

Date: 24th April 2023

Local Government Act 1972

NOTICE OF ANNUAL PARISH MEETINGS

For HISTON and IMPINGTON

AGENDA - ALL WELCOME

For the meetings to be held concurrently
Commencing 7.00pm, Tuesday 9th May 2023,
Community Room Recreation Ground, New Road, Impington
Convened by: Denis Payne, Chairman
Histon & Impington Parish Council

- 1 Welcome and Introduction by the Chairman
- 2 Apologies for Absence
- 3 Presentation of:
 - a) Minutes of 127th Annual Parish Meeting for Histon (held Monday 9th May 2022).
 - b) Minutes of 127th Annual Parish Meeting for Impington (held Monday 9th May 2022) – both for signature by Chairman
- 4 Presentation of the Chairman's Annual Report on Parish Council activities to 31st March 2023
- 5 Presentation of Parish Council's Accounts 2022-23 – *figures quoted are provisional, and subject to audit*
- 6 Guest Speakers from:
 - Friends of Histon & Impington Community
 - Age UK
 - Histon and Impington Town Charity
- 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 Monday 9th May 2022, Community Room, Recreation Ground

Present: Denis Payne (Chairman)

Note takers: Chelsea O'Brien; Theresa King

Histon Residents: 22

Impington Residents: 25

1 WELCOME & INTRODUCTION BY CHAIRMAN

The Parish meetings were held concurrently. Denis Payne, Chairman of Histon & Impington Parish Council welcomed all to the 127th Annual Parish Meeting of Histon Parish

2 APOLOGIES FOR ABSENCE

Two Histon residents presented apologies for the meeting

3 MINUTES OF THE 126th ANNUAL PARISH MEETING HELD ON MONDAY 26th April 2021

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

4 CHAIRMANS ANNUAL REPORT

Chairman's slideshow presentation was shared for all. He highlighted aspects covering:

- New ways of working post COVID
- Parish Council now meeting in person
- Recreation Ground now open
- Village events are back – Feast, Platinum Jubilee Plans
- Thank you to the Community, Staff, Councillors, HI Hub
- Thank you to Councillor standing down: Marian Cleaver, Brian Ing David Jenkins, Chris Jones, Kim Powell and Jean Venables.

Parish Council projects:

Environment

- Infant school playing field lease
- Support and progress Abbey Fields
- Renew electricity supply Homefield Park

Recreation

- New fencing Bowls Green, Play areas
- Recreation survey
- Recreation development group

Planning

- Local Plan
- Cambridge Science Park North

New Tools

- New website and email www.hisimp-pc.gov.uk to ensure website meets accessibility criteria
- Moving to Office 365
- New accounting suite
- Committee structure
- New Code of Conduct

5 PRESENTATION OF PARISH COUNCIL ACCOUNTS 2021-22

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

Question: **S106 income, is this high or average?**

Answer: Chair confirmed income received from S106 is dependant on development within the Parish and this year was higher than usual due to large development off Impington Lane.

6

Guest Speakers:

Abbey Fields – Jon Pavey

Slideshow shared with all, highlighting:

- Brought by the community for the community to protect wildlife and provide open space
- Local Green Space designation
- Croft Close set aside is an important Natural Habitat with many rare species
- 220 individuals have donated
- Opportunity for hands on learning with Impington Village College
- A place for the Community to provide calmness, walks, jogging
- Regular maintenance working parties

Histon and Impington Pump Track – Dan Clifton

- Opportunity for a tick box for many wheeled sports, not just skateboards
- Safe place for young people of all ages
- Difficult to vandalise compared to a skate park
- Community group being formalised and public meeting planned
- Data to support reduction in anti-social behaviour
- Facility of the generation
- Plans to explore hire/taster day for the community
- Interest noted from uniformed groups
- Exploring potential village location, no site identified to date

Community Land Trust – Lisette Veit

- Housing need in the villages recognised noting most houses unaffordable to young people
- Interest in former Infant School site as a village medical centre
- Aspirations to meet the needs of residents
- Exploring bringing 'Maker Space' to the villages

7

OPEN FORUM

Question: Closing balance is high – why is that?

