

**Minutes of the Meeting held of Histon & Impington Parish Council  
Community Room, Histon & Impington Recreation Ground, New Road, Impington  
Monday 21<sup>st</sup> January 2013 7.30 p.m.**

**3 Appendix attached**

# Full Council Minutes

| <b>Agenda No:</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <b>Action/ Power</b> |
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|                   | <p>Present: <b>Cllrs:</b> I M Parish (Chairman), H S Abdullah, M C Cleaver, N S Davies (also District), J Dunn, J A Diplock, J P Emmines, C J Foster, B S Ing (Vice Chair), J D Jenkins (also County), D V Marston, P J Nudds<br/>Dist Cllr Chatfield Clerk: Mrs A J Young</p> <p>Public: Dr Smith and Football Club colleague, Mike Mason, Robin Barrett, Ray Davis-Chamberlain, Diane Mungovan</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                      |
| 12/170            | <p><b>APOLOGIES FOR ABSENCE</b></p> <p>Cllrs: Ian Cooper (holiday), David Legge (ill), Denis Payne (ill), Edd Stonham (work), Josephine Teague (holiday), Cty Cllr Gymer</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                      |
| 12/171            | <p><b>DECLARATIONS OF INTEREST AND DISPENSATIONS</b></p> <p>a) Declarations of pecuniary interest from Councillors on items on the agenda - None<br/>b) Written requests for dispensations for disclosable pecuniary interests – None<br/>c) Any new requests for dispensations – None</p> <p>4 year dispensations had been approved by Clerk for Precept and Budget discussion for Cllrs: Hooda Abdullah, Marian Cleaver, Ian Cooper, Neil Davies, John Dunn, Janet Diplock, John Emmines, Cedric Foster, Brian Ing, David Jenkins, David Legge, Derek Marston, Pene Nudds, Max Parish, Denis Payne, Edd Stonham, Josephine Teague</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                      |
| 12/172            | <p><b>DATE(S) OF NEXT COMMITTEE MEETINGS</b></p> <p>Planning Committee – 7.30 p.m. Tuesday 29 January 2013<br/>Community Facilities Committee – 7.45 p.m. Thursday 7 February 2013<br/>Planning Committee – 7.30 p.m. Tuesday 12 February 2013<br/>Environment Committee – 7.30 p.m. Tuesday 19 February 2013<br/>Recreation Ground Committee – 7.30 p.m. Monday 25 February 2013</p> <p><b>Other events/meetings:</b></p> <p>SCDC Local Plan Issues &amp; Options Exhibition – Tues 22 January Rec Ground<br/>Northstowe Parish Forum – Wed 23 January 2013 7 p.m. Cottenham VC<br/>Village Society AGM – Tuesday 29 January 2013<br/>Sports &amp; Leisure Quiz Friends of the Rec – Friday 1 February 2013<br/>Transport Hisimp Long Term View – 7.30 p.m. Monday 11 February 2013</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                      |
| 12/173            | <p><b>PUBLIC PARTICIPATION</b></p> <p>173.1 Standing Orders suspended to allow all to comment and participate<br/><u>Item 181.7 Flooding and Drainage Issues</u> Mrs Diane Mungovan, Lone Tree Avenue, Impington addressed members requesting help from the Parish Council to protect local residents and the villages from increasing noise and air pollution from the A14. Particular attention drawn to the initial opening of the A14 when the public inquiry found the area at Lone Tree Avenue should be protected by a noise attenuation barrier at the slip road, something not progressed. Cllr Parish outlined proposals for minimal upgrade works and funding issues. Standing Orders re-instated. <b>Agreed</b> Parish Council would write to Highways Agency pointing out their published mission statement and the need to address the issue of proper protection. Delegated to Chairman Max Parish to prepare such letter</p> <p>173.2 At this point with agreement of the Council Chairman brought forward item <u>179.4 Donations and suspended Standing Orders</u>. A request for a donation from Histon &amp; Impington Saturday Football Club had been deferred from December agenda. Dr Joseph Smith accompanied by a Year 1 coach attended and answered any questions. Dr Smith was fundraising for the project to level the playing field in New School Road although no longer</p> |                      |

