

**Minutes of Histon & Impington Parish Council Environment Committee**  
**Tuesday 8<sup>th</sup> December 2015 7.30 p.m.**  
**At the Parish Office, New Road, Impington**

## Environment Committee Minutes

Membership: 7 + 2 ex-officio

Quorum: 3  
 Appendices: 2

<b>Agenda No:</b>	Present: <b>Cllrs:</b> Pene Nudds (Chair), Aga Cahn, Christine Hertoghe Also: Simon Goddard (HICOP) Clerk: Mrs Angela Young	
E15/055	<b>APOLOGIES FOR ABSENCE</b> Cllrs: Marston (personal), Wood (personal), Jenkins (personal), Foster (personal)	
E15/056	<b>TO RECEIVE DECLARATIONS OF INTEREST AND DISPENSATIONS</b> <b>To receive</b> declarations of pecuniary interest from Councillors <b>on items on the agenda - none</b> <b>To receive</b> written requests for dispensations for disclosable pecuniary interests (if any) - <i>none received</i> <b>To grant</b> any requests for dispensation as appropriate - <i>none</i>	
E15/057	<b>PUBLIC PARTICIPATION</b> None present	
E15/058	<b>TO APPROVE MINUTES OF THE MEETING HELD 6<sup>th</sup> October 2015</b> All <b>agreed</b> to sign as a true record of the meeting	
E15/059	<b>MATTERS ARISING</b> Action List provided to all ( <b>Appx 1</b> ) Discussion followed on: 059.1 <u>Item 15/028 Youth Shelter Stepping Stones</u> On hold due to cost 059.2 <u>Item 15/051.7 Women's Institute Seat</u> Cllr Nudds to contact Jean Newman to discuss further	<b>PJN</b>
E15/060	<b>TO RECEIVE (all Appx 2)</b> 060.1 <b>Clerks Report</b> provided to all and accepted ( <b>Appx 2</b> ) Additional discussion covered: <u>Buchans</u> Cllr Nudds and Clerk met Stuart Buchan regarding Kings Meadow contract, Cllr Nudds to advise on specification for new tree planting. Work then to be ordered. <u>Grass Verge damage Glebe Road</u> suggestion made that County Council may consider forming a mound to prevent parking <u>Big Tidy Up</u> <b>Agreed</b> to fund additional equipment up to £300 060.2 <b>Tree Warden's Report</b> . Accepted. Additional discussion on: <u>Coppice</u> small tree had fallen. Now removed by member of public 060.3 <b>Allotment Officer's Report</b> Accepted. Additional discussion on: <u>Gatehouse Road</u> low level vandalism reported. Road haulage cut not yet carried out. Sustainability Group had expressed interest in additional plot 060.4 <b>Footpath Officer's Report</b> Accepted. Additional discussion on: <u>Cawcutts Lake</u> letter from resident copied to all as part of Clerk's Report. Response agreed, and website article to be published setting out Parish Council's role in the matter. Contact to be made with fishing company and Chivers Farms. 060.5 <b>Sustainability Working Party Report</b> Accepted. Additional discussion on: <u>Allotment Update</u> Water butts and compost bins installed and grant for £500 received from GSK, purchases made to date on wire and posts <u>Verges</u> Noted Park Lane verge only raked after final cut. Newsletter article published <u>Planned Activities</u> Food Sustainability Project. Cllr Nudds suggested championing a ban on polystyrene locally 060.6 <b>Public Art Working Party</b> Accepted. Additional discussion on: <u>Glazed Pavilion</u> now in storage locally some charges expected for earlier storage. Noted Architects would wish to be involved with planning permission application. Criteria for site had been drawn up. No further publicity possible until PR campaign agreed	

