

Minutes of the Meeting held of Histon & Impington Parish Council

Via Zoom

Monday 18th January 2021

8 Appendices attached

Full Council Minutes

Agenda No:	Present: Cllrs: Denis Payne (Chair), Aga Cahn, Marian Cleaver, Neil Davies, Ashley Gordon, Brian Ing, David Jenkins, Simon Jocelyn, Chris Jones, Claire Beressi-Jones, Geoff Moore, Yvonne Murray, Pene Nudds, Jean Venables, Andy Butcher Dist Cllr: Steve Hunt, Martin Cahn, Pippa Heylings Also: Amelia Luck, Clerk: Theresa King	Action/ Power
20/100	APOLOGIES FOR ABSENCE Cllrs: Ros Hathorn (personal), Walter Davey (personal), David Legge (personal) Cllr Edd Stonham: absent	
20//101	DECLARATIONS OF INTEREST AND DISPENSATIONS a) Declarations of pecuniary interest from Councillors on items on the agenda – <i>David Jenkins declared a pecuniary interest in item 20/109</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>	
20/102	DATE(s) OF NEXT COMMITTEE MEETINGS Available on website www.hisimp.net	
20/103	PUBLIC PARTICIPATION None present.	
20/104 104.1	TO APPROVE minutes of the meeting held 16th November 2020 and minutes of the EOM on 4th January 2021 All in favour and agreed Chair to duly sign minutes as a true record of the meeting	
20/105 105.1	MATTERS ARISING FROM PREVIOUS MEETING Action List provided to all (Appx 1) Item 20/074.3 Community Room re-opening to be reviewed in March based on government guidelines over coming weeks. Item 20/092.2 Response to PCSO proposed changes completed. Item to be removed.	
20/106 106.1	TO RECEIVE REPORTS <u>Monthly report from County and District Councillors</u> County Council written monthly report for December provided to all and accepted, covering: Committee Meetings and Council Matters and Local Matters. Cty Cllr Jenkins had no items to add or update on, no further questions were asked District Council written monthly report for November and December provided to all and accepted, covering: EU Regional Development Fund supports 'Shop Local' South Cambs Directory; Brexit Advisory Group; EU Settlement Scheme; Covid-19 Scams; Business grants; Electric Bin Lorry; Development proposals; Housing Refugees; Council Finance and £10 per hour minimum wage for Council staff. Further questions were asked as follows: Cllr Murray asked for timelines on the replacement of all the bin lorries; Cllr Hunt said it was planned to replace them over a 2 year period. The Councillors were asked if any update had been received on the application to move the sewage works, this was thought to be due at the end of January; the Councillors were asked for the dates in March/April when the local plan would be reviewed, these are to be supplied.	

