

**Minutes of the Meeting held of Histon & Impington Parish Council
Via Zoom
Monday 20th July 2020**

8 Appendices attached

Full Council Minutes

Agenda No:		Action/ Power
	Present: Cllrs: Denis Payne (Chair), Walter Davey, Neil Davies, Ashley Gordon, Ros Hathorn, Brian Ing, David Jenkins, Simon Jocelyn, Chris Jones, Yvonne Murray, Pene Nudds Dist Cllr: Steve Hunt Also: Theresa King, Lynda Marsh (in part) Clerk: Chelsea O'Brien 2 residents (co-opted during meeting)	
20/035	APOLOGIES FOR ABSENCE Cllrs: Andy Butcher, Aga Cahn, Marian Cleaver, David Legge, Geoff Moore, Edd Stonham	
20//036	DECLARATIONS OF INTEREST AND DISPENSATIONS 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>	
20/037	DATE(s) OF NEXT COMMITTEE MEETINGS Available on website www.hisimp.net	
20/038	CO-OPTION TO COUNCIL Two vacancies to be filled by co-option. Two residents present expressed interest and provided bios. Jean Venables, interested in drainage, environmental matters, would be keen to join Drainage Working Party/Environment Committee – Proposed Cllr Nudds, seconded Cllr Ing all in favour to co-opt and agreed . Claire Beressi-Jones – interested in Employment, HR and Environment Committee – Proposed Cllr Jenkins, seconded Cllr Davey all in favour to co-opt and agreed Cllrs Beressi-Jones and Venables e-signed Declaration of Office and joined the meeting. All papers were emailed during the meeting	
20/039	PUBLIC PARTICIPATION	
039.1	No public present	
20/040	TO APPROVE minutes of the meeting held 15th June 2020	
040.1	All in favour and agreed Chair to duly sign minutes With agreement of Council, Chair brought forward item 045 Finance & Administration. Following completion of this item, Chair returned to agenda order	
20/041	MATTERS ARISING FROM PREVIOUS MEETING	
041.1	Action List provided to all (Appx 1) noted	
20/042	TO RECEIVE REPORTS	
042.1	<u>Monthly report from County and District Councillors</u> <u>County Council</u> written monthly report June provided to all and accepted, covering: No Full Meeting; Virtual Committee meetings; Local Matters. No additional matters raised <u>District Council</u> written monthly report for June provided to all and accepted, covering: Track & Trace; Burdett House; Histon Road; Committee Meetings; Water Treatment Plant. Additional discussion on:	

042.2 042.3	<p>School Track & Trace – clarity regarding process to be sought at both County and District level</p> <p>Burdett House – No date yet confirmed, no clarity on future of site from Abbeyfield to date</p> <p>SCDC response to Water Treatment Plant relocation – thought not to be via Delegation but Committee, Dist Cllr Hunt to confirm process. Cty Cllr Jenkins confirmed County Environment & Sustainability Committee to lead on response, dates to be confirmed</p> <p>Meadows Centre Development – decision to be taken at Joint Development Committee</p> <p>Clerk’s Report (Appx 2) copied to all and accepted, no additional matters raised</p> <p>Chairs Report (Appx 3) copied to all and accepted, no additional matters raised</p>	<p>Cty/Dist Cllr</p> <p>Dist Cllr Hunt</p>
20/043 043.1 043.2 043.3 043.4	<p>WORKING PARTY/TASK & FINISH GROUP REPORTS</p> <p>Neighbourhood Plan – no update</p> <p>A14 Action Group – no update</p> <p>Kings Meadow – no update</p> <p>Newsletter Editorial – Hisimp Lite COVID edition published June and delivered to every household</p> <p>Drainage Working Party – Cllr Moore progressing plan, update at September meeting</p> <p>Climate Emergency – Energy Efficiency Assessment undertaken at Recreation Centre, awaiting report. Thanks recorded to Committee Clerk for quick organisation. Sustainability paper due to be circulated</p> <p>Committee Chair Reports</p> <p>Community Park Sub Committee Wish list of informal open space facilities for the Community Park Milton Road reviewed and final copy provided to Carter Jonas (Appx 4) noted</p> <p>To confirm Parish Council support for the principle of a 50 unit residential scheme at 50% affordable in order to secure the Community Park and fund the delivery of the facilities as per the agreed list of facilities, noting any support from the Parish Council is subject to resolution of technical issues and details within the planning application.</p> <p>Cllr Jones urged all to consider option of seeking legal opinion to ensure Council can make an informed decision and urged this decision is deferred. Cllr Davies outlined the informal facilities proposed will be less onerous on the Parish Council financially, lessening the risk.</p> <p>Cllr Jones proposed: Motion: To defer decision confirming supporting noting the need for advice to ensure an informed decision could be made at an Extra Ordinary Meeting in August. Proposed Cllr Jones, seconded Cllr Venables, 5 in favour, motion carried and approved. Decision deferred following legal advice to be sought, noting action with Finance & Assets Committee and delegation in place to progress</p> <p>Highways Committee LHI Plans reviewed and approved, list of paths to be resurfaced: Impington Lane – top end of junction with New Road near post box New School Road Woodcock Close/Milton Road New Road (opposite The Copse) Cambridge Road (near The Coppice) Double yellow lines and access protection markings to be installed on Station Road Meeting due Tuesday 21st July postponed, next scheduled meeting 6th October 1 vacancy – to elect new member, Cllr Hathorn expressed interest, support by all members noted and agreed. Cllr Hathorn elected to Highways Committee. Highways Committee members to elect Deputy Chair, agreed to defer to next Committee agenda</p> <p>Recreation Committee next meeting due 10th August 2020 1 vacancy – to elect new member, item for next Committee agenda Recreation Committee members to elect Committee Chair. Cllr Ing proposed Cllr Davies,</p>	<p>Sept Agenda</p> <p>H/Ways Comm</p> <p>Rec Comm</p>

