

**Minutes of Histon & Impington Parish Council Environment Committee**  
**Tuesday 29<sup>th</sup> May 2018**  
**7.30pm, At the Parish Office, New Road, Impington**

**Environment Committee Minutes**

**Membership: 6 + 2 ex-officio**

**Quorum: 3**  
**Appendices: 3**

<b>Agenda No:</b>	Present: <b>Cllrs:</b> Marcus Romer (Elected Chair), Elaine Farrell, Walter Davey, Simon Jocelyn, Geoff Moore, Pene Nudds Also: Dan Mace (HICOP) Clerk: Angela Young	
E18/001	<p><b>ELECIION OF COMMITTEE CHAIR 2018-19</b></p> <p>Marcus Romer - Proposed Cllr Farrell, Seconded Cllr Jocelyn – all in favour and <b>AGREED</b> to elect Marcus Romer as Chair of Environment Committee</p> <p><b>ELECTION OF COMMITTEE DEPUTY CHAIR 2018-19</b></p> <p>Elaine Farrell – Proposed Cllr Jocelyn, seconded Cllr Moore  Pene Nudds – Proposed Cllr Jocelyn, seconded Cllr Farrell  Elaine Farrell declined nomination, all in favour and <b>AGREED</b> to elect Pene Nudds as Deputy Chair of Environment Committee</p>	
E18/002	<p><b>APOLOGIES FOR ABSENCE</b></p> <p>002.1 Cllrs: Andy Butcher (personal), Helena Perry (Sustainable Group) Cllr Aga Cahn was absent</p>	
E18/003	<p><b>TO CO-OPT HICOP AND SUSTAINABILITY MEMBERS</b></p> <p>003.1 Proposed Cllr Nudds, seconded Cllr Farrell all in favour to co-opt Dan Mace for HICOP. Sustainability member to be co-opted next meeting</p>	<b>Next agenda</b>
E18/004	<p><b>TO REVIEW AND ACCEPT TERMS OF REFERENCE</b></p> <p>004.1 Terms of Reference reviewed. Only Working Party reporting in now Public Art. <b>AGREED</b> to add in “and rural footpaths” to item 2.4</p>	
E18/005	<p><b>TO RECEIVE DECLARATIONS OF INTEREST AND DISPENSATIONS</b></p> <p>005.1 <b>To receive</b> declarations of pecuniary interest from Councillors <b>on items on the agenda</b> - <i>none</i>  <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></p>	
E18/006	<p><b>PUBLIC PARTICIPATION</b></p> <p>006.1 No public present</p>	
E18/007	<p><b>TO APPROVE MINUTES OF THE MEETING HELD 13<sup>th</sup> March 2018</b></p> <p>007.1 All <b>AGREED</b> to sign as a true record of the meeting</p>	
E18/008	<p><b>MATTERS ARISING</b></p> <p>008.1 <b>Action List</b> provided to all (<b>Appx 1</b>) Discussion followed on:  <u>063.1 Homefield Park Estate Railings</u> Cllr Nudds update on discussion with Cadent on gas governor issues. Cllr Nudds to follow up on co-ordination  <u>063.1 Grass Contract</u> “Special area” maps/diagrams not yet produced. Cllr Nudds and Farrell to document all special treatment areas and any problematic sites. Then to work with Deputy Clerk to produce annotated plans to append to contract, yet to be signed. Clerk to remind contractor of requirements for PPE use when in Histon &amp; Impington  <u>Item 065.5 Public Art BT Box, Milton Road</u> Cllrs Farrell and Nudds advised members on proposals for use and renovation plans. Cllr Farrell making progress with contractor discussions</p>	<b>PJN</b> <b>PJN/EF</b>



