

**Minutes of the Meeting held of Histon & Impington Parish Council
Community Room at the Recreation Ground
7.30pm, Monday 17th July 2023**

6 Appendices attached

Full Council Minutes

| Agenda No: | | Action/ Power |
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| | <p>Present: Cllrs: Yvonne Murray (Chair), Steve Carrington, Jennifer Crockford, Neil Davies, Christopher Hobbs, David Legge, James Leonard, Tom McKeown, Sarah Smith, Edd Stonham (Vice Chair), Joe Uttridge, Louise Wilbraham Clerk(s): Chelsea O'Brien; Theresa King Members of Public (s): 2 Dist Cllr(s): Hansraj and Cahn (in part) Cty Cllr: Ros Hathorn (in part)</p> | |
| 23/034 | <p>APOLOGIES FOR ABSENCE</p> <p>Apologies: Cllrs Joseph Adam (work), Sarah Allen (personal), Aga Cahn (personal), Walter Davey (personal), Simon Jocelyn (personal), Geoff Moore (personal), Denis Payne (personal)</p> | |
| 23/035 | <p>DECLARATIONS OF INTEREST AND DISPENSATIONS</p> <p>None declared</p> | |
| 23/036 | <p>DATE(s) OF NEXT COMMITTEE MEETINGS</p> <p>Upcoming dates shared on events page of www.hisimp-pc.gov.uk detailed under agenda item 23/041 and calendar invites emailed to all.</p> | |
| 23/037 | <p>PUBLIC PARTICIPATION</p> <p>Resident of Garden Walk present to request support from the Parish Council to assist with establishing a working relationship with Cambridgeshire County Council with the aim of improving the flooding situation for properties of Garden Walk. County Officers and Cllr Payne have visited the property, but dialogue has now stalled. Aspirations of residents is for the site to be connected to the existing land drainage network and Anglia Water to connect the properties to the main water provision rather than septic tanks. Councillors present expressed support and noted the Clerk would write to the CEO of the County Council to request clarification of the current position and any works programmed to alleviate the problem. County Councillor Hathorn did note she was unable to speak on the matter noting a legal proceeding is underway.</p> | Clerk |
| 23/038 | <p><u>TO APPROVE minutes of the meeting held 19th June 2023</u></p> <p>038.1 Proposed Cllr Stonham, seconded Cllr Crockford all in favour Chair to sign as a true and accurate record of the meeting, approved. Cllr McKeown abstained from the vote.</p> | |
| 23/039 | <p><u>MATTERS ARISING</u></p> <p>039.1 Action list provided to all (Appendix 1) and accepted. Additional discussion on: - Draft Lease provided to Stir to review. Cllr Murray to check copy has been received and date for comments to be received. - Editorial Team, email sent to team noting content to be received by 31st July.</p> | YM |
| 23/040 | <p><u>REPORTS TO NOTE</u></p> <p>040.1 <u>County Council</u> written monthly report June copied to all and accepted (Appendix 2) covering: Transport and Sustainable Travel, Making Connections Consultation, Busway Dispute, East West Rail, 20mph Histon and Impington, VOI Scooters Supporting Communities, Eco Fest, Financial Update. Additional discussion on: Double Yellow Lines Cottenham Road now installed. Cllr Carrington noted the instant improvement. Cancellation of Strawberry 50 likely to make national news.</p> | |

