

Minutes of the Meeting held of Histon & Impington Parish Council
Community Room, Histon & Impington Recreation Ground, New Road, Impington
Monday 21st March 2016 7.30 p.m.

4 Appendices attached

Full Council Minutes

Agenda No:	Action/ Power
Present: Cllrs: David Jenkins (Chair), Hooda Abdullah, Andrew Butcher, Aga Cahn, Marian Cleaver, Neil Davies, Cedric Foster, Ashley Gordon, Christine Hertoghe, Brian Ing, David Legge, Derek Marston, Ruth Moulder, Pene Nudds, Denis Payne, Josephine Teague Clerk: Angela Young	
15/132 APOLOGIES FOR ABSENCE Cllrs: Edd Stonham (personal), Nick Wood (personal) Cty Cllr Mason, Dist Cllr Cross	
15/133 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>	
15/134 DATE(S) OF NEXT COMMITTEE MEETINGS Available on website www.hisimp.net	
15/135 PUBLIC PARTICIPATION No matters to address the Council. With agreement of Council, Chairman brought forward item 142.1 to this part of the meeting and suspended standing orders <u>142.1 PCSO Tony Martin</u> outlined changes in Neighbourhood Policing and visible Police cuts; recent crime statistics for Histon & Impington, low in comparison to surrounding areas. Issues highlighted: <ul style="list-style-type: none"> • <u>Current operations and The Big Bad Wolf House security survey</u> All residents urged to take part in the survey to identify home security risks and the offer of help and advice from the Police http://tinyurl.com/bad-wolf-test or on the Policing South Cambridgeshire Facebook page • <u>Legal High</u> challenges faced by communities in South Cambs • <u>Parking Fund</u> Police could not prioritise parking problems and Parish Councils were still invited to take part in the new initiative to fund overtime. Residents experiencing real problems with parking should continue to phone 101 or 999. PCSO Martin to provide an article on parking for the next newsletter • <u>Safety & Security Plan</u> (see item 124/137/083.2) was seen as the responsibility of the whole community. PCSO Martin happy to assist where possible • <u>Graffiti clearance by SCDC and Community Payback Scheme</u> query over future Standing orders re-instated and PCSO Martin left the meeting	
15/136 TO APPROVE minutes of the Meeting held 15th February 2016 Prop Cllr Hertoghe, sec Cllr Foster, all in favour AGREED to accept as true record of meeting	
15/137 MATTERS ARISING FROM PREVIOUS MEETING <u>Actions List (Appx 1)</u> copied to all and accepted. Further discussion on: <u>Item 083.3 Emergency Plan</u> would likely take 18 months to implement <u>Item 126.1 Primary School Consultation</u> County Cllr Steve Count had been approached twice regarding input by Histon & Impington Parish Council to the consultation design	
15/138 138.1 TO RECEIVE REPORTS <u>Monthly reports from County and District Councillors</u> County Cllrs and District Cllrs Reports: County Council written report by Cllr Jenkins	

