

**Minutes of the Meeting held of Histon & Impington Parish Council
Community Room, Histon & Impington Recreation Ground, New Road, Impington
Monday 17th October 2016, 7.30pm**

5 Appendices attached

Full Council Minutes

Agenda No:		Action/ Power
	Present: Cllrs: Andy Butcher (Chair), Aga Cahn, Marian Cleaver, Steve Carrington, Neil Davies, Tim Ewbank, Brian Ing, Simon Jocelyn, David Legge, Pene Nudds Edd Stonham Nick Wood Chris Cox; Maria Lamb; Holly Hodge (in part) Clerk: Angela Young	
16/093	APOLOGIES FOR ABSENCE Cllrs: David Jenkins (personal), Ashley Gordon (work), Elaine Farrell (personal), Cedric Foster (personal), Christine Hertoghe (personal), Denis Payne (personal), Josephine Teague (personal), Dist Cllr Cross; Cty Cllr Mason	
16/094	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>	
16/095	DATE(s) OF NEXT COMMITTEE MEETINGS Available on website www.hisimp.net	
16/096	PUBLIC PARTICIPATION No questions raised	
16/097	TO APPROVE minutes of the Meeting held 19th September 2016 Proposed Cllr Wood seconded Cllr Cleaver all in favour to accept as a true record of the meeting	
16/098	MATTERS ARISING FROM PREVIOUS MEETING 098.1 <u>Actions List (Appx 1)</u> copied to all and accepted. Further discussion on: <u>Item 086.2</u> Cllr Cleaver had attended SCDC Planning forum and reported to Planning Committee 098.2 <u>Item 090.2 County Council Meeting</u> notes yet to be circulated. Noted letter from County Council to parents via schools re consultation status on future of primary provision in Histon & Impington	
16/099	CO-OPTION TO COMMITTEES 099.1 Confirmed co-option of Cllr Steve Carrington to Planning Committee 099.2 Confirmed co-option of Elaine Farrell following resignation of Cllr Foster from Environment Committee	
16/100	TO RECEIVE REPORTS 100.1 County Council written report received from Cty Cllr Jenkins covering : various committees attended; consultations; local matters. No Cty Cllrs present South Cambs written report received from Dist Cllrs Stonham and Davies covering: Devolution; Bishops Development; SCDC Sports Award; Chief Executive. Further discussion on: <u>Histon Station</u> Dist Cllr Davies answered questions and gave further detail. No timetable for planning application known; the Committee Chair had felt all 3 consistent parts should be encompassed in one application <u>Planning Department SCDC</u> Concerns voiced over lack of focus and delivery, with various reasons given by SCDC for failures. Particular concern over dealings with Homefield Park Glaze Pavilion pre-application and Histon Football Club planning application tree matters.	

