

**Minutes of the Meeting held of Histon & Impington Parish Council
Via Zoom
Monday 16th March 2021**

13 Appendices attached

Full Council Minutes

Agenda No:		Action/ Power
	Present: Cllrs: Denis Payne (Chair), Yvonne Murray, Aga Cahn, Marian Cleaver, Neil Davies, Walter Davey, Brian Ing, David Jenkins, Simon Jocelyn, Chris Jones, Geoff Moore, Pene Nudds, Jean Venables, David Legge, Ros Hathorn, Ashley Gordon Dist Cllr: Martin Cahn, Pippa Heylings and Steve Hunt Also: Amelia Luck, Chelsea O'Brien(spectating) Clerk: Theresa King	
20/126	APOLOGIES FOR ABSENCE Apologies from Cllr Butcher (work) and Cllr Stonham (work)	
20//127	DECLARATIONS OF INTEREST AND DISPENSATIONS	
127.1	Brian Ing declares non-pecuniary interest for item 20/138.	
20/128	DATE(s) OF NEXT COMMITTEE MEETINGS Available on website www.hisimp.net	
20/129	PUBLIC PARTICIPATION	
129.1	6 members of public in participation. Public wish to make no comment but wish to observe the meeting. Chair brings forward item 20/134 with the agreement of Council.	
20/130	TO APPROVE minutes of the meeting held 15th February 2021	
130.1	All in favour and agreed Chair to duly sign minutes as a true record of the meeting.	
20/131	MATTERS ARISING FROM PREVIOUS MEETING	
131.1	Action List provided to all (Appx 1) Flood Plan: Cllr Moore to present draft Flood Plan at next Full Council meeting. Cllr Moore also reminded other councillors to volunteer to become Flood Plan Co-ordinators.	GM/All
20/132	TO RECEIVE REPORTS	
132.1	<u>Monthly report from County and District Councillors-</u> <u>County Council (Appendix 2)</u> - In the report it highlights that a council tax increase of 2.99% will be supplemented by raiding reserves to the tune of £8 million and by borrowing £16.8 million to cover highways operational spend et al. An alternative Lib Dem budget would have raised council tax by 3.49% and would have committed extra funding to community support post COVID. Also in the report contains next scheduled committee meetings. <u>District Council (Appendix 3)</u> - district councillors speak through their report. They explain that support for the Fens Biosphere has been passed as a motion by South Cambs District Council. Histon & Impington will be included as one of the buffer zones. Cllr Heylings also announced that the Bourne Airfield Development has been approved for the initial phase of 500 houses with a 40% as affordable housing.	
132.2	<u>Clerk's Report (Appendix 4)</u> – Cllr Payne reminds council that this month is the end of the financial year, and that the workload for the office staff will increase. This will be increased by the preparation for the AGM and APM..	
132.3	<u>Chairs Report (Appendix 5)</u> Cllr Payne highlights need for existing councillors to become	

