

Date: 12<sup>th</sup> April 2021

## Local Government Act 1972

# NOTICE OF ANNUAL PARISH MEETINGS

For HISTON and IMPINGTON

## AGENDA - ALL WELCOME

For the meetings to be held concurrently on Zoom

Commencing 7.00pm, Monday 26<sup>th</sup> April 2021

Convened by: Denis Payne, Chairman

Histon & Impington Parish Council

Join Zoom Meeting

<https://us02web.zoom.us/j/82917712870?pwd=SmhhNIQyaVc5UEU1TVZzc3JrK1ZBUT09>

Meeting ID: 829 1771 2870

Passcode: 623924

- 1 Welcome and Introduction by the Chairman
- 2 Apologies for Absence
- 3 Presentation of:
  - a) Minutes of 125<sup>th</sup> Annual Parish Meeting for Histon (held Monday 13<sup>th</sup> May 2019).
  - b) Minutes of 125<sup>th</sup> Annual Parish Meeting for Impington (held Monday 13<sup>th</sup> May 2019) – both for signature by Chairman
- 4 Presentation of the Chairman's Annual Report on Parish Council activities to 31<sup>st</sup> March 2021
- 5 Presentation of Parish Council's Accounts 2020-21 – *figures quoted are provisional, and subject to audit*
- 6 Presentations from Committee Chairs on projects and achievements from the past year
- 7 Open Forum

Any accompanying papers can be requested from the Parish Office in advance of the meeting by email



## HISTON ANNUAL PARISH MEETING

Minutes of meeting held at Recreation Centre, New Road, Impington, Monday 13<sup>th</sup> May 2019

**Present:** Andy Butcher (Chairman)

Note takers: Angela Young and Chelsea O'Brien

**Histon Residents:** 16

**Impington Residents:** 12

**Non-residents:** 0

**Speaker:** David Bray, Highways England

### 1 **WELCOME & INTRODUCTION BY CHAIRMAN**

The Parish meetings were held concurrently. Andy Butcher, Chairman of Histon & Impington Parish Council welcomed all to the 125<sup>th</sup> Annual Parish Meeting of Histon Parish

### 2 **APOLOGIES FOR ABSENCE**

Geoff Moore, Neil Davies, Steve Carrington

### 3 **MINUTES OF THE 124<sup>th</sup> ANNUAL PARISH MEETING HELD ON MONDAY 14<sup>th</sup> May 2018**

No matters raised, Chair signed the minutes as an accurate record of the meeting

### 4 **CHAIRMANS ANNUAL REPORT**

Chairman's written report was available after the meeting. He highlighted aspects from full report, covering:

- Long term projects and activities
- Planned developments in the parishes
- Neighbourhood Plan – policies being developed by the residents, which will need to be signed off to help control development coming forward in the future
- Change, which can be seen as a threat, or as an opportunity. The more we see develop, the more we need to see change
- Efficiency, the Parish Council clerk of 25 years was retiring during 2019 and the Council were happy that after 9 years working on the Council team, the deputy clerk was stepping up to the role. Showing the importance of thinking and planning ahead of time
- The Chairman was also standing down in May 2019 and he hoped the new Chairman would look to the future, not the past

Full version of the Chairs report will be available on the Council website and hard copies in the Library. A version would appear in the next Hisimp News June 2019.

### 5 **PRESENTATION OF PARISH COUNCIL ACCOUNTS 2018-19**

Paper provided to all showing interim end of year accounts. Full report will be available on the Council website and hard copies in the Library. A supporting item will also be published in the June edition of the Hisimp News.