	seconded Cllr Murray, all in favour and agreed . Cllr Davies elected as Committee Chair	
20/044	TO ACCEPT COMMITTEE REPORTS note actions and agree	
044.1	Planning Committee draft minutes 7 th July 2020 provided to all and accepted. Next meeting due 28 th July 3 vacancies – to elect new members, item for next Committee agenda	Plg Comm
	Anglian Water - Cambridge Waste Water Treatment Plant (WWTP) Relocation project. Consultation open until 19 th August 2020. To agree process to respond and delegate submission, draft response provided to all (Appx 5). Thanks recorded to Cllr Jocelyn for work to date, all agreed to delegate to Planning Committee to finalise at next meeting. Cllr Venables happy to assist with finalising response	Plg Comm
044.2	Finance Committee – draft minutes 30 th June provided to all and accepted. Next meeting due 26 th October 2020 To agree establishment of emergency community fund, paper provided to all (Appx 6). Cllr Jenkins and Ing verbally briefed Council on process to establish fund, thoughts being short term access to funding for Community Groups and Businesses that need assistance. Proposed Cllr Jenkins, Seconded Cllr Ing all in favour and agreed . RFO to work with Finance Chair to establish and ensure Council is ready to help	RFO/JDJ
044.3	Environment Committee – draft minutes 14 th July provided to all and accepted. Next meeting due 15 th September 2020 Update on project to adopt and install a number of Tony Hillier Sculptures around Histon and Impington, paper provided to all to note (Appx 7)	
20/045	TO RECEIVE FINANCE & ADMINISTRATION REPORT (Appx 8)	
045.1	Delegated payment of accounts noted	
045.2	Approve payment of outstanding accounts Proposed Cllr Ing, seconded Cllr Jones all in favour agreed . Cllrs Venables and Beressi-Jones abstained	
045.3	Amounts paid in noted	
045.4	Cllrs Venables and Beressi-Jones abstained from voting for items 045.4 – 045. 7 To consider findings of the Internal Auditor’s annual review of Internal Controls by the members meeting as a whole. Final report noted , stating Parish Council were fully compliant	
045.5	To resolve to approve the Annual Governance Statement by resolution - copy provided to all. Proposed Cllr Hathorn, seconded Cllr Jocelyn, all in favour and resolved to approve	
045.6	To consider the Accounting Statement – copy provided to all. Considered and noted	
045.7	To resolve to approve the Accounting Statement, to be signed by the Chair of the meeting. Proposed Cllr Ing, seconded Cllr Jocelyn, all in favour and resolved to approve for signature by Chair	
20/046	OTHER MATTERS	
046.1	Other Matters Public Bodies (Admission to Meetings) Act 1960 Exclusion of the Press and Public - to resolve that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the Meeting All in favour and agreed , Dist Cllr Hunt left the meeting.	
046.2	To agree process for responding to consultations East Impington, confidential briefing note shared with all. Proposed Cllr Payne, seconded Cllr Ing, all in favour to establish a Task & Finish Group to	

046.3	<p>focus on developments coming forward East Impington, membership agreed as: Cllrs Payne, Jones, Davies, Hathorn, Murray. Cllr Jocelyn abstained from vote.</p> <p>Staff Update Cllr Payne verbally briefed all on confidential staff updates.</p> <p>Public Bodies (Admission to Meetings) Act 1960 Re-admittance of the Press and the Public – to resolve that the confidential business having been concluded, the Press and the Public be re-admitted to the Meeting</p> <p>All in favour and agreed</p>	
20/047 047.1	<p>HOW TO COMMUNICATE MEETING DECISIONS AND MATTERS FOR NEXT AGENDA</p> <p>Website article: Two new Councillors; Emergency Fund Next/Future agenda: None requested</p>	
20/048	<p>Next Full Council: Histon & Impington Parish Council Monday 21st September 2020 7.30pm, via Zoom</p>	
	<p>Meeting closed: 9.30 pm</p> <p>Appendix 1: Action List Appendix 2: Clerks Report Appendix 3: Chairs Report Appendix 4: Community Park Facilities List Appendix 5: Anglia Water Treatment Plant Draft Response Appendix 6 : Emergency Community Fund Appendix 7: Hillier Sculpture Project Update Appendix 8: Finance/RFO Report</p>	