

**Minutes of the Meeting held of Histon & Impington Parish Council
Community Room, Histon & Impington Recreation Ground, New Road, Impington
Monday 19th November 2012 7.30 p.m.**

2 Appendix attached

Full Council Minutes

Agenda No:	Action/ Power
Present: Cllrs: I M Parish (Chairman), H S Abdullah, M C Cleaver, I Cooper, 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 N Legge, D V Marston, P J Nudds, D W Payne J Teague, A Turnbull, E W Stonham (also District) Cty Cllr Gymer (in part) 25 + HICOP Members and Supporters; Clerk: Mrs A J Young	
12/139	APOLOGIES FOR ABSENCE Dist Cllr Chatfield
12/140	DECLARATIONS OF INTEREST AND DISPENSATIONS a) Declarations of pecuniary interest from Councillors on items on the agenda – Cllr Foster item 151.2 (expenses claim) b) Written requests for dispensations for disclosable pecuniary interests – None c) Any new requests for dispensations – None Dispensations approved by Clerk for Precept and Budget discussion for Cllrs: Hooda Abdullah, Janet Diplock, John Dunn, John Emmines, Cedric Foster, Derek Marston, Max Parish, Denis Payne and Josephine Teague
12/141 141.1	PUBLIC PARTICIPATION HICOP members and supporters attended to discuss orchard siting issues with Council members. Chairman's report item 146.3 noted (Appendix 1) <u>Dan Mace</u> as spokesman for HICOP outlined <u>work carried out to date</u> including: <ul style="list-style-type: none"> • Discussions with Histon Parish Council and Manor Park Working Party commencing in 2011 and agreement of positioning of site in south-east corner • Series of publicised meetings and consultations • Involvement of SCDC, local schools, Chivers Farms , volunteers and others <u>Design Principles:</u> 1. <ul style="list-style-type: none"> • <u>Bounded by hedge</u> to protect children when on site visit and discourage casual crossing of the orchard by dogs • <u>Fence</u> temporary while establishing hedge 2. <ul style="list-style-type: none"> • <u>Non-interference with existing paths</u> Concerns of Environment Committee Histon & Impington Parish Council regarding “dead space” formed, now noted and recognised by HICOP. As a result HICOP had indicated to agree to push the boundary southwards against the Busway Dan confirmed the orchard was approximately 1 acre in size, with others in South Cambridgeshire ordinarily being between 1.2 and 1.6 acres. HICOP sought agreement from the Parish Council to re-start works on the boundary which had been put on hold pending concerns raised by the Parish Council regarding size and position of orchard now pegged out “on the ground”, with any site planned likely to be a commitment for the Parish Council for some 50+ years. Chairman referred to draft licence and super-imposed map provided for all Cllrs. He had been delegated to bring the licence to an agreed form and sign on behalf of the Parish Council but had felt unable to do so until Council had debated and commented on concerns raised over “dead areas” of site; lack of integration with rest of site; apparent increase in floor space. Since that time, Chairman had: <ul style="list-style-type: none"> • Informally met with Environment Committee representatives • Met with HICOP Chair and secretary when suggestion made to move southern boundary back to Guided Busway • Reported discussion back to Environment Committee, who remained unsatisfied Council members invited to comment