No questions

### 6 **SPEAKER – DAVID BRAY, PROJECT DIRECTOR, HIGHWAYS ENGLAND – A14 Improvements Programme Timetable**

Mr Bray presented, full presentation will be available on the Council website.  
Issues of particular interest:

- Acknowledgement of sensitivity in Histon & Impington and Section 5 surrounding noise, vibration, ecology and trees. Night work is unavoidable as they work with the local authority to deliver commitments to keep roads open and to work safely. The team are fully aware and mindful of the Exam season approaching. They abide by legislation and Codes of Conduct
- 6 Ecologists work full time on the project. Part of the legacy of the improvement scheme is to preserve ecology and create an enriched environment where it can thrive
- Girton to Histon section needs to be realigned to gain a lane at junction 32. No changes to bridges although changes involved nearer to Milton
- 190 accidents currently each year. The design aim is to reduce those killed or injured by 50%
- Cost to the country of delays on A14 prior to improvements – estimated at £780m. In response to this Highways England hoped to deliver an improvement programme which would also make a real difference to the communities. Reconnecting of communities is needed where possible
- A local access road will mean travel from Huntingdon to Cambridge will be possible without use of the new A14. It will be key to dissuade HGVs from using the access road
- The region is growing quickly, jobs, houses, number of residents. Infrastructure is needed to support that over the next 10 – 15 years. 73 bridges are involved, 34 of which are new bridges
- Highways England are keen to leave a positive legacy. They are mindful of the need to communicate, to build trust and to deliver commitments. The cost, supported by local authorities is £1.5billion
- Green credentials: the project recycles plantings from old roads which are being dug up to re-use; Flood compensation areas dug provide materials for elsewhere
- There is an application to make the road into a motorway (A14(M))
- Of the 5 sections, Section 1 is complete and back to normal speed limits. Sections 2 and 3 as far as Swavesey will be complete and open during 2019. Sections 4 and 5 2020.
- Residents can sign up to email alerts by visiting HE website

Questions followed:

**Q How long will the 4m high absorptive sound barrier on the west side be? Will it be 250m as advised in correspondence in 2014?**

A No, if this has been so it was for a previous scheme. HE has a long term obligation to mitigate the noise. The barrier will be monitored for some 20 years. They are putting in a very expensive ultra-low black top to help with this which reduces noise by 5-10%. Modelling shows what length of barrier is required. David Bray to provide exact details of length

Residents felt it would not be enough. The advice was to make representation to the Dept for Transport

**Q Noise level recordings. Residents have actual levels that exceed those reported.**

A That is a question for South Cambs District Council. HE is working in accordance with the Code of Practice, monitored by SCDC. David Bray agreed to continue sharing details of noise levels with the Action Group

**Q What are the legal requirements to monitor air quality?**

A 2 air quality monitors had been installed, data being validated and verified. It was initially a problem so no data was available; there is baseline data included in the DCO application

Residents were still concerned that no initial data was available to compare

**Q What level of stolen equipment has been recorded?**

A Not known, but it will be insured

**Q Will HE commit to proper communication over tree removal? – “Verge clearance” was not felt to be a clear message and concerns over bird nesting**

A Permits to work are required and are signed off by Ecologists. The plans clearly show widening and it should be obvious that removal is needed to order to do that. The sequence of works is a great challenge to HE, and end-date issues. David Bray completely understood the important of good communication and the plea for honesty and integrity when doing so

**Q How will the replanting scheme be managed?**

A For 5 years managed by contractors, thereafter HE or local authority depending on whose land it is. Regular management and replacement work, tree guard removal etc.

**Q Vibration issues are of concern. How can the Action Group see the recordings?**

A David Bray will share with the group

**Q Is the banked soil being analysed to ensure non-toxic?**

A Ground investigations carried out before the scheme started. Embankments need to achieve a grade to perform, and are tested to ensure the right quality reached

**Q Why only 2 lanes under the bridge?**

A Most likely a matter of cost of rebuilding the bridge.

