

Minutes of the Meeting held of Histon & Impington Parish Council
Community Room, Histon & Impington Recreation Ground, New Road, Impington
Monday 15th October 2012 7.30 p.m.

4 Appendices attached

Full Council Minutes

Agenda No:	Present: Cllrs: I M Parish (Chairman), H S Abdullah, M C Cleaver, N S Davies, I Cooper, J Dunn, C J Foster, B S Ing (Vice Chair), D V Marston, P J Nudds, D W Payne, A Turnbull Cty Cllr Gymer (in part) 1 member of public (in part) Clerk: Mrs A J Young Cty Cllr Jenkins (co-opted to Parish Council during meeting)	Action/ Power
12/121	APOLOGIES FOR ABSENCE Cllrs Janet Diplock (personal), Edd Stonham – also District Cllr (work), John Emmines (personal), David Legge (work), Josephine Teague (holiday); Dist Cllr Chatfield	
12/122	DECLARATIONS OF DISPENSATION Proposed Cllr Ing, seconded Cllr Marston, 10 in favour 1 abstention Chairman did not vote and agreed the Council RESOLVE that <i>the Council delegates the power to grant dispensations to the Clerk. The power rests with the relevant authority under section 33(1) of the Localism Act 2011 and the basis is set out under section 33(2).</i> For review as appropriate. Noted need to apply for dispensations to consider precept budget setting	
12/123	DECLARATIONS OF INTEREST AND DISPENSATIONS a) Declarations of interest – None declared b) Requests for dispensation – Written requests received for dispensation for disclosable pecuniary interest 8 of 17 request received for precept setting. Clerk to respond to all once all applications made c) Granting of requests for dispensation – Clerk will respond to any other requests	
12/124 124.1	PUBLIC PARTICIPATION No matters raised. With agreement of Council, Chairman brought forward item 136 <u>Siting of Skatepark</u> . Standing Orders suspended. <u>Item 136.1 To receive report from Cllrs Parish and Abdullah on siting of skatepark in Histon and Impington</u> Chairman confirmed SCDC had not yet given a decision on planning application for land rear of Manor Park change of use from agricultural to recreational. Decision expected by 26 October with report from Police Liaison Architect report outstanding. Any decision on calling a public meeting deferred pending outcome. Next agenda. Standing Orders re-instated. Member of public left meeting.	November agenda
12/125	TO APPROVE MINUTES OF THE MEETING HELD 17th September 2012 Proposed Cllr Cleaver, sec Cllr Marston, 6 in favour 5 abstentions to accept as a true record of the meeting	
12/126 126.1 126.2 126.3 126.4	MATTERS ARISING FROM PREVIOUS MEETING <u>Item 103.2 Neighbourhood Watch</u> report received for newsletter inclusion. Chairman had visited Neighbourhood Watch members to discuss ways of publicising need and provided note covering discussion. All agreed Council were happy to offer Histon & Impington co-ordinators use of the Recreation Centre for meetings as required and offer use of photocopier for newsletters etc. Chairman to contact Polly Wilderspin to express Council's wish to assist the volunteer team <u>Item 105.1 Playing Field Status Infant School</u> Discussion outstanding, Chair of governors to be contacted <u>Item 105.2 Police</u> Cllr Parish compiling mail to local Chairs. Cllr Teague attended Police Panel 9 October. Neighbourhood Policing Profile Update copied to all. Cllr Teague provided report circulated to all regarding threat of closure to Histon Police Station. Noted copy letter to Chief Constable from Dist Cllr Chatfield. Noted candidates for Police Commissioner would take questions, with election due 15 November and all Cllr encouraged to raise the issue through that route <u>Item 105.3 Code of Conduct – Standing Orders/Complaints Procedures</u> November agenda	IMP IMP November agenda