	<p>Clerk's Report (Appx 2) copied to all and accepted.</p> <p>Chairs Report (Appx 3) copied to all and accepted. Additional discussion on: Chair requested all councillors to check for issues when out and about in the village. An incident was prevented by Cllr Moore who reported an unsafe bridge. Cllr Jones asked whether an update was to be provided on the Abbey Fields project, further to the EOM on 4th January. Cllr Payne stated conversation and good advice received from Ashtons and quote received. Clerk and Chair to discuss on 19th January with a view to selecting legal firm, acknowledging speed required for decision. Cllr Payne also noted work of the Covid-19 Core Team group and highlighted the following:</p> <ul style="list-style-type: none"> • updated information cards to be delivered to each household; • graph shows number of cases reducing; • transport available for patients to receive vaccinations via the HI minibus, which cannot offer wheelchair transport as this affects the social distancing in place in the minibus; • Panther taxis also offering reduced price transport for vaccinations. 	Chair/ Clerk
20/107	WORKING PARTY/TASK & FINISH GROUP REPORTS	
107.1	<p>Neighbourhood Plan – Referendum Version (V4) available to view on both SCDC and www.hiplan.net</p> <p>A14 Action Group – agreed group to be dissolved with outstanding landscaping matters to be transferred to Environment Committee</p> <p>Kings Meadow main contact has now moved away from Impington, no active members.</p> <p>Agreed group to remain in abeyance</p> <p>Newsletter Editorial – December edition confirmed, print slot booked 9th December</p> <p>Drainage Working Party – review of flood plan to be deferred to February 2021</p> <p>Climate Emergency – Cllr Yvonne Murray in the process of collecting quotes for the Recreation Building in bid to make the building more energy efficient. Cllr Murray to present quotes at next Finance & Assets or Recreation Committee. Project cost (estimates) required to be presented to Finance & Assets Committee to ensure sufficient funds can be allocated when Capital Bid Projects are received.</p> <p>East Impington – conversations held with Histon Football Club regarding projects. Cllr Jones has worked on items required in a new Community Park. Project now requires all strands to be brought together, awaiting decision on sewage works relocation. Cllr Nudds requested discussions be put in writing.</p> <p>HI Active Leisure and Recreation Needs project – nothing to update.</p>	YM F&A Agenda
107.2	<p>Committee Chair Reports</p> <p>Environment Committee</p> <p>Tony Hillier Sculpture project - Cllr Jones reported on progress. Agreement form Highways for siting of sculpture on verge near new school at Cottenham Road. Help received from Edd Jackson who is a family friend of the Hiller's and all sculptures now prepared for their move. All major moves of the sculptures are to be completed between 27th -29th January 2021, including pig sculpture move to Community Orchard, with the assistance of Dan Mace. Cllr Jones to seek more publicity to promote the move. Cllr Nudds emphasised need for sculptures to have as many sharp edges and finger traps removed as possible.</p> <p>Brook Desilting and new planting beds – SCDC are to offer labour to create three new planting beds at Brook, Parish Council to purchase materials, the work being undertaken when the Brook is desilted. Work was due early January but weather conditions and delay in delivery of materials delayed this. Materials now all in stock, awaiting confirmation of new start date from SCDC.</p> <p>Highways Committee</p> <p>Cllr Murray updated council on 21/22 LHI application. Feedback received from County Council. Cllr Murray to make changes and create a Capital Bid request. Presentation also being created to support bid, and indicate where it will take affect e.g. the business centre of the village, District Cllrs requested sight of presentation also.</p>	YM
20/108	TO ACCEPT COMMITTEE REPORTS, note actions and agree	
108.1	<p>Environment Committee – draft minutes 17th November 2020, provided to all and accepted. Next meeting 9th February 2021.</p>	

