

**Minutes of the Meeting held of Histon & Impington Parish Council
Community Room, Histon & Impington Recreation Ground, New Road, Impington
Monday 17 March 2014 7.30 p.m.**

4 Appendices attached

Full Council Minutes

Agenda No:	Action/ Power
Present: Cllrs: J D Jenkins (Chair), H S Abdullah, M C Cleaver, M P Dann, N S Davies, J Dunn, C J Foster, B S Ing, D N Legge, D V Marston, P J Nudds, D W Payne, E W Stonham Cty Cllr Mason; Dist Cllr Chatfield 11 members of public (in part); David Norman Yesteryear Run; Nick Wood, Kevin Andrews – both co-opted during meeting; Jean Hunter CEO SCDC Clerk: Mrs A J Young	
13/135	APOLOGIES FOR ABSENCE Cllrs: Ian Cooper (personal), Josephine Teague (personal), Ruth Moulder (personal)
13/136	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>
13/137	DATE(s) OF NEXT COMMITTEE MEETINGS Community Park Project Committee – 7.45 p.m. Thursday 20 March Planning Committee – 7.30 p.m. Tuesday 25 March Kings Meadow Committee – 7.30 p.m. Wednesday 26 March Finance Legal & Administration Committee – 7.30 p.m. Monday 31 March Recreation Ground Committee – 7.45 p.m. Tuesday 1 April Employment Committee – 7.30 p.m. Thursday 3 April Youth Committee – 7.30 p.m. Monday 7 April Planning Committee – 7.30 p.m. Tuesday 8 April <u>Other events/meeting</u> CCC re Bypass Farm lease – 12 noon Tuesday 18 March Public Art Working Party – 7.30 p.m. Tuesday 18 March Neighbourhood Plan Briefing – 6 p.m. Wednesday 19 March Neighbourhood Plan Briefing – 6 p.m. Thursday 20 March Northstowe Parish Forum – 7 p.m. Wednesday 19 March Friends of the Rec AGM – 8 p.m. Wednesday 19 March SCDC Awards Ceremony – Thursday 20 March SCDC Parish Liaison meeting – 6.30 p.m. Thursday 27 March 2020 Project Task & Finish – 2 p.m. Thursday 3 April Sustainability Day – Saturday 5 April Northstowe informal Consultation meetings/events - various
13/138	PUBLIC PARTICIPATION
138.1	<u>Residents from Spring Close, Histon</u> attended to seek dialogue on security concerns at the Parish Council's Burial Ground following a spate of burglaries. Ian Levitt and Frank Allan spoke on behalf of the residents and outlined concerns including details of individual cases and similarities in modus operandi. Chairman read a statement from Police, confirming contact would be made with residents to draw up data. It was agreed: - Grass contractor would be reminded to close vehicular gate after cuts - Meeting would be set up with Histon & Impington PCSO to look at data and review options for action - Within the next 10 days, a number of residents would be invited to meet and help devise a plan to improve security With agreement of the Council, Chair brought forward items 146.1 and 146.3 to the Public Participation session. Some residents left at this point
138.2	<u>Mr David Norman, Cottenham</u> outlined plans to bring Yesteryear Road Run through Histon on 27 April after 3 year break. Weather permitting marshals would be on hand to assist

