

Minutes of Histon & Impington Parish Council Environment Committee
Tuesday 9th October 2018

7.30pm, At the Parish Office, New Road, Impington

Environment Committee Minutes

Membership: 6 + 2 ex-officio

Quorum: 3
Appendices:

Agenda No:	Present: Cllrs: Marcus Romer (Chair), Aga Cahn, Walter Davey, Simon Jocelyn, Pene Nudds Also: Dan Mace (HICOP) Clerk: Angela Young	
E18/035 035.1	APOLOGIES FOR ABSENCE Cllrs: Geoff Moore (personal), Andy Butcher (personal), Elaine Farrell (personal) Helena Perry (Sustainability Group)	
E18/036 036.1	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>	
E18/037 037.1	PUBLIC PARTICIPATION No public present	
E18/038 038.1	TO APPROVE MINUTES OF THE MEETING HELD 28th August 2018 All AGREED to sign as a true record of the meeting	
E18/039 039.1	MATTERS ARISING Action List provided to all (Appx 1) Discussion followed on: <u>Item 17/033.2 Burial Ground/Allotment Fence</u> remove from list. Cllr Nudds was investigating offer of free gates which may be of use. Cllr Nudds will report back on fixing costs <u>Item 17/033.4 Sustainability Groups Insurance</u> remove <u>Item 17/043.1 Post Office footpath clearance</u> remove. Some community service time was available. Cllr Nudds agreed to supervise <u>Item 17/063.1 Grass Contract Maps</u> work now complete. Buchans to visit office once remedial list updated by Cllr Nudds <u>Item 17/063.5 Graffiti Project</u> meeting with Kilo Sinstar outstanding <u>Item 18/009.1 Desilting of Brook</u> Clerk to share information from Pat Matthews with members by email <u>Item 18/009.1 Asset Management</u> Cllr Nudds work on dog bins will feed into the works by Cllr Moore. Agreed to organise mini workshop to work on the plan <u>Item 020.1 Clay Close Lane</u> Clerk to resend previous correspondence on drainage issues to members <u>WW1 Commemorations</u> poppies formed from recycled plastic bottles will be laid at War Memorial during November by Village Society <u>55 Flags</u> designed by Impington Village College students will be placed on the 35 streets in Histon & Impington where the fallen had lived. Parish Council to purchase <u>Lest we Forget flags</u> for use where appropriate for 2018 and future use. HisImp News feature for December <u>20.1 Glaze Pavilion Ownership</u> Letter to be drafted for Cllr Nudds to sign	PJN PJN
E18/040 040.1	TO RECEIVE Clerks Report provided to all and accepted (Appx 2) including other agenda items. Further discussion on: <u>Play Area Meeting with Kier</u> Cllr Farrell was updating Council by email <u>Kings Meadow Working Party</u> meeting due 10 October, Clarion keen to take maintenance contract back in house <u>Leaf Clearance footpaths</u> clarity being sought on responsibilities of District Council and County Council <u>Flyposting</u> by Parish Council land hirers. Noted Cottenham Parish Council took a deposit until	EF