	<p><u>Cllr Nudds</u> outlined her own concerns over the informal arrangements put in place by Histon Parish Council, especially once marked out on the ground, and discussions held with HICOP in the last week to seek a compromise. Various options had been put forward and problems acknowledged, including the realisation that it was difficult to get people to deviate from desired lines of access. Originally HICOP had indicated orchard would take approximately 1/5 of the site, and this now appeared more like a 1/3.</p> <p><u>Cllr Ing</u> felt the project should not be put at risk by holding it up any further. However, acknowledged the perception of size on the site.</p> <p><u>Cllr Emmines</u> was impressed by the management and broad planning but had concerns over apparent “creep” to latest plan. Preference to moving boundary back along busway</p> <p><u>Cllr Cooper</u> preferred movement of boundaries back to edge on both sides</p> <p><u>Cllrs Abdullah and Dunn</u> felt pushing one boundary back only would cause difficulties in maintenance on remaining space. Preference to push both boundaries back and incorporate path within the orchard</p> <p><u>Cllrs Marston & Jenkins</u> queried whether existing hedge could be cleared and ditch filled to make more room to move the orchard back into the corner</p> <p><u>Cllr Foster</u> suggested the footpath could be moved from rear of site to front of orchard area</p> <p><u>Cllr Parish</u> re-iterated HICOPs reasons stated for siting chosen. However acknowledgment that dead spaces left would represent loss of open space, but footpaths through orchard also undesirable. Poor communication on both sides accepted</p> <p><u>Cllr Turnbull</u> commended HICOP on their project plans and progress in moving the project forward, with so many volunteers in support. She felt the “dead spaces” to be more of an opportunity than a problem, with options of incorporating into a bigger walk around the site, perhaps complementing with mature nut trees etc. She warned against perspective issues of size, and against removal of existing hedge in biodiversity terms. Preference to leave site where currently marked out.</p> <p><u>Cllr Nudds</u> underlined the need to ensure correct scheme for all concerned agreed at an early stage</p> <p><u>Cllr Ing</u> queried 33kv underground services indicated on plan</p> <p><u>Cllr Davies</u> supported any approach to work together on final proposals, but noted this had not proved possible in recent discussion</p> <p><u>Cllr Teague</u> highlighted time constraints, especially with planting season</p> <p><u>Cllr Cleaver</u> preference to move boundary back to Guided Busway and Premier Foods boundary closer to edge</p> <p><u>Cllr Legge</u> preference to leave as is, or move one boundary only (Guided Busway) being too late to make changes.</p> <p>Chairman gave 5 options for Cllrs to indicate support</p> <ul style="list-style-type: none"> • Move southern boundary back to Guided Busway - 0 Councillors indicated preference • Move southern boundary back to Guided Busway and to Premier Foods lease boundary - 2 Councillors indicated preference • Compromise on width of dead space on Premier Foods boundary, after discussion on what appropriate - 9 Councillors indicated preference • Leave site where currently pegged out 5 Councillors indicated preference • Further discussions - 2 Councillors indicated preference <p>Noted that having taken these sounding, Chairman would “exercise judgement of Solomon” by end of November, making every effort not to stall project. Suggested that measurements required on the final licence to be signed</p>	
12/142	<p>TO APPROVE MINUTES OF THE MEETING HELD 15th October 2012</p> <p>Proposed Cllr Ing, sec Cllr Cleaver all in favour to accept as a true record of the meeting</p>	
12/143	<p>MATTERS ARISING FROM PREVIOUS MEETING</p> <p>143.1 <u>Item 124.1 Skatepark siting Histon & Impington</u> see Chairman’s report</p> <p>143.2 <u>Item 126.1 Neighbourhood Watch</u> meeting arranged at Recreation Centre Tuesday 27th November 7.30pm. Second article received for next newsletter and website</p> <p>143.3 <u>Item 126.3 Police</u> any reports received emailed to all. Candidates for Police Commissioner role contacted and responses provided to all</p> <p>143.4 <u>Item 126.7 Cambs ACRE Community Led Plans</u> notes provided to all</p> <p>143.5 <u>Item 127.1 Register of Interests</u> received from Cllr Jenkins. SCDC to be provided with original copy, along with that of Cllr Stonham, which had not been received.</p> <p>143.6 <u>Item 128.1 Older Persons Co-Ordinator</u> report requested for Council</p>	

