

**Minutes of the Meeting held of Histon & Impington Parish Council
Community Room, Histon & Impington Recreation Ground, New Road, Impington
Monday 20th February 2017, 7.30pm**

3 Appendices attached

Full Council Minutes

Agenda No:		Action/ Power
	Present: Cllrs: David Jenkins (Chair), Andy Butcher, Marian Cleaver, Steve Carrington, Neil Davies, Tim Ewbank, Elaine Farrell, Ashley Gordon, Christine Hertoghe, Brian Ing, Simon Jocelyn, Edd Stonham, Nick Wood 1 resident; Jean Newman (Older Person Co-Ordinator); Lucy Bird (Time Banking Co-Ordinator, Somersham & Pidley) Clerk: Angela Young	
16/138	APOLOGIES FOR ABSENCE Cllrs: David Legge (personal), Cedric Foster (personal), Denis Payne (personal), Cllr Nudds (personal), Cllr Teague (illness), Cllr Legge (personal) Dist Cllr Cross, Rob Campbell (IVC)	
16/139	DECLARATIONS OF INTEREST AND DISPENSATIONS a) Declarations of pecuniary interest from Councillors on items on the agenda – <i>None</i> b) Written requests for dispensations for disclosable pecuniary interests – <i>None</i> c) Any new requests for dispensations – <i>None</i>	
16/140	DATE(s) OF NEXT COMMITTEE MEETINGS Available on website www.hisimp.net	
16/141	PUBLIC PARTICIPATION At this point the Chair asked permission to bring forward item 148.1 Time Banking and suspended standing orders	
16/142	TO APPROVE minutes of the Meeting held 16th January 2017 Prop Cllr Carrington sec Cllr Stonham all in favour to accept as a true record of the meeting	
16/143 143.1 143.2	MATTERS ARISING FROM PREVIOUS MEETING <u>Actions List (Appx 1)</u> copied to all and accepted. Additional discussion on: Item 046.3 <u>Facebook Profile</u> Cllr Stonham working with Mrs O'Brien Item 16/085 <u>Longstanding issues</u> . Cllr Jenkins and Ing to meet	EWS DJ/BSI
16/144 144.1	TO RECEIVE REPORTS County Council written report received from Cty Cllr Jenkins noted, covering: Full Council Meeting; Consultations; Local Matters. Additional Discussion on: <u>Council Tax</u> now set at 0% plus 2% adult social care precept. Cllr Jenkins left meeting due to conflict of interest as a County Councillor. Cllr Butcher took the chair. AGREED to write to County Council expressing disgust that the full 4 % rise had not been applied, coupled with the missed opportunity to raise the adult social care element last year, totalling a £15 million loss of budget. Delegated to Clerk working with Cllr Butcher to express views given to the County Council and Lucy Frazer MP. Cllr Jenkins returned to Chair <u>Bus Service</u> Members brought up need for late night service for new station South Cambs written report received from Dist Cllrs Stonham and Davies, noted covering: SCDC Budget; change to Bin Days; Planning Matters; Congestion Charge; HI Mental Wellbeing Week. Additional discussion on: <u>Bins</u> District Cllrs were thanked for continuing efforts to get answers on new scheme and loss of blue/green collection for a month. Members stressed unhappiness with inconsistencies with the Council's sustainability principles. Website article suggested including handy tips for alternative recycling	