	mentors for new councillors. Cllr Venables agreed with this idea as being a new councillor has come with its struggles. Cllr Ing to organise function when Covid restrictions are lifted for all councillors to meet. Large majority of council were supportive of this idea.	
20/133	<p><u>To Confirm the arrangements for the Annual Parish Meeting and Annual General Meeting (Appendix 6)</u></p> <p>Paper proposed moving of APM and AGM in order to facilitate remote version of these meetings. Proposed dates were April 26th for the APM and May 4th for the AGM. Both meetings will start at 7.30 p.m. Cllr Payne proposed motion as in paper, Cllr Ing seconds. All in favour. Office staff to organise the scheduling of these meetings.</p>	Office
20/134	<p><u>To agree a program to enable the acquisition of Long Meadow and the Croft Close Set Aside for the community (Appendix 7)</u></p> <p>Cllr Jenkins provided an overview as per his paper. Items covered included:</p> <ul style="list-style-type: none"> • Two areas of land being purchased on the basis that the land is for the use of the community; • The best option for managing and maintaining the land is to give to the Parish Council; • Parish Council is to set up a charity in order to payback the original purchasers; • Charity will take time to set up so Parish Council may have to step in to enable the purchase to take place; • Pledges of funding from the community to enable purchase; • Parish Council will also underwrite the ongoing costs of upkeep, although it is intended to be a zero cost item going forward, with extra funds being raised for this; • A great opportunity to secure widely used areas for access by the Public. <p>Councillors raised concerns over residents recalling their pledges due to being promised something that they believe is not delivered, Cllr Jenkins assured Council that the pledges are for the land to just be public access nothing more has been promised. Cllr Jones asked if there would be restrictions on the land being sold in the future, Cllr Jenkins explained charity would be set up in such a way as to protect the areas. Cllr Davies advised caution in expecting large amount of money to be raised from the community.</p> <p>Cllr Jenkins proposed the motion, Cllr Payne seconded. All in favour to agree motion.</p>	
20/135	<p>WORKING PARTY/TASK & FINISH GROUP REPORTS</p> <p>135.1 <u>Neighbourhood Plan-</u> Cllr Jenkins gave update. The Neighbourhood Plan will go to referendum on the first Thursday of May. Booklet will be designed and printed in April with the assistance of local businesses, for which funding was requested. An update will be produced on the HI Plan website to promote this. Cllr Jenkins proposed, Cllr Payne seconds. All in favour.</p> <p>135.2 <u>East Impington:</u></p> <ul style="list-style-type: none"> • To receive progress report on Cambridge Science Park North Task and Finish Group (CSPN TFG) • To agree to approve the Position Statement for the CSPN project as a communication from the CSPN TFG for Trinity and Histon Residents. (Appendix 8) <p>Councillors are encouraged to contact Cllr Murray with any improvements they have. Cllr Murray has recorded milestones and presents them to Council. Cllr Venables questions how this development can be done as the land is green belt. Cllr Ing gives clarity that the land is outside existing neighbourhood plans green belt. Clarity is given that the working group does not support the Trinity application but instead they are working to get the best possible result from it. Cllr Murray proposed, Cllr Jones seconds. Cllrs Davies and Venables abstain from the vote, 13 in favour, motion carried.</p> <p>135.3 Newsletter Editorial – no update Drainage Working Party- no update</p>	YM

135.4	<p>Climate Emergency- Cllr Hathorn advises that the new highways working party for electrical charging points will come under the Climate Emergency group Public Art- no update</p> <p><u>Committee Chair Reports</u></p> <p>Environment Committee- verbal update form Cllr Nudds. Emergency tree work undertaken at The Coppice after storm damage. Broken sewer at CKH – area now accessible to public, appears to still be some contamination. Involve District Councillors to speed up response, electricity supply to be reinstated.</p> <p>Finance & Assets Committee- noted by council</p> <p>Highways Committee- noted by council</p> <p>Recreation:</p> <ul style="list-style-type: none"> - To approve the project in principle for the refurbishment of the Public Toilets as part of the Recreation Ground immediate plans (Appendix 9) - To approve delegation of the spend of a maximum of £7K to the Clerk, Chairman and Vice-chairman of the Recreation Committee to action the project once the quotes are received <p>Cllr Murray has worked with groundsman and office staff to create list of required renovations. Cllr Murray is wishing to move away from paper towels and use air dryers instead. Councillors raised concerns over air dryers not being Covid safe. Cllr Murray is aware of the issue and has investigated and found covid safe hand dryer which will be followed up with Contractor to double-check. Cllr Murray proposes, Cllr Cleaver seconds. All in favour to approve both motions.</p>	YM/Rec
20/136 136.1	<p>TO ACCEPT COMMITTEE REPORTS, note actions and agree</p> <p><u>Environment Committee – Draft</u> minutes 9th February 2021 attached, next meeting March 23rd.</p> <p><u>Finance & Assets Committee –</u> Next meeting due 26th April 2021.</p> <p><u>Highways Committee</u> –Draft minutes 9th March 2021 attached</p> <p><u>Planning Committee</u> – Draft minutes 23rd February attached, next meeting 16th March 2021</p> <p><u>Recreation Committee</u> - Draft minutes March 8th attached</p> <p>All committee minutes <u>noted</u> by council.</p>	
20/137 137.1 137.2 137.3	<p>TO RECEIVE FINANCE & ADMINISTRATION REPORT (Appx 10)</p> <p>With council approval, item 138.1 was brought forward at this point.</p> <p>To agree to pay affiliation fees of £1,136.16 and Data Protection Officer membership fees of £50.00 for CAPALC (total cost £1,186.16) .(Appendix 11) Cllr Payne proposes, Cllr Cleaver seconds. All in favour.</p> <p>To note payment of accounts under delegated approval, To approve payment of outstanding accounts due , To report on amounts paid in Proposed to accept by Cllr Davies, seconded Cllr Venables, all in favour.</p> <p>To receive paper on plan for upgrade to current accounts software and approve project plan for implementation (Appendix 12). RFO seeks agreement in principle to project, detailed plan to be presented to F&A Committee in April. Proposed Cllr Payne, seconded Cllr Cleaver, all in favour.</p>	RFO/ F&A Agenda

