

Minutes of Histon & Impington Land, Assets & Infrastructure Committee
7:30pm, Tuesday 13th June 2023
Community Room, Recreation Ground, New Road, Impington

Land, Assets & Infrastructure Committee Minutes

Membership: 6 + 2 ex-officio

Appendices:

Quorum: 3

Agenda No:	Present: Cllrs: Geoff Moore (Chair), Simon Jocelyn, James Leonard, Tom McKeown, Edd Stonham (Ex Officio) Clerk: Chelsea O'Brien Members of Public: 0	
LAI/23/006 006.1	ELECTION OF COMMITTEE DEPUTY CHAIR Cllr Leonard proposed Cllr McKeown, seconded Cllr Stonham all in favour and approved, Cllr McKeown elected as Deputy Chair	
LAI/23/007 007	APOLOGIES FOR ABSENCE Cllrs: Joseph Adam (personal), Yvonne Murray (personal)	
LAI/23/008 008.1	MEMBERS DECLARATIONS OF INTERESTS None declared	
LAI/23/009 009.1	PUBLIC PARTICIPATION Cllr Moore noted error on Committee agenda, members of the public are welcome to attend and speak to any item, not just items restricted to items on the agenda	
LAI/23/010 010.1	TO APPROVE minutes of the meeting held 7th March and 22nd May 2023 All in favour and agreed Chair to sign as a true and accurate record of the meeting	
LAI/23/011 011.1 011.2 011.3 011.4 011.5 011.6 011.7	Matters Arising Action List (Appendix 1) provided to all, additional discussion on: Play Area Safety Signs – installed, item to be removed from list Review of Neighbouring Allotments Details to be requested from Histon Town Charity and New Chesterton (Histon Road) Allotments, data to be collated and then shared with Committee. Draft survey to plot holders to be circulated. Brook Bunds volunteer watering schedule in place, item to be removed from list County Council 20mph Scheme All items to be removed noting two schemes now applied for. Clerk to request timetable for implementation of both schemes for scheduling purposes. Cllr McKeown highlighted Girton and Oakington Parish Council are working together and have submitted an LHI Application to change the speed limit to 30mph on Oakington Road. Should the application be successful, Histon & Impington Parish Council should consider requesting an amendment to the speed limit on the buffer zone on Gatehouse Road requested via the village wide 20mph scheme to ensure a collaborative approach. SCDC Electric Car Charging Grant details of scheme success in Steeple Morden available on Committee SharePoint. Cllr Leonard to review documentation and feedback to Committee. Councillors suggested item for the Feast Market to gather information regarding household charging points. Cllr Stonham to create survey and QR code following input from members. S106 Traffic Calming Contribution £18k from the Northstowe development to be spent on traffic calming. County have confirmed can be spent on LHI project that meet the criteria, Council agreed LHI Programme is the best way in ensuring the funds are spent on time.	Clerk Clerk OL ES

