

HISTON & IMPINGTON PARISH COUNCIL

CLERK'S REPORT

REPORT TO:	Environment Committee	24 May 2018
AUTHOR/S:	Angela Young, Clerk	

[E18/009.1 Clerk's Report:](#)

Meetings:

- Workshops completed. Issue of security of Homefield Park boundary was raised
- Public Artist interview meetings held. See Project update item for further details
- Met Pat Matthews SCDC at The Green, Cllr Nudds, Payne, specialist residents and Cedric Foster 5 April
- Met representative of Neighbourhood Plan to help review green space in the villages 10 April
- Waste Incinerator Drop In at Landbeach 16 May; correspondence with Planning Committee re application for Waterbeach Incinerator
- Opportunity for meeting with family at Burial Ground re rules awaited

General:

- Big Tidy Up events held during March, H&I and Orchard Park. Mr Foster continues to liaise with local businesses and landlords re bins, litter, High Street issues etc
- Enviro.vols continue to carry out excellent community work
- Groundsman and Deputy Clerk undergoing Supervision training 24 May
- Kings Meadow Clean Up Day planned 31 May. Clarion Housing have concerns about the Parish Council carrying out maintenance to open areas – Kings Meadow Working Party agenda item June 7
- Newsletter deadline for articles 11 June
- Parish Council continue to be copied into correspondence relating to Station Road garage issues
- Pear Technology Services – digital map software package – future agenda

- SCDC: New dog bins now in place. Next review to commence – volunteer required; Drainage issues referred to Pat Matthews

- CCC: CCC have been asked to replace vandalised posts near to Crossing Keepers Hut/Busway; Mr Foster continues to report on line any problems highlighted by residents or Councillors, or liaise directly with the Highways Supervisor. Also organise Tidy Ups, weeding group – GDPR issues raised with Mr Foster

Village Green:

- **Bookings:** Village Green: 13 May HI Drama performance and tea and cake stall; 19 May Stall on The Green Impington Opportunity Playgroup; Feast Whyatts Fair 26 June – 4 July; Feast Covers Band event 6 July; Feast Market 7 July 2018

Other Open Spaces:

- Information received regarding Dealing with Unauthorised Encampments – a policy template
- War Memorial News – “Battle’s Over” community events 11 November 2018. Toolkit for carrying out a condition survey on War Memorials – details received see <http://www.civicvoice.org.uk/campaigns/war-memorials-condition-survey-toolkit/>
- County Council negotiating with UK Power Networks re installation of new electricity works on land to rear of Manor Park
- Reports of hogweed in Homefield Park followed up by groundstaff and Cllr Nudds
- Wildflower group (Homefield Park) continue to maintain and are to draw up a sketch for grass contractor to use when cutting around the area
- Approach from Primrose Lane Residents Association re responsibility for play area referred to Recreation Committee
- Details of SCDC Energy Saving and Green Initiatives for local communities referred to Recreation Committee

E18/009.2 Trees and Allotments Report

No written report received. Clerk notes –

Trees:

- Charter for Trees, Woods and People – NALC – A guide for parish, town and community councils
- Correspondence re County trees at Parlour Close forwarded to Tree Wardens
- Parish Council Tree works orders made and work scheduled
- Acacia carried out ivy clearance at Doctors Close 13 April
- Histon Football Club Holdings carried out tree works in The Copse 13 April. Notification of possible issue with PC owned trees received
- Acacia carrying out tree works in Burial Ground late May/early June, dates TBC
- Tree Warden Cllr Pene Nudds is overseeing works ordered by Council. Additional visit to Doctors Close required in order to plant hedging
- Tree Warden contacted by resident re tree works in Impington Lane. Visit made

SCDC Tree Applications received since last meeting:

Planning Committee has requested that responses made to the tree applications by the Parish Council be reported in the Planning Clerk’s report and published

Parish Council owned only – no comments required:

Burial Ground, Mill Lane – ash tree works
Village Green, Histon – lift crown lime; remove branches chestnut; reduce ash
Homefield Park, Impington – various works

Other:

23 Station Road, Histon – reduce crown magnolia

Allotments:

Gatehouse Road: 5 new plot holders; 10 vacant, waiting list to be offered

E18/010.1 Review Budget 2018 – 19

FLA Committee agreed budget of £41,050. Estimated income £5,400. *The £5,000 saving will be managed by the RFO/Clerk*

	Actual 16-17	Budget 17-18	Spend 31.12.17	est spend to YE	YE Est 17-18	Budget 18-19
Burial Ground:						
a. Equipment, Rates & Groundworks	1,060	1,575	959	150	1109	1,500
b. Trees	917	3,000	-541	541	0	2,000
c. Grass	3,286	3,435	3,201	200	3401	3,500
Allotments:						
- Mill Lane	118	400	0	200	200	200
- Gatehouse Road	590	500	0	200	200	200
Open Spaces:					0	
a. Litter	1,907	2,000	1085	350	1435	2,000
b. Grass	9,302	12,980	8,075	2,997	11072	12,000
c. Enviro Vols	102	250	0	250	250	250
d. Sustainability	1,049	100	812	100	912	100
e. Maintenance inc. H/Park	1,393	5,500	432	3,674	4106	3,700
f. Street Furniture	1,131	3,000	-37	490	453	2,000
g. Trade Waste	520	550	780	0	780	800
h. Trees & Hedges	9,141	10,000	657	3,592	4249	5,000
War Memorial / Sec 52 (Windmill)	553	700	607	1,965	2572	1,000
Village Green	4,390	3,000	1211	1,427	2638	4,000
High St & Beyond						1,800
Kings Meadow	4,777	6,000	1720	812	2532	6,000
	40,236	52,990	18,961	16,948	35,909	46,050

Other budgets:

Capitals for bidding

Burial Ground fence/capital projects – e.g. compost bins, bins -	£8,000
Allotments – water / toilet -	£6,000
Street Furniture -	£10,000
Homefield Park Electricity -	£11,500

Specified Reserves:

Drainage (Brook) Project - (£1,500 approx now since spent)	£20,000 TBC
Crossing Keepers Hut -	£14,487
Burial Ground -	£6,000
War Memorial clean -	£4,000
Manorial Waste Renovation -	£10,000
Homefield Play Equipment -	£3,000
Homefield Park estate railings / foopath -	£18,000
Xmas Lights -	TBC

Also:

Glaze Pavilion, BT Box and other Public Art items from S106 funding

E18/010.2 Review Outstanding Agreed Projects – review, complete list and document

Pending:

Homefield Park Estate Railings

Glaze Pavilion

BT Phone Box Milton Road

Brook Enhancement

High St & Beyond project

Crossing Keepers Hut

Maintenance:

Bus shelter improvements

Notice board repairs

Matting on Green

Graffiti treatment

Seats at War Memorial – quote £290

Other:

New street furniture

Windmill Garden – community space ideas

School Hill – Youth Shelter/paving

Signs e.g. Cambridge Road “Please do not litter” – currently laminated, request from Road Adopters for more permanent ones