20/138	OTHER MATTERS	
138.1	<p>To consider donation of £489 inc VAT to the Men's shed to enable them to carry out essential work to upgrade the power supply and lighting in the Shed (Appendix 13). Some members of council raised concerns over possible exclusion due to wording of statement 4.1 in group constitution. The donation was approved in principle, subject to possible constitution changes. Cllr Jocelyn proposes. Cllr Davies seconds. Two members abstained, 13 voted in favour, motion carried.</p> <p>Council agreed to extend the meeting by 20 minutes</p>	
138.2	<p>To discuss ways in which Council can be supportive of businesses, especially those on the High Street, as they emerge from lockdown. The Covid Core Team group meet weekly, and asked all councillors to consider ways to support businesses as they open up. Cllr Hathorn gives idea of local delivery service for businesses in and around the villages. Councillors to send in any other suggestions to Cllr Jenkins.</p>	All
138.3	<p>To receive the results of the Meeting Styles survey Eight responses received to survey. Face to face meetings may have to resume in May unless rules are changed. Everyone felt that more discussion should be undertaken, further review, more details sought. Small working group to be formed and bring recommendations to the AGM in May. Councillors generally in favour of trying different things.</p>	All/RH
138.4	<p>To review request to adopt Open Space and LAP at Impington Lane Request received from developers to adopt areas. Management committee expected to be formed. Councillors had previously declined other requests like these. One abstention, 12 in favour to decline, motion carried. Clerk to inform developer.</p>	
20/139	<p>HOW TO COMMUNICATE MEETING DECISIONS AND MATTERS FOR NEXT AGENDA Item not covered.</p>	
20/140	<p>Next Full Council: Histon & Impington Parish Council As agreed in meeting, AGM on Tuesday 4th May.</p>	
	<p>Meeting closed: 9:47pm</p> <p>Appendix 1: Action List Appendix 2: County Councillor Report Appendix 3: District Councillor Report Appendix 4: Clerks Report Appendix 5: Chair's Report Appendix 6: Arrangements for the Annual Parish Meeting and Annual General Meeting Appendix 7: Acquisition of Long Meadow and the Croft Close Set Aside for the community Appendix 8: Position Statement for the CSPN project Appendix 9: Capital Bid for refurbishment of the Public Toilets Appendix 10: Finance and Administration Report Appendix 11 : CAPALC Affiliation Pack Appendix 12: Accounts package upgrade paper Appendix 13: Men's Shed Donation request</p>	