

**Minutes of the Meeting held of Histon & Impington Parish Council, Community Room, Histon & Impington Recreation Ground, New Road, Impington
Monday 16th July 2012 7.30 p.m.**

Agenda No:	Present: Cllrs: I M Parish (Chairman), H S Abdullah, M C Cleaver, I Cooper, N S Davies (also District), J A Diplock, J Dunn, J P Emmine, C J Foster, B S Ing (Vice Chairman), D N Legge, D V Marston, P J Nudds, D W Payne, E W Stonham (also District) Cty Cllr Jenkins, Dist Cllr Chatfield (both in part) Clerk: Mrs A J Young	Action/ Power
12/070	APOLOGIES FOR ABSENCE Cllrs A Turnbull (personal), J Teague (holiday)	
12/071	MEMBERS DECLARATIONS OF INTERESTS Item 079.5 <u>Cllr D W Payne</u> – expenses claim (retrospective payment for note only) Item 079.5 <u>Cllr H Abdullah</u> – expenses claim (retrospective payment for note only) and item 77.1 Bellway Homes Planning Application, nearby neighbour Item 080.2, 081.5 <u>Cllr N Davies</u> – Histon Feast Chairman	
12/072	PUBLIC PARTICIPATION None present	
12/073	TO APPROVE MINUTES OF THE MEETING HELD 18th JUNE 2012 Proposed Cllr Diplock, seconded Cllr Ing, all in favour to accept as a true record of the meeting	
12/074	MATTERS ARISING FROM PREVIOUS MEETING	
074.1	<u>Item 054.1 Appeal for Infant School Places</u> held 27 June. One appeal successful, 2 had been turned down. Resident attending Full Council meeting June 2012 had requested further support from the Parish Council with complaint to ombudsman challenging the processes. Following full discussion on item agreed to delegate to Chairman and Clerk to ensure a suitable support letter be issued to Ombudsman	IMP
074.2	<u>Item 054.2/057.4 Skatepark Siting</u> Agenda item now planned August/September 2012.	Aug/Sept Agenda
074.3	<u>Item 057.5 Older Person's Co-Ordinator</u> September agenda. Cllr Davies expanded on the wish to provide a more comprehensive report covering longer term issues. Noted no approach to Parish Council for financial support in current financial year	CJF
074.4	<u>Item 059.2 Newsletter</u> Office staff to finalise. Draft version available for inspection at meeting. Feedback requested with a view to issuing by end of July. Cllr Foster to investigate possible delivery vehicle via previous HI Courier team and report back to Clerk.	CJF
074.5	<u>Item 059.3 Jubilee Celebrations</u> Chairman has written to Neil Davies and Histon & Impington Jubilee Committee on behalf of the Council	
074.6	<u>Item 059.4 Website</u> see Finance Admin & Legal report	
074.7	<u>Item 061.3 Olympic Event 6 July</u> feedback advising attended by 2,500 people resulting in a magical 2 hours of celebration. It was noted over 12,000 people had attended Histon & Impington festival events over the entire period	
074.8	<u>Item 065.5 TCL Landscapes</u> Invoice met with £5,000 retention pending snagging issues, notably BT payment outstanding	
074.9	<u>Item 066.1/067.8 Academy Status Consultation</u> confirmation from Chair of Governors at Junior School that conversion agreed by governing body. Parish Council comments will feature in thinking whilst making transition. Agreed to arrange a meeting with Governors of both schools as soon as possible. The issue of new developments coming forward and capacity, growth and admission policies would be high on any agenda	
074.10	<u>Item 066.2 Police Panel</u> meeting 10 July. Cllr Teague did not attend. Minutes of meeting 10 April and Neighbourhood Policing Profile noted, observational blog report by attendee Richard Taylor noted. Cllr Parish delegated to approach other Parish Councils in the Police Panel to explore nominating an independent Chair for future meetings.	IMP
12/075	VACANCY & CO-OPTION TO PARISH COUNCIL	
075.1	<u>Vacancy</u> No nominees. Next agenda	Next Agenda
075.2	<u>Casual Vacancy</u> caused by resignation of Ian Levitt, noted. Due advertising of vacancy	Next Agenda