143.7	<u>Item 129.2 hisimp.net emails</u> No progress except for trial address covering group of Parish Council members. Plans to produce group email for Planning Committee, Highways Committee, County Councillors and District Councillors	
143.8	<u>Item 131.1 Community Facilities Meeting</u> due 7 November had been postponed. Notes of informal meeting with County Council officer held on file; letter of support from resident co-optee received, noted.	
143.9	<u>Item 134.5 Photocopier</u> Chairman and Clerk to meet for final decision on contract. Final specification agreed.	
12/144	VACANCY & CO-OPTION TO PARISH COUNCIL	
144.1	No nominations for vacancy on Council	
144.2	No nominees for Committee vacancies. Committee Chairmen to report if problems arise. Chairman reminded Planning Committee members to ensure Planning Committee Clerk advised if intended to attend due to problems with quorum/meeting room capacity	
12/145	MATTERS DEFERRED FROM LAST MEETING	
145.1	None	
12/146	TO RECEIVE REPORTS	
146.1	County Cllrs and District Councillors Reports: County Council written report accepted from Cty Cllr Jenkins covering: Fire Authority; Economy, Transport and Environment Services; Children and Young People's Services; Local Matters. Additional discussion on: <u>Planting Scheme for Guided Busway</u> , disk handed to Cllr Nudds; meeting proposed 6 December 2012 with Joseph Whelan and Guided Busway Officers; <u>A14/Noise/Pollution</u> concern over lack of opportunity to comment on widening scheme proposed. Possible opportunity to press for improvements to noise abatement and pollution levels. Cty Cllrs to report to Highways Committee 6 December 2012; <u>Antisocial behaviour County Council WI Woods</u> as reported via e-cops; <u>Cycleway Impington to Milton</u> noted vegetation not being cut back on newest stretch of cycleway; <u>Solar studs Guided Busway</u> Mike Davies had indicated funds available for studs. Parish Council confirmed support for this measure, pointing out Guideway under A14 extremely dark; <u>Permission path Histon to Girton</u> news item to be put on website regarding recent fencing off of private land for sheep. District Councillors report written report accepted from Dist Cllr Edd Stonham covering: Orchard Park Members Update; Council Tax Support Scheme; Empty Homes Grant Initiative Scheme; Ash Tree Issues; Traveller Sites; Home Heat Loss Surveys. Additional discussion on: <u>Parish Forums</u> concern over lack of meetings in 2012; <u>Section 106/Community Infrastructure Levy</u> Dist Cllrs to request information from SCDC	Highways Committee
146.2	<u>Clerks Report (Appendix 2 Pg 1 & 2)</u> copied to all. Council sent best wishes to Recreation Ground Manager for speedy recovery	
146.3	<u>Chairman's Report (Appendix 1)</u> copied to all. Chairman highlighted comments made to Parish Council regarding timing of silence for <u>Remembrance Day</u> , Cllr Parish will pass comments to the British Legion; <u>Street Light Changes</u> noted consultation on changes proposed by County Council and two month period given for special requests by Parish Council. Agreed to use website, hisimp chat and letter drop to get input from residents affected. Next newsletter would unfortunately be too late. Cty Cllr Gymer to get further information from County Council to help with any Parish Council consultation process; <u>SCDC Planning Officer meeting re change of use land rear of Manor Park</u> , file note copied to all	IMP SG
12/147	TO RECEIVE Planning Committee Reports	
147.1	Draft minutes 23 October and 6 November provided to all and accepted. Next meeting due 20 November 2012 (meeting scheduled 27 November cancelled)	
12/148	TO RECEIVE Environment Committee Reports	
148.1	Draft minutes 30 October provided to all and accepted. Next meeting due 26 November 2012. Council members expressed best wishes for retirement of Burial Groundsman at end of 2012. Cllr Nudds thanked all members for time, effort and energy put in to recent long meeting, and those informal ones called at short notice; <u>Tree Issues</u> Cllr Nudds raised uncertainties over boundaries at Land rear of Manor Park. Finance, Legal and	FLA Committee

148.2	Administration Committee to be asked to investigate; <u>Crossing Keepers Hut</u> quotes or process for acceptance to be discussed at next Committee meeting 26 November 2012 <u>South Road</u> Issues with Post Installation Report on South Road and request from TCL to “sign off” works carried out. Cllr Emmine (Playground Inspector) reported on non-compliance of wet pour diameter size and comments in Post Installation Report. Cllr Emmine to word statement to go to TCL, with Parish Council not in agreement to sign project off. Cllr Nudds pointed out additional problems caused inside gateway At this point Chairman formally asked for meeting extension under Standing Order No1 (x) Agreed . Cllr Turnbull left the meeting	Action/ Power Environment Committee
12/149 149.1	TO RECEIVE Highways Committee Reports Highways Management Draft minutes 18 October provided to all and accepted. Next meeting (Strategic Transport Planning) due 6 December 2012, to include finalising bids for Minor Highways Improvement Scheme	
12/150 150.1	TO RECEIVE Employment Committee Reports Meeting due 15 November not held due to quorum issues. Further meeting due 13 December	
12/151 151.1 151.2 151.3 151.4 151.5	TO RECEIVE Finance Reports Cllr Foster declared a pecuniary interest – expenses claim Next Committee meeting due 7 January 2012, budget setting for Precept recommendation. Noted second meeting either preliminary or subsequent may be required. Chairman to contact all Committee Chairs for input on budget request <u>Retrospective accounts</u> noted retrospective accounts for Parish Council and Recreation Ground accounts (Appendix 2 Pg3) <u>Approve payment of outstanding accounts due</u> (Appendix 2 Pg3) Proposed Cllr Davies, seconded Cllr Ing, all in favour and agreed <u>Amounts paid in and correspondence</u> (Appendix 2 Pg Pg3) For report next month. Cambs County Council request for approval of street light numbers and costs calculated. <u>CAPALC</u> Cllr Payne confirmed CAPALC fees for 2013-14 to rise by 4% <u>Code of Conduct Revised Standing Orders and Complaints procedures</u> deferred. Draft would be provided to all before item appears on future agenda	IMP Next agenda
12/152 152.1 152.2 152.3 152.4 152.5	RECENT CORRESPONDENCE <u>Histon & Impington Mobile Warden Scheme</u> minutes of meeting held 24 October 2012 copied to all and noted. Clarified a total of £150 had been put aside for all Mobile Wardens for Christmas Gifts <u>HICOM</u> (Histon & Impington Community Minibus) Income & Expenditure account June 2012 provided to all and accepted <u>St Andrews Histon</u> Invitation to participate with stall at Carols on the Green 19 December. Agreed not to accept offer <u>Process for any response to Consultations: Local Government Transparency: Code</u> to be a Legal Requirement – closing date for responses 20 December, closing date for responses/comment to SLCC 30 November; Cambridgeshire and Suffolk Fire & rescue Services – closing date 14 January 2013. Agreed no response to be made to either consultation <u>Circulation File</u> available to all	
12/153 153.1 153.2	OTHER MATTERS AND REPORTS <u>Working Arrangements Review</u> Cllr Ing verbally reported on input received. No responders had felt the grouping of the Parish Council had been the wrong decision, with a universal assumption made that Councillors were all well motivated and intentioned. Comments made regarding domination of some discussion by Ex Officio Chairman and Vice Chairman at committees, noted and to be addressed. With a strong desire shown to make the group work, Cllr Ing hoped to include some of the feedback in a “vision session” arranged for all Councillors on Saturday 24 November 2012 <u>Christmas Lights Arrangements</u> proposed to be put up 1 December 2012, report on costings/budget. Chairman and Clerk had met Jaggard Electrical on site to look at ideas for additional lighting in large tree on corner of Play Area/B1049. Costs estimated at £1,600 to be considered for future budgets, with possible sponsorship from local businesses/retails to	

