

113.2	<p>South Cambs written report received from Dist Cllrs Stonham and Davies covering: Devolution; Local Plan; Enforcement; SCDC Ecology Officer. No additional discussion</p> <p>Clerk's Report (Pg 1 - 2) (Appx 2) accepted. Additional discussion on:</p> <p>Mobile Warden Scheme meeting held 20th November. Cllr Cleaver reported that Village Warden now working at maximum client level, with 24 households covered. The budget proposal for 2017-18 Parish Council is £2,500, an increase on 2016-17 of £1,000</p> <p>Youth Work Cllr Nudds highlighted the level of work required to ensure coverage of youth activity during sickness leave this summer, and the need to continue to ensure staff team was robust enough in future</p> <p>Parish Council Conference St Ives 18th November. Members reported on an interesting conference and the launch of the Innovation Scheme. Four workshops attended. Lists of possible projects provided, which would be provided to all Committee Chairs. Cllr Davies had led one on the work with Histon & Impington Mental Health well-being. Cllr Payne highlighted challenges being seen by Trumpington Meadows regarding precept setting in their first year and the similar challenges to be met when Darwin Green is developed</p>	
113.3	<p>SCDC Parish Forum 30th November 2016 – Cllr Ing to attend</p> <p>Chairman's Report (Appx 3) accepted. Additional discussion on:</p> <p>Neighbourhood Plan Proposed Cllr Jenkins, seconded Cllr Butcher, all in favour and AGREED to publish the survey report and presentation papers seen at Council on the website. Background data available on request. Open meeting due 8th December, 160 people had provided emails requesting updates. Neighbourhood Plan Group to report again at January Full Council</p> <p>Open Space Need to explore a coherent strategy for footpaths and walking routes noted. Discussion on possible options at Community Park planned for Milton Road; reduction envisaged of school playing fields over the next 20 years; the need to fight to keep as much open space as possible.</p> <p>Proposal to make presentation to Village Society and Impington Village College. Discussion on library site options for the future and the need for joined up thinking by the County Council on wider picture issues.</p> <p>With agreement of the Council, Chair brought forward item 117 Other Matters - . Chair returned to agenda order after this item</p>	<p>BSI</p> <p>JDJ</p> <p>January agenda</p>
113.4	<p>Other Committee Chairs reports/Items for Decision</p>	
113.5	<p>Recreation Committee next meeting due 28th November 2016</p> <p>Working Group/Task & Finish Group Reports</p> <p>Kings Meadow Working Party meeting notes 18th October provided to all. Meeting due with Community Development SCDC 2nd December</p> <p>Agreement to: Christmas tree budget £195 to be transferred to general Christmas event costs to support community engagement at Kings Meadow, all AGREED</p> <p>Public Art Working Party meeting notes 20th October provided to all</p> <p>Funding and progression of Graffiti Art project at cost of £250 per day for organiser, plus any management fee if required. Cllr Nudds estimated that 3-4 days would be required, with a maximum spend of £1,000 including costs for framing the boards held from a recent graffiti event. Delegated to Environment Committee 6th December for agreement. Noted delegation already with Environment Committee on BT phone box renovation and public art use. Noted Committee working on updating the Public Art Strategy</p> <p>Newsletter Editorial Task & Finish Group meeting held 26th October 2016</p> <p>Youth Task & Finish Group meeting held 27th October. Next meeting due early 2017.</p> <p>Update on other external meetings held. Presentation of Youth Worker's November report.</p> <p>Agreement to: additional hours for self-employed youth worker Rachel Denning to end November (2 hours per week); continuation of uplift of Deborah Orton to lead youth worker at Junior Youth Club to end of term (4 hours per week). Noted Older Person Co-ordinator and Youth Worker joint working on projects. Proposed Cllr Wood, seconded Cllr Foster, all in favour and AGREED to continue employment/contract work to enable youth club to continue to end of term</p> <p>Emergency Plan meeting held 3rd November</p> <p>Timebanking Task & Finish meeting held 4 November, on-going actions noted</p> <p>Community Park Project Working Party informal meetings held. Meeting held 14th November, notes and updating report including information on status of drainage and transport reports provided to all and noted. Next meeting due 5th January 2017</p> <p>Cllr Davies outlined recent events and meetings. Working Party to meet again 5th January to consider consultation process with Stakeholder meeting planned February 2017.</p>	<p>Environment Committee</p>

