

**Minutes of the Meeting held of Histon & Impington Parish Council  
Community Room at the Recreation Ground  
7.30pm, Monday 17<sup>th</sup> October 2022**

8 Appendices attached

# Full Council Minutes

<b>Agenda No:</b>		<b>Action/ Power</b>
	Present: <b>Cllrs:</b> Denis Payne (Chair), Yvonne Murray (Vice Chair), Aga Cahn, Walter Davey, Christopher Hobbs, David Legge, James Leonard, Tom McKeown, Edd Stonham, Joe Uttridge, Louise Wilbraham, Geoff Moore, Simon Jocelyn, Joseph Adam, Neil Davies, Sarah Smith <b>Dist Cllrs:</b> Martin Cahn, Pippa Heylings; <b>Cty Cllr:</b> Ros Hathorn <b>Clerk(s):</b> Chelsea O'Brien; Theresa King <b>Resident(s):</b> Two	
<b>22/056</b>	<b>APOLOGIES FOR ABSENCE</b>  Apologies: Cllrs Joseph Adam (personal), Andrew Butcher (personal), Jennifer Crockford (personal)	
<b>22/057</b>	<b>DECLARATIONS OF INTEREST AND DISPENSATIONS</b>  None	
<b>22/058</b>	<b>DATE(s) OF NEXT COMMITTEE MEETINGS</b>  Upcoming dates shared on events page of <a href="http://www.hisimp-pc.gov.uk">www.hisimp-pc.gov.uk</a> detailed under agenda item 063.3 and calendar invites emailed to all	
<b>22/059</b>	<b>PUBLIC PARTICIPATION</b>  Two members of the public in attendance to express views on item 065.3 Privately Funded Highways Improvement Application First member of the public outlined: <ul style="list-style-type: none"> <li>- Personal experience in A&amp;E with injuries from cyclists in collision with cars</li> <li>- Pedestrian and cyclist injuries less severe, by removing barriers will create a safer environment for cyclists to use footpaths</li> <li>- Routes with barriers are unusable for residents with disabilities as access is too narrow</li> <li>- Voices of residents with disabilities is often not heard</li> </ul> Second member of the public outlined: <ul style="list-style-type: none"> <li>- As a frequent dog walker, often has conflict with cyclists which is a danger to pedestrians using paths for their intended purpose</li> <li>- Cyclists should dismount when using footpaths to ensure the safety of all users</li> <li>- Barriers correctly positioned will slow down traffic and create a safe passage</li> <li>- Barriers incorrectly positioned and causing an obstruction for those with a disability should be considered for removal</li> </ul> Chair thanked the residents for their views, both residents left the meeting	
<b>22/060</b>	<b><u>TO APPROVE minutes of the meeting held 26<sup>th</sup> September 2022</u></b>  060.1 All in favour for Chair to sign as a true and accurate record of the meeting, <b>approved</b>	
<b>22/061</b>	<b><u>MATTERS ARISING</u></b>  061.1 Actions List provided to all and noted ( <b>Appendix 1</b> ). No additional items raised. Chair thanked Office team for reducing actions	
<b>22/062</b>	<b>REPORTS TO NOTE</b>  062.1 <b>County Council</b> written monthly report covering September copied to all and accepted ( <b>Appendix 2</b> ) covering: <b>Consultations; Household Support Funds; Parking Enforcement; Stagecoach service cuts; LHI and Double Yellow Lines</b> . Cty Cllr Hathorn	

