

**Minutes of the Meeting held of Histon & Impington Parish Council  
Via Zoom  
Monday 15<sup>th</sup> June 2020**

**6 Appendices attached**

# Full Council Minutes

<b>Agenda No:</b>		<b>Action/ Power</b>
	Present: <b>Cllrs:</b> Denis Payne (Chair), Andy Butcher, Aga Cahn, Steve Carrington, Marian Cleaver, Walter Davey, Neil Davies, Ashley Gordon, Brian Ing, David Jenkins, Simon Jocelyn, Chris Jones, Geoff Moore, Pene Nudds, David Legge Edd Stonham Dist Cllrs: Martin Cahn, Steve Hunt (in part) Also: Theresa King, Amelia Luck Clerk(s): Chelsea O'Brien	
20/022	<b>APOLOGIES FOR ABSENCE</b> Cllr: Yvonne Murray, Ros Hathorn; Dist Cllr Heylings	
20//023	<b>DECLARATIONS OF INTEREST AND DISPENSATIONS</b> a) Declarations of pecuniary interest from Councillors on items on the agenda – <i>none</i> b) Declarations of non-disclosable interest on the agenda – <i>none</i> c) Written requests for dispensations for disclosable pecuniary interests – <i>none</i> d) Any new requests for dispensations – <i>none</i>	
20/024	<b>DATE(s) OF NEXT COMMITTEE MEETINGS</b> Available on website <a href="http://www.hisimp.net">www.hisimp.net</a>	
20/025 025.1	<b>PUBLIC PARTICIPATION</b> No public present	
20/026 026.1	<b>TO APPROVE minutes of the meeting held 18<sup>th</sup> May 2020</b> All in favour and <b>agreed</b> Chair to duly sign minutes	
20/027 027.1	<b>MATTERS ARISING FROM PREVIOUS MEETING</b> Action List provided to all ( <b>Appx 1</b> ) 19/123.1 Flood Plan – Cllr Moore to progress for action at next meeting 19/029.3 SCDC Community Room Booking System – agreed to strike from list 20/014.1 Orchard Road Trees – Cty Cllr Jenkins confirmed via email works not linked to Buxhall Farm school, details to be sent to SCDC Enforcement	<b>GM</b>  <b>Clerk</b>
20/028 028.1	<b>TO RECEIVE REPORTS</b> <b><u>Monthly report from County and District Councillors</u></b> <b><u>County Council</u></b> written monthly report May provided to all and accepted, covering: Virtual Full Council and Committee meetings; Local Matters including pop-up cycle scheme; update on incinerator at Waterbeach;.Additional discussion on: <b>Pop Up Cycle Schemes</b> , Cty Cllr Jenkins confirmed schemes for Station Road, Cambridge Road, Winders Lane, Bell Hill and layby outside the Phoenix have been submitted. <b><u>District Council</u></b> written monthly report for May shared via screen sharing, covering: COVID-19 Business Support; COVID-19 Testing Site at Milton Park & Ride; Histon & Impington CLT Grant; Virtual Council and Committee meetings; Histon Road. Additional discussion on: <b>COVID-19 Test Centre</b> used by several Cllrs, reported to work efficiently	<b>JDJ</b>
028.2	<b><u>Clerk's Report (Appx 2)</u></b> copied to all and accepted. Additional discussion on: <b>Returning to work</b> – option to delegate to working group or Office team to arrange a safe and efficient way to return to work. All <b>agreed</b> to delegate to Office Team to progress	<b>Office Team</b>

