

**Minutes of the Meeting held of Histon & Impington Parish Council
Community Room at the Recreation Ground
7.30pm, Monday 18th September 2023**

9 Appendices attached

Full Council Minutes

Agenda No:		Action/ Power
	<p>Present: Cllrs: Yvonne Murray (Chair), Joseph Adam, Sarah Allen, Aga Cahn, Steve Carrington, Jennifer Crockford, Walter Davey, Neil Davies, Christopher Hobbs, Simon Jocelyn, David Legge, James Leonard, Tom McKeown, Denis Payne, Sarah Smith, Joe Uttridge, Louise Wilbraham Clerk(s): Chelsea O'Brien; Theresa King Members of Public: 17 Dist Cllr(s): Hansraj, Cahn, Heylings (in part) Cty Cllr: Hathorn (in part)</p> <p>With agreement of Council, Chair suspended Standing Orders and brought forward item 049</p>	
23/046	<p>APOLOGIES FOR ABSENCE</p> <p>Apologies: Cllrs Geoff Moore (personal), Edd Stonham (personal)</p>	
23/047	<p>DECLARATIONS OF INTEREST AND DISPENSATIONS</p> <p>Cllr Davies – 055.6 Friends of Histon & Impington Community – Charity Manager Cllr Payne – 055.6 Friend of Histon & Impington Community – spouse paid employee of HI Friends</p>	
23/048	<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 23/053 and calendar invites emailed to all.</p>	
23/049	<p>PUBLIC PARTICIPATION</p> <p>17 members of public in attendance. Resident spoke in support of item 055.8 on the agenda and provided Clerk and Chair with paper to be circulated to all Councillors post meeting. Resident briefed Council covering:</p> <ul style="list-style-type: none"> - Luton Airport did not respond to any consultation submission, there was no legal requirement to do so - Request support from Parish Council to write in support of residents - Increase in disruptive flights over the villages - Deployment of air brakes and not following flight paths is the reason for noise disruption - Noise above 7000ft not monitored - Planes that follow flight path should not cause noise disruption and should have a steady decent over unpopulated areas - Calibrated noise monitoring has been used to collect data, to be shared with the Parish Council <p>Chair thanked residents for attending and addressing Council and noted further discussion on this item will be under agenda item 055.8.</p> <p>Chair of Histon and Impington Royal British Legion Branch addressed Council to request support and responsibility from the Parish Council for the road closure for the Remembrance Parade. Chair noted agenda item 055.1</p> <p>Resident spoke to agenda item 055.9 – Noise from Hain Daniels Factory. Chair confirmed invitation from Hain Daniels for up to 4 representatives to attend an onsite meeting prior to writing a letter. Chair noted agenda item 055.9</p> <p>Resident of The Coppice spoke against decision at the July Full Council meeting to fell a tree at land adjacent to 1 The Coppice. Resident requested further consideration by Council prior to felling, including independent surveys and monitoring. He noted no external cracks can be seen on boundary wall nearest to the Tree. Chair thanked the resident for addressing</p>	