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| 173.3                                                             | <p>involved with the club. He outlined donations and grants amounting to £2250 already received leaving a £800 shortfall on a local quote received and other planned uses for the land once levelled resulting in what he felt was a legacy for the children of the village and the school. Following questions including on:</p> <ul style="list-style-type: none"> <li>• Land ownership</li> <li>• Position of the Academy School</li> <li>• Volunteer possibilities</li> </ul> <p>the Council accepted the deadline difficulties for ground work and acknowledged the good work carried out on fundraising so far. Standing Orders re-instated. Proposals to donate £400, to match fund any donation from the Academy, and to loan money to the Group were withdrawn after a proposal by Cllr Emmines, seconded Cllr Cleaver, 9 in favour, 2 abstentions and <b>agreed</b> that Histon &amp; Impington Parish Council in accordance with its powers under <b>sections 137 and 139 of the Local Government Act 1972</b>, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure:- "to donate £300 to the Histon &amp; Impington Football Club from donations budget and <b>agreed</b>. Chairman did not vote. Dr Smith and his colleague left the meeting</p> <p>At the point with agreement of the Council Chairman brought item 181.7 <u>Flooding and the Environment Agency's Objectives</u> and suspended Standing Orders. Mr Robin Barrett addressed the Council on the issue of the Cambridgeshire's strategy for Local Flood Risk Management and the response by the Parish Council. Attached paper (<b>Appendix 1</b>) sets out Mr Barrett's comments and pleas to the Council to ensure flows of surface water are not obstructed by development. Mike Mason former Parish Councillor and former Drainage Board Member outlined personal concerns over discharge of foul drainage from the SAICA Site and effect on Kay Hitch Way residents and the Home Close pumping station. Flooding in the High Street (toy shop area) also highlighted. Members outlined mitigation works planned at the Brook and possible clearance work under culvert at School. Standing Orders re-instated, and <b>agreed</b> to formally set up a cross-committee group from Planning, Highways and Environment Committees to meet with other interested parties to make representations to appropriate authorities. Cllrs Legge, Payne and Nudds were requested to organise the group and its membership. Noted the issues should be included in the Planning Committees response to be prepared on SCDC Issues &amp; Options 2 consultation</p> | <p>LGA 1972<br/>S137</p> <p>DNL/DWP/<br/>PJM</p>    |
| 12/174                                                            | <p><b>TO APPROVE MINUTES OF THE MEETING HELD 17 December 2012</b></p> <p>Proposed Cllr Cleaver, seconded Cllr Ing, all in favour to accept as a true record of the meeting</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                     |
| <p>12/175</p> <p>175.1</p> <p>175.2</p> <p>175.3</p> <p>175.4</p> | <p><b>MATTERS ARISING FROM PREVIOUS MEETING</b></p> <p><b>Meeting held 19 November 2012:</b></p> <p>Item 141.1 HICOP licence now signed. A planting ceremony was due 23 February 2013. Cllr Parish to attend officially</p> <p>Item 143.2 Police any reports copied to all. Cllrs Nudds and Parish attended Police Liaison meeting 8 January 2013. Cllr Parish undertook to provide written report. Noted a list of graffiti areas being collated by Cllr Nudds</p> <p>Item 143.9 Photocopier Copier IT Kyocera installed</p> <p>Item 153.5 Newsletter date postponed pending article on Precept request</p> <p><b>Meeting held 17 December 2012:</b> None</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <p>IMP</p> <p>IMP/PJM</p>                           |
| <p>12/176.1</p> <p>176.1</p> <p>176.2</p> <p>176.3</p>            | <p><b>VACANCY &amp; CO-OPTION TO PARISH COUNCIL</b></p> <p><b>To fill vacancy</b> on Parish Council for Histon Ward by co-option, if nomination/s received. To note resignation of Alison Turnbull, vacancy advertisement process in place</p> <p><b>To fill vacancies on Committees:</b> Recreation Ground Committee (2); Youth Committee (2); Planning Committee (2)</p> <p><b>Vacancies on other bodies:</b> Manor Park and Public Art Working Parties</p> <p><u>Police Panel Representation and Role</u> Noted representative members for Histon &amp; Impington Parish Council as Cllr Emmines and Teague. Cllr Parish suggested an agreed list of issues should be drawn up by the Parish Council in line with most other Councils, giving a more co-ordinated approach</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <p><b>Next agenda</b></p> <p><b>Next agenda</b></p> |

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| 12/177 | <b>TO RECEIVE REPORTS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                 |
| 177.1  | <b>County Cllrs and District Councillors Reports: County Council</b> written report accepted from Cty Cllr Jenkins covering: Economy, Transport and Environmental Services; Local Government Shared Services (LGSS); Children and Young People's Services; Customer Service and Transformation; Adult Social Care; Local Issues; Forthcoming meetings and events. Additional discussion: <u>Volunteer Winter Gritting Scheme</u> Frustration over organisation of delivery of grit and equipment noted. <u>Noise Barriers</u> noted readings available from residents of MacFarlane Close, to be supplied to Cty Cllr Jenkins. <u>Northstowe Development Control Meeting</u> 30 January 2013. <u>Cyclepath meeting</u> as reported to Highways Committee, leaflets and posters to be distributed. |                 |