Residents concerned that HGVs might access through the villages to avoid pinchpoint traffic hold ups

Mr Bray was thanked for his time, and would remain after the meeting to discuss further with any resident. Residents were invited to copy in Parish Council with any correspondence with HE

**7 OPEN FORUM**

There being no further matters raised, meeting was closed at 8.22 pm

## IMPINGTON ANNUAL PARISH MEETING

Minutes of meeting held at Recreation Centre, New Road, Impington, Monday 13<sup>th</sup> May 2019

**Present:** Andy Butcher (Chairman)

Note takers: Angela Young and Chelsea O'Brien

**Impington Residents:** 12

**Histon Residents:** 16

**Non-residents:** 0

**Speaker:** David Bray, Highways England

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### 2 **APOLOGIES FOR ABSENCE**

David Legge; Denis Payne; Oliver Sellen

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No matters raised, Chair signed the minutes as an accurate record of the meeting

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## ANNUAL PARISH MEETING 26<sup>th</sup> April 2021

INTERIM END OF YEAR ACCOUNTS 2020-21 – Figures are provisional and subject to audit

Expenditure		Income	
<b>Admin/Resources</b> (includes all salaries)	174,631	Precept	378,325
<b>Environment</b>	36,373	Interest	6,600
<b>Highways</b>	2,402		
<b>Finance &amp; Legal</b> (includes Public Work Loans)	52,943	Grants	600
<b>Youth</b>	15,788	Other income	23,495
<b>Community Support *</b>	22,715		
<b>Planning</b>	1,090		
<b>Recreation</b>	34,155		
<b>Community Park Project</b>	2,664		
<b>Grass cut agency**</b>	2,350		
<b>Other capital</b>	2,600		
<b>Specified Reserve spend</b>	19,597		
<b>Kings Meadow</b>	25		
<b>Public Art</b>	<u>1,236</u>		
<b>TOTAL EXPENDITURE</b>	<b><u>368,569</u></b>	<b>TOTAL INCOME</b>	<b><u>409,020</u></b>
		Surplus/Deficit for year	40,451

***N.B. Subject to finalising for audit 2021-22. Balances as at 31.3.21 £840,723***

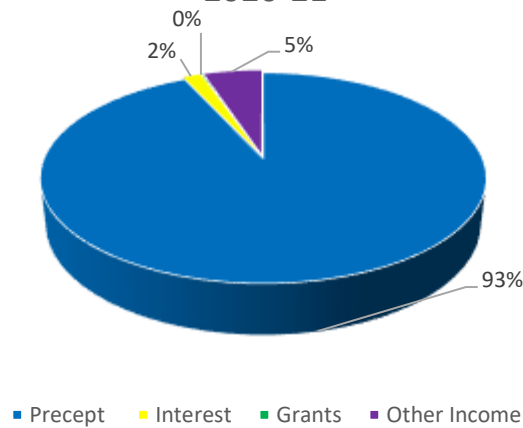
\* During 2020-21 payments of donations or grants were made to:

Royal British Legion	£ 100
Histon & Impington Warden Scheme	£8,000
Older Person's Co-Ordinator	£4,750
Mental Health Well Being Worker	£5,000
Dementia Worker	£3,000
CambsSAR	£ 150
Old Forge Men's Shed	£ 489
Covid support – Colin Myles SSD Drives	£ 726
Covid Support – St Andrews Centre	£ 500