	Council. 5 residents left the meeting. With Standing Orders still suspended, Chair brought forward items: 055.8,055.9, 055.2 before returning to agenda order. Standing Orders were re-instated following these items.	
23/050	<u>TO APPROVE minutes of the meeting held 17th July 2023</u>	
050.1	Proposed Cllr Hobbs, seconded Cllr McKeown all in favour Chair to sign as a true and accurate record of the meeting, approved . 5 Councillors abstained from the vote	
23/051	<u>MATTERS ARISING</u>	
051.1	Action list provided to all (Appendix 1) and accepted. Additional discussion on: - Cllr Payne noted dates for action on the Action List required review, and requested update on Local Council Award on the next agenda - Cllr Carrington noted positive feedback from young people using the new garden at School Hill and thanked all involved	Clerk
23/052	<u>REPORTS TO NOTE</u>	
052.1	District Councillor Report written monthly report September copied to all and accepted (Appendix 2) covering: 'Cambridge 2040' and its impact on Making Connections, four-day week, Holiday Inn Field, Mobile Wardens and Wild Minds, Oxford – Cambridge, Refugee Housing . Additional discussion on: Dist Cllr Cahn noted the uncertain impact of the Delivery Group working outside the Local Planning Authority and with a role in decisions on growth and therefore transport needs. Dist Cllr Heylings noted a scheduled meeting at Grafham Water to review water provision across the District to ensure sustainable growth and infrastructure. Cllr Payne raised two questions, recycling pill plaster packs and whether any Councils in Cambridgeshire are close to issuing Section 114 notices. Dist Cllr Heylings informed there is currently no method for recycling packs but will keep Council updated. With regards to Section 114 notices, Cllr Heylings informed all that a Section 114 notice was a notice of bankruptcy, she was unable to comment on individual Parishes but noted SCDC were not close to issuing a notice.	Dist Cllr Heylings
052.2	County Council written monthly report July and August copied to all and accepted (Appendix 3) covering: Busway Cycle Path, Highways Weed Strategy, Hedge Cutting, Waterbeach Busway, Stagecoach, Voi Scooters, GCP Making Connections, Mere Way . Additional discussion on: Cty Cllr Hathorn noted review of risk register undertaken with low findings, current administration is more robust so no indication of County Council issuing a 114 notice. Garden Walk - Progress reported on flooding to houses, response to Parish Council letter expected from County Council. Local Highways Officer – new officer now in role, with over 700 open issues across four divisions. Positive results already noted in the villages with regards to cutting back hedges Station Road – has now been patched with the dragon patcher, resurfacing and repairs to New Road came in at £45k Stagecoach – trying to manage demand in peak times, Cty Cllr Hathorn urged all to engage with bus users for feedback. Cllr Hobbs queried if the drivers had a mechanism to log data, Cty Cllr Hathorn to refer the question back to Stagecoach. Sustainable Travel Zone – Cty Cllr Hathorn noted the disappointment with the way work on the STZ had collapsed with a view not being reached and extraordinary amount of time given by County Councillors attempting find a mechanism to work towards a decision to help solve the problem residents face. If the problem is not solved, the impact on bus operations will result in those that need buses to commute and access education settings will not be able to.	Cty Cllr Hathorn
052.3	Clerk's Report written report provided to all and accepted (Appendix 4). No additional items raised	
052.4	Chairman's Report written report provided to all and accepted (Appendix 5). Cllr Murray verbally informed all of Full Council Workshop to assist with the formation of three-year plans,	FGL Next

	<p>vision and future of the community and Council. Cllr Murray noted the staff team stepping up to alert Finance, Governance and Legal Committee of a spend and governance review required, to feature on the next agenda. All Councillors were informed and requested to read documentation as will help build on three-year plans.</p>	Agenda
23/053	<u>To Accept Committee Reports</u>	
053.1	<u>Finance, Governance & Legal</u> draft minutes 31 st July provided to all and accepted. Next meeting due 25 th September	
053.2	<u>Planning Committee</u> draft minutes 18 th July, 8 th August, 29 th August provided to all and accepted. Next meeting due 19 th September	
053.3	<u>Wellbeing, Recreation & Leisure</u> draft minutes 4 th September provided to all and accepted. Next meeting 6 th November to discuss precept request and three-year plan	
053.4	<u>Dates of upcoming Committee meetings:</u> <u>Nature & Biodiversity</u> Next meeting due 3 rd October 2023 <u>Highways, Drainage and Formal Spaces</u> Next meeting due 9 th October <u>Employment and Transformation</u> Next meeting due 30 th October 2023	
23/054	TO RECEIVE FINANCE & ADMINISTRATION REPORT (Appendix 6)	
054.1	To note payment of accounts under delegated approval as detailed in report (Appendix 6)	
054.2	To approve payment of outstanding accounts as detailed in report (Appendix 6). Proposed Cllr Payne seconded Cllr Crockford all in favour and approved	
054.3	To report on amounts paid in. Noted	
054.4	To note receipt of External Audit Report provided to all and noted (Appendix 7). Council recorded thanks to RFO for another successful audit with no comments	
23/055	<u>Other Matters</u>	
055.1	<u>To agree</u> to purchase wreath and donations for Remembrance Sunday, spend up to £100 in accordance with powers under General Power of Competence . All in favour and spend approved. Clerk informed all, risk assessment has been completed for application to close the road for the parade and service on Sunday 12 th November. As a formal road closure has not been applied for before, a traffic management plan is required. Trained volunteers are now working on the plan, which will then form part of the application to submitted to County Council.	GPC
055.2	<u>To Accept Invitation to meet with MP Anthony Browne</u> to approve attendance of Clerk and Chair. Cllr Smith reminded all of discussion at the July meeting and the agreement of Council to engage with all candidates. Cllr Payne noted fairness is required, and the same questions and concerns should be shared with each of the candidates to ensure no advantage, supported by Cllr Crockford. Cllr McKeown suggested Council arranges a local hustings event with an invite to all candidates which was received positively. Council noted the opportunity to build relationships with candidates but deferred the item to the next agenda to explore the idea of a hustings event. Cllr Payne left the meeting.	Next agenda
055.3	<u>To approve additional spend for installation of Air Conditioning in the Community Room and Heating/Cooling system in the Parish Office</u> Following review of initial quote, a higher energy efficiency system was requested to include a timer. Quote has now increased and additional funds of £2431 are required (£9332 already approved). Proposed Cllr Uttridge, seconded Cllr Carrington all in favour and approved.	
055.4	<u>Operational Health & Safety Work required at Recreation Ground Play Area</u> Following completion of independent Play Area Inspection, following work identified as required, report provided to all (Appendix 8)	