<p>108.2</p> <p>108.3</p> <p>108.4</p> <p>108.5</p>	<p>To agree purchase of additional materials for Brook Improvements and potential hire of tracked digger. Cllr Nudds proposed, Cllr Venables seconded, all in favour and agreed.</p> <p>Finance & Assets Committee – draft minutes 7th December and 11th January 2021 provided to all and accepted. Next meeting due 26th April 2021</p> <p>Highways Committee – draft minutes 8th December .provided to all and accepted. Informal workshop held 3rd December, next meeting due 9th March 2021.</p> <p>Planning Committee – draft minutes 20th October, 10th November, 1st and 21st December, 12th January 2021 .provided to all and accepted. Next meeting due 2nd February.</p> <p>Cllr Payne noted committee is dealing with several applications with a big impact on the villages, and asked for non-committee members to become involved if possible, and that this would be appreciated. Cllr Jocelyn recorded thanks to Cllrs who were contributing to the input on the McCarthy & Stone application</p> <p>Recreation Committee Informal workshop occurred 30th November, draft minutes 2nd November provided to all and accepted. Next Committee meeting due 25th January 2021</p> <p>Capital Bid Request for Groundsman Washing Facilities in the Recreation Ground Compound (Appx 4) Cllr Murray outlined Capital Bid request; 3 quotes received from approved contractors. Cllr Murray and Groundsman Steve Campin reviewed quotations and suggest M&M to carry out works, starting in April, for the price of £2490.00 plus VAT. Proposed Cllr Murray, seconded Cllr Cahn. One abstention, 14 in favour, bid approved.</p> <p>Community Park Project Sub Committee (Recreation) New draft agreement received for land at Milton Road as previous one expired. Legal advice sought and Ashtons are content that council should proceed and sign the extension agreement.</p> <p>Cllr Payne proposed motion: To delegate to Chair and Vice Chair to sign extension to agreement to 31 Dec 2021 with a due date of planning application submission of 31 July 2021 on behalf of council. Proposed Cllr Jenkins, seconded Cllr Davies: 1 abstention, 12 in favour, 2 against, motion carried.</p>	<p>ALL</p> <p>DP/YM</p>
<p>20/109</p> <p>109.1</p> <p>109.2</p> <p>109.3</p> <p>109.4</p>	<p>TO RECEIVE FINANCE & ADMINISTRATION REPORT (Appx 5)</p> <p>To note payment of accounts under delegated approval as outlined in RFO report provided to all, noted</p> <p>To approve payment of outstanding accounts due as outlined in RFO report, noted Error in December listing, duplicate of Ridgeons/Huw Ridgeons on report, to be struck from listing. Proposed Cllr Cleaver, seconded Cllr Ing, all in favour.</p> <p>To report on amounts paid in, noted</p> <p>MOTION: Precept – to approve recommendation to request precept for 2021-2022 from South Cambridgeshire District Council to increase by 2%. Cllr Jenkins provided an overview of process of review of budgets and resulting calculation (Appx 6). Discussion on:</p> <ul style="list-style-type: none"> • Impact of Covid-19 on income and expenditure; • Could request increase of more than 2% but not popular in community; • No increase means less security in future years; • Cllr Nudds asked if any pledged funds for Abbey Fields project – Cllr Jenkins explained not addressed for this setting, to be considered for capital funding and smaller expenses covered by other budgets. <p>Cllr Payne proposed a revised motion: Paperwork states precept request needs to be a sum</p>	

	of money, then SCDC calculate Band D figures so the Parish Council requests an increase of 2% on 2020/2021 precept, giving a request of £389,160.53. Proposed Cllr Jenkins, Seconded Cllr Moore, all in favour .	
20/110	OTHER MATTERS	
110.1	<u>COVID 19 Support fund and Variation of scheme of delegation</u> That, for the "Community Support – Covid 19 Response fund" (and solely for this fund) the Clerk, having got the approval of the Chair and Vice-Chair, is authorised to make payments up to £500. For all payments the requestor would be required to complete our Fund Application form to include a clear and comprehensive rationale for the request to the COVID support fund. If amounts over £500 are required, the request must be reviewed at the most suitable committee or Full Council meeting before approval. In November, the Clerk's delegations were transferred to the RFO, so this will apply to the RFO in the Clerk's absence. Proposer Cllr Murray, Seconded Cllr Venables, all in favour and agreed	
110.2	<u>Donation Request – Cambridgeshire Search and Rescue (appx 7)</u> Following discussion on the request, Cllr Jones proposed a donation of £300 but withdrew this proposal after subsequent proposals from other councillors. Cllr Moore proposed a motion: to agree a donation of £150- proposed Cllr Moore, Seconded Cllr Jones, 11 in favour, 2 against, motion carried .	
110.3	<u>Connections Bus Project update (Appx 8)</u> Report submitted for information only	
20/111	HOW TO COMMUNICATE MEETING DECISIONS AND MATTERS FOR NEXT AGENDA <u>Website article: Precept setting; Connections Bus Project still engaging with young people during lockdown; COVID-19 fund request for hard drives and availability of fund.</u> <u>Next/Future agenda: None requested</u>	
20/112	Next Full Council: Histon & Impington Parish Council Monday 15th February 2021 7.30pm, via Zoom	
	Meeting closed: 9.00pm Appendix 1: Action List Appendix 2: Clerks Report Appendix 3: Chairs Report Appendix 4: Capital Bid Request for Groundsman Washing Facilities in the Recreation Ground Compound Appendix 5: Finance and Admin report Appendix 6: Precept paper Appendix 7: Donation request CambSAR Appendix 8 : Connections Bus Project report	