	<u>Item 065.4 WW1 Commemorations</u> Eleanor Whitehead had again requested meeting with Committee members re plastic poppy display at War Memorial Site. Noted Impington Village College proposals to produce banners to mark road where veterans lived, assisted by Dan Mace	
E18/009	<b>TO RECEIVE</b>	
009.1	<b>Clerks Report</b> provided to all and accepted ( <b>Appx 2</b> ) including other agenda items. Further discussion on: <u>Public Artist</u> soft launch held 23 May, Hisimp News article planned <u>Pat Matthews SCDC Land Drainage</u> Clerk to contact Pat Matthews for upgrade proposals to desilt brook <u>Waste Incinerator, Waterbeach</u> CCC Officer had attended Planning Committee meeting 24 Ma. Notes from Cllr Ing had been provided to Environment Committee members. Following discussion on idea for local action, Cllr Farrell to circulate links to all, Deputy Clerk to be requested to include Environment Committee in any information mail <u>Pear Technology Series</u> Noted proposals to budget for package, particularly for Burial Ground records. Discussion followed on Planned Asset Management, giving all assets a reference number and planned replacement dates <u>Village Green Bookings</u> Noted success of HI Drama performance 13 May, a new use for the open space. 85 people had attended an excellent event, to be featured in Hisimp News to encourage new and innovative uses of our open spaces <u>Homefield Park</u> Cllr Nudds advised giant yarrow had been observed in the past	EF
009.2	<b>Trees &amp; Allotment Report (Part of Appx 2)</b> Accepted. <b>Trees:</b> Additional report on: Cllr Nudds advised tree works at Burial Ground and Clay Close Lane had been re-scheduled for June. Cllr Nudds and Farrell (joint Tree Wardens) had visited 43 Percheron Close to look at works applied for at SCDC and would comment with a copy of response to Planning Committee <b>Allotments:</b> 10 plots available at Gatehouse Road, one at Mill Lane. <b>AGREED</b> to produce a display for Feast Market stall. Cllr Nudds reported on 2 approaches received <u>Proposal by Sustainability Group to install a well</u> at Gatehouse Road, along with request for part funding by the Parish Council <u>Application from resident for plot to grow flowers for commercial enterprise</u> connected to dyes. All <b>AGREED</b> such proposals could only be considered by the Committee on receipt of a formal written proposal	PJN/EF
009.3	<b>Sustainability Group Report</b> Cllr Farrell recommended all members sign up to the Sustainability on-line newsletter	Comm'tee members
009.4	<b>HICOP Report</b> Cllr Moore declared a non-pecuniary interest (Treasurer of HICOP) Dan Mace reported on: <ul style="list-style-type: none"> <li>Well attended AGM held, Simon Goddard Chair; Geoff Moore Treasurer; Dan Mace Secretary</li> <li>Volunteers had begun laying ground netting</li> <li>Curved hedge to be grown to enable "laying" it</li> <li>Bird in Hand Breakfast due 30 June – RSPB; Wildlife Trust attending</li> </ul>	
E18/010	<b>OTHER MATTERS</b>	
010.1	<u>Review of Budget 18-19 (see Clerks Report Appx 2)</u> Noted revenue spend budget £41.050 plus other Capital Bid/Specified Reserves figures	Next agenda
010.2	<u>Review of Outstanding Projects</u> Following discussion, Clerk to produce final list, to include budget allowances	
010.3	<u>Review &amp; Adopt Management Plan (Appx 3)</u> Dan Mace had pulled together information from workshops into plan. Members felt it was a good building block for a Management Plan for each individual site. All <b>AGREED</b> to adopt as a Management Plan working document. Some work on costings to be carried out. Feast display item	
E18/011	<b>OTHER CORRESPONDENCE</b>	
011.1	<u>Circulating File</u> available on request	

E18/012	<p><b>Date of next meeting</b></p> <p><b>Tuesday 10<sup>th</sup> July 2018</b>  Then 28 August; 9 October; 4 December 2018; 5 February; 26 March 2019</p>	
E18/013	<p><b>How to communicate meeting discussions/decisions and To request items for next agenda</b></p> <p><b>Website:</b>  Election of Chair and Deputy Chair  Management Plan</p> <p><b>Next Agenda (s):</b>  Allotment Fee Review  Burial Ground Fee Review  Street Furniture Review  Conditions of Use – Homefield Park  Review Duck Platform improvements  Progress on Brook Enhancement Project</p>	
	<p><b>Meeting Closed: 9:20pm</b></p> <p><b>Appendices attached:</b>  <b>Appx 1 – Action List</b>  <b>Appx 2 – Clerks Report / Trees &amp; Allotment Report</b>  <b>Appx 3 – Management Plan Working Document</b></p>	