<p>100.2</p> <p>100.3</p> <p>100.4</p> <p>100.5</p>	<p>Dist Cllrs undertook to take up matter at SCDC liaising with Tree Warden and Parish Council Planning Committee. Cllr Cleaver reported SCDC Planning Forum indicated that from 2017 Parish Councils should be able to attend pre-application meetings</p> <p>Clerk's Report (Pg 1 - 2) (Appx 2) accepted. Additional discussion on: <u>"Bramley has Talent"</u> Cllr Nudds had attended a Talent Evening on behalf of the Parish Council and reported on the excellent facility on Chivers Way with 72 residents. The Care Home Manager had indicated a feeling of isolation within the community and had been provided with copies of the newsletter and Neighbourhood Plan questionnaires. Cllr Nudds had suggested events and facilities the Event Manager may wish to consider. Newsletter article expected on Talent Evening success</p> <p><u>Remembrance Day</u> Council noted annual agreement to purchase poppy wreath and Chair to lay on Remembrance Day. RESOLVED that "In accordance with its powers under sections 137 and 139 of the Local Government Act 1972, the Council 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 donate £100 to Royal British Legion, including price of wreath"</p> <p><u>Devolution Meeting</u> Cllrs Payne and Ing attended 22 September. No formal notes from attendees but Kirsten Donaldson at SCDC had provided notes on the event. Cllr Ing confirmed there was to be no Parish Council representative on the combined authority</p> <p><u>ACRE AGM 27th September</u> Cllr Ing attended and had circulated notes</p> <p>Chairman's Report (Appx 3) accepted</p> <p>Other Committee Chairs reports/Items for Decision</p> <p><u>Employment Committee</u> next meeting 11 November 2016</p> <p><u>Environment Committee</u> next meeting due 25 October 2016</p> <p>Working Group/Task & Finish Group Reports</p> <p><u>Community Park Project Working Party</u> informal meetings held. Next meeting due 1 December 2016</p> <p><u>Public Art Working Party</u> next meeting due 20 October 2016</p> <p><u>Neighbourhood Plan</u> closing date for responses to questionnaire 17 October, over 2000 responses logged</p> <p><u>Youth Task & Finish Group</u> meeting held 29 September. Next meeting due 27 October 2016. Update on other external meetings held. Clerk reported on meeting meetings at Oakington Parish Council, Impington Village College and Connections Bus Project. Update on Youth Workers absence from work due to injury</p> <p><u>Drainage Working Party</u> meeting to be arranged. Clerk had asked all attendees at last meeting for update on actions</p> <p><u>Kings Meadow Working Party</u> meeting due 18 October</p> <p><u>Newsletter Editorial Task & Finish</u> meeting due October 2016, deadlines December to be confirmed</p> <p><u>Emergency Plan meeting</u> due 3 November 2016</p>	<p>Dist Cllrs/Tree Warden</p> <p>LGA 1972 s137</p>
<p>16/101</p> <p>101.1</p> <p>101.2</p> <p>101.3</p>	<p>TO ACCEPT COMMITTEE REPORTS note actions and agree</p> <p><u>Planning Committee</u> draft minutes 20 September, 11 October provided to all and accepted. Next meetings due 1 November, 15 November. Cllr Ing reported on concerns over growing number of un-adopted roads in new estate areas. Neighbourhood Plan Group considering new policy to ensure developers enter Sec 38 agreement for adoption of roads</p> <p><u>Highways Committee</u> draft minutes 15 September provided to all. Concerns over replacement signs at <u>Merrington Place</u> raised again as community orchards and play areas should be accessible to all. Next meeting due 10 November 2016.</p> <p><u>Northern Corridor Project Meeting</u> held 4 October. Reports of concern over "no parking" signs around villages raised. Infant school had not been consulted. Members unable to recall agreement by Parish Council for any signs to be erected</p> <p><u>Recreation Committee</u> draft minutes 26 September 2016. Next meeting due 28 November. Cllr Davies outlined tender process underway for work on refurbishing the MUGA. Business case due to be presented to Finance, Legal and Admin 5 December, followed by an extra-ordinary Parish Council meeting if minded to finance</p> <p>With agreement of Council, Chair brought forward item 104.3 and suspended Standing Orders</p>	
<p>16/102</p> <p>102.1</p>	<p>TO RECEIVE FINANCE & ADMINISTRATION REPORT (Appx 2 Pgs 3 & 4)</p> <p><u>Finance, Legal and Administration Committee</u> draft minutes 10 October provided to all.</p>	

