

**Minutes of the Meeting held of Histon & Impington Parish Council
Community Room, Histon & Impington Recreation Ground, New Road, Impington
Monday 16th November 2015 7.30 p.m.**

7 Appendices attached

Full Council Minutes

Agenda No:	Action/ Power
<p>Present: Cllrs: David Jenkins (Chair), Hooda Abdullah, Andrew Butcher, Marian Cleaver, Neil Davies, Cedric Foster, Ashley Gordon, Christine Hertoghe, Brian Ing, David Legge, Shaun Lindsay, Pene Nudds, Denis Payne, Josephine Teague Clerk: Angela Young Michael Simmonds (resident), Kirstin Donaldson (SCDC) both in part</p>	
<p>15/092 APOLOGIES FOR ABSENCE</p> <p>Cllrs: Nick Wood (personal), Derek Marston (personal), Aga Cahn (personal), Ruth Moulder (personal), Edd Stonham (personal) Dist Cllr Cross, Cty Cllr Mason Noted co-option of Ashley Gordon at Extra Ordinary meeting 28th October 2015</p>	
<p>15/093 DECLARATIONS OF INTEREST AND DISPENSATIONS</p> <p>a) Declarations of pecuniary interest from Councillors on items on the agenda <i>Cllr Teague – expenses claim item 101.3 (pecuniary)</i> <i>Also: Cllr Ing – Trustee Friends of The Rec (non-pecuniary); Cllr Davies – Trustee Friends of the Rec, Trustee Histon & Impington Community minibus (non-pecuniary)</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>	
<p>15/094 DATE(s) OF NEXT COMMITTEE MEETINGS</p> <p>Available on website www.hisimp.net</p>	
<p>15/095 PUBLIC PARTICIPATION</p> <p><u>Item 103.1 Kirstin Donaldson</u> – presentation on role as South Cambridgeshire District Council's Development Officer (North Locality) and <u>101.5 Half Yearly Review of Donations</u> brought forward to this part of the meeting where Standing Orders suspended</p> <p><u>Item 103.1 Kirstin Donaldson</u> outlined her role as Development Officer for Northern Locality and gave presentation (Appx 1) She stressed her role was not one of a gatekeeper, but was intended to streamline processes for parishes. Particular comment on:</p> <ul style="list-style-type: none"> • Assets of Community Value – Kirstin offered to assist with an application to list pubs in Histon & Impington • If services were not primarily SCDC, e.g. youth and transport she may ultimately signpost to County Council if were appropriate, although SCDC were working in partnership with County Council on a youth initiative on child exploitation and covered Community Transport issues • Training for development officers had centred on legal issues involved • Kirstin had agreed to feedback to the Parish Council on electoral registration issues in order that a website article could be prepared <p><u>Item 101.5 Half Yearly Review of Donation</u> Michael Simmonds (Methodist Church) outlined in detail a grant application made for funding now and to be considered for 2016-17 budgets to help with a community outreach £500k project to refurbish and expand their facilities in Histon High Street. A full application pack had been provided to Councillors. Particularly stressed:</p> <ul style="list-style-type: none"> • All ages catered for by community facilities at Church Hall • Extremely competitive pricing at coffee shop to meet needs of those not so able to afford other café facilities locally • Partnership working with CAMTRUST • Other grant applications made/to be made 	

