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

Land, Assets & Infrastructure Committee Minutes

Membership: 6 + 2 ex-officio

Appendices: 0 Quorum: 3

Agenda Present: Cllrs: Joseph Adam. Simon Jocelyn. James Leonard. Geoff Moore. Yvonne

No: Clerk: Chelsea O'Brien Co-Opted during meeting: Tom Hindley ELECTION OF COMMITTEE CHAIR Agreed to elect a chair for this meeting only, Clir Murray proposed Clir Jocelyn, seconded Clir Moore all in favour Clir Jocelyn to chair the meeting ELAV23/026 APOLOGIES FOR ABSENCE Clirs: Tom McKeown (personal), Edd Stonham (personal) CO OPTION TO COMMITTEE Noting agreement at the last meeting to co-opt up to three residents to support the committee, Mr Tom Hindley was present Proposed Clir Moore, seconded Clir Leonard all in favour and agreed to co-opt Mr Hindley LAV23/028 MEMBERS DECLARATIONS OF INTERESTS None declared LAV23/029 PUBLIC PARTICIPATION No items raised TO APPROVE minutes of the meeting held 9th October 2023 All in favour and agreed Chair to sign as a true and accurate record of the meeting LAV23/031 3 Year Plan To review and approve 3 year plan for submission to Finance, Governance and Legal Committee on the 4th December. Noting Year 1 of 3 year plan will form the budget for year 2024/25 Draft Three Year Plan presented to all; discussion covered: Reserves: - Land Fund Reserve to be allocated £7k funding in years 24-25 and 25-26 with a view of the Parish Council then having sufficient funds in place to then explore options to potentially change the use of an existing site for additional burial space or improvements to an existing site. Improvements discussed: access, security, water provision at Gatehouse Road Allotments - War Memorial agreed to allocated £6k 24-25 with a view of seeking grant funding to clean and restore memorial. £1k to be allocated years £5-26, £6-27 to ensure reserve is built up so cleaning and restoration can be programmed - Allotment maintenance Teacheouse Road — agreed to increase to £500 for years 24-25, 25-26. 26-27 noting the size of the site and need for regular clearance work to the maintenance trackentrance that is too much for the Ranger. Clerk to confirm ownership of boundary hedges and drainage ditches	Agenda	Present: Cllrs: Joseph Adam, Simon Jocelyn, James Leonard, Geoff Moore, Yvonne	
LAI/23/025 ELECTION OF COMMITTEE CHAIR Agreed to elect a chair for this meeting only, Cilr Murray proposed Cilr Jocelyn, seconded Cilr Moore all in favour Cilr Jocelyn to chair the meeting LAI/23/026 APOLOGIES FOR ABSENCE Cilrs: Tom McKeown (personal), Edd Stonham (personal) LAI/23/027 CO OPTION TO COMMITTEE Noting agreement at the last meeting to co-opt up to three residents to support the committee, Mr Tom Hindley was present Proposed Cilr Moore, seconded Cilr Leonard all in favour and agreed to co-opt Mr Hindley LAI/23/028 MEMBERS DECLARATIONS OF INTERESTS None declared LAI/23/029 PUBLIC PARTICIPATION No items raised LAI/23/030 TO APPROVE minutes of the meeting held 9 th October 2023 All in favour and agreed Chair to sign as a true and accurate record of the meeting LAI/23/031 3 Year Plan To review and approve 3 year plan for submission to Finance, Governance and Legal Committee on the 4 th December. Noting Year 1 of 3 year plan will form the budget for year 2024/25. Draft Three Year Plan presented to all; discussion covered; Reserves: Land Fund Reserve to be allocated £7k funding in years 24-25 and 25-26 with a view of the Parish Council then having sufficient funds in place to then explore options to potentially change the use of an existing site for additional burial space or improvements to an existing site. Improvements discussed: access, security, water provision at Catehouse Road Allotments War Memorial agreed to allocated £8k 24-25 with a view of seeking grant funding to clean and restore memorial. £1k to be allocated years 25-26, 26-27 to ensure reserve is built up so cleaning and restoration can be programmed Allotment Maintenance Gatehouse Road – agreed to increase to £500 for years 24-25, 25-26, 26-27 noting the size of the site and need for regular clearance work to the maintenance track/entrance that is to to much for the Ranger. Clerk to	No:		
