

**Minutes of the Meeting held of Histon & Impington Parish Council
Community Room at the Recreation Ground
7.30pm, Monday 26th September 2022**

7 Appendices attached

Full Council Minutes

Agenda No:		Action/ Power
	Present: Cllrs: Denis Payne (Chair), Yvonne Murray (Vice Chair), Aga Cahn, Jennifer Crockford, 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 Dist Cllrs: Martin Cahn, Sunita Hansraj; Cty Cllr: Ros Hathorn Clerk(s): Theresa King; Amelia Luck	
	Following the passing of Queen Elizabeth II on September 8th 2022, all Councillors stood and observed one minute's silence.	
22/044	APOLOGIES FOR ABSENCE Apologies from Cllr Allen (personal), Dist Cllr Pippa Heylings Cllr Butcher was absent	
22/045	DECLARATIONS OF INTEREST AND DISPENSATIONS None	
22/046	DATE(s) OF NEXT COMMITTEE MEETINGS Councils Google Calendar has not yet been migrated to the new website – please refer to annual calendar of meetings emailed to all. Upcoming dates are detailed under agenda item 051.	
22/047	PUBLIC PARTICIPATION No members of the public attended	
22/048	<u>TO APPROVE minutes of the meeting held 25th July 2022</u> 048.1 All in favour for Chair to sign as a true and accurate record of the meeting, approved	
22/049	<u>MATTERS ARISING</u> 049.1 Actions List provided to all and noted (Appendix 1). No additional items raised. Item 22/41.4 Community Road training: Cllr Murray confirmed six volunteers had been contacted to undertake the training and would be asked to sign to confirm their commitment.	
22/050	REPORTS TO NOTE 050.1 County Council written monthly report July & August copied to all and accepted (Appendix 2), covering: Ongoing and forthcoming consultations, Household Support fund, Police and Crime Commissioner visit, Footpath resurfacing, Gullies, Green Homes Grant, Fenland Reservoir, Local Highways Improvement Scheme and 20mph scheme Additional discussion on: <ul style="list-style-type: none"> • Cty Cllr Hathorn had attended a meeting with Stagecoach Buses and Orchard Park Residents, and asked if similar meeting with Histon and Impington residents would be useful; • Cllr McKeown and Cty Cllr Hathorn had met with Camcycle and Girton Parish Council to look at connections between the villages and the Guided Busway. District Councillor Report written monthly report July & August copied to all and accepted (Appendix 3) covering: Cost of living, Better Buses scheme; Warm Hubs, COVID vaccinations, Local COVID Commemoration, Safer Neighbourhoods, SCDC 4 day working week, SCDC Accounts.	

050.2	Clerk's Report written report provided to all and accepted (Appendix 4).	
050.3	<p>Chairman's Report written report provided to all and accepted (Appendix 5), noting three items for decision:</p> <p>Early Years Centre: all agreed that the Clerk, on behalf of the council, should write to the Head to congratulate them on their recent Outstanding Ofsted report.</p> <p>Age UK Warden: All agreed to nominate Cllr Murray to become a member of the Committee.</p> <p>Hisimp News: Cllr Payne proposed that Council should commit to positively supporting Hisimp News by:</p> <ul style="list-style-type: none"> • Every Committee producing a report/article covering achievements and plans for each quarterly issue • Seeking a report/article (again covering achievements and plans) at least once every 6 months from each group that we have an SLA with (and this requirement to be written into SLAs). <p>Seconded Cllr Hobbs, all in favour and agreed.</p> <p>Cllr Moore asked that publication dates and deadlines for submission of articles be added to the Parish Council calendar when updated</p> <p>Cty Cllr Hathorn and Dst Cllr Hansraj left the meeting</p>	<p>Clerk</p> <p>ALL Clerk</p>
22/051	TO ACCEPT Committee Reports	
051.1	Planning Committee – draft minutes 26 th July, 16 th August provided to all and accepted. Next meeting due 27 th September	
051.2	Wellbeing, Recreation & Leisure – draft minutes 5 th September provided to all and accepted. Next meeting due 28 th November 2022	
051.3	<p>Land, Assets and Infrastructure – draft minutes 6th September provided to all and accepted. Next meeting due 8th November.</p> <p>To agree recommendation from LAI Committee for Council to allocate £15,000 to LHI application if opportunity should arise, project subject to Council approval: Cllr McKeown outlined the process for previous LHI bids and explained that the process may be changing to allow for bids over a longer period. The committee suggests money be put into reserve for future projects, this to be considered at budget and precept setting. Proposed Cllr McKeown, seconded Cllr Stonham, all agreed.</p>	Finance Ctee
051.4	<p>Dates of upcoming Committee meetings:</p> <p>Nature & Biodiversity meeting postponed, informal meeting held 12th September. Next meeting due 3rd October</p> <p>Finance & Governance next meeting due 31st October</p>	
22/052	TO RECEIVE FINANCE & ADMINISTRATION REPORT (Appendix 6)	
052.1	<p>To note payment of accounts under delegated approval: as the September meeting was postponed by 7 days due to the passing of Her Majesty Queen Elizabeth II, all payments presented within the RFO report have already been approved by two Councillors and are now retrospective. Councillors noted the need for the payments to be made and noted the report.</p> <p>Cllr Payne praised the improvements and reorganisation of the office space and meeting rooms and advised councillors of small meeting space now available.</p>	
052.2	To report on amounts paid in. Noted	
052.3	To note receipt of External Audit Report – noted. Cllt Payne congratulated the RFO on the completion of a successful audit.	