	Chairman re-instated Standing Orders	
15/096 096.1	TO APPROVE minutes of the Meeting held 19th October 2015 Prop Cllr Foster, sec Cllr Ing all in favour AGREED to accept as true record of meeting	
096.2	TO APPROVE Extra Ordinary Meeting 28th October 2015 Prop Cllr Abdullah, sec Cllr Nudds, all In favour AGREED to accept as true record of meeting. Noted co-option of Ashley Gordon at Extra Ordinary meeting 28 th October 2015	
15/097 097.1	MATTERS ARISING FROM PREVIOUS MEETING <u>Actions List (Appx 2)</u> copied to all and accepted. Further discussion on: <u>IVC Bus Report</u> now provided <u>Elizabeth Woodcock House</u> update provided steps taken by SCDC to preserve <u>Station Site Project</u> events held now rendered consumption paper surplus to requirement <u>Kings Meadow Working Party</u> Terms of Reference drafted to review at first working party due 26 November 2015 <u>Modern Day Slavery</u> report provide for December newsletter <u>Foundation Award</u> application submitted <u>Safety & Security Plan</u> Cllr Ing requested volunteers to take lead in new year Item 101.5 Half Yearly Review of Donations brought forward at this stage (see Finance, Legal and Admin Report (Appx 3)) Michael Simmonds and Kirstin Donaldson left after that item	
15/098	CO-OPTION TO COMMITTEES Current vacancies reported. All agreed to co-opt Cllr Butcher to Highways Committee and Recreation Committee. Review of remaining vacancies January agenda	January Agenda
15/099 099.1	TO RECEIVE REPORTS <u>Monthly reports from County and District Councillors</u> County Cllrs and District Cllrs Reports: County Council written report provided by Cllr Jenkins covering: Consultations; City Deal; Diary Dates. Additional Discussion on: Cllr Nudds again requested updates on: <u>Payback scheme</u> ; <u>Guided Busway works</u> ; <u>Graffiti</u> . Cty Cllr Jenkins outlined proposals for <u>Traffic Regulation Orders (New Road)</u> going to Committee; meeting with Andy Campbell at <u>Stagecoach</u> arranged, Cllr Legge to attend re plans to discontinue through route to Addenbrookes for Citi 8 from 1 January 2016; <u>City Deal issues</u> . The need for the Parish Council to keep the community and its members involved and informed with important issues such as Citi 8 proposals stressed District Council written report provided by Cllrs Stonham and Davies covering: Local Plan; Shared Services; Ermine Street Housing; Meeting with Brandon Lewis Housing Minister; SCDC Ward Review; City Deal. No additional comments	DNL
099.2	<u>Clerk's Report (Pg 1 & 2) (Appx 3)</u> provided to all and accepted. Further discussion on: <u>SCDC Nominations for 2016 Community Awards</u> All Councillors urged to consider possible nominations, open until 15 January 2016 <u>Training Clerk</u> to identify staff training needs and delegated to book as appropriate	
099.3	<u>Chairman's Report (Appx 4)</u> provided to all and accepted. Further discussion on: <u>Informal meeting with Impington Village College and Histon Football Club</u> planned with Recreation Chairman in new year. <u>Budget and Precept</u> - plans for seminar. Parish Council would have to consider budget to be allowed for Community Services fund. Current year's budget set at £10,000. Cllr Payne outlined an invitation from Dan Thorp at County Council to meet Histon & Impington with a view to drawing up a list of possible devolved services/delegated powers across the County. No commitment involved, but an opportunity as a larger community to influence, and negotiate at an early stage. All agreed Cllr Payne to lead, involving CAPALC in the process. Warnings made that Histon & Impington Parish Council must recognise the importance of a robust staffing and member infrastructure if additional services are to be delivered. Cllr Payne to invite David Thorp to Finance, Legal & Admin Committee meeting	DWP