138.3	<p>some of the vehicles onto the Green. No Traffic Road Closure Order in place. Noted a cycling event on same day starting off and finishing at IVC</p> <p><u>Jean Hunter, Invited Speaker SCDC Chief Executive</u> Mrs Hunter started with an update on the recently endorsed <u>draft Local Plan</u>, highlighting:</p> <ul style="list-style-type: none"> - Full Council endorsed; some City Council commonalities - A 2-stage hearing to follow, firstly looking at the joint issues, then from Sept/Oct the parts affecting South Cambs. Inspector expected to report February 2015 following presentation of consultation responses and associated meetings - If further work required, may be a further 6-12 month delay - Plan expected to carry more weight as we go through the next stage <p><u>Planning Appeals</u> are coming forward due to the absence of a 5 year housing supply</p> <p><u>CIL Consultation</u> further round required by law, coming to Parish Councils in April 2014</p> <p><u>Station Area</u> the draft Local Plan is expected to have an effect on the planning application in that area, as the Planning Inspectorate is likely to give weight to the draft plan</p> <p><u>Green Bin Collection proposals</u> to cut out 3 rounds per year. Mrs Hunter confirmed there were no plans to phase green bin collections out altogether. Concerns voiced over environmental message of cutting green bin collection, Jean Hunter advised SCDC had made a decision in principle only and remained happy to take Parish Council views.</p> <p><u>Local Support Grant</u> Residents had challenged the District Council's statement it had not known the level of grant. Mrs Hunter explained the effect of budget cuts on SCDC and the belief Parish Councils need to adjust budgets in case of capping in future years</p> <p><u>Budget Caps of 2%</u> Mrs Hunter confirmed SCDC unlikely to go to referendum on increased budgets. Next year likely to be set at 0% increase. Having lost more than half the government grant in 3 years SCDC needs to become non-dependent on Government grants every year</p> <p><u>Street Lights</u> Mrs Hunter confirmed SCDC looking at developing a long term maintenance programme for its street light (51 in Histon & Impington)</p> <p><u>Officer feedback protocol</u> Any praise or problems with officer contact to be reported to Mrs Hunter direct and she would be pleased to receive the feedback and investigate where there are delays.</p> <p><u>Planning Issues</u> following concern over the design for a "gateway" to Cambridge, Mrs Hunter agreed to take back concerns to the Case Officer for Orchard Park and Darwin Green. Mrs Hunter outlined difficulties in retaining Planning Officers and current recruitment issues</p> <p><u>Neighbourhood Notification</u> Mrs Hunter agreed to ensure the views expressed are fed into a review of the process for ensuring all relevant neighbours notified on planning applications</p> <p><u>City Deal</u> £500m of funding for local infrastructure – Although details not yet seen, Mrs Hunter indicated that if significant "strings" or risks involved e.g. borrowing, the three Councils involved would need to give serious consideration to the offer</p> <p>Standing Orders re-instated for rest of agenda</p>	
13/139	<p>TO APPROVE minutes of the Meeting held 17 February 2014</p> <p><u>Minute 129.6 changed from 7 March to 7 April</u>, with this noted proposed Cllr Ing, seconded Cllr Stonham all in favour to accept as a true record of meeting</p>	
13/140	<p>MATTERS ARISING FROM PREVIOUS MEETING</p> <p><u>Actions List</u> provided to all (Appendix 1)</p> <p>Agreed to transfer all old items to relevant Committees for action</p>	
13/141	<p>CO-OPTION TO PARISH COUNCIL</p> <p>Letter of resignation from Jonathan Dixon received and accepted. Vacancy would be advertised. Letters of application from Nick Wood and Kevin Andrews received and copied to all. Proposed Cllr Cleaver, seconded Cllr Payne to co-opt to Council. All in favour and agreed. Declarations of Acceptance of Office signed. Register of Interests form to be completed within 28 days. Cllrs Wood and Andrews took part in rest of meeting</p> <p>Committee vacancies to roll over to AGM</p>	