	process to be instigated with SCDC – future agenda. Noted 70% elected Councillor rule for General Power of Competence. Following comments by Ian Levitt regarding communication, any Councillor urged to approach Chair of Vice Chairman with ideas for different approach	Action/ Power All Cllrs
12/076	TO RECEIVE REPORTS	
076.1	County Cllrs and District Council Reports: <u>County Council</u> written report accepted from Cty Cllr Jenkins covering: Economy; Transport and Environmental Services; Children and Young People’s Services; Discussion followed on: <u>Infant School</u> over-subscription. Cty Cllr Jenkins to attend briefing 17 July 2012 after which an approach to local newspaper may be considered. Two families turned down on appeal had submitted complaint to Ombudsman; <u>Matched Funding Highways Improvements</u> Cty Cllr Jenkins to advise which of 2 proposals for Histon High Street issued had been approved; <u>B1049/A14 Crossing Consultation</u> Formal response from Parish Council to consultation delegated to Highways Committee; <u>Guided Busway</u> Concern voiced over possible effect on Milton interchange. Cty Cllr Jenkins noted and also agreed to investigate proportion of fee paying passengers using the busway; <u>Cycleway Impington to Milton</u> Cty Cllr Jenkins noted layout comments and need for increased hedgerow cuts where cyclepath narrow; <u>Cty Cllr Jenkins</u> to attend next Highways Management Committee due 26 July 2012 <u>District Council</u> written report received from Dist Cllr Davies covering: Northern Corridor Area Transport Plan Workshop meeting Monday 18 June; South Cambridgeshire Local Plan; Bellway Homes Ltd Planning Application – SAICA Site; Orchard Park Retail provision; Histon & Impington Infant School capacity issues; Histon & Impington Olympic Celebration Friday 6 June; Histon & Impington Feast Festival 2012. No updates.	Highways Committee JDJ
076.2	<u>Clerks Report (Appx 1)</u> Additional discussion on <u>Allotment work carried out</u> Confirmation of costs £710 received. Some query over extent of work agreed and carried out; <u>VAT Services</u> Clerk to check on annual costs involved	
076.3	<u>Chairman’s Report (Appx 2)</u> including report of street lighting briefing attended. Additional discussion on: <u>Council Surgery</u> agreed to provide use of Recreation Centre for time being. Noted: <ul style="list-style-type: none"> • Quality Council references to communication with public, usefulness for cross-council communication • Possibility of changing to a better day/time (currently Friday monthly) and more central venue • Any Parish Councillor able to attend, to bring issues back to Full Council. Attendees advise Clerk for diary • Promotion issues, preference for encompassing all District, County and Parish matters, not a political vehicle. Issues to be debated further as part of a Communication Strategy session planned for the Autumn (Cllrs Parish and Ing leading) <u>Loss of HI Courier</u> Possibilities for successor to be included in Communications Strategy session Autumn 2012. Some discussion on costs, advertising issues, partners, paid editor <u>Street Lighting Briefing</u> attended. Query raised over non-use of LED, accepting PFI now signed	IMP/BSI
076.4	<u>Other Committee Chairman’s Reports</u> Any Committee Chair where Committee had not met during the previous month encouraged to provide a written report if wish to make any updates. Cllr Legge reported on <u>Highways Committee</u> matters. <u>A14/B1049 Crossing</u> consultation event attended 10 July 2012. Further consultation event due 18 July 2012 at Orchard Park Community Centre. Cllr Legge outlined some comments made to be reported at Highways Committee 26 July 2012	Highways Committee
12/077	TO RECEIVE Planning Committee Reports	
077.1	Minutes 26 June and 10 July 2012 provided for all and accepted	
077.2	Informal meeting notes 27 June 2012 Bellway Homes copied to all. Cllr Abdullah declared interest and did not take part in discussions. Noted: decision of delegated approval made for application <ul style="list-style-type: none"> • Draft Section 106 now included changes as results of meeting, including a £30,000 Public Art contribution • Cllrs Payne and Ing to meet Kate Wood at SCDC to raise issues • Following many hours of work put in, Planning Committee of the Parish Council registered disappointment that request for deferral (pending further reports on 	DWP/BSI

