## Minutes of the Meeting held of Histon & Impington Parish Council Community Room, Histon & Impington Recreation Ground, New Road, Impington Monday 17<sup>th</sup> November 2014 7.30 p.m.

4 Appendices attached

## **Full Council Minutes**

Agenda No:	Present: <b>Clirs</b> : J D Jenkins (Chair), H S Abdullah, M C Cleaver, M P Dann, J Dunn, N S Davies, C M Hertoghe, B S Ing, D N Legge, P J Nudds, E W Stonham, N J Wood Cty Clir Mason, Dist Clir Chatfield; 5 members of public (in part) Clerk: Mrs A J Young	Action/ Power
14/087	APOLOGIES FOR ABSENCE	
	Cllrs: Josephine Teague (work), Ruth Moulder (work), Kevin Andrews (work), Denis Payne (personal), Cedric Foster (personal), Shaun Lindsay (personal), Derek Marston (personal)	
14/088	DECLARATIONS OF INTEREST AND DISPENSATIONS	
	<ul> <li>a) Declarations of pecuniary interest from Councillors on items on the agenda – <i>Cllr</i> <i>Nudds expenses item 14/095.1</i></li> <li>b) Written requests for dispensations for disclosable pecuniary interests – <i>None</i></li> <li>c) Any new requests for dispensations – <i>None</i></li> </ul>	
14/089	DATE(s) OF NEXT COMMITTEE MEETINGS	
	Available on website <u>www.hisimp.net</u>	
14/090	PUBLIC PARTICIPATION	
	No public wished to address the Council	
14/091	TO APPROVE minutes of the meeting held 20 October 2014	
	Proposed Cllr Cleaver, seconded Cllr Dann all in favour and <u><b>RESOLVED</b></u> to <b>accept</b> as a true record of meeting	
14/092	MATTERS ARISING FROM PREVIOUS MEETING	
	Action List and Decision Statement provided to all and accepted (Appx 1)	
14/093	TO RECEIVE REPORTS	
093.1	<b>County Clirs and District Councillors Reports:</b> <u>County Council</u> written report for September accepted from Clir Jenkins covering: Full Council meeting October; Northstowe site visit; Joint Strategic Transport and Spatial Planning Group; Health Committee; Highways Committee; Local Matters; Park and Ride site charges. Additional discussion on: <u>Histon &amp; Impington Surface Water Management Plan</u> draft, with £3.1 million scheme now included in County 6 year programme. Scheme included upstream attenuation on Award Drains 164 and 165. Substantial contribution from Highways Agency and Darwin Green being sought. Culvert clearance in Histon planned week commencing 10 November postponed as new manhole required in Water Lane. Noted Drainage Task & Finish meeting to be fixed. Both County Clirs Jenkins and Mason had attended Flood Inquiry Meeting at Cambourne. Cty Clir Jenkins detailed schemes put forward for funding via <u>Minor</u> <u>Highways Projects Panel</u> for South Cambs. Decision due in 2015. <u>Graffiti</u> Concern re- iterated that despite County Council giving an open authorisation for graffiti to be cleared from their property, including Guided Busway area, clearance team will not clear from bridges etc. <u>Bypass Farm</u> Cty Clir Jenkins confirmed no contact yet possible with Stephen Conrad to discuss outstanding issues. <u>CCTV</u> on Guided Busway. Request to be made for licence to be altered to free up data for prosecution of offenders in area of Histon stop <u><b>District Council</b></u> written report from Clir Stonham covering: Shared Services; Orchard Park Task and Finish Group; Orchard Park Planning; City Deal; Full Council meeting. Additional discussion: <u>Bishops Site Planning Permission</u> no dates for decision yet received. Wildflower Scheme confirmed pots of funding were limited. Environment Committee to take	<b>F</b> an <b>O</b> ama
		Env Comm