Answer: includes Section 106 funds, Parish Council does have plans to spend and the Auditor does politely advise when balance is high

Question: Park Primary School – are there any plans for parking to the rear of the school?

Answer: County Council owns the entire site, no plans have been shared to indicate parking provision

Question: 20 is Plenty Campaign, will the new Parish Council support this?

Answer: a question for the new Council to take forward and explore further. County Council driven campaign expected later in the year

Question: following the development on the High Street, the addition of Stir has created further parking problems on School Hill/Park Lane. Need for double lines

Answer: Parish Council are looking to extend double yellow lines as part of Local Highways Initiative application for implementation September 2022

Question: What are the plans for replacing the Pat Fleet Memorial Garden?

Answer: HI Hub seeking volunteers to take this forward. Denis Payne actioned to explore this further and progress plans

Question: Public Art in the Parishes, is there a plan for more?

Answer: currently 25 pieces of art in the villages included in a trail, Parish Council would welcome ideas for further pieces.

Question: What about painting the B1049 bridge?

Answer: Parish Council can explore options

There being no further matters raised, ³ meeting was closed at 8.40 pm

IMPINGTON ANNUAL PARISH MEETING

Minutes of meeting held Monday 9th May 2022, Community Room, Recreation Ground

Present: Denis Payne (Chairman)

Note takers: Chelsea O'Brien; Theresa King

Impington Residents: 25

Histon Residents: 22

1 **WELCOME & INTRODUCTION BY CHAIRMAN**

The Parish meetings were held concurrently. Denis Payne, Chairman of Histon & Impington Parish Council welcomed all to the 127th Annual Parish Meeting of Impington Parish

2 **APOLOGIES FOR ABSENCE**

None

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Histon & Impington Parish Council

Chairman's report to 31st March 2023

I started my last report with "We're in a very different place to a year ago" - and I really want to say the same again! The Council has changed a lot over the last year.

The Council comes up for election every 4 years - and 2022 was one of those. Rarely do we have a poll - where electors get to put a cross on a piece of paper, but we did this year. This was the first Impington poll since 1987. We are still the two Parishes of Histon & Impington, and we had a poll just in Impington, where there were more candidates than seats. Histon had the same number of candidates as seats - so no poll, and no vacancies.

And, at the same time, we had a number of established Councillors stand down from both Histon and Impington - we've lost tens of years of experience and knowledge as a result, but have a splendid set of new Councillors (almost half the Council).

We've taken the opportunity also to revamp the committee structure (and names) - so we now have:

- Nature & Biodiversity - as it says, but also looking at climate related issues, and public art;
- Land, Assets & Infrastructure - handling highway matters, some of the land owned by the Council, and a range of other matters;
- Wellbeing, Recreation & Leisure - the Recreation Ground, but a number of our agreements for services around wellbeing;
- Planning & Development - planning applications, appeals, Local and Neighbourhood Plans;
- Finance, Governance & Legal - as it says, supporting the work of the other committees and full Council;
- Employment & Transformation - staff matters, and how the Council can change and evolve.

It's great to see that new Councillors, including Councillors elected in 2022, are leading these committees.

The Council has also started to change how it communicates and interacts with the community. Recent issues of HisImp News have included reports from the committees, increasing the visibility of both what we've done, and what we're planning. And online consultations have been run to gauge residents' views on matters that will affect them, particularly around highways matters.

Council has also recently accepted an offer from HI HUB who is planning to launch a magazine for the community. The magazine will carry advertising, thereby supporting businesses in the community, something we did not manage to do with HisImp News. The new magazine will carry Council content, and material that was previously in HisImp News, and, as a result, the Council will cease publication of HisImp News. This will allow Council to focus on what it wants to get out to the community without having to worry about getting it there, and should, long term, cost no more than today.

The other major item that took a great deal of Councillor time this year was support for Histon & Impington Green Spaces (HIGS). Both Long Meadow and the Croft Close Set Aside land were on a lease from Anthony Jenking funded by the Council whilst HIGS was raising the cash to acquire them. Long Meadow, thanks to the generosity of Sally London, was transferred early on. However, Croft Close Set Aside took much longer to raise the necessary funds, and Council agreed to not seek repayment of various sums that it had spent on works associated with HIGS. As a result, both pieces of land will shortly be under the control of the trustees and no longer dependent on Council funding.