13/142	TO RECEIVE REPORTS	
142.1	County Cllrs and District Councillors Reports: <u>County Council</u> written report for January accepted from Cty Cllr Jenkins covering: MHIS update; Street lighting; Local matters. Additional item raised by <u>Cty Cllr Mason</u> consideration of City Deal at County Council, felt to be a rushed decision; <u>Scrutiny</u> issues to be carried forward by new Committees; Notice of motion on Guided Bus put forward by Cllr Mason for meeting due 25 March 2014. <u>Street Light Replacement</u> agreed to list all outstanding issues and request meeting with Balfour Beatty/County Council to review	April agenda
142.2	District Council written report accepted from Dist Cllr Chatfield covering: Annual Budget setting; Local Plan; Orchard Park; Northstowe; Police; Mobile Warden Scheme. No additional discussion <u>Clerks Report (Pg 1 & 2) (Appendix 2)</u> accepted. Additional discussion on: <u>Stall on Green, Histon Feast 5 July 2014</u> Agreed to take a stall. It was confirmed the hire charge was waived for the Parish Council. April agenda to discuss topics <u>Neighbourhood Watch</u> it was acknowledged that costs were involved in support of the village co-ordinator role. To be considered as part of the Neighbourhood Plan work. <u>Lighting Columns</u> Cllr Nudds confirmed a storage site had been identified <u>Clerks</u> All office staff would soon be qualified Clerks. Noted that Working Party meetings with outside agency attendees required clerking	
142.3	<u>Chairman's Report (Appendix 3)</u> . Additional discussion on: <u>Station House</u> Agreed meeting to be set up with owner of Station House <u>Guided Bus</u> reports that trespassers in Station House and Crossing Keepers Hut were arriving on Guided Bus <u>Street Lights</u> Noted County Council Cottenham Road columns yet to be replaced <u>Other Committee Chair reports/items</u>	
142.4	<u>Recreation Ground Committee</u> next meeting due 1 April	
142.5	<u>Community Facilities (Park Project) Committee</u> Informal meeting held. Next Committee meeting due 20 March. Noted meeting with Stephen Conrad due 18 March 2014	
142.6	<u>Environment Committee</u> next meeting due 22 April <u>SCDC Sustainability (item 130.5)</u> . Noted a Councillor was required as contact. All agreed	
142.7	Cllr Moulder, if she was willing	
142.8	<u>Employment Committee</u> next meeting due 3 April 2014	
142.9	<u>Kings Meadow Committee</u> next meeting due 26 March 2014	
142.10	<u>Youth Committee</u> next meeting due 7 April. Cllr Abdullah confirmed IVC had agreed to support the drop in sessions after the Easter break	
142.11	<u>Public Art Working Party</u> update. Meeting due 18 March 2014. Cllr Payne confirmed the gate for Homefield Park is due to be installed mid-April. A formal opening event will be organised. An update on public art monies from Bellway Homes awaited, Jean Hunter had agreed to follow up	
142.12	<u>Christmas Lights WP</u> Cllr Marston reported on proposals drawn up at a recent meeting. To be reported at Environment Committee 22 April 2014 <u>Neighbourhood Plan Task & Finish 2</u> workshop dates due 19 and 20 March. Noted SCDC has an officer able to assist with a plan, Claire Gibbons	
13/143	TO ACCEPT COMMITTEE REPORTS note actions and agree	
143.1	<u>Planning Committee</u> draft minutes 25 February and 11 March provided to all and accepted. Next meeting due 25 March, then 8 April	
143.2	<u>Highways Committee</u> draft minutes 6 March provided to all and accepted. Next meeting due 22 May. <u>A14 Joint Statement with Girton PC</u> Jean Hunter agreed to a letter of support re noise and pollution protection <u>Bus Shelter Cambridge Road</u> County Council ask for agreement to supplied designs, to be provided to ensure stop is DDA compliant. Proposed Cllr Legge, seconded Cllr Foster all in favour to advise that the Parish Council are concerned about a flat roof design in a wooded area, and about the urban appearance of the shelter. Flexibility to be requested, with acceptance as the default	
143.3	<u>Drainage Working Party (Appx 4)</u> Report accepted. A walkabout had followed, with SCDC Drainage Manager. Notes to be circulated	
13/144	TO RECEIVE Finance & Administration Report (all Appx 2 Pgs 3 & 4)	
144.1	<u>Delegated payment of accounts</u> noted	

144.2	<u>Approve payment of outstanding accounts</u> Proposed Cllr Cleaver, seconded Cllr Payne all in favour and agreed to approve	
144.3	<u>Amounts paid in and correspondence</u>	
13/145	RECENT CORRESPONDENCE	
145.1	<u>Circulating File</u> available on request	DWP
145.2	<u>Nominations for attendees</u> at Parish Liaison 27 March, and topics for discussion. Cllr Payne to attend	
145.3	<u>Police emails</u> forwarded to all	
145.4	<u>Mobile Warden Scheme</u> agenda 19 March 2014 received	
145.6	<u>NALC Bulletin</u> request for details of District Councils not passing on Government Grant, for following up	
13/146	OTHER MATTERS	
146.1	<u>Jean Hunter SCDC Chief Executive</u> guest speaker taken under item 138 Public Participation	
146.2	<u>Emergency Planning</u> Cllr Ing outlined proposals to draw up a plan for emergency situations. Agreed to form a group of councillors to discuss and bring back proposed plan for adoption. To include all levels of emergency from major disruptions to more basic levels e.g. fallen trees at weekends. SCDC had expertise if required	
146.3	<u>Yesteryear Road Run</u> taken under item 138 Public Participation	
13/147	MATTERS FOR NEXT AGENDA	
	Due to be a working session covering proposals for effectiveness in coming year. Committee Chairs to input to agenda in next week	
13/148	Date of Next Meeting:	
	Monday 14 April 2014 (noted a week earlier than normal due to Easter)	
	Meeting closed 9.20 pm	