	forward any request to SCDC via Rob Mungovan	
093.2	Clerks Report (Pg 1-2) (Appendix 2) accepted. Noted Newsletter copy deadline 5	
035.2	December. Copy of address from South Cambs Parish Council Conference 28 October by	
	Steve Criswell copied to all. Members commented that higher tier Councils may not	
	appreciate the quality of sports provision in necklace villages, used by City residents but	
	without any funding from the City developments.	
	Chairman's Report (Appendix 3) accepted. Queries on Bam Nuttall procurement raised	
093.3	Other Committee Chair Reports/Items for Decision	
093.4	Kings Meadow Next meeting due 10 December	
	Highways Committee draft minutes 16 October provided to all and accepted. Next meeting	
	due 4 December. StAC Junction Improvement Works Cllr Legge outlined discussion at	
	Highways Committee agreeing latest design and Parish Council funding of up to £10k.	
	County Council had advised Parish Council costs may exceed estimate of £10k. Following	
	some discussion on the design and future health of tree on triangle and Parish Council duty	
	to protect trees with TPO's, consultation plans to include website and letter drop to nearby	
	residents, proposed Cllr Davies, seconded Cllr Abdullah 7 in favour, 2 against, 2	
	abstentions and <b>agreed</b> that Council is minded to proceed with additional funding, although	
	hopeful that StAC be prepared to help fund. Highways Committee to consider way forward	Highways
	4 December and provide any resulting request to Finance Committee	Comm
	Recreation Committee draft minutes 14 October provided to all and accepted. Next	
	meeting due 24 November	
	Youth Committee next meeting due 8 December	
	<u>Community Park Project Committee</u> next meeting date to be arranged, Committee will then	
	be formally converted to Working Party	
	Any Working Group/Task & Finish Group Reports	
093.5		
	Neighbourhood Plan Steering Group/Project Team meeting held 30 October. Cllr Wood	
	reported on useful input. Notes to be circulated with newsletter article planned	
	Drainage Task & Finish date to be re-arranged following cancellation of meeting due 12	
	November	
	Communication & Engagement Working Party meeting held 13 November, being last	Jan Full
	meeting. Cllr Jenkins to produce final paper for January Full Council	Council
	Public Art meeting due 19 November	
14/094	TO ACCEPT COMMITTEE REPORTS note actions and agree	
004.4		
094.1	Planning Committee draft minutes 11 November electronically sent. Hard copies to be	
004.0	provided at January Full Council	
094.2	Environment Committee draft minutes 4 November provided to all and accepted	
094.3	Employment Committee draft minutes 10 November provided to Councillors only. Next	
	meeting due 4 December	
094.4	To Co-Opt Committee members as appropriate Committee vacancies reported. Noted Cllr	
	Moulder had resigned from Environment Committee. All agreed to co-opt Cllr Christine	
	Hertoghe to Planning Committee and Environment Committee	
14/095	TO RECEIVE Finance & Administration Report (Appx 2 Pgs 3,4)	
	Next meeting due 15 December. Cllr Nudds left the meeting for item having declared a	
	pecuniary interest.	
095.1	Delegated payment of accounts noted	
095.2	Approve payment of outstanding accounts Proposed Cllr Wood, seconded Cllr Davies all in	
000.2		
095.3	favour and <b>RESOLVED</b> to approve.	
095.3	Amounts paid in and correspondence noted. Cllr Nudds returned to the meeting	
035.4	SCDC Parish Precept and Estimated Tax Base	
	Histon 1762.8 Impington 1490.6, indicating a 2.22% increase in precept receipts. Chairman	
	asked members to take part in discussion on precept proposals at end of meeting, under	
	"In Committee" item. At this point with agreement of Council, Chair suspended Standing	
	Orders and brought forward item 097.1.	
14/096	TO RECEIVE Recent Correspondence	
096.1	<u>Circulation File</u> available on request	
096.2	No other correspondence received	



