

Minutes of Histon & Impington Parish Council Environment Committee
Tuesday 5th April 2016 7.30 p.m.
At the Parish Office, New Road, Impington

Environment Committee Minutes

Membership: 7 + 2 ex-officio

Quorum: 3
Appendices: 2

Agenda No:	Present: Cllrs: Derek Marston (Chair), Christine Hertoghe, Cedric Foster, Ashley Gordon, Nick Wood, Pene Nudds Also: Simon Goddard (Sustainability Group) Clerk: Mrs Angela Young	
E16/001	APOLOGIES FOR ABSENCE Cllrs: Aga Cahn (personal), David Jenkins (personal) Dan Mace (HICOP)	
E16/002	TO RECEIVE DECLARATIONS OF INTEREST AND DISPENSATIONS To receive declarations of pecuniary interest from Councillors on items on the agenda - none To receive written requests for dispensations for disclosable pecuniary interests (if any) - <i>none received</i> To grant any requests for dispensation as appropriate - <i>none</i>	
E16/003	PUBLIC PARTICIPATION None present	
E16/004	TO APPROVE MINUTES OF THE MEETING HELD 8th March 2016 All agreed to sign as a true record of the meeting	
E16/005	MATTERS ARISING <u>Action List</u> provided to all (Appx 1) Discussion followed on: 005.1 <u>Item 53.1 Bylaws</u> Cllr Foster attended course 5 th April 2016 005.2 <u>Item 30.3 Verges</u> signage. Cllr Marston to contact IVC 005.3 <u>Item 30.4 Brook Improvements</u> Local resident had confirmed with Cllr Nudds willingness to consider acting as Project Manager. Any project to be timed late Summer/early Autumn. Noted £20,000 budget available and opportunities for further funding through SCDC Community Chest. Cllr Nudds to progress with Clerk 005.4 <u>Item 71.5 Dog Bin/Sign Requests</u> Cllr Foster and Clerk to collate all resident requests/comments and approach SCDC, consideration to include Home Close (second bin), St Audreys Close area, The Green and The Crescent	DVM PJM/Clerk CJF/Clerk
E16/006	TO RECEIVE (all Appx 2) 006.1 Clerks Report provided to all and accepted (Appx 2) Additional discussion followed on: <u>Homefield & Hereward Resident Association meeting 12 May</u> Cllr Marston to attend on behalf of Parish Council <u>Big Tidy Up</u> request for signs to be erected in areas of heavy littering. Noting Highways Committee policy of decluttering, agreed to investigate sign designs and prices 006.2 <u>Bookings</u> Feast Market booking made for The Green 9 th July Tree Warden's Report . Accepted. Additional discussion on: Cllr Nudds reported on <u>all tree work applications</u> received and difficulties encountered and responses made to SCDC <u>County Council owned Walnut Tree Glebe Way</u> . Following report from resident over safety, inspection made. Agreed to contact Graham Armstrong at County Council to report concerns, ask for ivy removal and inspection. Additionally to request necessary ivy clearance work works on range of other County Council owned trees in the Parishes <u>Stump Grinding</u> at Burial Ground. Noted work to be ordered using previous contractor used, in conjunction with work required on pump at Recreation Ground <u>Tree Surveys</u> Noting history of surveys carried out, agreed to delegate to Clerk working with Tree Warden to organise any necessary surveys in Summer of 2016, within budget.	DVM PJM/Clerk