<p>113.4 113.5</p>	<p>Noted drainage and traffic surveys would not be undertaken until after signature of the Conditional Purchase agreement which would only come into effect once planning permission granted. A timeline of decision dates would be provided as soon as possible together with 5 year forecast estimates for Finance, Legal & Admin Committee for precept consideration</p> <p>Agreement to: Legal costs of up to £5,000 of which £2,000 will be for work on the conditional agreement. Proposed Cllr Davies, seconded Cllr Stonham 13 in favour, 1 abstention and AGREED</p> <p><u>Neighbourhood Plan</u> results meeting held 16th November</p> <p><u>Drainage Working Party</u> meeting due 22nd November</p>	<p>BSI/NSD</p>
<p>16/114 114.1 114.2 114.3 114.4</p>	<p>TO ACCEPT COMMITTEE REPORTS note actions and agree</p> <p><u>Planning Committee</u> draft minutes 1st November provided to all and accepted. Next meetings due 29th November, 20th December. Cllr Nudds again highlighted concerns over root protection within access road at Rose and Crown Public house</p> <p><u>Highways Committee</u> draft minutes 10th November provided to all and accepted. Next meeting 19th January 2017. Agreement to: <u>Local Highways Initiative Application 2017-18</u>. "To seek approval to submit Pedestrian Support Package as prepared by Highways Committee as part of the LHI Application 2017-18 application. To delegate submission to Clerk working with Highways Chairman, noting application to be submitted by 30th November via CCC website". Proposed Cllr Butcher, seconded Cllr Foster all in favour and AGREED noting requirement to provide £10,000 in 2017-18 budgets. Chairman formally asked for an extension under Standing Order 1x). Agreed</p> <p><u>Employment Committee</u> taken at end of meeting "In Committee". Draft minutes 11th November noted. Next scheduled meeting due 10th March 2017</p> <p>Noted increase in Foundation Living Wage level took affect April 2016. Noted recommendation to include allowance for 1 SCP for all staff in 2017-18 budget figures Proposed Cllr Ing, seconded Cllr Wood all in favour and AGREED to change in job description and increase to SCP 22 Assistant Clerk from April 2017, for review after Newsletter editorialsip trial</p> <p>Proposed Cllr Ing, seconded Cllr Stonham all in favour and Further staff matters discussed; until relevant staff members informed this part of the minutes are withheld.</p> <p><u>Environment Committee</u> draft minutes 25th October provided to all and accepted. Next meeting due 6th December</p>	
<p>16/115 115.1 115.2 115.3 115.4 115.5 115.6</p>	<p>TO RECEIVE FINANCE & ADMINISTRATION REPORT (Appx 2 Pgs 3 & 4)</p> <p><u>Finance, Legal and Administration Committee</u> next meeting due 5th December</p> <p><u>Delegated payment of accounts</u> noted</p> <p><u>Approve payment of outstanding accounts</u> Proposed Cllr Ing, seconded Cllr Ewbank all in favour and AGREED to approve, subject to retrospective approval to 11 items added to agenda papers</p> <p><u>Amounts paid in</u> noted</p> <p><u>Internal Audit</u> two visits held, further visit due 30th November</p> <p><u>Half yearly review</u> of donations, detailed in Clerks Report (Appx 2). One application received from Histon & Impington Day Centre. Proposed Cllr Payne, seconded Cllr Ing all in favour that in light of reserves and income Council unable to agree a donation for 2016. Day Centre to be invited to re-apply in June 2017 without prejudice</p>	
<p>16/116 116.1 116.2 116.3</p>	<p>RECENT CORRESPONDENCE</p> <p><u>Circulation file</u> available for all</p> <p><u>CAPALC AGM</u> 15th December 2016 – to suggest motions to be tabled</p> <p>AGREED to provide three motions:</p> <ul style="list-style-type: none"> - CAPALC and NALC establish online discussion forums whereby Parishes can exchange information, guidance, best practice; particularly around devolution - NALC to be challenged to deliver real, practical guidance on devolution - CAPALC to establish a policy committee in order to effectively respond to the devolution agenda in Cambridgeshire, with the aim of getting a Parish representative at the top devolution "table", as is being achieved elsewhere (e.g. Cornwall) <p><u>Yesteryear Road Run</u> request 2017. AGREED use of Green for 23rd April 2017</p>	

