

Minutes of Histon & Impington Parish Council Environment Committee
Tuesday 28th August 2018
7.30pm, At the Parish Office, New Road, Impington

Environment Committee Minutes

Membership: 6 + 2 ex-officio

Quorum: 3
Appendices: 2

Agenda No:	Present: Cllrs: Marcus Romer (Chair), Walter Davey, Simon Jocelyn, Pene Nudds Also: Dan Mace Clerk: Angela Young	
E18/025 025.1	APOLOGIES FOR ABSENCE Cllrs: Aga Cahn (personal), Geoff Moore (personal), Andy Butcher (personal), Elaine Farrell (personal)	
E18/026 026.1	TO RECEIVE DECLARATIONS OF INTEREST AND DISPENSATIONS To receive declarations of pecuniary interest from Councillors on items on the agenda - <i>none</i> 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>	
E18/027 027.1	PUBLIC PARTICIPATION No public present	
E18/028 028.1	TO APPROVE MINUTES OF THE MEETING HELD 10th July 2018 All AGREED to sign as a true record of the meeting	
E18/029 029.1	MATTERS ARISING Action List provided to all (Appx 1) Discussion followed on: <u>008.1 Grass Contract Maps</u> now complete. Cllrs Farrell and Nudds to meet Clerk to discuss remedial works plan before Clerk meets contractor (see also 20.1 Grasscrete) <u>008.1 Estate Railings Homefield Park</u> No official document yet received from Cadent. Cllr Nudds will chase and provide all recent correspondence to Clerk for file <u>019.1 Clay Close Lane</u> Cllr Nudds in contact with Cllr Payne (Drainage Convener) to determine way forward regarding need to install retention wall <u>020.1 Glaze Pavilion</u> Cllr Nudds had met structural engineer regarding shuttering/concreting options. Cllr Nudds to chase Marshalls and provide ownership status statement asap. Noted Cllr Nudds and Clerk delegated to proceed with project within budget <u>063.5 BT Box Milton Road</u> Cllr Farrell continues to liaise with residents interested in assisting. Village Society may be interested in helping to fund the Public Art displays <u>063.5 Graffiti Project</u> Cllr Nudds and Clerk have not yet met Kilo to discuss. Cllr Nudds had an idea to keep a photographic record of the ever-changing public wall	EF/PJN PJN PJN PJN
E18/030 030.1	TO RECEIVE Clerks Report provided to all and accepted (Appx 2) including other agenda items. Further discussion on: <u>Employment Committee</u> had recommended a further 12 month fixed term contract for Grounds Operative. Full Council item September 2018 <u>Weekend ashes interment attendee</u> no longer required <u>Piaggio groundstaff</u> continue to struggle without use of Piaggio. FLA indicated willingness to support purchase of replacement/second Piaggio (petrol) from S106 funding following well documented success of usage over last 12 months. All present fully support the proposal to purchase a second piaggio (petrol) for reasons of health & safety at work and enablement for jobs throughout the village now suffering since ongoing problems with electric version. Full Council item September agenda <u>Volunteer Mileage Allowance</u> Full Council item suggested to look at change to policy to enable certain claims within the village(s). All present supportive <u>Crossing Keepers Hut</u> Agreed to leave heras fencing in place pending repairs	Sept Full Council Sept Full Council Sept Full Council