Returning to my last year's report - I covered plans to celebrate the Queen's Platinum Jubilee. That we did, and a good time was had by many. What we didn't know was that we'd shortly be mourning the death of the Queen after over 70 years on the throne. For many, she was the only monarch we'd

known, through good times and bad for the Royal Family. New, therefore, to most of us were the processes to announce the accession of King Charles III. We took the opportunity to create a little bit of local history when I, as the Council Chairman, read the proclamation of the accession to a crowd of several hundred at the village green. I was quoted in HI HUB: *"I feel very honoured at being able to do this at this saddest of times. It was good that so many, from the very young upwards, were able to be there along with also most of the local clergy. Being together with friends is so important on such an occasion. I do hope that Histon & Impington will continue to honour this tradition next time around"*.

Our committees are working hard, and written reports will be available from all of them. I won't, therefore, be repeating here their achievements or plans.

I'd like to close by thanking - you, the community, for everything you have done; all of the councillors working so hard for the community at County, District and Parish levels; our office and grounds teams for all that they do - whether visible or not. And also for HI HUB and the village Facebook groups for keeping us in touch - and amused.

And finally, this is my final Chairman's report for Histon & Impington. Our Standing Orders, the rules by which the Council operates, limit the term of Council or Committee Chairs to four years - and I am at the end of my four years. Having argued for that to be included in our Standing Orders you might say that I'm *"hoist with my own petard"*, but it is good for change to happen. I will be staying on Council until 2026, but do not currently plan to stand for election then.

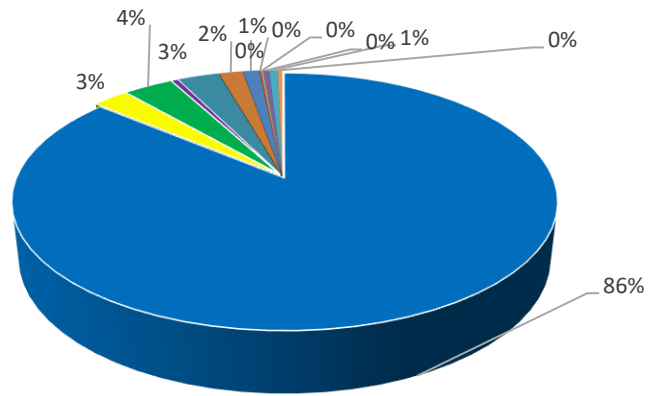
Denis Payne
Chairman, Histon & Impington Parish Council

ANNUAL PARISH MEETING 9th May 2023

INTERIM END OF YEAR ACCOUNTS 2022-23 – Figures are provisional and subject to audit
In May 2022, after the election of the new council, we restructured our Committees and the information below reflects that new committee structure