028.3	<p><b>Chairs Report (Appx 3)</b> copied to all and accepted. Chair highlighted change of management at Histon Post Office after 28 years, all <b>agreed</b> Council to write congratulating and thanking Harry and Rakhee for being key figures in the Community. Additional discussion on: <b>Kendal House Community Consultation</b> action with Planning Committee to invite applicant to briefing session with members to discuss consultation findings noting community concern regarding design</p>	<p>Clerk</p> <p>Planning Comm</p>
20/029	<p><b>WORKING PARTY/TASK &amp; FINISH GROUP REPORTS</b></p>	
029.1	<p><b>Neighbourhood Plan</b> Cllr Jenkins verbally updated, plan with SCDC waiting for referendum date. Cllr Jenkins highlighted several residents as key figures in progressing the plan: Hooda Abdullah; Sue Lee; Jon Pavey, Robert Benstead-Smith Chair confirmed formal letter of thanks would be sent to each resident and urged all members of Planning Committee to read and digest plan</p>	<p>Clerk</p> <p>Planning Comm</p>
029.2	<p><b>Committee Chair Reports</b></p> <p><b>Community Park Sub Committee</b> informal meeting held 8<sup>th</sup> June 2020 <b>For Decision: To review and prioritise wish list of informal open space facilities for the Community Park Milton Road (Appx 4).</b> List from Carter Jonas shared with all, discussion followed outlining:</p> <ul style="list-style-type: none"> <li>- SCDC duty <i>or guidance</i> to increase open space provision</li> <li>- Vision is substantially different</li> <li>- Opportunity for PC to acquire open space, useful land bank/protection to village from development sprawl</li> <li>- Access and highways problematic, PC should not encourage the site until safe access has been proposed</li> <li>- S106 agreement and obligations</li> <li>- Parish Council to fund on-going of maintenance of facilities, noting out of remit of current ground maintenance team</li> <li>- Community involvement key</li> </ul> <p>Proposed Cllr Nudds – Council to have 48 hours to review and prioritise list, Community Park Sub Committee to review and finalise, seconded Cllr Carrington, all in favour and <b>agreed</b></p>	
029.3	<p><b>Highways Committee</b> LHI Plans expected, meeting to be scheduled once received. To elect Deputy Chair of Highways Committee, noting current membership: Andrew Butcher (Chair); David Legge, Pene Nudds, Simon Jocelyn, Edd Stonham, Steve Carrington + Ex Officio Cllr Jocelyn proposed Cllr Carrington, seconded Cllr Butcher – all in favour and <b>agreed</b></p>	
029.4	<p><b>Employment Committee</b> Assistant Parish Ranger employed on 3 month temporary contract, 15 hours per week, noted. Review of hours to be undertaken noting higher use of open spaces due to COVID regulations</p>	
029.5	<p><b>Recreation Committee</b> agreements in place with: Tennis Club, Histon Hornets, Cricket Club and Croquet Club to enable safe sporting activities to club members at the Recreation Ground</p>	
20/030	<p><b>TO ACCEPT COMMITTEE REPORTS note actions and agree</b></p>	
030.1	<p><b>Planning Committee</b> draft minutes 9<sup>th</sup> June 2020 provided to all and accepted. Next meeting TBC</p>	
20/031	<p><b>TO RECEIVE FINANCE &amp; ADMINISTRATION REPORT (Appx 5)</b></p>	
031.1	<p><b>Delegated payment of accounts</b> noted</p>	
031.2	<p><b>Approve payment of outstanding accounts</b> Proposed Cllr Stonham, seconded Cllr Ing all in favour <b>agreed</b></p>	
031.3	<p><b>Amounts paid in</b> noted</p>	
031.4	<p><b>To Consider Donation Requests</b> none received</p>	

	Dist Cllr Hunt left the meeting	
20/032	<b>OTHER MATTERS</b>	
032.1	<b><u>COVID 19 – Safe Return to Work, Parish and Community Activities</u></b> discussion of future plans. Decision taken at 028.2 regarding safe return to Parish Office. Cllr Jenkins updated all on platform being developed to help businesses and stimulate demand and shared a brief clip of the application being piloted in Histon, Impington and Cottenham. Cllr Jenkins to share link. Pilot expected to take place next month	JDJ
032.2	<b><u>Youth Club Term Update</u></b> provided to all (Appx 6) <b><u>Agreed</u></b> Clerk to seek further details of online courses and activities available	Clerk
20/033	<b>HOW TO COMMUNICATE MEETING DECISIONS AND MATTERS FOR NEXT AGENDA</b>	
033.1	<b><u>Website article:</u></b> None <b><u>Next/Future agenda:</u></b> None requested	
20/021	<b>Next Full Council: Histon &amp; Impington Parish Council</b> <b>Monday 20<sup>th</sup> July 2020 7.30pm, via Zoom</b>	
	Meeting closed: 9.21pm  <b>Appendix 1: Action List</b> <b>Appendix 2: Clerks Report</b> <b>Appendix 3: Chairs Report</b> <b>Appendix 4: Community Park Facilities List</b> <b>Appendix 5: Finance/RFO Report</b> <b>Appendix 6 : Connections Bus Update</b>	