077.3	asbestos/environment issues currently overshadowing reputation of the site and resolution of other issues) had been denied at SCDC. It was felt that a dissenting written viewpoint by one of our three District Councillors had not helped. The Parish Council expressed a wish that a united front on important planning issues could be achieved to maximise the impact on District Council of the views in hand <u>SHLAA/Local Plan Options</u> Full discussion on issues surrounding the options. Planning Committee had formed a sub-committee to look at how information will be gathered and responses made. The sub-committee would need to consider strategic options and policy choices.	Action/ Power
077.4	<u>Northstowe</u> Cllr Payne reported on agreement to framework by Joint Development Control Committee. District Cllr Chatfield left the meeting	Future agenda
077.5	<u>Vacancy</u> on Planning Committee caused by resignation of Ian Levitt. No nominees. Future agenda	
077.6	<u>Working Parties</u> Proposal from Cllr Turnbull to merge Working Parties covering Land rear of Manor Park, Station Design Group and Community Led Plan ("Parish Plan") had been declined by Planning Committee	
12/078	TO RECEIVE Employment Committee Report	
078.1	Deferred to "In Committee" at end of meeting under Standing Order I c) due to confidential nature of business to be discussed	
12/079	TO RECEIVE Finance, Administration and Legal Committee Report	
079.1	Minutes 2 July 2023 provided to all and accepted. Next meeting due 1 October 2012. Noted three vacancies now existed, future agenda	Future agenda
079.2	<u>Adoption of new Code of Conduct</u> Proposed Cllr Ing, seconded Cllr Payne 12 in favour 1 abstention, 1 against to adopt Cambridgeshire Local Authority Code of Conduct for ratification in future agenda once formally adopted by SCDC. Noted fluidity of issues surrounding the code.	Aug/Sept agenda
079.3	<u>Declarations of Interest forms</u> All signed forms to be with Clerk by 23 July 2012 for submission to SCDC by 28 July 2012	All Cllrs
079.4	<u>Process for review of Complaints Procedure and Standing Orders in light of new Code of Conduct</u> Agreed once Code ratified Finance, Legal and Administration should look at reviewing to take account of new Code	FLA Committee
079.5	<u>(Appx 3) Page 2 Clerks Report</u> (plus amounts paid in). Cllrs Payne and Abdullah declared interests. Proposed Cllr Ing, seconded Cllr Foster, 13 in favour to note retrospective payments made for Parish Council and Recreation Ground (No 2) account.	
12/080	RECENT CORRESPONDENCE	
080.1	<u>South Cambs District Council</u> Invitation to enter Histon & Impington Parish Council or any other community group for "Community Pride Award" and/or nominate one local resident for "Village Hero Award". Closing date 31 July. Dist Cllrs Davies and Stonham voluntarily left the meeting room. All agreed to prepare nomination for 2012 Festival Organiser as "Village Hero Award" and to nominate enviro.volunteers for "Community Pride Award". Cllr Abdullah would approach Andrea Cramp, Youth Worker for nominated for "Youth Pride Award". Dist Cllrs Davies and Stonham returned to meeting	Enviroment Committee
080.2	<u>Village Green</u> Cllr Davies declared interest as Chairman of Histon & Impington Feast Committee. Approach regarding possible alternative use of Village Green for Feast 2013. Suggestion to delegate to Environment Committee for discussion. Agreed	
080.3	<u>Circulating File</u> available on request, comprising: Clerks & Councils Direct July 2012; Local Council Review Summer 2012	
080.4	<u>Letter of thanks from Diane Johnson</u> for nomination to attend Queen Elizabeth II Jubilee Picnic	
080.5	Letter from <u>student seeking sponsorship</u> for trip to India as British Representative of Sport. Response made explaining Parish Council unable to assist but wishing well	
080.6	Cllr Ing reported on approach by Neighbourhood Watch Scheme co-ordinator for a meeting. Parish Council were seeking clarification on role from existing Neighbourhood Watch team in Histon & Impington	
	Chairman formally asked for meeting extension under Standing Order No 1 (x).	

12/081	OTHER MATTERS AND REPORTS	Action/ Power
081.1	<u>Public Art Strategy</u> – papers as provided with June agenda. Agreed to adopt Parish Public Art Plan adopted by Impington Parish Council (March 2012). Matters of process to be referred to Environment Committee. This adoption would facilitate moving forward with SCDC and looking at strategy required	Enviroment Committee
081.2	Proposals for <u>briefing Council members of Manor Park Working Party</u> prior to any meeting date. Pre-meeting held with further briefing scheduled. Noted	
081.3	<u>HICOP Licence Progress</u> Cllr Parish to amend wording as agreed at briefing, with quote for fees to be requested from King & Co. Noted up to date site plan required to accompany licence	IMP
081.4	<u>Neighbourhood Plan/Community Led Plan Working Party</u> review of membership and way forward. Noted Neighbourhood Plan very different to Community Led Plan. Deferred pending advice note from Cllr Payne	DWP
081.5	<u>Feast Day</u> three matters raised in box on Parish Council stall covering: <ul style="list-style-type: none"> • Public toilet request • Information on adoption of roads • Shades for street lights 	
12/082	MATTERS FOR NEXT AGENDA None requested	
12/083	Date(s) of Full Council Meetings for 2012-12 and forthcoming Committee meetings: Agreed to meet Monday 20 August 2012 – 7.30- p.m. Environment Committee – 7.30 p.m. Tuesday 17 th July 2012 Planning Committee – 7.30 p.m. Tuesday 24 th July 2012 Highways Management Committee – 7.30 p.m. Thursday 26 th July 2012 Recreation Ground Committee – 7.30 p.m. Monday 30 th July 2012 Planning Committee – 7.30 p.m. Tuesday 7 th July 2012 Environment Committee – 7.30 p.m. Tuesday 14 th August 2012 Planning Committee – 7.30 p.m. Tuesday 21 st August 2012 Community Facilities Committee – 7.30 p.m. Tuesday 4 th September 2012 Strategic Transport Planning Committee – 7.30 p.m. Thursday 6 th Sept 2012 Youth Committee – 7.30 p.m. Monday 10 th September 2012 Planning Committee – 7.30 p.m. Tuesday 11 th September 2012 Other events/meetings: Northstowe Forum – Wednesday 18 th July Cambs County Council A14 Cycle Consultation – Wednesday 18 th July 5pm – 8pm Orchard Park Community Centre Briefing Land rear of Manor Park (<i>Councillors only</i>) – Wednesday 25 th July 2012 7.45 p.m. Northstowe Forum – Wednesday 22 nd August 2012 This part of the meeting closed 9.42 p.m. Under Standing Order No 1 (c) due to the confidential nature of the business to be discussed it was resolved to exclude the public from the confidential nature of Employment Issues.	