

**Minutes of the Meeting held of Histon & Impington Parish Council
Community Room, Histon & Impington Recreation Ground, New Road, Impington
Monday 19th September 2016, 7.30pm**

3 Appendices attached

Full Council Minutes

Agenda No:		Action/ Power
	Present: Cllrs: David Jenkins (Chair), Andy Butcher, Aga Cahn, Marian Cleaver, Steve Carrington, Neil Davies, Tim Ewbank, Cedric Foster, Ashley Gordon, Brian Ing, Simon Jocelyn, David Legge, Denis Payne, Nick Wood Clerk: Angela Young	
16/080	APOLOGIES FOR ABSENCE Cllrs: Josephine Teague (personal), Elaine Farrell (personal), Pene Nudds (personal), Christine Hertoghe (work), Edd Stonham (work); Dist Cllr Cross; Cty Cllr Mason	
16/081	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>	
16/082	DATE(s) OF NEXT COMMITTEE MEETINGS Available on website www.hisimp.net	
16/083	PUBLIC PARTICIPATION No questions raised	
16/084	TO APPROVE minutes of the Meeting held 15th August 2016 Proposed Cllr Cleaver seconded Cllr Butcher all in favour to accept as a true record of the meeting	
16/085	MATTERS ARISING FROM PREVIOUS MEETING <u>Actions List (Appx 1)</u> copied to all and accepted. Further discussion on: Cllrs Jenkins Ing to liaise on <u>long term outstanding issues</u> <u>Planning Committee</u> 1 vacancy remains. Next agenda	Next agenda
16/086	TO RECEIVE REPORTS	
086.1	County Council written report received from Cty Cllr Jenkins covering various County Committees attended; Consultations; Local Matters. Additional discussion on: <u>Stagecoach</u> (Cottenham) Cottenham Parish Council would contact Histon & Impington Parish Council were any substantive changes to service to be requested <u>Community Hubs</u> County Council were looking at options. No plans for Cottenham, Histon and Impington as yet South Cambs written report received from Dist Cllrs Stonham and Davies covering: Devolution; New Ice Rink; Northstowe; SCDC Chief Executive. Additional discussion on: <u>Devolution</u> Any advice/guidelines or issues to raise at forthcoming workshop to Cllrs Ing and Payne. Opportunities for improved South Cambs cabinet relationships exist. Cllr Ing cited precedent in joint committees including the AJC which he had represented the Parish Councils via CAPALC Ice Rink noted progress with ice rink in Cambridge <u>SCDC Chief Executive</u> ratification of temporary 9 month appointment expected shortly	
086.2	Clerk's Report (Pg 1 - 2) (Appx 2) accepted. Additional discussion on: <u>"Bramley has Talent"</u> invitation 6 th October. Cllr Nudds to attend <u>Cambs ACRE AGM 27th September</u> Cllr Ing to attend <u>Mental Health Forum 4th October</u> no attendees required. Presentation due to Full Council October 2016 re. new role idea <u>Northern Corridor Project Meeting 4th October</u> Cllrs Butcher and Legge to attend <u>SCDC Planning Forum 10th October</u> Cllr Ing to attend <u>National Conference (Clerks) Leicester</u> No agreement to attend	PJN BSI October agenda ALB/DNL BSI

<p>086.3</p> <p>086.4</p> <p>086.5</p>	<p>Chairman's Report (Appx 3) accepted. Additional discussion on: <u>Neighbourhood Plan</u> As of today 300 questionnaires have been completed and returned to Enventure, either online or by post. The aim must be 1,000-2,000. Cedric Foster and his team of volunteers thanked for organising delivery <u>Workshop</u> No further detail yet but noted clear wish for Committees to be "more strategic" Other Committee Chairs reports/Items for Decision <u>Highways Committee</u> next meeting 15th September. No minutes yet available</p> <p><u>Employment Committee</u> meeting for 23rd September postponed. To be re-arranged To Delegate to office decisions on DBS requirements and rates of pay for 3 self-employed youth workers providing 2 month cover plus enhanced rate for existing junior youth worker. Noting likely additional cost of £800-900. Proposed Cllr Wood, seconded Cllr Cahn all in favour and AGREED. Noted if payment came from reserves at end of year, would need to consider replenishment at precept. Cllrs Carrington and Wood offered to volunteer as youth club helpers. Clerk to advise Youth Worker and Youth Liaison Officer Dr Abdullah</p> <p>Working Group/Task & Finish Group Reports <u>Community Park Project Working Party</u> 2 meeting noted provided for all 1 August and 1st September</p> <p><u>Public Art Working Party</u> meeting notes 21st July provided to all. Request made for <u>audit of all public art</u> in villages to be drawn up, for our records</p> <p><u>Neighbourhood Plan Steering Group/Core Group Task & Finish</u> – reports to Full Council only – meeting held 18th August. No further update</p> <p><u>Youth Task & Finish Group</u> meeting due 29th November. Meetings with Impington Village College, Connections Bus Project and other local Parish Councils continue</p> <p><u>Drainage Working Party</u> notes 25th July provided to all and accepted. Further meeting to be requested in due course. Parish Council is requested to review its stance on building in Green Belt areas where tangible benefits to drainage infrastructure deficits may be available. Discussion took place. Noted:</p> <ul style="list-style-type: none"> • As part of capital planning process all possible drainage projects should be listed individually and costed. Each to be considered and appropriate decision how to fund. In view of support given to Milton Road project, general agreement that the Parish Council should consider actively looking at elsewhere in the community where significant community gain could be provided by working with others to bring forward development. Such community advantages cannot outweigh a fundamentally bad proposal • Queries on levels at Park Lane culvert to be forward to SCDC for clarification • The results from the Neighbourhood Plan consultation could inform the Parish Council on any way forward <p><u>Cambs County Council Flood and Water Team</u> Emergency Plan group to meeting October and requested to consider proposals for CFA Groups by County Council</p> <p><u>Kings Meadow Working Party</u> meeting yet to be arranged</p> <p><u>Newsletter Editorial Team Task and Finish</u> held 8th August. Newsletter due for publication by 23 September</p>	
<p>16/087</p> <p>087.1</p> <p>087.2</p> <p>087.3</p>	<p>TO ACCEPT COMMITTEE REPORTS note actions and agree</p> <p><u>Planning Committee</u> draft minutes 26th July, 9th August and 6th September provided to all. Next meetings due 20th September, 11th October</p> <p><u>Recreation Committee</u> draft minutes 25th July provided to all. Next meeting due 26th September</p> <p><u>Environment Committee</u> draft minutes 13th September provided to all. Next meeting due 25th October. Cllr Farrell interested in joining Environment Committee. No vacancy at present. Review of Committee membership to be undertaken and report back October Full Council</p>	<p>October agenda</p>