006.3	<p>Outstanding work from previous schedules on areas to be completed in advance, also delegated to Clerk working with Tree Warden</p> <p><u>New Tree Charter</u> originally signed in 1217 being prompted by Woodland Trust. Tree Warden to investigate and report back. Recommendation to Full Council that trees locally remain high on its agenda to avoid escalating losses seen nationally</p> <p>Allotment Officer's Report Accepted. Cllr Nudds Allotment Officer, reported on up to date waiting list details</p> <p><u>Gatehouse Road</u> noted use of carpet prohibited but not specifically listed in Gatehouse Road rules. Allotment Office will put forward this and any other suggested changes to rules for next review. <u>Gatehouse Road haulage way</u> due for cut May. <u>Parish Council Groundstaff</u> to trim on Gatehouse Road and pathways on Glebe Way. <u>Rubbish</u> Allotment Officer to organise collection of piles made</p> <p><u>Glebe Way</u> post and wire fence rotting/broken in places. Allotment Officer to provide specification for works by original contractors S Gill. Also any work required on fence between Allotments and Burial Ground</p>	<p>PJN/Clerk</p> <p>PJN Full Council</p> <p>PJN</p> <p>PJN</p> <p>PJN</p>
006.4	<p>Sustainability Working Party Report Ruth Moulder attending <u>Repair Café</u> meeting 5th April. Katherine Holliday to remind Cllr Marston on details of <u>verge signage</u> to discuss with IVC. <u>Facebook Page</u> now opened. <u>Community Allotment Plot</u> now in good shape. Still keen to take on additional space, currently not kept well. Details provided of potato event due 9th April</p>	DVM
006.5	<p>Public Art Working Party Notes of meeting held 22 March provided. Next meeting due 19th April. Cllr Nudds, Convener, outlined actions agreed:</p> <ul style="list-style-type: none"> - Accept offer of pro-bono work on Tithe Post - Approach County Council re graffiti project along Guided Bus - Renovate BT Box and look into use of acrylic images - Progress publicity and PR issues re glaze pavilion. Possibly of annual event 	
006.6	<p>Village Green Accepted. Additional discussion on:</p> <p><u>Fence and Bridge at Green</u> County Council and South Cambs District Council contact required. Volunteers available to carry out clearing work</p>	
006.7	<p>Burial Ground Accepted. Quote to be sought from contractor for railings at Homefield Park to include like fencing along Mill Lane. Also additional quote for entire boundary for comparison</p>	
006.8	<p>HICOP Simon Goddard reported new Chairman would be elected at May AGM. Plans for 2016 include:</p> <ul style="list-style-type: none"> - Birds and Bees Breakfast for Feast Week - Joint event with Sustainability Group on food - Juicing Event - Evening picnic in August 	
E16/007	<p>OTHER MATTERS</p>	
007.1	<p>Strategy for Acceptance of Memorial Seats Agreed to review audit of existing seats and prepare draft strategy. Noted downside of seats was concrete plinth use</p>	
007.2	<p>Suggestive of Removal of BT Kiosk High Street/School Hill Members considered kiosk to be an eyesore. Agreed to contact BT again to ask re plans for its future</p>	
007.3	<p>To Review Recent Hire of Homefield Park and strategy for commercial enterprise bookings of Parish Council owned open spaces. Residents input reviewed. Additional comments on:</p> <ul style="list-style-type: none"> - Health and Safety care – e.g. use of hazard tape - Poor layout - Depressions not lifted before chippings laid - Requirement for deposit - Pressure to commercialise open spaces - Plans to clear path and make properly accessible <p>Agreed follow up report to be made in next newsletter. Full Council to be asked to discuss as a concept to confirm wish to promote more events in Homefield Park positively, and clear guidelines for office to be provided</p>	Full Council
007.4	<p>To Review end of year finances: debtors and creditors End of Year figures reviewed. Showing total underspend of £22,005. Agreed to request carry fund of revenue budgets due to seasonal factors:</p> <ul style="list-style-type: none"> - £7,462 – Kings Meadow - £6,334 – Trees, some work agreed not yet ordered, tree surveys due - £200 – Planting at The Coppice, opposite Holiday Inn (agreed not yet ordered) - Total £13,996 	
007.5	<p>Committee Open Space Walkabout Arrangements Initial walkabout arranged for Thursday 19th May from 6pm, all welcome. Cllr Marston confirmed he was not standing for Parish</p>	

	Council at Elections. Members thanked him warmly for all his efforts over recent year as Environment Committee member and Chairman	
E16/008 008.1 008.2	<p>OTHER CORRESPONDENCE</p> <p>LCPAS Course Public Nuisance and Bylaws, St Neots 5th April attended by Cllr Foster. Cllr Foster reported and supplied course paperwork for review</p> <p>Village Entrance Sign - Butt Lane Post sheared off, Cllr Foster to report to Graham Armstrong at County Council</p>	CJF
E16/009	<p>Date of next meeting</p> <p>Tuesday 31st May 2016</p>	
E16/010	<p>How to communicate meeting discussions/decisions and To request items for next agenda</p> <p>Agreed website article to include:</p> <ul style="list-style-type: none"> • Homefield Park – lessons learned. Reviewing • Phone Box renovations, Public Art input • Community Allotment <p>Next agenda: Election of Chairman for 2016-17</p>	
	<p>Meeting Closed: 9.15pm</p> <p>Appendices attached:</p> <p>Appx 1 – Actions List</p> <p>Appx 2 – Clerk’s Report</p>	

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