

NOTICE OF MEETING: **LAND, ASSETS & INFRASTRUCTURE**
TIME: 8pm – 8.20pm
DATE: Monday 22 May 2023
VENUE: Community Room, Recreation Ground
 Mrs C M O'Brien – Clerk to Histon & Impington Parish Council
 17th May 2023

MEMBERS: 6 + 2 Ex Officio **AGENDA** **QUORUM:** 3

LAI23/001	Election of Committee Chair Election of Committee Deputy Chair	For Decision
LAI23/002	To Receive Declarations of Interests To receive declarations of pecuniary interest from Councillors on items on the agenda	
LAI23/003	Public Participation To allow up to 15 minutes for any members of the public to address the meeting in relation to any matter on the agenda	
LAI23/004	To receive a copy of draft Terms of Reference for review and approval at the next meeting Attached	To note
LAI23/005	Date of next meeting – Tuesday 13 th June, 7.30pm	

LAND, ASSETS AND INFRASTRUCTURE COMMITTEE

Terms of Reference

Membership shall comprise of six members of the Council + ex-officio members

The Land, Assets and Infrastructure Committee shall normally meet bi monthly as per the calendar of meetings circulated by the Clerk at the beginning of the year, as long as there is business to conduct and at such times as the Committee Chairman shall require

Powers

The Land, Assets and Infrastructure Committee has the delegated authority to:

Authorise expenditure on revenue items up to the amounts included for that class of expenditure in the approved budget

Monitor traffic management, parking and speeding problems within the villages

Monitor transport issues, including cyclists, Guided Busway, bus service and shelter requests

Co-ordinate with Highways Division and County Council Traffic Management

Make representation to the relevant authority in respect of highways management and maintenance i.e., roads, footpaths, cycle ways, street lighting, Gritting, bollards, street name signs and other observations from walkabouts

Contribute to a transport plan, neighbourhood plan for the villages and the creation of a more extensive cycle path network

Report matters associated with Highways projects and consultations, i.e A14, HCV, Co Op Crossing, Double Yellow line request, speed limit issues, A14 toucan and new and proposed traffic control schemes

Maintain MVAS equipment and support Community Speedwatch Team

Formulate bids for schemes such as the Local Highways Initiative Scheme, 20mph and other grant funding opportunities

Manage and maintain the public formal open spaces including: the War Memorial, Burial Ground, Glebe Way and Gatehouse Road Allotments, Village Green, High Street Car Park, Infant School Playing Field, street furniture and signs in the sole ownership of the Council

Undertake an assessment of the maintenance, remaining working life, replacement strategies and associated costs for all assets used; and the liabilities inherent in any land for which the committee is responsible.

Review annually and maintain the Asset Register

Administer both allotment sites, Glebe Way Impington, Gatehouse Road, Histon

Agree the level of charges in respect of the Council's Burial Ground, allotments and any other areas within the Committee's remit

Administer the Burial Ground, adhering to agreed Regulations, maintain all the facilities on the site and to approve applications for Exhumation Orders

Maintain and administer all aspects of the Village Green including: maintenance, signage, rails, fencing, duck viewing platform

Oversee day to day management and maintenance of assets: e.g. Crossing Keepers Hut, Village Signs, Bus Shelters, two village signs, street furniture (benches)

Oversee condition of public bridleways and rural footpaths, and report issues to County Council

Contribute to Flood Plan and oversee award drains and maintenance of the Brook