

Minutes of Histon & Impington Parish Council Environment Committee
Tuesday 4th December 2018
7.30pm, At the Parish Office, New Road, Impington

Environment Committee Minutes

Membership: 6 + 2 ex-officio

Quorum: 3
Appendices: 4

Agenda No:	Present: Cllrs: Marcus Romer (Chair), Simon Jocelyn, Geoff Moore Also: Dan Mace (HICOP) Clerk: Angela Young	
E18/045 045.1	APOLOGIES FOR ABSENCE Cllrs: Aga Cahn (personal), Walter Davey (personal), Pene Nudds (personal), Elaine Farrell (personal) Also Helena Perry (Sustainability Group)	
E18/046 046.1	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>	
E18/047 047.1	PUBLIC PARTICIPATION No public present	
E18/048 048.1	TO APPROVE MINUTES OF THE MEETING HELD 9th October 2018 All agreed to sign as a true record of the meeting	
E18/049 049.1	MATTERS ARISING Action List provided to all (Appx 1) Discussion followed on: <u>Item 18/9.1 Asset Management</u> Cllr Moore to meet Cllr Payne week commencing 10 December with a view to reporting back in the new year <u>Item 18/20.1 Glaze Pavilion</u> Letter of ownership prepared for Pene Nudds to sign <u>Item 30.1 Piaggio (Petrol)</u> to be delivered 5 December 2018 <u>Item 42.3 BT Phone Kiosk new style, Station Road, Impington</u> Application made to BT for adoption – FLA Committee have agreed to signature by Clerk once received	
E18/050 050.1 050.2	TO RECEIVE Clerks Report provided to all and accepted (Appx 2) including other agenda items. Further discussion on: <u>Crossing Keepers Hut Electricity Supply</u> members wished to record thanks to Cllr Moore for all his work on project managing <u>Cambridge Road, Impington</u> signs to be prepared and sited re littering problems <u>Resident funded flower displays</u> Mr Foster was progressing with various residents and SCDC for Orchard Road, Histon <u>Brook Maintenance</u> further advice from SCDC on timings for de-silting awaited. New year dates <u>enviro.volunteers</u> Daffodil and crocus planting welcomed <u>Play Area hedge</u> following suggested reduction in height, members requested to visit site and feedback opinion. Some concern over lessening security and pollution defence <u>Santas Grotto, Crossing Keepers Hut</u> 8 December noted together with excellent work put in by <u>enviro.volunteers</u> Trees & Allotment Report (Part of Appx 2) Noted. Tree Warden had supplied separate email report covering: <ul style="list-style-type: none"> • Tree Warden to proceed with purchase and planting of 35 trees to commemorate lives lost locally in WW1. Homefield Park a preference • Clay Close Lane tree work on willow due 19 December • T0708 The Copse inspected. Monitoring • Of tree applications received from SCDC some concern noted over Kay Hitch Way application for felling, advice sent to SCDC 	PJN



050.3	<ul style="list-style-type: none"> Allotments: report of rats at Glebe Way investigated; pathways require cutting back; Deputy Clerk to provide updated layout plan and waiting lists 	Next agenda
050.4	Burial Ground War Grave Commission signage deferred to next meeting. Infringement of rules agreed to advise family that failure to contact the Council before the next meeting or to attend the next meeting for discussion 5 February 2018 would result in the Council proceeding with the removal of the guttering and stones in order that the plots can be returned to lawn	
050.5	Sustainability Group newsletter noted. Helena Perry had provided details of budget request for consideration	
050.6	HICOP Dan Mace outlined recent work and plans: <ul style="list-style-type: none"> Half of work on ground cover complete, has made significant improvement to access Wassail event due 26 January One tree needs replacing this winter HICOP have plans to encourage fruit tree growing in the villages 	
050.7	Public Art Working Party no meetings held. Updating report on all projects provided. Target dates discussed, updated paper to be circulated	
050.8	Drainage no meetings held	
	High Street & Beyond no meetings held	
E18/051	OTHER MATTERS	
051.1	Play Area at Green Cllr Farrell to be asked to circulate updating email re Junior School plans. Future proofing maintenance of any changes to access discussed	
051.2	Request for Noticeboard residents at Orchard Road request consideration of a noticeboard. SCDC would need to authorise on their land. Members to site visit and make any recommendations. Need to include a precept request 2019-20 or factor into 2018-19 spend. Clerk was advised to look at delegating upkeep of Parish Council noticeboards to grounds operative in future	
051.3	To agree final Budget Requests 2019-20 and review finance report (draft presented to FLA 3 December). Paper prepared by RFO, Clerk and Committee Chair (Appx 3). Reviewed and discussed. Adjustment required for possible new noticeboard at Orchard Road. Members to input by email on alterations to "by when" column for projects. Chairman stated he hoped the Committee would join enthusiastically in making the delivery of projects a mission for becoming a reality. Members discussed how projects must be progressed as a team going forward. Specifications must be agreed and reduced to writing at the start of the project	
051.4	Review outstanding projects noted in Clerks Report Electricity Crossing Keepers Hut – Cllr Moore presented report (Appx 4) and comments received from Cllrs Davey and Nudds were shared. Discussion on: <ul style="list-style-type: none"> Total cost of project, £10,505 + VAT Access/fortification of Crossing Keepers Hut; probable requirement for hazard tape at events Considerations on siting of trenching, cabinets and four circuits Installation before end of financial year Homefield Park costs likely to be £15k +. A new project manager required if this project proceeds Agreed Cllr Moore to re-specify and share with members together with reasoning and obtain new quotes based on relevant input. Cllr Moore aimed to get re-tender letters out during week 10 December	
051.5	Homefield Park Estate Railings offer of help from Mr Foster to progress project. Members wished to see project proceed as soon as possible	
051.6	Glaze Pavilion ownership letter to be signed. Members would want to immediately push ahead with investigation into progressing the project, noting planning permission would expire April 2021	
051.7	Brook Enhancement SCDC hoped to start work January 2019. Contact awaited from Land Drainage Officer to agree works timetable	
E18/052	OTHER CORRESPONDENCE	
052.1	Circulating File available on request	
052.2	Noted Finance, Legal and Admin Committee had agreed funding of up to £2,000 for double yellow lines at Kings Meadow Centre, to be funded from Environment Committee budgets	

E18/053	<p>Date of next meeting</p> <p>Tuesday 5 February 2019</p> <p>Then 26 March 2019</p>	
E18/054	<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): Conditions of Use – Homefield Park; War Grave Commission signage</p>	
	<p>Meeting Closed: 9.10pm</p> <p>Appendices attached:</p> <p>Appx 1 – Action List</p> <p>Appx 2 – Clerks Report / Trees & Allotment Report</p> <p>Appx 3 – Budget Request</p> <p>Appx 4 – Crossing Keepers Hut Electricity Report</p>	