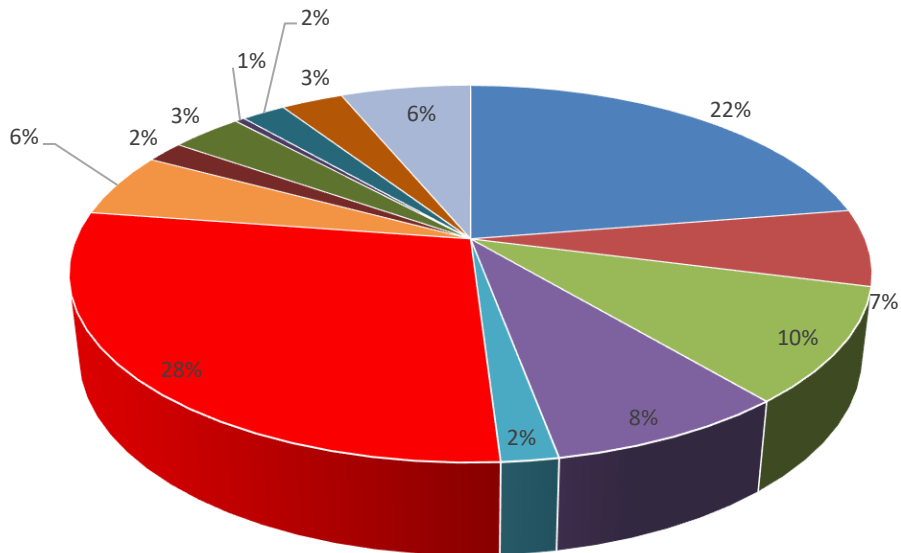
Expenditure		Income	
Finance, Governance and Legal (now includes the Admin budget)	97,442	Council Tax/Precept	399,661
Public Work loans - capital and interest payments	28,667	Interest	11,825
Land Assets and Infrastructure	42,810	Recreation ground - Club receipts	16,384
Nature and Biodiversity	35,526	Recreation ground - Ground takings	2,229
Planning	8,450	Recreation ground - Sports courts fees	13,647
Wellbeing, Recreation and Leisure	123,156	Recreation ground Pavilion Hire	7,799
Youth	23,872	Burial Ground fees	5,292
Community Support- Village Warden Scheme	8,000	Allotment Rents	666
Community Support - Hi Friends Older Person Worker, Dementia Support, Wellbeing Team	15,000	Village Green Hire	600
Donations - HI Hub £1,000 for screen in library; COVID 19 volunteers thank you party £141.41; Cambs SAR £300; Cogwheel Trust £500; Royal British Legion £100	2,041	Refuse Collection School Hill	1,950
Section 106 spend - Abbeyfields £3,083.30; Infant School field legal fees, lease and maintenance £,4015.44; Office refurbishment £767.81; new lights in Pavilion £1,374.27	9,241	Grass Cutting Grant from CCC	2,851
Specified Reserve spend - new lawnmower at Recreation ground £4,250; Abbeyfields costs £8,721.00	12,971	Asset income	1,431
General Reserve spend - Rec Play Rea fencing £7,000; Grass Court fencing replacement and new path lights £9,888.73; Lights in big tree on green and installation £2,426.40; Design work for School Hill £410.60; Work on drainage ditches at Recreation ground and scarifying of courts and pitches after dry summer £3,022.47; Application fee for Highways bid £500; training on road Closures £996.00; new diesel tank for Recreation ground £2,950.00	27,194		
TOTAL EXPENDITURE	434,370	TOTAL INCOME	464,335
		Surplus/Deficit for year	29,964
Closing balance 2021-2022	937,718	Balance Carried forward as of 31.03.23	968,094

Histon & Impington Parish Council Income 2022-23



- Council Tax/Precept
- Interest
- Recreation ground - Club receipts
- Recreation ground - Ground takings
- Recreation ground - Sports courts fees
- Recreation ground Pavilion Hire
- Burial Ground fees
- Allotment Rents
- Village Green Hire
- Refuse Collection School Hill
- Grass Cutting Grant from CCC
- Asset income

Histon & Impington Parsh Council Expenditure 2022-23



- Finance, Governance and Legal
- Land Assets and Infrastructure
- Planning
- Youth
- Community Support - Hi Friends
- Section 106 spend
- General Reserve spend -
- Public Work loans - capital and interest payments
- Nature and Biodiversity
- Wellbeing, Recreation and Leisure
- Community Support- Village Warden Scheme
- Donations
- Specified Reserve spend

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 take out any more loans and merge all the loans together. The payments this year for all loans amounted to £28,667.

There are also sums of £224,727.13 in various Section 106 funds, which is funding provided by developers which must be spent on specific projects within a 10-year time frame on various community focused areas.

This leaves a general reserves fund of £443,327.76. The advice from Auditors is to maintain a general reserves fund of at least 50% of annual precept, which for 22-23 would be £199,830.50.

The precept for 2023/24 for Histon and Impington is for £411,743.61 and has increased by 2.9%. Our expenses budget largely matches the amount requested for precept. The Council's plans for capital projects will need to be partially funded from the general reserves fund, and the Finance, Governance and Legal 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 keen to obtain more 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 Youth services and the Age UK Village Warden Scheme.

The Parish Council employed 6 members of staff in this financial year:

Full Time:

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

Part Time:

RFO: Mrs Theresa King
Administration Assistant: Miss Amelia Luck
Assistant Parish Ranger: Mr Martin Cornell