| 177.2  | <b>District Council</b> written reported accepted from Dist Cllr Davies covering: South Cambridgeshire Local Plan Issues and Options; Effects of recent rainfall; SCDC Traveller officer; Capital grants and arts funding. Additional discussion on: concern over cuts in Arts funding and possibilities of gradual cuts; <u>Tree Replenishment</u> Cllr Nudds requested District Councillors approach District Council to readdress the balance between planting and cutting down of trees within Hereward and Homefield areas.                                                                                                                                                                                                                                                                  |                 |
| 177.3  | <u>Clerk's Report (Appendix 2)</u> provided to all and accepted                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                 |
| 177.4  | <u>Chairman's Report</u> No report except for Precept report (Item 179.6)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                 |
|        | <u>Other Committee Chairmen or Officers Reports</u> None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                 |
| 12/178 | <b>TO ACCEPT Committee Reports and to deal with Matters Arising</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                 |
| 178.1  | <b>Planning Committee</b> draft minutes 8 January 2013 provided for all and accepted. Noted meeting due 29 January would be discussing the process of responding to SCDC Issues and Option 2. <u>NIAB 2</u> Noted SCDC had contacted Cllr Parish to advise Clerk was invited to sit on S106 agreement panel. Cllr Davies raised issues over S106 funding covering local deficiencies in open space and community facilities. <u>Station Design Group</u> noted exhibition by SCDC, County and City Council due 22 January 2013 at which the Parish Council had been invited to attend and present on Station Design ideas. An independent <u>Resident Action Group</u> had called a public meeting 4 February 2013 at Recreation Centre from 7pm                                                  |                 |
| 178.2  | <b>Environment Committee</b> draft minutes 15 January provided to all and accepted. Next meetings due 19 February and 19 March 2013. Noted all items E/12/055 <b>agreed</b> . No information yet available on enhancement costs for work to be carried out at the Brook                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                 |
| 178.3  | <b>Highways Committee</b> Highways Strategic Transport Planning draft minutes 6 December 2012, combined Highways Committee draft minutes 17 January 2013 provided to all and accepted. Next meeting due 7 March 2013                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                 |
| 178.4  | <b>Recreation Ground</b> draft minutes 17 December 2012 provided to all and accepted. Next meeting due 25 February 2013.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                 |
| 178.5  | <b>Community Facilities</b> draft minutes 10 January 2013 provided to all and accepted. Next meeting 7 February 2013                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                 |
| 12/179 | <b>TO RECEIVE Finance Report</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                 |
| 179.1  | <u>Retrospective accounts:</u> noted retrospective accounts for Parish Council and Recreation Ground accounts ( <b>Appendix 2 Pg 2</b> ).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                 |
| 179.2  | <u>Approve payment of outstanding accounts due (Appendix 2 Pg 2)</u> Open Spaces subscription, proposed Cllr Ing, Seconded Cllr Davies to continue to subscription, 11 in favour, 1 abstention. Proposed Cllr Ing, seconded Cllr Emmines, all in favour to pay accounts. <u>Amounts Paid In (Appendix 2 Pg 2)</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                 |