040.2	<p>any advertising posters removed after events</p> <p><u>Village Green</u> Noted Royal British Legion have booked Green for several dates to sell poppies</p> <p>Trees & Allotment Report (Part of Appx 2) Accepted. Additional discussion on:</p> <p><u>Replacement Trees</u> Cllr Nudds had liaised with County Council re replacement trees. No report yet on where replacements will be planted. Cllr Nudds to liaise with RFO asap on <u>works orders</u> to be placed under delegated authority</p> <p><u>The Coppice</u> Cllr Nudds will include areas of overhang reported by resident on works order list, or advise what can be done in-house by groundstaff</p> <p><u>Barcham Seminar</u> Cllr Nudds reported on a good session attended by Ground Operative and herself, which the Ground Operative greatly benefited from. Haydens had been at the session and Cllr Nudds has raised issues re provision of hard copies of surveys, errors and omissions to surveys undertaken</p> <p><u>Engagement with Youth</u> Jean Newman has asked Cllr Nudds to be involved in a project. Cllr Nudds has suggested a community survey on perception of trees and favourite species etc. Cllr Romer shared app with Committee PI@ntNet which identifies trees and plants and forms a national database</p> <p><u>SCDC Tree Warden Scheme</u> Cllr Nudds has completed, and submitted survey on training opportunities</p> <p><u>Tree Charter</u> Members supported signing of Charter. Cllr Nudds will sign on behalf of Council and send link round for any personal support</p> <p><u>High Hedges</u> advice given to resident by Tree Warden</p> <p><u>Tree works on private land</u> Cllr Nudds will draft a letter to three businesses with advice on work required to trees/deadwood</p>	<p>PJN/RFO</p> <p>PJN</p> <p>PJN</p> <p>PJN</p> <p>PJN</p>
040.3	<p>Burial Ground Clerk to investigate provision of a <u>Commemorative War Graves Sign</u> for the Burial Ground entrance and report back with a recommendation</p> <p><u>Rule Infringement</u> Following decision at Full Council to request grave be returned to lawn. Meeting with family and Cllrs Romer, Butcher and Clerk took place. Family to respond to letter in due course, once arrangements in place for memorial stone. Discussion took place on need to apply for change to policy rather than request exceptions in future cases. General issues on signage, choice of plot area to be reviewed internally and implemented</p>	<p>Next agenda</p>
040.4	<p>Sustainability Group No member report. Environment Committee members encouraged to sign up to the newsletter</p> <p><u>County Council</u> wrote offering chance to participate in a pilot scheme for electricity charging point (by application for grant funding). All agreed no resource to take this opportunity up at present</p>	
040.5	<p><u>County Council</u> wrote regarding energy switch programme. Website article agreed</p> <p>HICOP Dan Mace reported on:</p> <p><u>Juicing Event</u> successful with over 60 attendees</p> <p><u>Groundwork</u> restarting installation of matting end October, including at entrance</p> <p><u>Trees in ditch</u> Dan Mace to provide details of issues with alders/poplars for Clerk to forward to Guided Busway team for comment</p>	<p>DM</p>
040.6	<p><u>Public Art Working Party</u> no meeting planned</p> <p><u>BT Box, Milton Road</u> Cllr Farrell was in contact with specialist and would obtain quotes for stripping of paint professionally</p> <p><u>Glaze Pavilion</u> Cllr Nudds to chase Marshalls re work required</p>	<p>EF</p> <p>PJN</p>
040.7	<p><u>Drainage Working Party</u> have not met</p>	
040.8	<p><u>High Street & Beyond</u> Branding for flower beds not agreed. Traders forum had been held but issue of branding not yet reported to traders</p>	
E18/041	<p>OTHER MATTERS</p>	
041.1	<p>Quarterly Finance Report (Appx 3) No issues of concern, Noted Burial Ground increase on 2017-18</p>	
041.2	<p>Precept Request 2019-20 Process including consideration:</p> <ul style="list-style-type: none"> • Homefield Park play equipment – noted Recreation Committee did not support installation of wooden play equipment • Duck Platform Improvements • Street Furniture Review <p>Cllr Romer and Clerk to meet to meet to draft request for decision and report to Environment Committee 4 December. Finance, Legal and Admin meeting 3 December when draft figures be reported in. Noted 5 year plan work would be of great help with this process</p>	<p>MR</p>
041.3	<p>Review of Outstanding Projects: (listed in Appx 2). Members encouraged to advise Clerk if any projects were missing for the rolling list or need updating. Members requested to take a view on Electricity provision – Crossing Keepers Hut</p>	

041.4 041.5	<p>The Committee were asked to take a view on how it would want to see the project taken forward:</p> <ul style="list-style-type: none"> a) Secure the Crossing Keepers Hut in order to have power supplied into it and install a variety of power and lighting sockets therein, and a feeder pillar for external sockets b) Have the supply located outside the building in a steel cabinet similar to the arrangement of The Green c) Have both options fully costed for final decision <p>Members commended Cllr Moore on excellent work to date and his report (Appx 4). Following disagreement on aspects of each scenario, agreed members to meet with Cllr Moore after 18 October and then delegated to Clerk to action agreement coming out of that meeting. All agreed the project should progress in all speed to attempt to be in place for Christmas lights. Cllr Nudds to inform office of best lights to purchase to complement existing display at The Copse</p> <p>Christmas Lights/Tree 2018 Christmas lights purchase for Copse and any maintenance and erecting issues at Green delegated to Clerk within budget. Agreed to purchase Christmas tree. Request from resident for topper for tree, agreed health and safety issue prevented at present</p> <p>Purchase of Bulbs Agreed to purchase 1 x daffodil, 2 x crocus and 1 x mixed. Enviro.Volunteers would plant appropriately in areas to be identified by Cllr Nudds</p>	<p>SJ/WD/ PJN/ RM</p> <p>PJN</p> <p>PJN</p>
E18/042 042.1 042.2 042.3	<p>OTHER CORRESPONDENCE</p> <p>Circulating File available on request</p> <p>Neighbourhood Plan all members requested to inspect plan at www.hiplan.net and report in via the consultation process on any concerns</p> <p>BT Phone Boxes BT now advise plans to remove box in High Street once discussions held with landowners. Opportunity to purchase for £1 BT Box box (modern not red) in Station Road currently used as community library. Clerk to send out agreement to all for comment once received. Agreement in principle</p>	
E18/043	<p>Date of next meeting</p> <p>Tuesday 4 December 2018 Then 5 February; 26 March 2019</p>	
E18/044	<p>How to communicate meeting discussions/decisions and To request items for next agenda</p> <p>Website: no items suggested, members can send any items of interest to office to publish on website</p> <p>Next Agenda (s):</p> <p>Precept Request 2019/20 Conditions of Use – Homefield Park</p>	
	<p>Meeting Closed: 9pm</p> <p>Appendices attached: Appx 1 – Action List Appx 2 – Clerks Report / Trees & Allotment Report Appx 3 – Quarterly Finance Report Appx – Crossing Keepers Hut electricity</p>	