14/097	OTHER MATTERS		
097.1	Presentation from Recreation Committee on Community tennis courts and cricket nets		
097.1	<ul> <li>project. Paper provided to all</li> <li>Neil Davies, Vernon Dudley and Nicky Wright delivered presentation on proposals for improvement projects at Recreation Ground (Appx 4, briefing paper and presentation). 3 other Tennis Club members attended. Neil Davies introduced with a recap on history of Histon &amp; Impington Recreation Ground, having been in its present location for a century being a 16 acre site, 8 acres owned and remainder on lease until 2036. He detailed the Recreation Ground development project and how costs were met from £400k from funders and Parish Council borrowing in 2006 over 25 years of approximately £450k. Also details of progress with wide community use of current facilities and further development e.g. outdoor gym and Play Area and the need to continue momentum to ensure the Parish Council offer a thriving sports community for all ages.</li> <li><u>Cricket Nets</u> Cllr Ing advised he had taken no part discussions</li> <li>Current nets erected in 2000 now unsafe for faster bowlers. New nets expected to have a 10-15 year life span</li> <li>Cricket Club have excellent record of retaining from a young age, moving through to first team</li> <li>Cricket Club are remarkably successful against better funded clubs who use professional players, something they do not wish to do, heavy investment however in coaching</li> </ul>		
	<ul> <li>Grant funding not readily available for replacement facilities. However £10k has been identified, including a loan the cricket club would pay over a 5 year term, leaving a surplus requirement of £20k</li> </ul>		
	<u>Tennis Courts</u> Appendix sets out proposals (Appx 4) Additional points made:		
	• Tennis Club members did have mixed feelings about the loss of grass courts but felt the issues outweigh the loss and for the club to prosper and be successful into the future, all weather surface required		
	<ul> <li>Grass courts have limited playing season of 5 months maximum, being locked and unusable for 7 months of the year. Members in today's world need certainty of play and 30% of members lost every year</li> </ul>		
	• Tennis Club recognise it would only be a user, and noted Friends of The Rec would intend to provide activity for all sorts of ages. Issue of compromise with sports surfaces raised. Would need to be tennis-specific.		
	Development Plan to be drawn up		
	• Testimonials on the family friendly club set-up heard, together with social aspects and nurture of Junior section		
	<ul> <li>Experience of Cambs Lawn Tennis Association regarding struggles of the vast majority of clubs where vibrancy not seen</li> </ul>		
	<ul> <li>Early indications from SCDC do not show any issues regarding planning permission, including floodlights</li> </ul>		
	<ul> <li>VAT liability issues to be investigated</li> </ul>		
	<ul> <li>Indications that grant funding applications for this project would not prejudice other applications planned elsewhere in villages</li> <li>Cllr Ing spoke in support on the proposals:</li> </ul>		
	<ul> <li>Parish Council has assumed objective of improving fitness and health of our residents as well as much youth provision as can</li> </ul>		
	<ul> <li>Vibrant clubs provide a cohesion and loyalty, one of the joys of living in a community. Importance of maintaining essential components of structure of our villages</li> <li>It was noted the Parish Council will be asked to support applications for grant funding in February 2015. The decision on funding level of Parish Council would be requested in Autumn 2015</li> </ul>		
	Questions followed: Cllr Nudds - queried timeframe for cricket nets? Answer – Required for start of next season. Recreation Committee would put in funding request to precept discussion Cllr Dunn – site of nets? Answer – Would be relocated slightly, pedestrian access from football club car park may		