011.8	<u>LHI Survey Review</u> item for next agenda to review projects. Cllr McKeown to re-circulate draft article on Station Road issues to stimulate community input.	TMK
011.9	<u>MVAS Approved Locations</u> list of approved locations provided to all, item to be removed from the list. Sealed bid for second MVAS machine as approved at Full Council had been successful and machine has now been delivered to the Office. Clerk to liaise with Community Speedwatch to share raw data with Councillors and other interested parties or residents	Clerk
011.10	<u>Purchase of Road Safety Signs</u> delivered and now in storage at The Recreation Ground for community use. Item to be removed from the list	
011.11	<u>Glazed Pavilion</u> Clerk verbally updated on visit to site where pavilion is stored. Photos provided to members show the framework is in decline and many of the glass panels are broken. Planning permission has expired, and the Committee removed project from list last year noting no suitable locations in the village could be found and the cost to restore and install is likely to more than the value of the pavilion making the project not financially viable. Clerk to contact Ms Nudds to offer first refusal (as per written agreement). Should Ms Nudds not wish to take possession of the pavilion, item for agenda to agree how to dispose/recycle structure.	Clerk
LAI/23/12	Projects 22/23	
012.1	<u>Bell Hill Planters</u> Office team and residents working together to ensure planters are planted and a maintenance plan in place	
012.2	<u>Privately Funded Highways Initiative Access Control Barriers</u> – response received from the road safety team, awaiting review from County Officer scheduled for July. Response to be circulated once received	
012.3	<u>County Council 20mph Initiative</u> application submitted, timetable requested	
012.4	<u>Histon & Impington 20mph Zone</u> - Expression of interest submitted to Combined Authority, timetable requested	
LAI/23/13	Other Matters	
013.1	<u>Terms of Reference</u> copy provided to all for review. Discussion outlined: <ul style="list-style-type: none"> - Flood Plan to be a higher priority - Links to Neighbourhood Plan to be included noting aspiration for village wide active travel plan - Establish links with schools to document routes - Need for 3-year Financial Planning - Addition of Fire Plan - Removal of assets register, to be transferred to Finance, Governance and Legal Committee <p>Cllr Moore briefed the Committee on the proposal to change the name of the Committee to Highways, Drainage and Formal Spaces. The reasoning was to ensure clarity in the title of the Committees remit. Proposed Cllr Jocelyn, seconded Cllr Moore, all in favour to accept changing of Committee name and Terms of Reference as working document</p>	
013.2	<u>Local Highways Initiative Application 2024</u> to consider schemes and plan funding for next application for discussion at the next meeting on 12 th September and approval at September Full Council (18 th September), including schemes suitable for Active Travel Funding tranche 5. Action agreed for Cllr McKeown to review survey data and draft article for community consultation, article to note all projects are subject to safety audits.	TMK
013.3	<u>To Review and Approve Installation of Village Information Boards</u> <u>Guns Lane, Histon</u> agreed to work with the Village Society to produce an information board of the route/history similar to the one installed in Westwick. Members in support of	Clerk

	Clerk sourcing costing and presenting and next appropriate Committee meeting The Brook Discussion on whether to reinstate two information boards on the duck platform. All in favour Clerk to proceed with sourcing costings for re-instatement of information boards as existing. Cllr McKeown noted need for a more inclusive review of the village required, noting memorials in the village with no information/plaques.	Clerk
013.4	To authorise expenditure of £2800 + VAT for grab lorry (roughly 5 return trips) and traffic management (noting no access to the site) for clearance of surplus soil and various other items at the Burial Ground. Delegate to Clerk to proceed as a matter of health of safety. All in favour to accept quote, Clerk to contact contractor to ensure work is completed outside of peak time and safe diversions are in place for the cycle/footpath.	Clerk
013.5	Ambrose Way report from recent walkabout provided to all to review options. Cllr Moore shared the views of residents with the committee including: <ul style="list-style-type: none"> - Change of priority making Mill Lane principal route - Street signage to be updated to show Ambrose Way as cul-de-sac - Possible weight restriction of Mill Lane to be explored - Relocation of Give-Way sign <p>All in favour to consult with residents of Mill Lane (4-40) to establish brief for project prior to consultation with County Council. Clerk and Cllr Moore to draft letter</p>	Clerk/GM
013.6	Former Infant School Playing Field Clerk updated all on current usage and area used by the Early Years Centre for the Forest School. It was noted the site currently has no bins and organised sports are not charged for usage. The building is still in the ownership of Cambridgeshire County Council but currently leased to Cambridgeshire Music until circa 2027	
013.7	To Approve installation of street name plates for Milton Road and Butt Lane, Impington, proposed Cllr Moore, seconded Cllr Stonham all favour and agreed. Clerk to progress application with South Cambs District Council	Clerk
013.8	Flood Plan Cllr Moore provided all with an update of a free offer to install water level telemetry in Histon and Impington. This would enable real-time monitoring of water levels, collecting data to check for seasonal patterns and keeping residents informed of potential rising of water levels. Previous letter drop carried out to be repeated and leaflet produced for the Feast Market to recruit volunteers to form a local Flood Group, including a Flood Plan Co-ordinator to help with implementing the plan when required. Clerk to contact SCDC to schedule presentation to the Committee from Lee Hillam, Principal Operations Manager/Environment Awarded Watercourses. Cllr Moore to contact Brook Primary to check procedures in place for sudden rising of water and evacuation routes to feed into plan	Clerk GM
LAI/23/014	ITEMS FOR NEXT AGENDA Review of LHI Projects	
LAI/23/015	DATE OF NEXT MEETING Next Meeting Tuesday 12 th September 2023 Meeting closed: 9.30pm	