

HISTON & IMPINGTON PARISH COUNCIL

CLERK'S REPORT

REPORT TO:	Environment Committee	27 January 2017
AUTHOR/S:	Angela Young, Clerk	

E16/059.1 Clerk's Report:

Meetings:

- Met with Cllr Nudds 9 December
- Met with Cllrs Nudds and Farrell 3 January
- Met various Brook Enhancement contractors on site 12 – 16 January with Cllrs Foster/Payne
- Met Rob Mungovan SCDC 20 January following completion of scooping work at Brook
- Met Buchans at Kings Meadows 20 January, then Cllr Farrell to discuss
- Anti Social Behaviour meeting planned 8 March, Cllr Jenkins and Groundsman

General:

- Carols on The Green held 14 December. Risk assessment carried out
- Carols at Kings Meadows 21 December
- Mr Smith assisted taking down Christmas lights and tree. Christmas lights in Play Area tree remain in place for use during the year
- Vandalism to gate at The Copse
- Tree Surveys carried out 19 January
- Enviro.vols annual lunch and walk 29 January. All enviro.vol works reported to office and Health & Safety briefings provided
- Newsletter Editorial meeting due 16 February – deadline for articles 14 March
- Big Tidy Up weekend 4 – 5 March. Health & Safety briefings provided. Reports on Highways faults copied to office by Cllr Foster
- Tates Treework booked to carry out ordered works 10, 17, 24 March
- HICOP have approached Youth Worker re “Grow For It” opportunities
- Unemptied dog bins reported to SCDC. No response as yet on request for additional dog bins in Histon & Impington. Condition survey outstanding, volunteers required
- Cllr Nudds has talked to WI about ideas for memorial oak tree
- Cllr Foster has copied correspondence with Royal Mail re rubber bands littering
- Copy correspondence between residents and Dist Cllr concerning noise disturbance at Holiday Inn field held on file
- Call received re waste bins stored at front of houses received. Advised no bylaws exist

- **Bookings:** None

Outstanding Works 2016-17 – quotes and updates, maintenance issues and outstanding actions:

DELEGATED:

<u>Works</u>	<u>Spec</u>	<u>Status</u>	<u>Cost</u>
Tree works and surveys	All those identified as part of arbocultural reports (Haydens) plus works identified by tree warden e.g. obscured street lights		In hand – all ordered Haydens £3,679.50 Tree surgeons £1,735 £1,630
Mitre repair boards at Duck Platform	Repair with iroko (done)	Ian Levitt has replaced. Second board now to be treated at same cost, ordered	£155 + £155 new order
Homefield Park estate railings	As per original quote accepted by Council 2014		Contractor has declined order S Gill has since been approached and quoted
Allotment fence both B1049 and between allotments and BG (done)		S Gill has carried out work on second job, first job outstanding	£590
Allotment grass	(not yet done?)	Buchans	£118
Purchase and installation of pole for electric at Green		Quote from Gaskins accepted in principle – PJN to contact for clarity on suitability	£350
Paint bridge and fence at Green – Free materials – spec received from CJF		Quotes to be sought for Spring work Contractors to be identified	
Heritage column	Pene negotiating with Balfroure Beatty		£
Purchase of replacement chimney (Rigeons account). Free fitting offer. Fitting door and windows CKH		PJN has all items stored	£57.42 paid from account (chimney) No other invoices received

Work requests sent to S Gill	Coppice – stile (not yet done) Copse gate repairs (completed) (vandalised since) Kissing gate GBusway (not done) Replacement rail Brook (not done)	PJN has met SG 2.12.16 – a list has been supplied	£50 £50 £75 £50
Electricity/Xmas lights for Crossing Keepers Hut		PJN and Clerk	Electricity supply 2017-18
Graffiti removal work – trial successful at £60 per hour		Clerk	List to be made Second quote required
BT Box – renovation 2 quotes to be considered (Public Art related)		PJN and Clerk	PJN/clerk to report on current status
Gate at Doctors Close		Ordered Steve Gill – posts in, not yet fitted gate	£170
Kings Meadow	Landscaping Signs purchase and install (done)	3 areas – including return car parking to garden Additional birch trees Also seat painting	£1,676 Plus trees and seats £530 Order made to install £200
Manorial Waste	Top soil and protective cover (not yet done)		£553
Burial Ground	Tree stump grinding Replacement planting	No quotes as yet	£ £

MAINTENANCE

Litter Bins	Welding liners (done)	Site & Maintenance	£150
Green	Play area footpath roots – under review	Quotes received and held on file	
Youth Shelter	Clean including roof (done)	Mr Smith	In house

QUOTES BEING SOUGHT NOT YET DELEGATED

Homefield Park	Footpath	No quotes as yet – one sought	£
Green	Pump area improvements	No quotes as yet – one sought	£
Burial Ground	120m chestnut fencing compost area 14m posts for water butts		
Clay Close Lane	Drainage work		£
Car Park	Vegetation clearance	One quote only Ask Tates?	£

OUTSTANDING ITEMS

Sec 52 gardens	Capital bid		£8,000 put forward
War Memorial roses	Buchans to be approached		£?

Issues of note:

- Mr Smith has indicated willingness to paint/treat any bins/seats
- Would Committee like to look at new notice board in New Road (outside rec gates)
- Grant applications may be needed for work on enhancement work at Brook – Tesco? Community Chest?
- Management Plan needed for Burial Ground – to include soil disposal
- Tree Policy – awaiting replacement ivy policy / logging instructions
- Whyatt family have yet to contact office re 2017 rates
- Advice to be sought from SCDC and Solicitors re removal of graffiti from private property
- We are going to tender for grass cutting this year for a new 3 year schedule, financial regulation. Advised 1.2% rise for 2017 – Clerk has queried