101.6	all ages. Cllrs Ing and Davies returned to the meeting. The complexities of “multi-stranded task organising” of community events and the time-limited window of 3 hours for the Samba element performance at the Olympic event were stressed <u>Budgetary Consultation</u> Cllr Payne had designed a consultation document for the newsletter and website (Appx 5). Following small changes to Question 6 and inserting “Parish” to references to Parish Council all AGREED to proceed	
15/102	RECENT CORRESPONDENCE	
102.1	<u>Circulation file</u> available for all	
102.2	<u>Electoral Review of Cambridgeshire</u> refers to City issues only Chairman formally asked 15 minute extension under Standing Order 1x). Agreed	
15/103	OTHER MATTERS	
103.1	<u>Kirstin Donaldson</u> – presentation on role of South Cambs District Councils Development Officer (North Locality). Presented under Public Participation	
103.2	<u>Police Matters</u> <u>Panel Meeting Report and Update on Opportunity to Purchase PCSO Hours</u> Cllrs Abdullah and Teague had attended Panel Meeting and reported on opportunity to purchase PCSO hours for parking issues only. Discussion on: - 42 hours over 6 months at cost of £1,000 - Five Parish Councils had signed up to date - One PCSO had obtained funding from local businesses - Lack of legal framework in parishes for traffic warden provision - The use of “polite notices” for inconsiderate parking - Difference between illegal parking and inconsiderate parking The Police required a firm response to take forward. AGREED Highways Committee to debate 26 November and come forward with any firm proposals for final agreement.	Highways Committee
103.3	<u>Village Older Persons Co-Ordinator</u> - proposal for assistant role (Appx 6). Paper provided to all. Cllr Davies declared non-pecuniary interest as Trustee of Histon & Impington Community Minibus (HICOM) and outlined proposals and took questions Key points: - Enhancement of services to the elderly following development of post over last 4 years - Excellent value identified for Parish Council - Current post holder in agreement with proposals and happy with new role on offer, which would give her time to develop services by taking away administration tasks - Difficulties across the board in finding volunteers - Other funding sought largely agreed Cllr Davies left meeting for item to be debated Good support for the proposal voiced. Some comment on: - Differing management of Older Person’s Co-Ordinator and Village Warden Scheme - Older Person’s Forum issues not yet implemented - Journal or diary of post holder would be useful to give “flavour” of work undertaken - Concern over reduction in hours for principal post holder Proposed Cllr Jenkins, seconded Cllr Cleaver all in favour and AGREED extra funding of £1,000 for new assistant role. Noted a more comprehensive view of provision required going forward. Jean Newman to be invited to Parish Council meeting in March to discuss the provision	LGA 1972 s137
103.4	<u>Piaggio Purchase</u> proposal to upgrade to electric vehicle (Appx 7) Proposed Cllr Lindsay, seconded Cllr Foster, 3 abstentions and AGREED to purchase of: 1) electric Piaggio Ape at £12,904 + VAT with delegation to purchase necessary equipment to maximise use of vehicle round the village to carry out tasks previously contracted out, and 2) purchase of trailer for bicycle at £60 + VAT to enable dual approach to work required locally Noting additional on-going costs for insurance, training and for battery replacement, likely to be every 4 years	LGA 1972 s111
103.5	<u>Christmas Lights</u> Following difficulty in obtaining quotes from electrical suppliers, and in view of straightforward work for 2015-16 with no new looms/lights, Clerk delegated to obtain services of local tree surgeon to erect lights with electrician on hourly rate to check	

	on completion. Christmas tree provided free of charge by Flora Tec due to be erected after 1 December. Enviro.vols Santa's Grotto at Crossing Keepers Hut event due 5 December	
15/104	<p>HOW TO COMMUNICATE SEPTEMBER FULL COUNCIL MEETING and to REQUEST MATTERS FOR NEXT AGENDA</p> <p>Review of meeting decisions for communication by report on website:</p> <ul style="list-style-type: none"> • Kirstin Donaldson presentation • Grant agreed for Methodist Church Hall • Grant agreed for Samba Dancing event • Budgetary Consultation plans • Older Persons Co-Ordinator • Christmas Lights <p>Next agenda: None requested</p>	
15/105	<p>Next Full Council: Histon & Impington Parish Council</p> <p>There would be no Full Council meeting in December. Monday 18th January 2016 7.30pm – Recreation Centre, Recreation Ground, New Rd, Impington</p>	
	<p>Meeting closed 9.50 pm</p> <p>Appendices Attached: Appx 1 – Kirstin Donaldson Presentation Appx 2 – Action List Appx 3 – Clerk's Report Appx 4 – Chair's Report Appx 5 – Budgetary Consultation Appx 6 – Village Older Persons Co-Ordinator Assistant Role Appx 7 – Piaggio Purchase</p>	

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