

**Minutes of Histon & Impington Parish Council Environment Committee
Tuesday 5th February 2019**

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: Pene Nudds (Chair), Walter Davey, Simon Jocelyn, Elaine Farrell Also: Dan Mace (HICOP); Helen Perry (Sustainability Group) both in part Dist Cllr Heylings – in part Clerk: Angela Young	
E18/055	APOLOGIES FOR ABSENCE	
055.1	Cllrs: Aga Cahn (personal), Marcus Romer (work), Geoff Moore (personal),	
E18/056	TO RECEIVE DECLARATIONS OF INTEREST AND DISPENSATIONS	
056.1	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>	
E18/057	PUBLIC PARTICIPATION	
057.1	No public present	
E18/058	TO APPROVE MINUTES OF THE MEETING HELD 4 December 2018	
058.1	All agreed to sign as a true record of the meeting	
E18/059	MATTERS ARISING	
059.1	<p>Action List provided to all (Appx 1) Discussion followed on:</p> <p><u>020.1 Dog Bin Review</u> Cllr Nudds is nearing completion of a review including maps and photos. Dist Cllr Heylings had been talking to SCDC following Facebook comment regarding non-collection of dog mess. Cllr Heylings reported SCDC:</p> <ul style="list-style-type: none"> • Would aspire to replace all small dog bins with larger green ones; Parish Council to pay • Had digitally located existing bins on a map • Are introducing a reporting system for unemptied bins <p>Cllr Nudds to work with Dist Cllr Heylings to overlay her information with the review. Item for next agenda</p> <p><u>020.1 Glaze Pavilion</u> Cllr Nudds yet to return signed letter setting out ownership</p> <p><u>050.1 Play Area Hedge</u> Cllr Nudds reported the hedge was a sensible height. Ivy encroachment was choking tree and hedge. Work required to clear. Noted also a plan required to replant the flower beds at The Green Play Area with more suitable planting</p> <p><u>050.2 Purchase of 35 Trees</u> Cllr Nudds now felt that The Copse was a more suitable site and recommend a 5x7 row formation or a trail. Noted military history of the Copse area with the “Jupiter” connection and siting of the Crossing Keepers Hut. Noted agreed purchase would be made from current year’s budget. Website/Hisimp News article planned</p> <p><u>051. Play Area Green/Access School</u> Cllr Farrell had reported to Full Council January 2019</p> <p>With agreement of the Committee Chair brought forward item 061.1 – <u>A14 Landscaping Update</u>. Dist Cllr Heylings updated Committee on request of January Full Council , issues outlined:</p> <ul style="list-style-type: none"> • Meeting with Highways England Landscaper reviewed detailed mapping, amenities and cable involved • Plans to install a bund on north-east boundary. Request to consider planting by community on top. Plan will unfortunately involve loss of a circular route round the lake but could provide plusses for sound attenuation and landscaping views. Discussion on opportunities with Woodland Trust to perhaps plant as early as Autumn 2019 • Hope to negotiate replanting on eastern entrance to Impington, dependant on other possible developments and landowner agreement • Proposals for pathway along north-western boundary, cutting through to Cambridge Road, Impington being discussed 	<p style="text-align: right;">PJN Next agenda PJN</p> <p style="text-align: right;">HI News</p>