102.2	Next meeting due 5 December. Noted all Committees to provide budget requirements to FLA for meeting due December with final FLA meeting to make recommendation on precept on 9 January 2016	
102.3	<u>Delegated payment of accounts</u> noted	
102.4	<u>Approve payment of outstanding accounts</u> Proposed Cllr Ing, seconded Cllr Cleaver all in favour and AGREED to approve. Noted all payments manually checked by Cllr Ing against invoices/paperwork prior to meeting	
102.5	<u>Amounts paid in</u> noted	
102.6	<u>To Accept Risk Management Review (Appx 5)</u> Proposed Cllr Ing, seconded Cllr Carrington all in favour and AGREED	
	<u>To Note scope agreed with Internal Auditor 11 October 2016</u> Noted Cllr Payne, Clerk and RFO had agreed scope for 2016-17 with Internal Auditor Max Parish	
16/103	RECENT CORRESPONDENCE	
103.1	<u>Circulation file</u> available for all	
103.2	<u>Feast Committee</u> request for use of Green 2017. AGREED Environment Committee agenda item 25 October	Environment Committee
103.3	<u>Local Government Boundary Commission</u> Final recommendations Cambridgeshire. Noted	All Chairs
103.4	<u>Rural Opportunities Bulletin</u> provided for all. Councillors encouraged to sign up for future bulletins – Committee Chairs to consider opportunities for grant applications	
103.5	<u>Other Correspondence</u> none	
16/104	OTHER MATTERS	
104.1	<u>Workshop Feedback</u> 15 August. Next agenda. Including report on recommendations for change of structure. Some members had reservations and requested the item be for discussion only, not decision.	November agenda For discussion
104.2	<u>Policing in Histon & Impington</u> Police Panel due 20 October. Cllr Jocelyn to live stream and report back. Feedback provided to the Police and ECops noted	
104.3	New PCSO arrangements in Histon & Impington reported. PCSO Mani covers Histon, Girton and Milton, PCSO David Jackson covers Impington and Orchard Park. Clerk had met with PCSO Mani and gave a report on undertakings made. All AGREED to write to PCSO Martin thanking him for his hard work and commitment over many years	November agenda
	<u>Presentation: Histon & Impington Mental Wellbeing Champion (Overhead Appx 4)</u> Cllr Davies introduced Chris Cox (resident of Histon), Holly Hodge (Mental Health Promotion Manager County Council) and Maria Lamb (Histon Early Years Centre Family Worker), members of group set up to investigate provision of a Mental Health Champion for Histon & Impington. They gave a thought provoking presentation. There would be a formal request to the Parish Council for funding of £14k over 2 years at the November meeting, the total cost estimated at £30k. Members were touched by the statement “it takes a whole community to bring up a child”	
	<u>Questions/Comments</u> Cllr Ewbank congratulated the team on a good presentation and noted the format for employment and funding had worked well with other roles in Histon & Impington. Other initiatives existed elsewhere, notably Eastbourne (via MIND) and in the Fens in Cambridgeshire. These tended to target specific issues whereas the Histon & Impington model covered a broader approach. Team members outlined a possible person specification for the role, highlighting the need for flexibility, and commitment for at least 2 years.	
	Cllr Ing reminded Council of their decision not take on the County Councils dropped expenditure, rather to support the social care requirement, i.e. a preventative role. He felt this fitted that intention. Noted surgeries other than The Firs covered Histon & Impington. He quoted worrying statistics of Junior School age children receiving mental health support by professionals	
	Cllr Wood suggested possible local sponsorship opportunities for this important work. He wondered how it could be quantified how many lives could be touched. Team members believed the ethos was as important as numbers touched	
	Cllr Nudds felt supportive of the role and hoped it might remove stigma and improve wider acceptance. Cllr Davies advised a second Mental Health Wellbeing week was due in October 2017	
	Cllr Butcher asked what else the Parish Council might be able to offer aside from finance. Team members felt this included:	

<p>104.4</p> <p>104.5</p>	<ul style="list-style-type: none"> - Facilitation and delivery of opportunity - Sharing of information and supportiveness as “the voice of the community” - Confirmation of investment in recreation facilities and recreational aspects (in last 10 years introduction of stroke club, chair based activities, yoga for youth club members etc had undoubtedly had an effect on mental health) <p>Holly Hodge, Maria Lamb and Chris Cox were thanked along with Cllr Davies and left the meeting. Standing Orders re-instated. Chair returned to agenda order</p> <p><u>Older Persons Co-Ordinator 2017-18</u> details of request to be made to November Full Council for increased funding</p> <p><u>To Consider forming Task & Finish Group on Timebanking</u> All agreed investigations should take place on whether timebanking was right for the Histon & Impington community</p> <p>Cllrs Ing, Nudds, Wood and Payne to meet with Clerk to progress, Meeting to be called ASAP</p>	<p>November agenda</p> <p>BSI/NW/PJN/DWP</p>
<p>16/105</p>	<p>HOW TO COMMUNICATE MEETING DECISION AND MATTERS FOR NEXT AGENDA</p> <p>Website: Thank you to PCSO Martin</p> <p>Next agenda/s: Data Protection Issues; Power of Competence Training; Review of Standing Orders and Financial Regulations; To consider funding for Mental Health Champion; To consider increased funding for Older Persons Co-Ordinator roles</p>	
<p>16/0106</p>	<p>Next Full Council: Histon & Impington Parish Council</p> <p>Next Full Council Monday 21st November 2016 – Recreation Centre, Recreation Ground, New Road, Impington</p> <p>Extra Ordinary meeting will be called early December</p>	
	<p>Meeting closed 9:12pm</p> <p>Appendices Attached:</p> <p>Appx 1 – Action List</p> <p>Appx 2 – Clerk’s Report</p> <p>Appx 3 – Chair’s Report</p> <p>Appx 4 – Mental Health Champion Presentation</p> <p>Appx 5 – Risk Management Review</p>	