153.3	be sought <u>Transfer of Equipped Play Areas from Environment Committee to Recreation Ground Committee and</u>	Action/ Power
153.4	<u>Transfer of Homefield Park from Recreation Ground Committee to Environment Committee</u> Paper received for transfer of Play Area Equipment to Recreation Ground only. Agreed transfers should take place April 2013 with remaining budget for 2012-13 to be “rolled over” for use by Committees, plus any new budget requirement requested	April 2013
153.5	<u>Review of October 2012 and arrangements for any January 2013 edition of Hisimp Newsletter</u> plus update of discussions on formation of HI Courier replacement. Newsletter had been reportedly well received. All articles for January issue to be with Editor, Cllr D Payne by mid-January . Non-Council articles could only be accommodated if space. 7 interested volunteers had met to discuss possible launching of newspaper to replace HI Courier, second meeting due 28 November 2012, with an open meeting planned in Recreation Ground Centre in due course	
12/154	MATTERS FOR NEXT AGENDA None	
12/155	Date(s) of Full Council Meetings and forthcoming Committee meetings: Histon & Impington Parish Council: Monday 17th December 2012 7.30 p.m. – Recreation Centre, Recreation Ground, New Road, Impington 2012: Planning Committee – 7.30p.m. Tuesday 20 November 2012 Environment Committee – 7.30 p.m. Monday 26 November 2012 Highways Management Committee – 7.30 p.m. Thursday 6 December 2012 Recreation Ground Committee – T.B.C. Youth Committee – 7.30 p.m. Monday 10 December 2012 Planning Committee – 7.30 p.m. Tuesday 11 December 2012 2013: Finance Legal & Admin Committee (Precept recommendations) – 7.30 p.m. Monday 7 January 2013, plus adjournment to 9 or 10 January 7.30 p.m. as necessary Planning Committee – 7.30 p.m. Tuesday 8 January 2013 Environment Committee – 7.30 p.m. Tuesday 15 January 2013 Highways Management Committee – 7.30 p.m. Thursday 17 January 2013 <u>Other events/meetings:</u> Histon & Impington Parish Council “Vision” Session – Saturday 24 November from 9.30 a.m. Community Room, Recreation Ground Jubilee Film Showing (filmed by Youth members) - Thursday 29 November 8 p.m., Friday 30 November 7.30 p.m., Saturday 1 December 3 p.m. BIG TIDY UP! – Saturday a.m. 1 December Christmas Council Gathering – Tuesday 4 December 7.30 p.m. Santa’s Grotto at Crossing Keepers Hut – Friday 7 December 2012 Northstowe Forum – Wednesday 12 December 2012 Christmas Carols and Stalls on the Green – Wednesday 19 December Council Surgery – 7 p.m. Friday 21 December 2012, Recreation Centre, New Road, Impington ** OFFICE CLOSED 24 DECEMBER – 1 JANUARY 2013 INCLUSIVE ** Meeting closed 10.10 p.m.	