<p>138.2</p> <p>138.3</p> <p>138.4</p> <p>138.5</p> <p>5.1</p> <p>5.2</p> <p>5.3</p> <p>5.4</p>	<p>provided covering: Full Council; General Purposes; Public Health; Northstowe JDCC; Children and Young People; Highways & Community Infrastructure; Consultations; Crime & Disorder Partnership discussions; other local meetings attended</p> <p>Cty Cllr Jenkins reported verbally on Council meeting due 22 March where an emerging motion was coming forward on devolution and a 3 County devolved area idea</p> <p>District Council report provided by Cllr Davies covering: South Cambs Local Plan; Cambridge City Football Club's new stadium at Sawston; East Anglian Devolution deal; Health & Wellbeing at Northstowe (clarified this initiative applied to Northstowe Phase 2 and 3 only</p> <p>Clerk's Report (Pg 1 & 2) (Appx 2) provided to all and accepted, including additional accounts page. Further discussion on:</p> <p><u>Mental Health Awareness Flyer</u> clarified payment to be made £100</p> <p><u>Election Nomination Papers</u> need to be with SCDC by 4pm Thursday 7 April</p> <p><u>Police Panel Report 24 February</u> Cllr Abdullah had attended and reported on discussions surrounding inconsiderate parking and Special Constable role. It was felt future attendance not necessary as minutes cover all details required. Recommendation that the Parish Council approach Linton and Shelford in 6 months' time for feedback on Parking Fund experiences</p> <p><u>Mobile Warden Scheme</u> approach expected next agenda for additional funding of £500 for 2016-17. Additional Parish Councillor required as member once new Council elected. Idea for Older Person's article in Hisimp News welcomed</p> <p>Chairman's Report (Appx 3) provided to all and accepted. Further discussion on:</p> <p><u>Surface Water Management</u> Agreed Working Party previously set up should be disbanded and this item to remain on Full Council agenda</p> <p>Any Other Committee Chair Reports</p> <p><u>Highways Committee</u> next meeting due 21 April 2016. Prior Workshop to be held</p> <p>Any Working Party/Task & Finish Reports</p> <p><u>Community Park Project Working Party</u> meeting due 7 April</p> <p><u>Public Art Working Party</u> meeting due 22 March</p> <p><u>Neighbourhood Plan Steering Group Task & Finish/Core Group</u> meetings held</p> <p>MOTION: "To agree funding of up to £25,000 for a programme of activity to deliver a Neighbourhood Plan for Histon & Impington in time for a referendum early May 2017, with the expectation that grant and other funding of at least £9,000 will be secured" – Proposed Cllr J D Jenkins. Paper provided to all (Appx 4). Discussion on:</p> <ul style="list-style-type: none"> - Process and timing issues - Return on investment re CIL income increases - view of Steering Group - selection process for manager of engagement programme - inclusion in capital scheme discussions at Precept <p>To ensure full Parish Council engagement and involvement, amendment proposed to add "Potential consultants to be responsible for the development and implementation of the survey overseen by Mr Peter Gilheany would be asked to present to the Parish Council, as part of the selection process" Proposed Cllr Davies, sec Cllr Moulder</p> <p>Agreed to take amendment, 14 in favour, 1 abstention. As amended, Motion put forward, proposed Cllr Davies, seconded Cllr Moulder, 12 in favour, 3 abstentions and AGREED.</p> <p>Neighbourhood Plan Group to meet to determine next step, and future role of Steering Group</p> <p><u>Youth Task & Finish Group</u> meeting held 7 March. Next meeting due 12 April</p> <p>Youth Worker's Termly Report copied to all and accepted. Cllr Abdullah reported on meetings planned with IVC and the Churches</p>	<p>Next agenda</p>
<p>15/139</p> <p>139.1</p> <p>139.2</p>	<p>TO ACCEPT COMMITTEE REPORTS note actions and agree</p> <p><u>Recreation Committee</u> draft minutes of the meeting held 14 March provided to all and accepted. Next meeting due 25 April</p> <p><u>Employment Committee</u> draft minutes of the meeting held 26 February provided to all and accepted. Next meeting due 27 May</p> <p>MOTION: "To agree funding of up to £1,300 for the purchase of 2 laptops and ancillary equipment via World of Computers to enable more flexible working for staff. Capital funding request from Restroom/Extension programme request of £15,000" Proposed Cllr Ing. Cllr Ing spoke to the motion and outlined various discussions at Finance, Legal and Administration and Employment Committee leading to it. Following initial concerns over whether £1,300 was sufficient, and queries over plans for electronic</p>	