144.2	<p>Clerk's Report (Pg 1 - 2) (Appx 2) accepted. Additional discussion on: Police Panel meeting 22 February, Cllr Farrell attending, all items for raising email direct to her. Noted Community Safety event at SCDC 18 March and new website link for reporting parking problems http://tinyurl.com/SouthCambs-Parking</p> <p><u>Yesteryear Road Run</u> noted plans for road closure 24 April</p>	
144.3	<p>Chairman's Report (Appx 3) noted and accepted. Additional discussion on: <u>Primary School</u> decision. Noted amended resolution at Cambs County Council meeting to include an obligation to work with the Parish Council during detailed planning and implementation. Full discussion on the need for an efficient line of communication within the Parish Council. Points raised:</p> <ul style="list-style-type: none"> • Broader than a planning matter, involving aspects of highways and environment too • Initial suggestion the Parish Council should perhaps be re-organised around Planning to drive this highly important issue for the villages • Representation from outside Parish Council should be welcomed, especially official parent representation • Agile committee membership, including members with no other onerous commitments during its lifespan, of a size to cover absentees • Need to ensure Neighbourhood Plan work elements acknowledged • Terms of Reference required, to continually review itself to ensure responding to changing needs <p>Proposed Cllr Jenkins, seconded Cllr Carrington all in favour and AGREED to form a Task & Finish Group, to draw up Terms of Reference, consider co-option of school community member/s, and to contact Cambs County Council for an immediate meeting. Agreed Parish Council members:</p> <ul style="list-style-type: none"> • Edd Stonham (Convener/Chair) • Denis Payne or Brian Ing • Simon Jocelyn • Nick Wood • Elaine Farrell • Andy Butcher <p>Cty Cllr Jenkins would be working on issues from the County Council side</p> <p><u>Mobile Phone Coverage</u> accepted a new site for a mast required</p> <p><u>Meeting with Dr Simon Poole</u> Meeting for discussion on relocation opportunities for Firs</p> <p><u>Other Committee Chairs reports/Items for Decision</u></p> <p><u>Employment Committee</u> meeting date to be re-arranged</p> <p><u>Working Group/Task & Finish Group Reports</u></p> <p><u>Neighbourhood Plan</u> meeting held 1 February 2017. Members attending Policy Writing Forum 22 February</p> <p><u>Public Art Working Party</u> notes of meeting held 9 February provided to all and accepted. Appendix papers available for all. Next meeting due 30 March 2017</p> <p><u>Community Park Project Working Party</u> informal meetings held. Stakeholder meeting due May, public meetings proposed June 2017. Notes of meeting held 15 February provided to all. Cllr Davies updated members on timetable and information provided therein</p> <p><u>Newsletter Editorial Task & Finish</u> meeting due 16 February, final deadline 14 March</p> <p><u>Committee Structure Task & Finish</u> meeting due 27 February only</p> <p><u>Youth Task & Finish</u> meeting due 24 February, see item 148.2</p> <p><u>Kings Meadow Working Party</u> meeting due 7 March</p> <p><u>Drainage Working Party</u> no meeting held</p>	
16/145	<p>TO ACCEPT COMMITTEE REPORTS note actions and agree</p> <p>145.1 <u>Planning Committee</u> draft minutes 24 January and 7 February provided to all and accepted. Next meetings due 28 February, 21 March</p> <p>To Agree process and seek sanction of Full Council to proceed with Asset of Community Value (ACV) nominations for both Infant School Site and playing field (as separate nominations). Proposal to also include Early Years Site in nomination. Noted Planning Committee Chairman working to identify historical documentation on all sites. Clarified nomination was for the sites, not the buildings, and would become material planning considerations. Proposed Cllr Ing, seconded Cllr Wood all in favour and AGREED to sanction application for nomination at SCDC. Planning Committee to agree final wording</p> <p>145.2 <u>Highways Committee</u> draft minutes 19 January provided to all and accepted. Next meeting to be confirmed. Noted urgent need to address issues of reflective barrier installation</p>	<p>Planning Committee</p>

145.3	along A14 <u>Recreation Committee</u> draft minutes 23 January provided to all and accepted. Next meeting due 27 March	
145.4	<u>Environment Committee</u> draft minutes 31 January provided to all and accepted. Next meeting due 14 March	
16/146	TO RECEIVE FINANCE & ADMINISTRATION REPORT (Appx 2 Pgs 3 & 4)	
146.1	<u>Finance, Legal and Administration Committee</u> next meeting due 10 April 2017	
146.2	<u>Delegated payment of accounts</u> noted	
146.3	<u>Approve payment of outstanding accounts</u> Proposed Cllr Hertoghe, seconded Cllr Ing all in favour and AGREED to approve	
146.4	<u>Amounts paid in</u> noted	
146.5	To Review Standing Orders and Financial Regulations Draft for acceptance copied to all. For review by all and ratification at March meeting. Financial Regulations based on new model. All changes highlighted for members	March Agenda
146.6	<u>Correspondence received</u> Cambridgeshire Libraries donation request for £200 for Summer Reading Challenge "Animal Agents". Proposed Cllr Cleaver, seconded Cllr Wood all in favour and AGREED that Histon & Impington Parish Council in accordance with its powers under sections 137 and 139 of the Local Government Act 1972 , 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 £200". Noted the Library would open on Feast Festival Sunday for a talk by Mike Petty. Poetry competition work would be displayed <u>Mobile Warden Scheme</u> noted SCDC had granted an increased sum. Cllr Cleaver to report back on any effect on request to Parish Council for 2017-18	LGA Sec 137 MCC
16/147	RECENT CORRESPONDENCE	
147.1	<u>Circulation file</u> available on request	
147.2	<u>Hollyoak vet Surgery</u> offer of sponsorship or fundraising assistance. AGREED to discuss sponsorship of Hisimp News	
147.3	<u>SCDC</u> confirmation of District Council Election now 2018 and then every four years	
147.4	<u>New School Road</u> residents' correspondence re future of Infant School Playing Field. Concerns noted. Planning Committee investigating	
147.5	<u>Buxhall Farm Site</u> details on archaeological findings from Archaeology Group	
147.6	<u>Land off Ambrose Way, Impington</u> Correspondence re secured gated received. Land in private ownership	
147.7	<u>Mental Health Champion</u> Cllr Davies updated on recruitment plans. Selected candidates due for interview by end of February	
16/148	OTHER MATTERS	
148.1	Presentation: Timebanking – Lucy Bird, Local Co-Ordinator at Somersham and Pidley Item had been brought forward to start of meeting. Standing Orders suspended Lucy presented on: <ul style="list-style-type: none"> • History of Timebanking schemes globally, now 300 plus in the UK • Wellbeing aspects • Enabling volunteering without commitment, not intended to affect existing volunteer groups • Clear distinctions when offering a trade. Definitely no electrics. All about managing expectations, more helping to carry out work rather than as a professional. • Corporate members in addition to individuals e.g. Library, Playgroups • Co-Ordinator can be paid or voluntary but paid gives accountability. Approximate cost to Parish Council £10-12k per annum. Lucy employed by Somersham Parish Council. External funding for 50% • Co-ordinator needs to be creative; organised Group of local co-ordinators set up for support and knowledge sharing • Partnership opportunities (clustering); hub creation; Health and Wellbeing Group meeting quarterly • DBS check information. Not necessary with majority of cases if run well. References taken up normally, although some people have "portable" DBS checks in place Questions followed	