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| 040.2 | <p>LHI news Cllr Hathorn verbally updated on South Cambridgeshire being the most competitive area, results have yet to be published. Garden Walk Cllr Hathorn urged Council to consider writing to Anglia Water to encourage connecting the houses to the mains water provision. Cllr Davies queried update on contacting MP Lucy Frazer to arrange a walkabout to view the poor conditions of the roads, Clerk to write to MP Office, also inviting prospective political candidates.</p> <p>District Councillor Report written monthly report July copied to all and accepted (Appendix 3) covering: Histon & Impington 20mph, Greater Cambridge Shared Partnership ISO accreditation, Million Hours Fund Open for applications. Additional discussion on: Anti-Social Behaviour meeting Cllr Hansraj updated all on progress in Orchard Park and encouraged all incidents to be reported to the Police via 101. Three calls in 30 days will highlight the area and prompt a Police presence. Chief Constables survey link to be shared on Parish Council website and social media. Cllr Crockford noted the Million Hours Fund opportunity for Council to consider for future projects.</p> | Clerk |
| 040.3 | <p>Clerk's Report written report provided to all and accepted (Appendix 4). Clerk outlined dates of Committee meeting to discuss precept and budget setting and requested Committees to start considering projects to be timetabled in three-year plans.</p> <p>Damage to Crossing Keepers hut noted, site is currently fenced off awaiting repair. Action for Highways, Drainage and Formal Spaces Committee to discuss future uses for the site.</p> | YM |
| 040.4 | <p>Chairman's Report written report provided to all and accepted (Appendix 5). No additional items raised.</p> | HDFS Comm |
| 23/041 | <p>To Accept Committee Reports</p> <p>041.1 Employment and Transformation informal Zoom session held 10th July to progress Terms of Reference and Committee structure. Date of next meeting scheduled 2 October 2023 to review feedback from staff Review and Development sessions.</p> <p>041.2 Land, Assets and Infrastructure draft minutes 13th June provided to all and accepted. Next meeting due 12th September 2023.</p> <p>041.3 Planning Committee draft minutes 27th June 2023 provided to all and accepted. Next meeting due 18th July 2023</p> <p>041.4 Wellbeing, Recreation & Leisure. Cllr Hobbs provided verbal update from workshop held 3rd July 2023 including the role of a potential Young Persons Development and Sports Co-Ordinator. Draft paper detailing duties and responsibilities provided to all to assist with discussion. Cllr Hobbs noted the spectrum of anti-social behaviour taking place at the Recreation Ground and noted this role would not solve the issue of criminal damage currently taking place, but it would give the opportunity for the Council to engage and gain an understanding of what to provide for young people of the villages and to build a programme of activities from the feedback. Cllr Murray noted the need for Employment to review staffing needs and the impact on the staff team should the Council decide to employ rather than engage. Cllr Stonham, Finance Chair noted the proposed salary mentioned at the meeting could result in an estimated precept increase of 8.9% (equating to roughly £11 per band D household). In depth review to be undertaken by Finance Committee. Cllr Davies advised Council to be cautious of creating roles and spend to date noting commitments from Council regarding the Recreation Development and Pump Track. Creation of this role could result in a Council annual spend of £60k on Youth provision. Cllr Uttridge, having witnessed the ASB first hand, noted this will not solve the ASB issue on site but supported Council reviewing the youth provision.</p> <p>Cllr Smith identified the review of Youth provision is key to this role and should be emphasised within the documentation.</p> <p>Cllr Davies requested further feedback is required and to be considered, to ensure work of existing providers is not being duplicated.</p> <p>Cllr Leonard requested consideration into engaging rather than employing person to ensure cover and support from a larger organisation with the expertise and contacts to ensure continuity of the role.</p> <p>Cllr Stonham suggested the review of Youth provision can be undertaken at any time by a contracted service and perhaps should take place prior to engagement/employment. Cllr</p> | |

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| 041.5 | Murray thanked all for their comments, item for Employment and Transformation and Finance, Governance and Legal Committee to review and provide a recommendation. Dates of upcoming Committee meetings: Nature & Biodiversity Next meeting due 24 th July 2023 Finance, Governance & Legal meeting 26 th June rescheduled to 31 st July 2023 | ET/FGL Comm |
| 23/042 | TO RECEIVE FINANCE & ADMINISTRATION REPORT (Appendix 6) | |
| 042.1 | To note payment of accounts under delegated approval, noted | |
| 042.2 | To approve payment of outstanding accounts. RFO verbally reported on two additional accounts for payment: Ark Security £480, Cambridgeshire County Council £1000. Proposed Cllr Davies, seconded Cllr Stonham, all in favour | |
| 042.3 | To report on amounts paid in, noted. | |
| 23/043 | Other Matters | |
| 043.1 | Emergency Tree Works: The Coppice Beech Tree causing subsidence to property in The Coppice Impington, recommendation from structural report recommends felling of Tree. Parish Council insurance company have been informed of the request to fell the Beech Tree. Cllr Smith requested Council to seek legal advice regarding possible claims and the view of admission of liability if the Council do decide to fell the tree. Clerk to contact Ashtons to seek clarity. Proposed Cllr Stonham, seconded Cllr Uttridge to delegate to Cllrs Smith, Murray working with the Clerk and/or RFO to review legal advice and ensure no liability to the Parish Council. On receipt, to proceed with engagement of contractor to fell the Beech Tree. All in favour and approved . Cllr Stonham noted the decision to fell will ultimately be with South Cambridgeshire District Council as the planning authority. | Clerk |
| 043.2 | Commitment to Replant following felling of Beech Tree subject to approval of 043.1, to approve delegation to Nature & Biodiversity to replant two trees on Parish Council owned land. Proposed Cllr Stonham, seconded Cllr Uttridge, all in favour and approved . | |
| 043.3 | Purchase of Two Shipping Containers , one to be sited in the compound for Parish Council owned equipment associated with the upkeep of open space, to be funded by S106. The other container to be sited on the Recreation Ground for storage of Parish Council owned community equipment including Speedwatch, Road Closure signs, The Bier, Christmas Lights. To agree to delegate to Clerk and Groundstaff to progress and spend up to £7500 (noting £3600 to be spent from S106). Clerk clarified location, proposed Cllr Stonham, seconded Cllr Uttridge all in favour and approved . | Clerk/ Grounds taff |
| 23/044 | HOW TO COMMUNICATE MEETING DECISIONS AND MATTERS FOR NEXT AGENDA No item agreed. | |
| 23/045 | Next Full Council: Histon & Impington Parish Council Monday 18 th September 2023 | |
| | Meeting closed: 8:57pm 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: Finance Report | |