060.7	<p><u>BT Box</u> now owned by Parish Council. Plans to repaint and replace window panel</p> <p><u>Workshop for treatment of Public Realm</u> at Station Road/Guided Busway. Emily Haysom to feedback on workshop findings</p> <p><b>Village Green Report</b> Accepted. Full discussion on:</p> <p><u>Yesteryear Road Run</u> <b>Agreed</b> use of Village Green, in event of fair weather, with no charge</p> <p><u>Christmas Lights</u> Very good comments received from residents. <b>Agreed</b> to write congratulating groundstaff and contractor, Tates Trees</p> <p><u>Santas Grotto lights</u> <b>Agreed</b> to budget for power supply for 2016 for permanent display over seasonal period</p>	
060.8	<p><b>Burial Ground Report</b> Accepted. Additional discussion on:</p> <p>Cllr Hertoghe had visited Burial Ground and felt composting area sufficient, with additional screening required. Recommendation for clearance of items near to entrance gate (enviro.volunteer's equipment) and replacement litter bins/dual recycling bins.</p> <p><u>Fencing along B1049</u> <b>Agreed</b> to request Steve Gill to repair damage to chestnut fencing as emergency order. Also to include any emergency repair work to fence between allotments and Burial Ground</p>	
060.9	<p><b>HICOP Report</b> Simon Goddard asked for update on request for <u>road signage</u> with Highways Committee. Pruning workshop due to be held. Wassailing in January.</p> <p>Cllr Nudds to liaise with HICOP members on tree planting plans for Manor Field, in terms of best siting. Cllr Nudds confirmed intention for providing habitat and understorey. Noted logs near to orchard were for biodiversity reasons and not to be removed. Any dumped wood (skirting etc) to be removed</p>	
E15/061	<p><b>OTHER MATTERS</b></p>	
061.1	<p><u>Review Burial Ground Rules &amp; Fees</u></p> <p><b>Agreed</b> to review for implementation from 1 April 2016. Next agenda to consider draft recommendation from Chair and Clerk. All comments to Clerk</p>	<p><b>Next agenda Chair/ Clerk</b></p>
061.2	<p><u>To Review Village Green Fees</u></p> <p><b>Agreed</b> Committee would not wish to charge for charitable groups. Delegated to Clerk and Chair to negotiate rate for Whyatts Fair after gathering information from other village Parish Councils and City Council re charges. It was envisaged a rate increase above inflation would be appropriate. Committee wish to form strategy re other commercial enterprise bookings</p>	
061.3	<p><u>To Recommend Environment Committee Budget 2016-17 Precept request</u> Draft recommendations reviewed. Delegated to Clerk working with Chair and Cllr Nudds to finalise requests, share with Committee members, and inform Finance, Legal and Administration Committee meeting 11 January 2016</p>	
061.4	<p><u>Homefield Park</u> Cllr Cahn confirmed discussion underway with Impington Village College Head of English re community <u>Shakespeare event</u></p> <p><u>Charity Event</u> request from ICAN (Children's Communication Charity) for March 2016. <b>Agreed</b> to invite to meet and discuss final arrangements. Free use for charitable event suggested</p> <p><u>Picnic Areas</u> to be included in precept request</p>	
E15/062	<p><b>OTHER CORRESPONDENCE</b></p>	
062.1	<p>Cllr Nudds confirmed Tates Trees had agreed to carry out Christmas tree chipping. Enviro.volunteers to co-ordinate</p>	<p><b>PJN</b></p>
E15/063	<p><b>Date of next meeting</b></p> <p><b>Tuesday 23 February 2016</b></p>	
E15/064	<p><b>How to communicate meeting discussions/decisions and To request items for next agenda</b></p> <p><b>Agreed</b> website article to include:</p> <ul style="list-style-type: none"> <li>• Cawcutts (Toads and Badger issues) and Clarification of Parish Council position</li> <li>• BT Box – looking for restorative ideas/custodians/stewards</li> <li>• Big Tidy Up – further spend on equipment</li> <li>• Yesteryear Road Run date</li> <li>• Christmas Lights – Matt/Trevor/Adam</li> <li>• Christmas Tree Chipping Service</li> </ul>	

	<b>Next Agenda:</b> Burial Ground Review	
	<b>Meeting Closed: 9.30 pm</b> <b>Appendices attached:</b> <b>Appx 1 – Actions List</b> <b>Appx 2 – Clerk’s Report</b>	

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