	need to be closed/relocated. Lighting may need attention	
	Cllr Abdullah – Had covers for grass or lights for grass been considered?	
	Answer – Does not work as dew still settles.	
	Concern over cost and loss of other projects or extra burden on residents through precept. Whilst sympathetic to the cause, concern over where this expenditure would stand in	
	priority of things	
	Concern over implicit support of funding if supporting funding application in February 2015	
	Answer – Autumn decision on funding detailed	
	Cllr Nudds – Concern over extra administration burden of usage and coaching etc.	
	Projections on Parish Council over a period of time required. Query over priority for local	
	residents	
	Answer – Envisage membership would double, resulting in expected increase in payment	
	to Recreation Committee. Also significant increase on income for public courts expected.	
	Complete transformation of administration expected, to include on-line booking and better	
	links-in to fitness, provision of equipment	
	Chairman summed up:	
	Presentation document would be shared on Parish Council website and article in	
	newsletter	
	<ul> <li>Recreation Committee need to develop a Recreation Development Plan to include capital budgets and to form priorities</li> </ul>	
	<ul> <li>Both projects would appear to be good investments, but the issues is how to fund them if agreed</li> </ul>	
	if agreed Members thanked the Tennis Club representatives for a good presentation, who left the	
	meeting	
097.2	Staff Matters Agreed that under the (Public Bodies (Admission to Meetings) Act 1960),	
097.2	the public and representatives of the press and broadcast media be excluded from the	
	meeting during the consideration of the following items of business because of the	
	confidential nature of the business to be transacted	
	Apprentice following confirmation advice from College of West Anglia, Proposed Cllr Ing,	
	seconded Cllr Davies all in favour to agree <b>To accept Employment Committee</b>	
	<b>recommendation</b> that an hourly rate be offered to any new apprentice to be employed from or offer 5, longery 2015, of 54,50 per bour week day rate and an enhanced rate of	
	from or after 5 January 2015, of £4.50 per hour week day rate and an enhanced rate of £5.50 per hour for weekends, subject to delegated powers to clerk to agree more suitable	
	rate following advice from College of West Anglia at meeting due 13 November, up to the	
	maximum rate discussed by Council. Noted Assistant Groundsman had been willing to	
	substitute for Groundsman at weekend recently. Website and newsletter article planned to	
	draw attention to role locally	
	Admin Assistant Proposed Cllr Ing seconded Cllr Wood To accept Employment	
	Committee recommendation to award a 2 scale increase (one scale for success in	
	CiLCA portfolio - as set out in adopted National Agreement on Salaries and Conditions of	
	Service of Local Council Clerks 2004 – and one scale for performance – in taking on new	
	duties with Highways Committee) from 1 December 2014 to Scale 17 and request that the Employment Committee review the award within a 6 month period and determine whether	Employment
	a further scale point be awarded. All in favour	Committee
	Noted National agreement to award 2.2% pay rise to all staff from 1 January 2015, together	
	with non-consolidated pro-rata payments in December 2014 for all scales and April for	
	higher scales	
097.3	"In Committee" Precept Discussion	
	Chairman formally asked extension under Standing Order 1x). Agreed	
	Chairman took views of members on options for precept holding or increase for 2015-16,	
	noting decision may need to made prior to information on County Council or South Cambs increases. Acceptance that increases will be necessary	
	Various views put forward on:	
	Sensible use of reserves; S106 time limits	
	<ul> <li>Possibility of additional loans in part payment of projects</li> </ul>	
	<ul> <li>Importance of 3 year capital plan and rationale for final requests</li> </ul>	
	<ul> <li>1% on precept raised approximately £2,500</li> </ul>	
	Delegated responsibilities coming down from County or District	
	Difference between increased expenditure to "stand still" and to increase services	
	Finance Committee to discuss strategy 15 December in light of Committee budgets put	
	forward. Precept recommendation to be set 12 January 2015. All Councillors welcome to	
	attend	



14/098	TO REQUEST Matters for next Agenda	
	Adoption of new Financial Regulations/Terms of Reference/Delegation/Standing Orders	
	Half Yearly Review of Donations	
	Precept Request 15-16	
	Emergency Plan – (if available)	
14/099	Date of Next Meeting:	
	<b>Monday 19<sup>th</sup> January 2015</b> 7.30pm – Recreation Centre, Recreation Ground, New Road, Impington	
	Meeting closed 9.37 pm	