| 179.3  | <u>Half Yearly review of Donations (Appendix 2 Pg 3,4)</u> Noted donation agreed for Histon & Impington Saturday Football Club of £300 (Item 173.2). Request from Open Gardens for sponsorship deferred from December agenda pending further information. Cllr Davies declared interest as spouse member of Open Garden Committee and took no part in the discussion. Following discussion, Proposed Cllr Nudds, seconded Cllr Foster 10 in favour to agree a £50 sponsorship for 2013 advising the Council felt sufficient should be retained for any subsequent event to pay for advertising costs. Noted £327 remained unspent and would be returned to reserves if not vired elsewhere                                                                                                        | LGA1972<br>S137 |
| 179.4  | <u>Draft minutes 7 January (primarily precept) adjourned to 15 January, provided to all and accepted</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | LGA1972<br>S145 |
| 179.5  | <u>Precept</u> to approve recommendation to request precept for 2013-2014, (papers provided to all) of £258,150 from SCDC, split between the 2 parishes by use of Band D equivalents for 2013-14 of 1484.1 (Impington) and 1736 (Histon). Reports provided by Cllrs Ing and Parish (grouped together as <b>Appendix 3</b> ) The recommendation had been altered from £258,150                                                                                                                                                                                                                                                                                                                                                                                                                     |                 |
| 179.6  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                 |

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|        | to £263,220 following a change of tax base figure by SCDC for Impington, although no resulting change to the Council Tax payment for residents. Cllr Parish and Ing talked members through the figures and decisions made in reaching the recommendation. Following concern over high levels of reserves to be used as indicated in Cllr Parish's report, and contrary to that discussed at Finance Legal and Admin Committee on 15 January 2013 and concern over possible omission of Skatepark fund, <u>agreed to adjourn the item to a reconvened</u> meeting once simple headline information was made available, and use of reserves figure clarified. Noted both Parish Councils had over recent years worked to a 50% of precept reserves figure. Precept requirement to be submitted to SCDC by 4 February 2013 | Deferred to reconvened meeting January 2013 |
| 12/180 | <b>RECENT CORRESPONDENCE</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                             |
| 180.1  | <u>SCDC Parish Council Liaison meeting</u> 7 March 6.30 p.m. at Cambourne – 2 nominated Councillors to attend, to be confirmed by 18 February together with any suggested topics for discussion (note Highways Committee date). Minutes of meeting 28 October 2012 available. Noted Max Parish and Neil Davies willing to attend                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | IMP/NSD                                     |
| 180.2  | <u>Histon &amp; Impington Residents Public meeting</u> booked Recreation Centre 7pm Monday 4 February by Residents Group inviting residents to discuss development proposals for the villages                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                             |
| 180.3  | <u>Circulation List</u> SLCC magazine and bulletins; Local Council Review (interesting edition); Cambs ACRE Community Action; Clerks & Councils Direct; Community Warden Scheme leaflet                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                             |
| 180.4  | <u>IVC</u> Notice of AGM/Governors Public meeting 5 February 2013                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                             |
| 180.5  | <u>CAPALC</u> Bulletin January 2013 copied for all<br>Chairman formally asked for meeting extension under Standing Order No 1 (x). <b>All agreed</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                             |
| 12/181 | <b>OTHER MATTERS AND REPORTS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                             |
| 181.1  | <b>Resolution:</b> <i>Histon &amp; Impington Parish Council agrees to the following in respect of land at Bypass Farm to the west of the B1049:</i><br>- <i>Pre planning application advice in respect of potential facilities that may be considered on the site</i><br>- <i>A community grant application is submitted to SCDC in respect of assistance for a potential acquisition of a leasehold interest in the site. Proposed Cllr Davies seconded Cllr Abdullah all in favour and <b>agreed</b>. Noted a budget showing possible costs would be prepared once likely purchase price known, say March/April 2013. Item for next agenda</i>                                                                                                                                                                        | Next agenda                                 |