	<ul style="list-style-type: none"> • Further along the north-west boundary, possibilities under review with NIAB • Cty Cllr Jenkins is looking at cycle access issues • Clarification is being sought on sound barrier design at Darwin Green • Good news around work and exam timetable scheduling had been promised • SCDC has contacted a company to inspect best practice measures • Lolworth Air Quality monitor is back in place. SCDC are looking to buy a network of monitors and do a matrix. "Hotspots" will be tested • Diversion issues <p>Additionally:</p> <ul style="list-style-type: none"> • A14 Group – Cllr Jocelyn is a member replacing Cllr Payne • Cllr Nudds is involved in the Landscaping item, as Tree Warden • Dan Mace asked to join the Landscaping Group. He voiced ideas for re-creation of an orchard route up to Swavesey • Rob Benstead-Smith – it was suggested Rob be invited to link into the Parish Councils Environment Committee- agreed • Dist Cllr Heylings to contact David Bray's PA and follow up on queries and details • Dist Cllr Heylings to arrange to meet Highways England Landscaper prior to a meeting due 1 March 2019 <p>Members asked what the Parish Council can do to help before the Highways England meeting 1 March</p> <p>Cllr Jocelyn to attend next core working group</p> <p>Cllr Nudds to work with Rob Benstead Smith to contact 2 landowners</p> <p>Dist Cllr Heylings left meeting</p> <p>Chairman also brought forward item <u>60.6 HICOP Report</u>, <u>60.5 Sustainability Report</u> and <u>60.9 High St & Beyond Working Party</u> to this part of the meeting</p>	<p>SJ PJN</p>
<p>E18/060</p> <p>060.1</p> <p>060.2</p> <p>060.3</p> <p>060.4</p> <p>060.5</p> <p>060.6</p> <p>060.7</p> <p>060.8</p> <p>060.9</p>	<p>TO RECEIVE</p> <p>Clerks Report provided to all and accepted (Appx 2) including other agenda items. Further discussion on: <u>Kings Meadow Working Party</u> noted quote being sought for weedkill of estate roads <u>Bookings</u> Approach from Histon Baptist Church for Nativity Scene in Crossing Keepers Hut noted, and agreed. Cllr Nudds confirmed door and windows would be re-installed once electricity supply in place</p> <p>Trees & Allotments No written Tree report Cllr Nudds, Tree Warden, advised no new Tree work applications had been received. As Tree Warden, Cllr Nudds was investigating removal of a twin stemmed ash at Doctors Close Deputy Clerk had supplied up to date information on fees received and waiting lists at the 2 allotment sites. It was confirmed Buchans care for grass cutting at Gatehouse Road haulage. Parish Council staff care for Glebe Way</p> <p>Burial Ground Members supported engaging a contractor to return plot currently infringing rules to "green" cemetery style. Clerk to check insurance position regarding "topple testing" training. Agreed next workshop to include treatment of spoil following interment</p> <p>Staff Task List Head Groundsman had overseen task lists for Assistant Groundsmen. Staff to bring system forward</p> <p>Sustainability Report Helena Perry reported on a good Vegan event, and upcycling and repurposing event. A visit to Amey Cespa is planned. Family Foraging and Wild Cooking session planned 23 March. A trail of green spaces to be organised for Mental Health week in May. The Sustainability Group are to set up a Bank account and constitution but wished to stay reporting to the Parish Council and working alongside them, as with the enviro.vols. Noted £671 budget agreed by Parish Council for 2019-20. Group organising a campaign with Cottenham and Orchard Park to reduce waste in black bins, launching their Janet Street-Sorter" campaign shortly. Agreed to feature in HI News.</p> <p>HICOP Report Dan Mace reported on successful wassailing event with over 200 attendees. A Pruning workshop is due 10 March. The orchard team will prune apple trees at Clay Close Lane and Burial Ground on 9 February</p> <p>Public Art Working Party meeting due February/March</p> <p>Drainage Working Party no meetings held. Clerk had followed up with Pat Matthews SCDC on timings for work at the Brook</p> <p>High St & Beyond Working Party Helena Perry reported on revamp work on all High Street planters. Daylillies, local business, had again offered lillies for The Brook. Agreed to accept offer, with planting near the waterside only. Cllr Nudds confirmed the SCDC Ecology Officer</p>	<p>HI News</p>