116.4	<u>Other Correspondence</u> Reports on rats on farmland close to dog walking routes. Farmer had been contacted and was aware of issues	
16/117 117.1 117.2 117.3 117.4	<p>OTHER MATTERS</p> <p><u>Workshop Summary (August 2016)</u> Paper provided to all. Noting a strong indication that Council should be more strategic, it was felt the Council should be looking 3 years out and further. Cllr Ing warned Council against making changes at the expense of what is currently being undertaken voluntarily by Councillors. Cllr Jenkins stated at times it is appropriate to get expert help</p> <p><u>Parish Council Organisation</u> Cllr Jenkins provided a paper setting out his thinking on how the Council might respond to the needs of the future, after discussions with the Vice Chair and Finance, Legal and Admin Chair. The Innovation Fund was discussed. Proposed Cllr Jenkins, seconded Cllr Davies 14 in favour, 1 abstention and AGREED to form a Task & Finish group to consider the proposals and to bring forward a specific proposal to the March Council meeting which would, if approved, result in changes being made for the new Council year in May 2017. Membership all Committee Chairs, who would also need to report back to and from their Committees</p> <p>Discussion held on:</p> <ul style="list-style-type: none"> • Rationalising meeting calendar • Suggestions of bi-monthly with a workshop scenario every other month • Mondays and Tuesdays only would mean little room for manoeuvre for rescheduling • Strategic planning and vision requirements • The need to become more focused and not bogged down in minor detail • Better linking of Committees required • Outward facing could mean people from the community could become involved and the Council integrated more in the community • Loss of influence • Longer term issues of staff changes – and the need to get it right now • Fear that ideas as stated could mean impossible agendas – items could become ungainly and drop off the list • Mechanism to get other ideas on Committee structure from local Councils <p><u>Older Person Co-Ordinator</u> “to agree increased funding request £4,500 per annum”. Cllr Davies declared a non-pecuniary interest and took no part in the vote. Letter of application from HICOM, registered Charity, for change in arrangements for funding from 60% of costs (£3,600 in 2016-17) to a flat £4,500 fee for 2017-18 in order to increase the hours of the assistant OPC, with both co-ordinators employed by the Charity. Other funders noted and the good investments in our community, however it was felt some governance was needed in future to strengthen the partnership with HICOM. Members requested more priority be given to getting new initiatives off the ground in 2017. Request was supported by the Council’s appointed representative of HICOM, Cllr Ing. Proposed Cllr Stonham, seconded Cllr Farrell and AGREED that Histon & Impington Parish Council in accordance with its powers under sections 137 and 139 of the Local Government Act 1972, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure:- “to grant to HICOM funding towards the Older Person’s Co-Ordinator at £4,500 per annum in 2017-18” 13 in favour, 1 abstention (Cllr Davies) and AGREED. HICOM AGM due 7th December, 8:15pm</p> <p><u>Mental Health Champion Role</u> funding request for £14,000 split over 2 years at £7,000 per annum. Cllr Davies declared a non-pecuniary interest and took no part in the vote. Following a presentation to Council in October, HICOM requested a grant of £14,000 over 2 years in 2017-18 and 2018-19 to employ a Mental Health Champion. Other funders noted. Noting that £7,000 was some 2% of the precept, and the application may continue after a 2 year period. Prop Cllr Ing, sec Cllr Stonham, AGREED that Histon & Impington Parish Council in accordance with its powers under sections 137 and 139 of the Local Government Act 1972, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure:- “to grant to HICOM the sum of £14,000 split over 2 years from 2017-18 at £7,000 per annum towards the employment of a Mental Health Champion”</p>	<p>March agenda</p> <p>LGA 1972 s137</p> <p>LGA 1972 s137</p>

117.5	To note <u>Neighbourhood Plan Consultation Report</u> dated November 2016 and agree on next steps for publication. See item 113.3 Chairs Report	
16/118	<p>HOW TO COMMUNICATE MEETING DECISION AND MATTERS FOR NEXT AGENDA</p> <p>Website: Neighbourhood Plan Results Mental Health and Older Persons Funding Minor Highways Initiative News Open Space issue on north east of community raised by resident present Youth Club News</p> <p>Next agenda/s: Review of Standing Orders and Financial Regulations Setting of Precept for 2017-18</p>	
16/0119	<p>Next Full Council: Histon & Impington Parish Council Extra Ordinary meeting Tuesday 6th December 2016, 7pm Next Full Council Monday 16th January 2017 – Recreation Centre, Recreation Ground, New Road, Impington</p>	
	<p>Meeting closed 9:52.pm</p> <p>Appendices Attached: Appx 1 – Action List Appx 2 – Clerk’s Report Appx 3 – Chair’s Report</p>	

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