16/088	TO RECEIVE FINANCE & ADMINISTRATION REPORT (Appx 2 Pgs 3 & 4)	
088.1	<u>Finance, Legal and Administration Committee</u> draft minutes 18 th July provided to all next. Next meeting due 10 th October	
088.2	<u>Delegated payment of accounts</u> noted	
088.3	<u>Approve payment of outstanding accounts</u> Proposed Cllr Payne, seconded Cllr Ewbank all in favour and AGREED to approve. Noted all payments manually checked by Cllr Ing against invoices/paperwork prior to meeting	
088.4	<u>Amounts paid in</u> noted	
088.5	To agree payment to PEM VAT services for additional work on annual VAT Review - £750 + VAT. Proposed Cllr Payne, seconded Cllr Ing all in favour and AGREED	
088.6	<u>Payment of Public Open Space and Community Facilities Contribution Development rear of Orchard House, Highfield Road, Impington</u> Agreement for Chairman and Vice Chairman of the Council to sign indemnity to the sum of £20,935.30 in lieu of on-site provision of public open space and £3,459.84 off-site provision of community facility space. Proposed Cllr Davies, seconded Cllr Cahn all in favour and AGREED . Cllr Butcher abstained	
16/089	RECENT CORRESPONDENCE	
089.1	<u>Circulation file</u> available for all	
089.2	<u>Cambs Parish Council Conference 2016</u> Friday 18 th November. Attendees to be considered. Cllr Payne, Jenkins and Butcher expressed interest, plus Clerk	
089.3	<u>Rural Services Network</u> grant opportunities to be considered. Agreed Committees should agree projects and prepare information ready to put in grant application where available. Possibility of two Councillors taking lead on grant application discussed	
089.4	<u>Other Correspondence</u> none	
16/090	OTHER MATTERS	
090.1	<u>Workshop Feedback</u> 15 th August, not yet finalised. Next agenda	
090.2	<u>Meeting with Cambs County Council</u> held 16 th August, Cllr Payne outlined discussions. Notes to be made available once agreed with County Council representatives. Noted: <ul style="list-style-type: none"> • County Council wish to establish a dialogue • Medium term process, aiming to influence land use at first review of South Cambs Local Plan • Second consultation on school future awaited • Further meeting sensible once Neighbourhood Plan survey results in. Concern over County Council's understanding of need for additional open space. Difficulties with Cottenham Parish Council/County Council relationship issues highlighted. Cty Cllr Jenkins reminded members he was on County Council committee looking at maximising assets. He had stressed the importance of good partnership relationships to members. He undertook to request feedback on the Council's perception of the meeting held 16th August, as County Councillor for Histon & Impington 	Cty Cllr Jenkins
090.3	<u>Policy Review</u> all policies except Staff Handbook policies and Financial Regulations, Standing Orders (October agenda). Noting possible update on Tree Policy, proposed Cllr Davies, seconded Cllr Cahn all AGREED . Final version to go on website	
090.4	<u>To Delegate</u> response and submission process to City Deal Consultation. Proposed Cllr Davies seconded Cllr Ing, all in favour and AGREED to delegate to Cllr Butcher to prepare response in consultation with Highway and Planning members, circulate to all Councillors for final comment by 3 rd October. Assistant Clerk to submit by deadline 10 th October	AB COB October agenda
090.5	<u>To Consider</u> forming a Task & Finish Group on Timebanking. Deferred to next agenda	
16/091	HOW TO COMMUNICATE MEETING DECISION AND MATTERS FOR NEXT AGENDA Website: City Deal Consultation; Neighbourhood Plan; S106 monies to be paid Next agenda/s: Financial Regulations/Standing Orders; Timebanking; Workshop Feedback; Data Protections Issues; Health Group proposals e.g. forum; Mental well-being champion	

16/092	Next Full Council: Histon & Impington Parish Council Next Full Council Monday 17 th October 2016 – Recreation Centre, Recreation Ground, New Road, Impington	
	Meeting closed 8:45pm Appendices Attached: Appx 1 – Action List Appx 2 – Clerk’s Report Appx 3 – Chair’s Report	

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