

**Minutes of the Meeting held of Histon & Impington Parish Council
Community Room, Histon & Impington Recreation Ground, New Road, Impington
Monday 19th June 2017**

4 Appendices attached

Full Council Minutes

Agenda No:		Action/ Power
	Present: Cllrs: Andy Butcher (Chair), Aga Cahn, Steve Carrington (in part), Cedric Foster, Ashley Gordon, Brian Ing, Simon Jocelyn, David Legge, Pene Nudds, Denis Payne, Helena Perry, Edd Stonham (Also District), Josephine Teague, Nick Wood Residents: Max Parish (in-part) Clerk: Angela Young	
17/021	APOLOGIES FOR ABSENCE Cllrs: Marian Cleaver (personal), Neil Davies (personal), Tim Ewbank (personal), Elaine Farrell (personal), David Jenkins (work), Steve Carrington would be late, Dist Cllr Cross	
17/022	DECLARATIONS OF INTEREST AND DISPENSATIONS a) Declarations of pecuniary interest from Councillors on items on the agenda – <i>Cllr Legge item 32.3 (Vice Chair of Governors Histon & Impington Junior School)</i> b) Written requests for dispensations for disclosable pecuniary interests – <i>None</i> c) Any new requests for dispensations – <i>None</i>	
17/023	DATE(S) OF NEXT COMMITTEE MEETINGS Available on website www.hisimp.net	
17/024	PUBLIC PARTICIPATION Max Parish of Histon addressed the meeting on item 32.3 <u>Recommendation from Primary School Development Task and Finish re play area.</u> Mr Parish outlined the history of the public access to the school playing fields since 1967 under a deed of covenant, including when the current fence was erected by the school in 1995. In recent years the arrangement set out in the deed of covenant had largely lapsed due to security concerns by the school. Queries raised over: <ul style="list-style-type: none"> • Maintenance costs of any arrangement to use as an access • Previous non-compliance with agreements Cllr Payne clarified that when the deed of gift and personal covenant was transferred to the new Trust the County Council may have failed to transfer the covenant to the lease. Standing Orders re-instated. With agreement of Council, Chair brought forward item 032.3 to this part of the meeting. Cllr Carrington arrived during item. See minute 032.3 for full detail	
17/025	To note draft Annual Parish Meeting minutes held 15 May 2017 Draft minutes for both Histon and Impington noted	
17/026	TO APPROVE minutes of Meeting (Annual General Meeting) held 15 May 2017 Proposed Cllr Foster, seconded Cllr Carrington, all in favour to accept as a true record of meeting	
17/027	MATTERS ARISING FROM PREVIOUS MEETING <u>Actions List (Appx 1)</u> copied to all and accepted. Further discussion on: <u>Item 083.2 Safety & Security Plan</u> Now with Cllr Farrell <u>Item 17/001 Election of Chair</u> Cllr Ing requested the Council put on record their thanks to Cllr Jenkins for his tireless, energetic time as Chair. His style had increased the Council's ambition and activity for which the Council were grateful and thanked him. This was not to be an expectation for future Chairs, as the Council was an inclusive Council, mindful of other commitments and should not set up expectations of the role of Chair which may be impossible to follow. Other added that this should equally apply to the role of Councillor on Histon & Impington Parish Council	EF
17/028 028.1	TO RECEIVE REPORTS <u>Annual and/or monthly reports from County Councillors</u> County Council written monthly report copied to all and accepted covering: Full Council	

