parish Council wishes to repeal its previous designation passed in April 2012, and from April 2017 only those currently in the scheme and anyone employed as the Parish Clerk are to be eligible for membership of the Local Government Pension Scheme. Alternative Pension provision may be sourced for any future staff opting into a pension scheme</i>” Some discussion on the Council's responsibility for protection of future Councils. Employment Committee would be tasked to investigate alternative pension provision for future qualifying employees. Prop Cllr Ing, seconded Cllr Payne, all in favour and AGREED</p> <p>Planning Committee – draft minutes 21 June, 5 July 2016 provided to all. Next meetings due 26 July, 9 August, 23 August 2016</p> <p>14 day Planning Application Amendment received: S/1013/16/FL Dr D Mackintosh 1 Shirley Road, Histon Revised parking arrangement, proposed materials altered to match</p>	

	existing, two storey side extension stepped down and back, single storey rear extension reduced in scale. AGREED to recommend refusal based on inadequate parking allocation and misleading drawings	
16/062	TO RECEIVE FINANCE & ADMINISTRATION REPORT (Appx 2 Pgs 6-7)	
062.1	<u>Finance, Legal & Administration Committee</u> met 18 July, no minutes yet available	Finance L&A Committee
062.2	Cllr Foster declared a pecuniary interest and left the meeting	
062.3	<u>Delegated payment of accounts</u> noted	
062.4	<u>Approve payment of outstanding accounts</u> Proposed Cllr Ing, seconded Cllr Payne all in favour and AGREED to approve. Bank reconciliations noted and Council instructed no need to supply reconciliations monthly, but Finance Committee to review regularly. Cllr Foster returned to the meeting <u>Amounts paid in</u> noted	
16/063	RECENT CORRESPONDENCE	
063.1	<u>Circulation file</u> available for all	SC
063.2	<u>IVC – letter informing of proposal for the academy trust of Witchford Village College</u> to join in partnership with the proposed Multi-Academy partnership	
063.3	<u>Histon Football Club</u> – Prop Cllr Ing, sec Cllr Davies, all in favour and AGREED that Cllr Carrington to report back on Board issues to the Parish Council (through the Recreation Committee) providing a conduit for information. It was clarified this could not be a formal representation and opinions could not be endorsed on behalf of the Parish Council by Cllr Carrington.	
063.4	<u>Bramley Court Care Home</u> – letter outlining changes in management and programme of works due over a 32 week period	
16/064	OTHER MATTERS	
064.1	<u>Feedback from Feast Market</u> Positive feedback reported on Glaze Pavilion/BT phone box. Noted that Gatehouse Road/Meadow Road/New Road is in Oakington parish	
064.2	<u>Emergency Plan</u> – no update yet available	
064.3	<u>Timebanking</u> – report from Cllr Payne copied to all (Appx 6). Agreed to carry out some research for a formal agenda item September 2016 to form a Task & Finish Group. Cllr Farrell and Joceyln to contact Caresco in Sawtry for information gathering. Cllr Davies outlined new more outward looking approach of HICOM since change of name to Histon & Impington Community.	
064.4	RESOLUTION: <i>“Histon & Impington Parish Council strongly supports the provision of affordable housing to enable a continuing socially and economically balanced population for the benefit of all. Histon & Impington Parish Council requires that the siting of new affordable houses funded by the devolution deal for Cambridgeshire is undertaken through the normal planning process led by SCDC for us. Histon & Impington Parish Council is opposed to 100% affordable estates: a properly mixed society is denied by such a provision.”</i> Prop Cllr Ing, sec Cllr Davies, all in favour and AGREED to re-inforce the Council's support for a more local spatial Planning process	
064.5	RESOLUTION: <i>“Histon & Impington Parish Council believes our society must remain a tolerant, multi-cultural society, where many different cultural traditions add to our rich national life. Histon & Impington Parish Council re-affirms its welcome to EU and other foreign nationals living and working in our community and will be asking the Government to give a clear statement now that they, like us, want and expect you to be able to stay”.</i> Prop Cllr Payne, sec Cllr Jocelyn, all in favour and AGREED to write to Theresa May	
16/065	HOW TO COMMUNICATE MEETING DECISION AND MATTERS FOR NEXT AGENDA Next agenda (September): Timebanking Website: Resolutions passed Neighbourhood Plan progress Timebanking Graffiti project Employment of 2 Junior Youth Workers following end of contract with County Council	

16/066	<p>Next Full Council: Histon & Impington Parish Council</p> <p>Next Full Council Monday 15th August 2016 (short meeting) 7pm – Recreation Centre, Recreation Ground, New Road, Impington. Followed by a Workshop session on Council framework 2017-18</p>	
	<p>Meeting closed 9.15pm</p> <p>Appendices Attached: Appx 1 – Action List Appx 2 – Clerk’s Report Appx 3 – Chair’s Report Appx 4 – Youth Worker end of term report Appx 5 – Staff Welfare Policy Appx 6 – Timebanking paper</p>	

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