030.2	<p>Trees & Allotment Report (Part of Appx 2) Accepted. Additional discussion on: Cllr Nudds verbally suggested to James Broder that three silver birches be planted in Home Close to replace 2 dead trees at that site and the one removed at 23 Parlour Close</p> <p>Communications with Landowners regarding fallen tree etc. All agreed this was a County Council function</p> <p>Cllr Nudds reported verbally on:</p> <ul style="list-style-type: none"> • Health & safety tree works required at Homefield, The Coppice and Burial Ground. Proposed Cllr Romer, seconded Cllr Jocelyn and agreed to delegate to RFO working with Cllr Nudds to make appropriate and best value orders • Doctors Close hedge area requires a second weed treatment. Cllr Nudds to provide specification for order to Acacia • Defra information – forwarded to Tree Warden for interest <p>Allotments Glebe Way</p> <ul style="list-style-type: none"> • Infringement on haulage ways noted. Plot holder maps to be provided to Cllr Nudds • Chippings at Burial Ground to be spread on hedge once Buchans have cut (remedial list item) <p>Gatehouse Road</p> <ul style="list-style-type: none"> • Roman coin found, Hisimp news item 	RFO/PJN PJN
030.3	<p>Sustainability Group Report no report</p>	
030.4	<p>HICOP Report Dan Mace outlined:</p>	
	<ul style="list-style-type: none"> • Juicing event 29 September 10:30 – 1pm • Improvements in litter problem this year 	
030.5	<p>Public Art Working Party Report Alison Turnbull to provide report for Hisimp News and sharing with Environment Committee. Signed Contract / invoice not yet received</p>	
	<p>Drainage Working Party met 25 July, no notes available</p>	
E18/031	<p>OTHER MATTERS</p>	
031.1	<p>Review of Burial Ground Regulations and Fees reviewed and figures agreed to recommend to Full Council at around 5%</p>	
	<p>Agreed also to include rules covering:</p>	
	<ul style="list-style-type: none"> • Memorial seats – include design, colour, cost, dedicated but free for all to use, Parish Council action if in disrepair • The need to sign a copy when received initialling paragraph 5 	
031.2	<p>Review of Allotment Regulations Fees agreed to recommend to Full Council:</p>	
	<ul style="list-style-type: none"> • Increase of £1 per plot per annum • Change description from Mill Lane to Glebe Way • Amalgamation to one document with a tick box for site • Change reference Managing Committee to Parish Council. Cllr Nudds to work with Deputy Clerk to prepare in time for renewal letters 	PJN
031.3	<p>Review of Outstanding Projects listed in appx 2 discussion on:</p>	
	<ul style="list-style-type: none"> • Brook Improvements Clerk to chase SCDC Pat Matthews • Christmas lights The Copse Electricity supply work well underway (Cllrs Moore and Nudds). Agreed to source some additional lights for The Copse/Crossing Keepers Hut area for 2018. Total budget noted (Specified Reserve) £2,496 • Electricity Crossing Keepers Hut and Homefield Park Cllr Moore written report on progress noted. Cllr Nudds to contact Cllr Moore to progress application and provide specification for Crossing Keepers Hut as stage 1. Homefield Park electricity to be a stage 2 project in due course 	PJN
031.4	<p>To Consider</p>	
	<ul style="list-style-type: none"> • Homefield Park Play Equipment deferred to next agenda • High Street Planters report awaited from High Street and Beyond (meeting due 4 September) • Proposed Improvements Windmill Gardens (Sec 52) agreed to request sight of brief from High Street and Beyond. Agreed to cost to put in application for precept funding 2019-20 • Maintenance Implications of school access through Play Area Cllr Farrell had met Kier with Deputy Clerk. Update due at September Full Council. Members were keen to also see replanting of existing areas in Play Area with proper maintenance schedule in place • Rule Infringement at Burial Ground to agree action required. Rules again reviewed. Noted healthy dialogue with family concerned. Following discussion agreed Chair and Clerk to provide wording for a letter to family to share at September Full Council 	Next agenda
		Full Council
		MR Full Council

	<ul style="list-style-type: none"> • <u>Christmas Lights</u> see item 031.3 <u>Community Park Project Aspirations</u> Cllr Romer had met usefully with Sub Committee members to discuss possible uses of building. Members reviewed ideas put forward in writing from Cllr Moore and agreed to forward ideas to the Sub Committee and offer to attend a meeting if felt useful. Some comment on avoidance of replication on land and views about process for provision of needed open space if current project were to halt • <u>Walkabout Date</u> no walkabout planned for 2018 • <u>Permanent signage Cambridge Road, Impington</u> Big Tidy Up request. Agreed to supply semi-permanent sign to encourage people to take way litter. Noting policy view on street clutter, Clerk was assured such decisions in future could be made under delegation, based on need/appropriateness 	
E18/032 032.1	<p>OTHER CORRESPONDENCE</p> <p><u>Circulating File</u> available on request</p>	
E18/033	<p>Date of next meeting</p> <p>Tuesday 9 October 2018 Then 4 December 2018; 5 February; 26 March 2019</p>	
E18/034	<p>How to communicate meeting discussions/decisions and To request items for next agenda</p> <p>Website:</p> <p>- Progress on electricity supply, Christmas Lights at The Copse - Roman coin find at Gatehouse Road Allotments</p> <p>Next Agenda (s):</p> <p>Quarterly Finance Report Precept Request 2019/20 Street Furniture Review Conditions of Use – Homefield Park Review Duck Platform improvements</p>	
	<p>Meeting Closed: 9:15pm</p> <p>Appendices attached: Appx 1 – Action List Appx 2 – Clerks Report / Trees & Allotment Report</p>	