148.2	<p>1. Do people use on-line signing up and contacts? No. Lucy meets every member and all exchanges go through Lucy. This is an insurance requirement. In the case of vulnerable situations e.g. for members affected by dementia, helpers would go in pairs or Lucy would accompany. Babysitting is not offered</p> <p>2. Is the role essentially as a broker? Yes. All hours are entered into a system, either by Lucy or a volunteer. Confidentiality sheet signed by any person carrying out this work. Attendance at an organised coffee morning earns 1 hour to help those not able to help in other ways</p> <p>3. How do you advertise your scheme? Village newsletter; social media; Hunts Post</p> <p>Lucy was thanked for her presentation. Standing Orders were re-instated. Cllr Ing spoke on the Time Credits scheme. It was AGREED to ask Timebanking Task & Finish to plan for a display at the Feast Festival, in the meantime to engage with residents who met recently to discuss a local currency. Lucy and 2 members of public left meeting. Chairman returned to agenda order.</p> <p><u>Youth Employment RESOLUTION:</u> "The Parish Council agree to authorise the Clerk to sign the attached Service Level Agreement (SLA) with the Connections Bus Project (CBP) to provide youth activities on behalf of Histon & Impington Parish Council and will budget £22,000 for 2017-18 and then annually by mutual agreement for this. The Parish Council note that as part of the implementation of the SLA, the employment of youth workers will be terminated by mutual agreement and positions are expected to be offered within CBP to ensure continuity of provision. The Parish Council also note a meeting with Alan Webb of CBP will take place on 24 February 2017 to review the Key Performance Indicators (KPI) and finalise details" Proposed Cllr A L Butcher</p> <p>Task & Finish minutes had been provided to all. Following updates and discussion, seconded Cllr Davies, all in favour and AGREED. Proposals in place for new contract with Connections Bus Project 1 April 2017. TUPE had been considered and would be discussed with CBP and Mrs Cowley</p>	Timebanking T&F
16/149	<p>HOW TO COMMUNICATE MEETING DECISION AND MATTERS FOR NEXT AGENDA</p> <p>Website: Discontent with County Council tax decision Discontent with blue/green bin collection from March Timebanking ACV Nominations Library donation Youth Plans for 17-18 Primary Schooling Task & Finish Group formation</p> <p>Cllr Stonham to provide website analysis report on use</p> <p>Next agenda/s: Land at Milton Road – Presentation Quacky Races – Presentation re Public Art or receive report Committee Structure – Task & Finish Findings</p>	EWS
16/150	<p>Next Full Council: Histon & Impington Parish Council</p> <p>Next Full Council Monday 20 March 2017 – Recreation Centre, Recreation Ground, New Road, Impington</p>	
	<p>Meeting closed 9:21.pm</p> <p>Appendices Attached: Appx 1 – Actions List Appx 2 – Clerks Report Appx 3 – Chairs Report</p>	