126.5	<u>Item 105.4 Buchans meeting</u> not yet held. Agreed to remove from priority list, Cllr Nudds and Clerk to meet prior to next season	Action/ Power
126.6	<u>Item 105.4 General Power of Competence</u> training attended Cllrs Payne, Teague, Emmines	
126.7	<u>Item 106.8 Cambs ACRE Community Led Plans</u> Clerk and Cllrs Dunn and Ing attending 23 October	
126.8	<u>Item 107.1 Infants School Intake</u> feedback from Cty Cllr Jenkins. Agreed Parish Council had role only in lobbying the Head Teacher and Governors	
126.9	<u>Item 108.2 South Cambs Consultation on Issues & Options (Local Plan)</u> response made	
126.10	<u>Item 118 Consultation Responses</u> none submitted	
12/127	VACANCY & CO-OPTION TO PARISH COUNCIL	November agenda
127.1	With 2 vacancies on Council, written application for co-option received from David Jenkins, who additionally spoke of his wish to contribute locally. All in favour and agreed to co-opt. Acceptance of Office signed with Register of Interests to be returned within 28 days. Cllr Jenkins took full part in the rest of the meeting. Next agenda for remaining vacancy	
127.2	Vacancies: Employment Committee - following resignation by Cllr Turnbull Finance Legal & Admin Committee – 3 vacancies, 2 following increase in membership from 3 to 5 and one following resignation from Council by Ian Levitt Planning Committee – following resignation from Council by Ian Levitt Recreation Ground Committee – following resignation from Cllr Teague Youth Committee – following increase of membership from 3 to 4 Proposed Cllr Payne, seconded Cllr Ing to elect Cllr Jenkins onto Finance, Legal and Administration Committee. All other vacancies on next agenda	November agenda
12/128	MATTERS DEFERRED FROM LAST MEETING	Sec 137 spending as already agreed
128.1	To consider that: <i>The Parish Council continue to support funding the Older Persons coordinator role for 12 months from 1 September 2012, for up to 60% of the annual costs, not to exceed £3,000.</i> Cllr Davies declared pecuniary interest (Trustee and Treasurer HICOM) and left meeting. Proposed Cllr Parish, seconded Cllr Cleaver 12 in favour 1 abstention and agreed . Noted the Council's delight with how the post is evolving and with the efforts of Jean Newman. Written report expected from the co-ordinator for next agenda	
128.2	To consider that: The Parish Council should: a) <i>Agree that if a team, and a credible business plan are put together, it would fund HI Courier replacement to the sum of £1,000 in the first year, and £500 in second and subsequent years</i> b) <i>Accept the offer of assistance to find the team to make it happen, but cover all costs (printing posters, meeting provision etc.) of doing so. Back this with use of mailing lists, website, appeals to community groups (particularly those who've used the HI Courier in the past)</i> c) <i>Form a team of Angela Young, Cllrs Foster, Ing and Payne to make this happen</i> Following full discussion and debate on the need for a replacement for the HI Courier, and costs involved in producing quarterly Parish Council newsletters, as required to retain Quality Council status. After several attempts to reword proposal put forward by Cllr Payne, finally proposed Cllr Nudds, seconded Cllr Ing all in favour and agreed to reword a) to "£1,000 in the first year and subsequent years the amount to be reviewed following perusal of the business plan" . It was felt the majority of team should be non-Councillors	LGA1972 s142 CJF/BSI/ DWP
12/129	TO RECEIVE REPORTS	
129.1	County Cllrs and District Council Reports: County Council written report accepted from Cty Cllr Gymer covering: County Council and Cabinet meetings; Services; Police and Fire Authorities; Consultations; Environmental Services; Forthcoming meeting and Events. Cty Cllr Gymer reported additionally on <u>Surface Water Management</u> arrangements and noted further vandalism along the Guideway. District Council written report accepted from Dist Cllr Davies covering: SCDC Full Council meeting 27 September; Northern Corridor Area Transport Plan workshop meeting; South Cambridgeshire Local Plan; Orchard Park partners meeting; Sale of SCDC sheltered housing stock; Cambridgeshire Celebrates Age;	

		Action/ Power
129.2 129.3	<p>SCDC Community Awards. Parish Council congratulated Neil Davies on his recent SCDC Village Hero Award and indicated pleasure that Neil's achievements had been marked beyond Histon & Impington</p> <p>Clerks Report (Pg1 and 2) (Appendix 1). Noted. Cllrs Cleaver and Ing reported further on <u>Library Book Prize</u> presentations. Members discussed proposal to offer <u>hisimp.net email</u> addresses to all Councillors and Officers. Clerk to explore practicalities with 2-3 Councillors and develop as appropriate including a short protocol and standard footer. Noted standard need to copy Clerk or other office staff in to all emails sent out as a Parish Councillor. Noted <u>Clerk's delegation to be used to purchase and make additional donation for one wreath for Remembrance Sunday</u>, to be laid by the Chairman. Cost of wreath and additional donation to be made to a total cost of £62.50</p> <p><u>Other Committee Chairman and Officers reports</u> Parish Council accepted report from Cllr Payne on Newsletters/Newspapers (Appendix 2). Clerk to send list of planned articles to all Councillors</p>	Section 137
12/130 130.1	<p>TO RECEIVE Planning Committee Reports</p> <p>Draft minutes 25 September and 11 October provided to all and accepted. Next meeting due 23 October 2012. Report from Chairman received (Appendix 3). Member were requested to comment on any draft submissions send round in future, even if to acknowledge receipt. <u>Cambridgeshire Strategy for Local Flood Risk Management</u> consultation from 17 September to 14 December 2012. All agreed Planning Committee to respond on behalf of Parish Council. <u>Bellway Homes</u> Cllr Nudds had met representatives to look at landscaping issues. Report to follow. Bellway representatives had wanted to discuss the play area but no part of Cllr Nudds remit</p>	
12/131 131.1	<p>TO RECEIVE Community Facilities Report</p> <p>Draft minutes 18 September provided to all and accepted. Next meeting due 7 November 2012. Report from Cllr Davies accepted (Appendix 4) requesting change to Terms of Reference for Area of Responsibility to "<i>the persual of the acquisition of land at Bypass Farm, Histon in which to provide recreational and community facilities</i>". Chairman read existing Area of Responsibilities and members felt concerned about what the suggested change might imply. Following passionate exchange of views including:</p> <ul style="list-style-type: none"> • Lack of open space in Histon & Impington, even if this land acquisition proceeded. • Section 106 money expressly paid for purpose of additional open space and facilities for new residents/developments • Uncertainty of future use of land by owners/developers although not in short term; Minerals and Waste Safeguarding policy in place • Past lost opportunities, need for an element of decisiveness • Future commitment, maintenance costs • Lease length; Valuation issues • Need for transparency and consultation with residents <p>At this point Chairman formally asked for meeting extension under Standing Order No1 (x) . Agreed. Following various attempts to change suggested new wording or defer to later meeting, finally proposed Cllr Abdullah, seconded Cllr Davies all in favour and agreed to change Terms of Reference, Area of Remit to read:</p> <ul style="list-style-type: none"> • The persual of the acquisition of land Bypass Farm, Histon on which to provide recreational and community facilities • At the same time any proposals are put forward for agreement, costings for its basic use to be provided to Full Council 	
12/132 132.1 132.2	<p>TO RECEIVE Recreation Ground Report</p> <p>Draft minutes 8 October provided to all and accepted. Next meeting due 6 December 2012 Report on site meeting at Homefield Park regarding fencing and removal of arising received and accepted, as appendix to Recreation Ground Committee minutes 8 October</p>	
12/133 133.1	<p>TO RECEIVE Employment Committee Report</p> <p>"In Committee" draft minutes 27 September provided to all and accepted. Next meeting due 15 November 2012</p>	