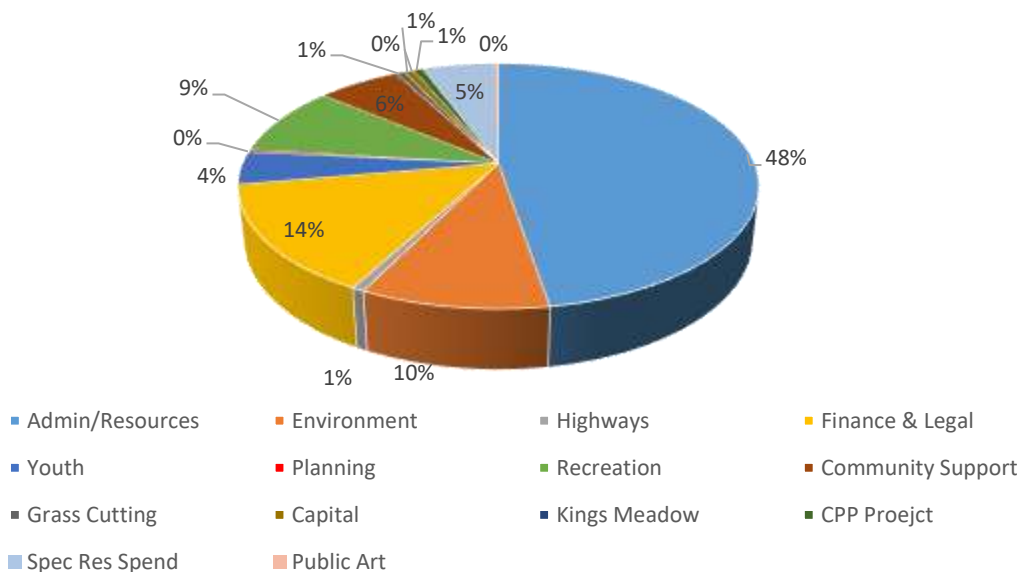
\*\*Grass cut agency services – the amount provided by County Council towards grass cutting – agency services must be listed separately in Parish Council accounts. The remainder of the grass cutting spend is listed under Environment.



### Histon & Impington Parish Council Income 2020-21



### Histon & Impington Parsh Council Expenditure 2020-21



The Parish Council services a series of loans taken out to fund the development at the Recreation Ground from 2005. These loans will be fully paid off in 2030 if the Council does not consolidate within that time frame. The payments this year for all loans amounted to £31,329.

There are also sums of £180,683 in a Section 106 fund, which is funding provided by developers which must be spent on specific projects within a 10 year time frame, whether on Community Facilities, Open Space Provision, Public Art or Maintenance of Open Spaces.

This year there have been new categories introduced, for Sports Facilities and Spaces, Children's Play Spaces, Allotments and Community Orchards and Green Infrastructure.

This leaves a general reserves fund of £283,905.49. The advice from Auditors is to maintain a general reserves fund of at least 50% of annual precept, which this year would be £189,163.

The precept for 2021/22 for Histon and Impington is for £389,155 and has increased by 2%. Our revenue budget largely matches the amount requested for precept. The Council's plans for capital projects may need to be part funded from the general reserves amount and the Finance and Assets committee will monitor any requests for capital spend in the coming year.

Our main sources of income are from the Parish Precept (the parish part of the Council Tax bill provided by South Cambs District Council), facilities charges including the Recreation Ground, Sport Club fees, Burial Ground fees, allotment fees, and grants. We are also keen to obtain grant funding where available, and are lucky to be the recipients of a donation from the Friends of H&I Community, who run a variety of community events and fundraisers in the village, as well as an ever growing choice of classes in our Community Room such as the Stroke Recoverers Group and Chair Based Activity Class, Table Tennis, Tai Chi classes, Memory & Co-Ordination Group and Dance & Fitness Class. The Council itself financially supports a Diabetes Support Group and Youth services

Both income and expenditure have been hit by the COVID -19 pandemic, but we have managed to complete some projects during this time, including allocation of allotment plots, the installation of the Hiller sculptures and other smaller projects. This has also affected the transfer of the role of RFO in that training was very difficult to undertake, and the audit process has also been affected by the lack of face to face meetings.

The Parish Council employs 6 members of staff:

**Full Time:**

Clerk: Mrs Chelsea O'Brien  
Head Groundsman: Mr Steve Campin  
Head Parish Ranger: Mr Trevor Smith

**Part Time:**

RFO/ Committee Clerk / Information Officer: Mrs Theresa King  
Apprentice Business Administrator: Miss Amelia Luck  
Assistant Parish Ranger: Mr Martin Cornell