

**Minutes of Histon & Impington Highways Committee**  
**7:30pm, Tuesday 30<sup>th</sup> July 2019**  
**Parish Office, New Road, Impington**

## Highways Committee Minutes

**Membership: 6 + 2 ex-officio**

**Appendices: 2**

**Quorum: 3**

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| <b>Agenda No:</b>                  | Present: Andy Butcher (Chair), Steve Carrington, Elaine Farrell, Pene Nudds<br>2 Residents; Also: County Cllrs Jenkins<br>Clerk: Chelsea O'Brien                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                          |
| H19/021<br>021.1                   | <b>TO ACCEPT APOLOGIES FOR ABSENCE</b><br><br>Cllrs David Legge (personal), Simon Jocelyn (personal), Edd Stonham (personal)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                          |
| H19/022<br>022.1                   | <b>MEMBERS DECLARATIONS OF INTERESTS AND DISPENSATIONS</b><br><br>None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                          |
| H19/023<br>023.1                   | <b>PUBLIC PARTICIPATION</b><br><br>2 residents in attendance:<br><u>B1049/A14 Works</u> cyclists mixing with traffic, no provision in place for safe pedestrian/cycle provision. Cty Cllr Jenkins verbally update of site meeting held Friday 26 July, improved signage and vegetation clearance planned. Project due to be finished end of Summer holidays. Cty Cllr Jenkins to express concern<br><u>Station Road</u> safety concern during peak hours, option to be explored including TRO for 20 minutes in the morning. Resident Group set-up to explore options. Cty Cllr Jenkins to open dialogue with CCC Officer, inviting residents to any site-meetings arranged<br><u>Local Highways Initiative Application</u> encourage the Council to look at options/projects for making safer access to village schools for pedestrians and cyclists (Station Road and Cottenham Road). Resident group to work with the Highways Committee to help identify key routes, ideal locations for installation of cycle stands and pedestrian barrier removal where they are not serving a safety purpose<br><br>Two residents left the meeting | Cty Cllr<br><br>Cty Cllr |
| H19/024<br>024.1                   | <b>TO APPROVE MINUTES OF THE MEETING HELD Tuesday 23<sup>rd</sup> April and 4<sup>th</sup> June 2019</b><br><br>All <b>agreed</b> to sign both sets of minutes as a correct record of the meeting                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                          |
| H19/025<br>025.1<br>025.2<br>025.3 | <b>MATTERS ARISING</b><br><br><u>Item 019.1 Feast Feedback</u> review of comments received paper provided to all. Feedback from survey used to formulate LHI application<br><br><u>Item 041.2 LHI 2018-19 Baptist Church Phase 2</u> now complete including new bus shelter<br><br><u>Item 007.1 Pedestrian Support Package Phase 2</u> works programmed 14 <sup>th</sup> August for 9 working days. Details posted on website and social media. County Council carried out letter drop                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                          |
| H19/026<br>026.1<br>026.2          | <b>TO RECEIVE</b><br><br><u>Clerks Report (Appx 1)</u> provided to all and accepted including highways faults reported; outstanding actions; meetings attended.<br><br><u>CCC Notifications &amp; Updates</u> detailed in <b>(Appx 1)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                          |
| H19/027<br>027.1                   | <b>PROJECTS/ACTIVE SCHEMES – Update</b><br><br><u>Histon Crossroads – General Arrangement</u> now complete. To agree process for post-project de-brief. Councillors questions and queries to be forwarded to the Clerk for collation prior to on-site meeting with County Officer                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                          |

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| 027.2   | <p><b>LHI Application 20-21 Pedestrian Support Phase 3</b> to agree and delegate submission of application with funding up to £20,000 as agreed at Full Council. Draft application provided to all for comment. All <b>agreed</b> to submit application covering: Impington Lane, The Coppice, Milton Road, New School Road, rear of Manor Park (section of path not completed from this years' scheme. <b>Agreed</b> to delegate to Cllr Butcher working with Committee Clerk to make minor edits and submits within timeframe</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                     |
| H19/028 | <p><b>OTHER CORRESPONDENCE and HIGHWAYS MATTERS</b></p> <p><b>To review future LHI Projects agreed</b> to discuss at workshop scheduled 5<sup>th</sup> September, suggestions noted; integrated parking controls on the High Street, Traffic Management Station Road, Tightening of the Cottenham Road turn</p> <p><b>To agree process for overhanging vegetation</b> Cllr Butcher drafted flow chart provided to all for comment. Following discussion, all <b>agreed</b> to adopt procedure. Clerk to work with Cllr Butcher to draft letter for immediate implementation. Cty Cllr Jenkins to be cc'd into all correspondence with Local Highways Officer</p> <p><b>School Hill/Park Lane Corner</b> safety review following feedback from residents. Noting correspondence received, <b>agreed</b> to arrange informal meeting on-site to discuss and document driver behaviour</p> <p><b>Station Road</b> County Council footpath widening programme scheduled from 25<sup>th</sup> for July for 6 weeks, will a full three day closure taking place from 28<sup>th</sup> August. Detailed discussion took place under item 023.1</p> <p><b>High Street</b> to review parking provision and car park operations noting active planning application for School Hill site. <b>Agreed</b> to review following determination of planning application including the option of a management company to manage restricting parking times at the Parish Council owned Car Park.</p> <p><b>3 Year Plan</b> to agree process for review at FLA 28<sup>th</sup> October. Deferred to next agenda</p> <p><b>To review Neighbourhood Plan Project List</b> provided to all for review (<b>Appx 2</b>). <b>Agreed:</b><br/> P2 – creation of a more extensive cycle path network<br/> P5 – Ensure adequate parking provision to support activities within the villages<br/> P6 – Explore opportunities to reduce motorised vehicle use within the villages<br/> P13 – New Guided Busway stop in the north west of the community<br/> P14 – Direct bus services into Cambridge<br/> P15 – Ensuring footways, cycle paths and roads remain in an acceptable condition<br/> P16 – Explore opportunities to extend footpath network<br/> P17 – Provide more cycle stands across the community to service needs and encourage cycling<br/> P20 – Tackling speeding on the villages' roads</p> | <p><b>Next agenda</b></p> <p><b>Next agenda</b></p> |
| H19/029 | <p><b>Date of next meetings</b></p> <p><b>Tuesday 8<sup>th</sup> October 2019</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                     |
| H19/030 | <p><b>Items for next agenda</b></p> <p>3 Year Plan<br/> High Street Parking Provision<br/> Station Road Footpath Widening De-Brief</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                     |
| H19/031 | <p><b>How to Communicate Highways Meeting</b></p> <p>Local Highways Initiative Application Submission</p> <p>Meeting Closed: 9:19pm</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                     |