<p>12/134 134.1 134.2 134.3 134.4 134.5</p>	<p>TO RECEIVE Finance, Legal and Administration Report</p> <p>Draft minutes 1 October 2012 provided to all and accepted. Next meeting due 7 January 2013 (Precept) or when required</p> <p><u>Retrospective accounts</u> Noted retrospective accounts for Parish Council and Recreation Ground accounts (Appendix 2 Pg3)</p> <p><u>Approve payment of outstanding accounts due (Appendix 2)</u> Proposed Cllr Ing, seconded Cllr Davies, all in favour and agreed</p> <p><u>Amounts Paid In and Correspondence (Appendix 2 Pg3)</u> Noted: SCDC advised S106 funds not suitable for use to replace window Groundsman’s house. Recreation Ground Committee to vire from overall budget. StAC had advised on proposed policy for hiring facilities at Church Halls once refurbished. Council would ask specifically regarding yoga classes as an example. If proposed as allowed agreed to pay £2500 grant, to be returned if project did not proceed</p> <p><u>Photocopier</u> Report provided showing recommendations from 3 example providers including existing. All agreed to delegate decision on contract to be accepted to Clerk and Chairman to obtain suitable machine.</p>	<p>Action/ Power</p> <p>LG (Misc Provs) Act 1976 s19</p>
<p>12/135 135.1 135.2</p>	<p>RECENT CORRESPONDENCE</p> <p>CAPALC Quality Council status confirmed for Grouped Council</p> <p>Circulation List: Local Council Review; Magpas information; Clerk’s & Councils Direct; Cambs ACRE Community Action; Histon & Impington Community Warden Scheme leaflet; The Clerk Magazine</p>	
<p>12/136</p>	<p>OTHER MATTERS AND REPORTS</p> <p>See item 124</p>	
<p>12/137</p>	<p>MATTERS FOR NEXT AGENDA</p> <p>Pensions Forum Report to be circulated in circulating file</p> <p>Report from Cllr Ing on feedback re Grouped arrangements</p> <p>Standing Orders/Complaints Procedure</p> <p>Decision on holding December meeting (due 17 December 2012)</p>	
<p>12/138</p>	<p>Date(s) of Full Council Meetings and forthcoming Committee meetings:</p> <p>Histon & Impington Parish Council: Monday 19th November 2012 7.30 p.m. – Recreation Centre, Recreation Ground, New Road, Impington</p> <p>Highways Management Committee – 7.30 pm Thursday 18 October 2012 Planning Committee – 7.30 pm Tuesday 23 October 2012 Environment Committee – 7.30 pm Tuesday 30 October 2012 Planning Committee – 7.30 pm Tuesday 6 November 2012 Community Facilities – 8.pm Wednesday 7 November 2012 Employment Committee – 7.30 pm Thursday 15 November 2012</p> <p><u>Other events/meetings:</u></p> <p>Northstowe Forum – Wednesday 17 October 2012 Council Surgery – 7 p.m. Recreation Centre, Friday 19 October 2012 ACRE “Community Led Planning” seminar – Tuesday 23 October 2pm Mobile Warden Scheme Meeting – 6.30 p.m. Wednesday 24 October 2012 Council Surgery – 7 p.m. Friday 16 November 2012 Orchard Park CAPALC AGM incorporating Funding Day – Monday 19 November 2012 – Cllr Payne to attend</p> <p>Meeting closed 10 p.m.</p>	