055.5	<ul style="list-style-type: none"> - Repairs to wooden support beams on Cherry Multi Play (only manufacturer will repair) - Recommendation to replace safety surfacing surrounding Cherry Multi Play - Recommendation to replace safety surfacing surrounding roundabout <p>Operational Health & Safety Work required at Village Green Play Area Following completion of independent Play Area Inspection, following work identified as required, report provided to all (Appendix 8)</p> <ul style="list-style-type: none"> - Repair to safety surface edging on slide - Replacement of safety surfacing surrounding flat swings <p>Chair discussed items 055.4 and 055.5 together as presented in the report. Proposed Cllr Uttridge, seconded Cllr Carrington, all in favour to accept recommendation as presented: Delegate to Clerk and RFO working with Cllr McKeown to proceed with best value quote. Preference from Office to use single contractor to reduce carbon emission and preliminary costs.</p>	
055.6	<p>Friends of Histon & Impington Community Report for Histon & Impington Parish Council August 2023 provided to all and accepted (Appendix 9)</p>	
055.7	<p>To consider and approve a Full Council workshop to be held in late September to discuss possible projects for three-year plans. As discussed under agenda item 052.3, Cllr Davies urged all to consider the long-term plan of what Council wants to see in our community, using a balanced and pro-active approach. Cllr Murray agreed to facilitate. Proposed Cllr Carrington, seconded Cllr Davies all in favour and approved. Cllr Murray to send dates to all for consideration noting workshop must be held before the next Full Council meeting to assist with formulating three year plans</p>	
055.8	<p>Council to consider and approve delegation to Clerk and Chair to write letter to Luton Airport to highlight the concern of Histon & Impington Residents around noise from the change of flight paths. Resident was thanked for informative presentation. Cllr McKeown queried if the Parish Council could add value to this, resident responded to say Parish Council required to carry weight to response. Cllr McKeown expressed disappointment response was not targeting the proposed expansion and the impact of flying, and should align with climate emergency priorities, supported by Cllr Smith who reiterated her alarm at the proposed level of expansion to Luton Airport. Resident confirmed, if flight paths were adhered to, routes would be over un-populated areas, cutting corners creates increased carbon emissions which does not align with the Parish Council climate emergency views. Standing Orders re-instated. Cllr Heylings confirmed SCDC did not submit a representation as the consultation documents stated CB24 would not be impacted, subsequently a representation will be submitted prior to deadline 22nd September. Following additional information presented, Cllr Murray amended the motion to read:</p> <p>Council to consider and approve delegation to Clerk and Chair to write letter to Luton Airport with the assistance of nominated Parish residents to highlight the concern of Histon and Impington Residents around noise from the change of flight paths and potential expansion of Luton Airport. Proposed Cllr Cahn, seconded Cllr Leonard 7 in favour, 7 against, 2 abstentions. Cllr Murray as Chair, used her casting vote against the motion, motion not carried.</p> <p>Motion as presented on agenda then voted on:</p> <p>Council to consider and approve delegation to Clerk and Chair to write letter to Luton Airport to highlight the concerns of Histon & Impington Residents around noise from the change of flight paths. Proposed Cllr Crockford, seconded Cllr Jocelyn, majority in favour, 2 against.</p>	
055.9	<p>To consider and approve delegation to Clerk and Chair to write to Hain Daniels to highlight the concern of Histon & Impington Residents around noise from factory. Chair confirmed invitation for up to four representatives to attend Hain Daniels to be accepted, resident feedback to be collated to assist with production of letter. Proposed Cllr Davies, seconded Cllr Carrington all in favour. Meeting to be held prior to sending letter.</p>	

23/056	<p>HOW TO COMMUNICATE MEETING DECISIONS AND MATTERS FOR NEXT AGENDA</p> <p>All agreed to delegate to Chair and Clerk to draft and post</p>	
23/057	<p>Next Full Council: Histon & Impington Parish Council</p> <p>Monday 16th October 2023</p>	
	<p>Meeting closed: 9:01pm</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: Finance Report Appendix 7: External Audit Report Appendix 8: Operational Health & Safety Works Appendix 9: Friends of Histon & Impington August 2023 Report</p>	

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