| 181.2  | <u>Strategy Workshop Feedback</u> 24 November 2012, report from Cllr Ing. Deferred to next agenda                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Next agenda                                 |
| 181.3  | <u>Balfour Beatty</u> Representatives from Balfour Beatty and County Council unable to attend, Peta King-Parcell (Balfour Beatty) had provided scheme details. Newsletter article to be prepared                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                             |
| 181.4  | <u>Older Persons Co-Ordinator</u> Written report from Co-Ordinator copied to all                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                             |
| 181.5  | <u>Future of 110 Bus to Ely</u> meeting due with Cambs Future Transport early February to discuss. Cllr Parish and Cty Cllr Jenkins to attend, plus other interested parties                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | IMP/JDJ                                     |
| 181.6  | <u>Formation of Working Party</u> to look at Histon High Street/Commercial area. <b>Agreed</b> to form a Working Party, interested Cllrs to contact Clerk. Next agenda                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Next agenda                                 |
| 181.7  | <u>Flooding and the Environment Agency objectives for the protection of Agricultural land</u> to proceed with contacting the Environment Agency, and other flooding and drainage issues arising. See Public Participation item 173.3                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                             |
| 12/182 | <b>MATTERS FOR NEXT AGENDA</b><br>None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                             |
| 12/183 | Date of Next Meeting:<br><br><b>Adjournment to Monday 28<sup>th</sup> January 2013 7.30 p.m.</b> to finalise Precept request, then <b>Monday 18 February 2013 7.30 p.m.</b> – Recreation Centre, Recreation Ground, New Road, Impington                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                             |
|        | <b>Meeting closed: 10 p.m.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                             |

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|                            | <p>Meeting <b>reconvened Monday 28 January 2013, 7.30 p.m.</b> in the Recreation Centre, New Road, Impington</p> <p>Present: Cllrs I M Parish (Chairman), H S Abdullah, M C Cleaver, N S Davies (also District), J Dunn, J A Diplock, J P Emmines, B S Ing (Vice Chair), J D Jenkins (also County) D V Marston, P J Nudds, D W Payne J Teague</p> <p>Clerk: Mrs A J Young                      Also: Mrs L M Marsh (Office Manager)</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |
| <p>12/179.6<br/>Cont'd</p> | <p><b>Precept to approve recommendation</b> to request precept for 2013-2014 <b>of £263,200</b> from SCDC, split between the 2 parishes by use of Band D equivalents for 2013-14 of 1484.1 (Impington) and 1736 (Histon)</p> <p>Papers provided showing re-worked figures (Appx 4). Draft minute from meeting 21 January (179.6 above) read to meeting. Cllrs Parish and Ing outlined work carried out on up-dated figures now available, and resulting figures showing end positions of estimated general reserves end March 2014 of £138,561 following increase at end of March 2013 due to unspent budgets carried forward by budget holders.</p> <p>Issues raised by Cllrs:</p> <ul style="list-style-type: none"> <li>• Possibility of need to increase Precept or curtail projects 2014-15. A 5 year model to be produced by end 2013</li> <li>• Uncertainties with SCDC discretionary grant and reasons for lower precept request resulting from same poundage</li> <li>• Band D equivalent figures supplied by SCDC are estimates – suggestion to raise a at next Parish Forum asking for actuals to be published, or by Freedom of Information request</li> <li>• Current general reserves held to 50% of precept request, possible for Parish Council to consider dropping to nearer 25% in subsequent years</li> <li>• All Cllrs to advise if any detail on Specified Reserves funds list appeared to be incorrect</li> </ul> <p>Proposed Cllr Parish, seconded Cll Ing, all in favour and agreed to “<i>request precept for 2013-2014, (papers provided to all) of £263,200 from SCDC, split between the 2 parishes by use of Band D equivalents for 2013-14 of 1484.1 (Impington) and 1736 (Histon)</i>”</p> <p><b>Meeting closed</b> 7.50 p.m. (28 January 2013)</p> |  |