	had not been unhappy when previously offered, but had advised they should not become too invasive. Noted all boundary planting is cut back annually. All agreed to cover purchase of bulbs for Orchard Road planters from Environment Committee bulbs budget, in sum of £47.	
E18/061	OTHER MATTERS	
061.1	A14 Landscaping update – see start of minutes Item 059	
061.2	To Review Quarterly Financial Report (Appx 3) Figures provided for all. Noted tree works would be undertaken and paid for during quarter 1 of 2019	
061.3	To agree acceptance of design and quotation for Community Noticeboard at Orchard Road, Histon Prop Cllr Jocelyn, sec Cllr Farrell and agreed to delegate to clerk to agree final design and price (materials only). Estimate of £215 noted, as materials only agreed that Financial Delegations did not apply. Clerk to liaise with RFO re any insurance implications.	
061.4	To agree acceptance of quotation for electric work on Histon Green Street Light (above village sign) Quotations received from Pro-Serve and Collacotts and agreed to accept quote from Pro-Serve for £567.45. Delegated to clerk working with Cllr Davey to finalise design and detail within the price	WD
061.5	To review update meetings held with Buchans Landscapes and quotes requested - also to note 2.9% price increase for 2019. Buchans had been asked to carry out tasks, some remedial, at meetings held. All quotes copied to all. Agreed to delegate to clerk working with Cllr Nudds to: <ul style="list-style-type: none"> a) Advise Buchans where works are seen to be part of the 4 year contract b) Accept quotations from Council's approved contractor Buchans Landscapes, where appropriate, and c) Obtain further quotes where required, and then make order as to best value 	PJN
061.6	To review priority Open Space Maintenance Quote requests and process for acceptance (see also item 61.5 above) Cllr Nudds had provided requests for other maintenance works required. Agreed to delegate to clerk working with Cllr Nudds to obtain 2 suitable quotes, where required, and then make orders as to best value. Noted again that Buchans Landscapes were preferred contractors with a 4 year contract in place for grass cutting and landscape care in the villages. Works required: <ol style="list-style-type: none"> 1. Homefield Park – vegetation clearance 2. Doctors Close Pocket Park – access to grass cutting round main tree; clearance of vegetation away from concrete base 3. Burial ground – clearance work, crown lifting and clearance, removal of self sets and stump grinding; cut back hedge from allotment boundary fence along newly planted area, cut back hedging removing overhang and brambles on western edge, remove suckers and stumps from southern boundary 4. Glebe Way Allotments – remove fence and carry out work to establish hedge; cut back and weedkill 5. Areas in front of office – clearance and options to replant or use 6. B1049 bridge – cut back overhang both sides 7. Manor Field boundary with Manor Park – cut back self sets and hedges by one foot 8. "Grasscrete" at the Green adjacent to pedestrian crossing 	PJN
061.7	To agree proposed contract for Parish Council to empty 2 bins twice a week on private land at School Hill All agreed to draw up a contract with owners of School Hill green. Clerk investigating opportunities for Parish Council vehicles to deposit waste at Landfill/Recycling Centre	
061.8	To note agreed budgets 2019-20 (Appx 4) . Members noted budgets set, all as requested, including treatment of specified reserve requests Chairman formally asked for an extension of 10 minutes under Standing Order 1x), All agreed	
061.9	To review Outstanding Projects, including: <ul style="list-style-type: none"> o Electricity – Crossing Keepers Hut Connection due early March o Homefield Park Estate Railings Cllr Nudds advised Cadent had emailed to agree Parish Council could proceed. Email will be forwarded to office for records and evaluation. All agreed to delegate to clerk working with 	

	Cllr Nudds to accept best value quote for removal of existing fence. Cllr Nudds advised the estate railings quote would need refreshing	PJN
E18/062	OTHER CORRESPONDENCE 062.1 Circulating File available on request 062.2 <u>South Impington Playing Out Events 2019</u> Letter from organisers confirming plans for events during 2019 062.3 <u>Textile Recycling Bank request – SCOPE</u> Next agenda to consider further	Next agenda
E18/063	Date of next meeting Refresh workshop yet to be arranged Tuesday 26 March 2019 Then 7 May, 25 June 2019. Noted meeting schedule after end of June not yet set, pending information on staffing levels and possible Committee restructure	
E18/064	How to communicate meeting discussions/decisions and To request items for next agenda Website: 35 trees planting plans proceeding; community notice board for Orchard Road Next Agenda (s): Conditions of Use – Homefield Park War Grave Commission signage SCOPE request Putting ideas into fruition (after refresh workshop held) Summer walkabout dates	
	Meeting Closed: 9.38pm Appendices attached: Appx 1 – Action List Appx 2 – Clerks Report Appx 3 – Quarterly Financial Report Appx 4 – Agreed Budgets 2019-20	