	<p>verbally briefed all on meeting with Police &amp; Crime Commissioner and encouraged all crime to be reported so data can be collected. Councillors had no further questions.</p> <p><b>District Councillor Report</b> written monthly report October copied to all and accepted (<b>Appendix 3</b>) covering: <b>East West Rail Update; Business Support; Ukrainian Guests; Plant Powered Bin Lorries; Green Spaces; Bus Services; Electric Car Chargers; Luton Airport Flight Path.</b> Dist Cllr Heylings verbally updated on Planning Appeal for Kendal House, Impington which has been rejected and reported in detail in the Cambridge Evening news. Main point of refusal was the overbearing nature of the development due to the proposed height and the impact this would have on the surrounding residential properties and businesses. Councillors have no further questions.</p>	
062.2	<p><b>Clerk's Report</b> written report provided to all and accepted (<b>Appendix 4</b>). Additional discussion on <b>anti-social behaviour</b> and details of events taken place to date. Dist Cllr Heylings requested all further reports also copied to the Dist Cllrs for added support. Chair reminded all of the next Hisimp News cut off for publication, Friday 2<sup>nd</sup> December for Committees to submit their quarterly reports. Cllr Murray thanked the ground staff team for their work on preparing the playing surfaces and for addressing it in good time.</p>	
062.3	<p><b>Chairman's Report</b> written report provided to all and accepted (<b>Appendix 5</b>). Chair requested all Committees to review Neighbourhood Plan projects at their next meetings. Office to determine Committee ownership and add to appropriate agendas.</p>	All C'ttees
<b>22/063</b>	<b>TO ACCEPT Committee Reports</b>	
063.1	<p><b>Planning Committee</b> draft minutes 27<sup>th</sup> September and 11<sup>th</sup> October provided to all and accepted. Next meeting due 1<sup>st</sup> November 2022. Minutes 11<sup>th</sup> October to be amended to include Cllr Davey in attendance.</p>	
063.2	<p><b>Nature &amp; Biodiversity</b> draft minutes 3<sup>rd</sup> October provided to all and accepted. Next meeting due 15<sup>th</sup> November 2022</p>	
063.3	<p><b>Dates of upcoming Committee meetings:</b>  <b>Finance &amp; Governance</b> next meeting due 31<sup>st</sup> October  <b>Employment &amp; Transformation</b> next meeting due 7<sup>th</sup> November 2022  <b>Land, Assets and Infrastructure</b> next meeting due 8<sup>th</sup> November 2022  <b>Wellbeing, Recreation &amp; Leisure</b> next meeting due 28<sup>th</sup> November 2022</p>	
<b>22/064</b>	<b>TO RECEIVE FINANCE &amp; ADMINISTRATION REPORT (Appendix 6)</b>	
064.1	<b>To note</b> payment of accounts under delegated approval. Noted	
064.2	<b>To approve</b> payment of outstanding accounts due. RFO verbally reported on one additional invoice requiring payment to Berrycroft Stores for £250 (zero VAT). Proposed Cllr Murray, seconded Cllr Stonham all in favour and approved.	
064.3	<b>To report</b> on amounts paid in. Noted	
064.4	<b>To approve signatory</b> for Cambridge Building Society account. Cllr Legge proposed Cllr Stonham, seconded Cllr Jocelyn all in favour and <b>approved</b> Cllr Stonham to be added as signatory	RFO
<b>22/065</b>	<b>Other Matters</b>	
<b>065.1</b>	<p><b>To Nominate</b> a Councillor Trustee on Board of Trustees for Histon &amp; Impington Green Spaces noting the resignation of Cllr Crockford. Following discussion of requirements of the role and conflict of interest <b>agreed</b> to defer to the item to November Full Council agenda. Cllr Davies expressed need for Council to review representative/Trustee roles of Councillors on other Charities within the villages and the review be wider than just Histon &amp; Impington Green Spaces Trustee. Working Group as agreed at September Full Council (Cllrs Davies, Moore, Murray and Smith) to review and update Council in January with findings and recommendation</p>	<b>Next Agenda</b>

<p><b>065.2</b></p> <p><b>065.3</b></p> <p><b>065.4</b></p>	<p><b><u>Local Council Award Scheme</u></b> Council accreditation due for renewal, Council to decide award level. Report detailing three award levels, criteria and recommendation provided to all (<b>Appendix 7</b>). Recommendation from the Clerk was for Council to reapply for Foundation Level ASAP with the aim of applying for a higher award within the four years of accreditation. Council noted its wish to be aspirational and achieve Gold when the time is right noting the level of work required. Proposed Cllr Legge, seconded Cllr Stonham to support the recommendation of Clerk to resubmit for Foundation Level adding the aspiration to achieve whatever level we can within the next 12 months if time allows. All in favour and <b>approved</b></p> <p><b><u>Privately Funded Highways Improvement Application</u></b> - Council to approve £500 upfront application fee to make Privately Funded Highways Improvement application; £800 + VAT (£160) for commissioning of Highways safety audit; and contingency fund of £1250 for County Officer site visit and design time depending on complexity of location. Report detailing project scope and objective provided to all (<b>Appendix 8</b>). Cllr McKeown introduced item and noted decision was only to approve funding of a safety audit not an agreement for the project to proceed. Findings of safety audit and community consultation will be sought prior to a decision whether to proceed with the project. Members supported the need for data to help guide residents when consulted and encouraged concept of professional advice for future projects. Proposed Cllr Davies, seconded Cllr Leonard, 14 in favour, 1 abstention. <b>Approved.</b></p> <p><b><u>Histon &amp; Impington Policy Book</u></b> to be made available for review and comment on SharePoint for Council approval November Full Council</p>	<p>Clerk</p> <p>Clerk/ Next Agenda</p>
<p>21/066</p>	<p><b>HOW TO COMMUNICATE MEETING DECISIONS AND MATTERS FOR NEXT AGENDA</b> <b><u>Website:</u></b> Delegated Vice Chair to draft</p> <p><b><u>Next Agenda:</u></b> Review of Policy Book; Update Manorial Waste/School Hill</p>	
<p>21/067</p>	<p><b>Next Full Council: Histon &amp; Impington Parish Council</b> Monday 21<sup>st</sup> November</p>	
	<p><b>Meeting closed: 8:40pm</b></p> <p><b>Appendix 1: Action List</b> <b>Appendix 2: County Councillors Report</b> <b>Appendix 3: District Councillor Report</b> <b>Appendix 4: Clerk's Report</b> <b>Appendix 5: Chairman's Report</b> <b>Appendix 6: RFO Report</b> <b>Appendix 7: Local Council Award Scheme</b> <b>Appendix 8: PFHI Paper</b></p>	