<p>028.2</p> <p>028.3</p> <p>028.4</p>	<p>Meeting, Committee Meetings, Consultations, Local Matters, Diary. No further discussions. District Council written monthly report provided to all covering: Shared Planning Services, SCDC "Lets Talk", Northstowe, Health & Wellbeing, New Chief Executive, Park Life. No issues raised</p> <p><u>Clerk's Report (Pg 1 & 2) (Appendix 2)</u> copied to all and accepted. Additional discussion: Training 27th July, all Councillors invited to attend</p> <p><u>Chairs Report (Appx 3)</u> copied to all and accepted</p> <p><u>Any other Working Group / Task & Finish Group Reports</u></p> <p><u>Community Park Project Working Party</u> notes of meeting held 22 May provided to all and accepted. Next meeting due 11 July. Cllr Ing outlined discussion at a Solicitors meeting attending by himself and the Clerk 13 June where Flagship, the Unwins family and Parish Council were all represented professionally. Flexibility in the provisional purchase agreement had been requested regarding the committed build/development of open space facilities. Second draft expected during July. Decision on signature expected September agenda, noted necessary cost information and risk issues would be identified at that time.</p> <p><u>Primary School Development Task & Finish</u> meeting held 25 May</p> <p><u>Kings Meadow Working Party</u> notes of meeting held 23 May provided to all and accepted. Next meeting due 13 July (re community event planning)</p> <p><u>Newsletter Editorial</u> held 23 May</p> <p><u>Neighbourhood Plan</u> meeting held 1 and 15 June, next meeting due 29 June</p> <p><u>High Street and Beyond Working Party</u> notes of meeting held 5 June provided to all and accepted.</p> <p><u>Timebanking Working Party</u> meeting held 8 June</p> <p><u>Health & Wellbeing Working Party</u> notes of meeting held 12 June provided to all and accepted</p> <p><u>Public Art Working Party</u> no meeting date set</p> <p><u>Committee Structure Task & Finish</u> no meeting date set, final member for election at Highways Committee 22 June</p> <p><u>Drainage Working Party</u> no meeting date set</p>	
<p>17/029</p> <p>029.1</p> <p>029.2</p> <p>029.3</p> <p>029.4</p> <p>029.5</p>	<p>TO ACCEPT COMMITTEE REPORTS note actions and agree</p> <p>Planning Committee draft minutes 16 May and 6 June provided to all and accepted. Next meeting due 27 June. Cllr Payne outlined changes to application for The Boot Public House following withdrawal of original application. Committee to consider 27 June. The third application for the Station area also received and for consideration 27 June</p> <p>Recreation Committee draft minutes 22 May provided to all accepted. Next meeting due 31 July</p> <p>Environment Committee draft minutes 30 May provided to all and accepted. Next meeting due 4 July</p> <p>Highways Committee draft minutes 30 May provided to all and accepted. Next meeting due 22 June</p> <p>Employment Committee draft minutes 2 June provided to all. Net meeting due 15 September</p>	
<p>17/030</p> <p>030.1</p> <p>030.2</p> <p>030.3</p> <p>030.4</p> <p>030.5</p> <p>030.6</p> <p>030.7</p> <p>030.8</p> <p>030.9</p>	<p>TO RECEIVE FINANCE & ADMINISTRATION REPORT (Appx 2 Pgs 3- 4)</p> <p>Finance, Legal and Administration Committee draft minutes 5 June provided to all and accepted</p> <p><u>Delegated payment of accounts</u> noted</p> <p><u>Approve payment of outstanding accounts</u> Proposed Cllr Teague, seconded Cllr Stonham all in favour and AGREED to approve. Cllr Ing had checked all documentation</p> <p><u>Amounts paid in</u> noted</p> <p><u>To Consider</u> findings of the Review of the Effectiveness of Internal Audit carried out October 2016, provided to all and accepted. Proposed Cllr Carrington, seconded Cllr Payne all in favour and AGREED to accept findings</p> <p><u>To Resolve to approve</u> the Annual Governance Statement by resolution. Proposed Cllr Ing, seconded Cllr Payne all in favour and RESOLVED to approve the Annual Governance Statement, 2 abstentions</p> <p><u>Members considered the</u> Accounting Statement</p> <p><u>To Resolve and Approve</u> the Accounting Statement. Proposed Cllr Payne, seconded Cllr Nudds, 2 abstentions it was RESOLVED to approve the Accounting Statement</p> <p><u>To Consider</u> Donation requests at half yearly review – none received</p>	

17/031	RECENT CORRESPONDENCE	
031.1	<u>Circulation file</u> available for all	
031.2	<u>Other Correspondence:</u>	
031.3	<u>Youth Worker</u> had provided Summer Programme details and article for website	
031.4	<u>Playing Out</u> scheme College Road area. Correspondence from resident held on file. Parish Council not asked to comment on application to County Council	ALB
031.4	<u>Feast Festival</u> details of stall arrangements received. Cllr Butcher to contact Councillors to discuss information to be prepared	
17/032	OTHER MATTERS	
032.1	<u>To Review all Task & Finish/Working Parties</u> and agree any necessary changes. Initial report provided to all. AGREED all input to Cllrs Payne and Davies (cc Clerk) for July agenda decision	July Agenda
032.2	<u>To adopt Press and Media Policy and Social Media & Electronic Communication Policy</u>	
032.3	Proposed Cllr Carrington, seconded Cllr Wood all in favour to adopt <u>Recommendation from Primary School Development Task & Finish re Play Area</u> (taken at start of meeting) MOTION: “To agree in principle to allow the entrance to the school via the Green play area for use as the schools second entrance and for the Task and Finish Group to work with Kier and Histon and Impington Junior School to minimise impact on play area” – Proposed Cllr E W Stonham. Cllr Carrington arrived during this item. Cllr Stonham presented his report and separate report on discussions and views, plus an appendix of Histon Parish Council notes of meetings 1995 – 2002 (Appx 4). All Councillors were given the opportunity to comment further. Points raised: <ul style="list-style-type: none"> - 130 extra children would attend the site from the Infant School as part of a phased introduction - Lack of time to consider possible alternative solutions to the access issues - Query over level of benefit for the school itself - Traffic safety surveys had ruled out all other second access options - Loss of green space up to 5m2 To enable the Parish Council to monitor the use through the play area gate, Cllr Ing proposed amendment to read: “To agree in principle, for a limited 4 year period in the first instance, to allow the entrance to the school via the Green play area for use as the schools second entrance and for the Task and Finish Group to work with Kier and Histon and Impington Junior School to minimise impact on play area” Put to vote, proposed Cllr Ing, seconded Cllr Cahn, 7 in favour, 5 against to accept the amendment. Motion put as amended with a recorded vote as requested. Proposed Cllr Ing, Seconded Cllr Cahn For: Cllrs Cahn, Payne, Foster, Teague, Ing, Stonham Against: Cllrs Carrington, Jocelyn, Nudds, Wood Abstention: Cllrs Perry, Gordon, both of whom confirmed they were not against the principle Therefore AGREED , Cllr Stonham would take all comments back via the Primary School Task & Finish Group. Cllr Legge returned to the meeting	EWS
17/033	HOW TO COMMUNICATE MEETING DECISIONS AND MATTERS FOR NEXT AGENDA Website: Play area access for Junior School Formal thanks for Cllr Jenkins, as retiring Chair Audit Information Next Agenda: Terms of Reference Any New Task & Finish/Working Parties	
17/034	Next Full Council: Histon & Impington Parish Council Next Full Council Monday 17 th July 2017 7.30pm – Recreation Centre, Recreation Ground, New Road, Impington	
	Meeting closed 8:40pm	