	<p>display of planning applications at Committee meetings, Seconded Cllr Davies, 14 in favour, 1 abstention and AGREED. Finance, Legal and Administration Committee to agree funding source, and further discuss needs of Planning Committee</p> <p>Under Standing Order 1c) and due to the confidential nature of the business to be transacted, the public were excluded from these items:</p> <p>MOTION: “that Histon & Impington Parish Council agree to offer a further 12 month fixed term, term time only, Youth Worker contract to current postholder from August 2016 – July 2017, all terms and conditions as previously offered” Proposed Cllr Ing Clarified that decision on future provision of youth work would be expected early in the 12 month period. Proposed Cllr Ing, Seconded Cllr Cahn, all in favour and AGREED</p> <p>MOTION: “To agree increase in house rent on 12 New Road, in line with groundman’s employment contract, being the annual CPI at end December 2015, with effect from 1 April 2016” Proposed Cllr Ing Proposed Cllr Ing, Seconded Cllr Abdullah and AGREED</p>	FLA Committee
139.3	<p><u>Environment Committee</u> draft minutes 8 March 2016 provided to all and accepted. Next meeting due 5th April. Cllr Ing requested future discussion at Committee on storage of waste bins outside houses on non-collection days. Cllr Moulder outlined Sustainability Groups plans for 2016 including Allotment Group; Food Waste; Verges; Food Event with HICOP; Hedgehog Bridge; Repair Café; Car Sharing; Facebook site and links with Circular Cambridge Transition Initiative</p> <p><u>Burial Ground Fees</u> Review accepted and new fees for 1 April 2016 noted. Noted rules for grave digging required, including instructions for disposal of spoil</p>	
139.4	<p><u>Planning Committee</u> draft minutes 16 February, 1 March and 15 March provided to all and accepted. Planning Committee had not yet met with Julie Ayre (South Cams) or Cllr Steve Count. Noted new Planning Director appointed at SCDC</p>	
15/140	<p>TO RECEIVE FINANCE & ADMINISTRATION REPORT (Appx 3 Pgs 3- 4)</p>	
140.1	<p><u>Finance, Legal and Administration Committee</u> Next meeting due 11 April</p>	
140.2	<p><u>Delegated payment of accounts</u> noted (Appx 2) Clerk’s Report</p>	
140.3	<p><u>Approve payment of outstanding accounts (Appx 2)</u> Clerk’s Report. Prop Cllr Hertoghe, sec Cllr Marston, all in favour and AGREED to approve. Bank reconciliation item noted.</p>	
140.4	<p><u>Amounts paid in</u> noted</p>	
140.5	<p><u>To Accept Risk Assessment Review</u> provided for all. All in favour and AGREED to accept. Next review due March 2017</p>	
15/141	<p>RECENT CORRESPONDENCE</p>	
141.1	<p><u>Circulation file</u> available on request</p>	
141.2	<p><u>Histon & Impington Feast</u> AGREED to book stall for Feast Market due 9th July 2016 on The Green. Noted Neighbourhood Plan stall should be considered</p>	
15/142	<p>OTHER MATTERS</p>	
142.1	<p><u>PCSO Tony Martin</u> discussion on local matters. See item 15/135.1</p>	
142.2	<p><u>Arrangements for Annual General Meeting and Annual Parish Meeting</u> Monday 16th May. Agreed to invite Rob Campbell of Impington Village College as Guest Speaker. Neighbourhood Plan information boards to be displayed. Topics/questions to Rob Campbell via Clerk</p>	
15/143	<p>HOW TO COMMUNICATE MARCH FULL COUNCIL MEETING AND TO REQUEST MATTERS FOR NEXT AGENDA</p> <p>Website:</p> <p>Big Bad Wolf Survey Neighbourhood Plan Project Approval Sustainability Projects Rob Campbell IVC – APM Speaker</p>	

	<p>Cricket Nets Notice for Parish Council Election</p> <p>Next Agenda: Jean Newman Older Person Co-Ordinator Report</p>	
15/144	<p>Next Full Council: Histon & Impington Parish Council Monday 18 April 2016 – Recreation Centre, Recreation Ground, New Rd, Impington</p>	
	<p>Meeting closed 9.00pm</p> <p>Appendices Attached: Appx 1 – Action List Appx 2 – Clerk’s Report Appx 3 – Chair’s Report Appx 4 – Neighbourhood Plan</p>	

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