<p>22/053</p> <p>053.1</p> <p>053.2</p> <p>053.3</p> <p>053.4</p> <p>053.5</p>	<p><u>Other Matters</u></p> <p>To agree to purchase wreath and donation for Remembrance Sunday, spend up to £100 in accordance with powers under General Power of Competence. Proposed Cllr Stonham, seconded Cllr Crockford, all in favour and agreed.</p> <p>Invitation for Histon & Impington Parish Council to sign up to the Civility and Respect Pledge. (Appx 7) Cllr Murray outlined the idea behind the pledge, and how it tied in with the Award scheme. Proposed Cllr Murray, seconded Cllr Cahn, all in favour and agreed</p> <p>Friends of Histon & Impington Green Spaces July report - noted.</p> <p>To Nominate a Councillor Trustee on Board of Trustees for Histon & Impington Green Spaces noting the resignation of Cllr Crockford</p> <p>Cllr Payne informed council that he had also stepped down from the group as of 24th August 2022. Cllr Crockford explained that in her time as a trustee she had found it difficult to reconcile some of the decisions being asked of her in that role with her role as a Parish Councillor, especially financial decisions.</p> <p>Cllr Stonham proposed that the nomination was deferred and that the need for the role should be included in the discussions held by the Working Group. Cllr Davies said it highlighted a conflict that existed for many of the village societies where Parish Councillors were trustees and asked for the Clerk to investigate if there was any National Guidance on this subject. Cllrs Davies, Moore, Murray and Smith to work together to review the relationships of councillors with charities as trustees. Item for October Agenda.</p> <p>Manorial Waste Working Group update Cllr Wilbraham outlined the progress so far on the site. Feedback from the Feast market had suggested that the youth shelter should remain where it was, but be upgraded, possibly with lighting which might discourage anti-social behaviour. Cllr Davies commended Cllr Wilbraham on her work on the project to date. Cllr Payne outlined proposals for a replacement of the Pat Fleet Memorial and asked if this be considered as part of the project. Cllr McKeown asked if this would be a suitable place for a COVID Commemorative item to be located.</p> <p>Working party to continue working on project and provide further updates.</p>	<p>October agenda</p>
<p>21/054</p>	<p>HOW TO COMMUNICATE MEETING DECISIONS AND MATTERS FOR NEXT AGENDA <u>Website:</u> Delegated to Chair and Vice Chair to draft. Covering Civility and Respect pledge; Wreath purchase; trustee nomination</p> <p><u>Next Agenda:</u> Review of Policy Book</p>	
<p>21/055</p>	<p>Next Full Council: Histon & Impington Parish Council Monday 17th October 2022</p>	
	<p>Meeting closed: 8:47pm</p> <p>Appendix 1: Action List Appendix 2: County Councillors Report Appendix 3: District Councillor Report Appendix 4: Clerk's Report Appendix 5: Chairman's Report Appendix 6: RFO Report Appendix 7: Civility and Respect presentation</p>	