LAI/23/025 ELECTION OF COMMITTEE CHAIR Agreed to elect a chair for this meeting only, Clir Murray proposed Clir Jocelyn, seconded Clir Moore all in favour Clir Jocelyn to chair the meeting LAI/23/026 APOLOGIES FOR ABSENCE Clirs: Tom McKeown (personal), Edd Stonham (personal) LAI/23/027 CO OPTION TO COMMITTEE Noting agreement at the last meeting to co-opt up to three residents to support the committee, Mr Tom Hindley was present Proposed Clir Moore, seconded Clir Leonard all in favour and agreed to co-opt Mr Hindley LAI/23/028 MEMBERS DECLARATIONS OF INTERESTS None declared LAI/23/0309 PUBLIC PARTICIPATION No items raised LAI/23/031 TO APPROVE minutes of the meeting held 9th October 2023 303.1 All in favour and agreed Chair to sign as a true and accurate record of the meeting LAI/23/031 To review and approve 3 year plan for submission to Finance, Governance and Legal Committee on the 4th December. Noting Year 1 of 3 year plan will form the budget for year 2024/25 Draft Three Year Plan presented to all; discussion covered: Reserves: Land Fund Reserve to be allocated £7k funding in years 24-25 and 25-26 with a view of the Parish Council then having sufficient funds in place to then explore options to potentially change the use of an existing site for additional burial space or improvements to an existing site. Improvements discussed: access, security, water provision at Catehouse Road Allotments War Memorial agreed to allocated £6k 24-25 with a view of seeking grant funding to clean and restore memorial. £1k to be allocated years 25-26, 26-27 to ensure reserve is built up so cleaning and restoration can be programmed Allotment Maintenance Gatehouse Road – agreed to increase to £500 for years 24-25, 25-26, 26-27 noting the size of the site and need for regular clearance work to the maintenance track/entrance that is to much for the Ranger. Clerk to			
Agreed to elect a chair for this meeting only, Clir Murray proposed Clir Jocelyn, seconded Clir Moore all in favour Clir Jocelyn to chair the meeting LAI/23/026 APOLOGIES FOR ABSENCE Clirs: Tom McKeown (personal), Edd Stonham (personal) LAI/23/027 CO OPTION TO COMMITTEE Noting agreement at the last meeting to co-opt up to three residents to support the committee, Mr Tom Hindley was present Proposed Clir Moore, seconded Clir Leonard all in favour and agreed to co-opt Mr Hindley LAI/23/028 MEMBERS DECLARATIONS OF INTERESTS None declared LAI/23/0309 PUBLIC PARTICIPATION No items raised LAI/23/031 TO APPROVE minutes of the meeting held 9th October 2023 030.1 All in favour and agreed Chair to sign as a true and accurate record of the meeting LAI/23/031 3 Year Plan To review and approve 3 year plan for submission to Finance, Governance and Legal Committee on the 4th December, Noting Year 1 of 3 year plan will form the budget for year 2024/25 Draft Three Year Plan presented to all; discussion covered: Reserves: Land Fund Reserve to be allocated £7k funding in years 24-25 and 25-26 with a view of the Parish Council then having sufficient funds in place to then explore options to potentially change the use of an existing site for additional burial space or improvements to an existing site. Improvements discussed: access, security, water provision at Catehouse Road Allotments War Memorifal agreed to allocated £2k 2-25 with a view of seeking grant funding to clean and restore memorial. £1k to be allocated years 25-26, 26-27 to ensure reserve is built up so cleaning and restoration can be programmed Allotment Maintenance Gatehouse Road – agreed to increase to £500 for years 24-25, 25-26, 26-27 noting the size of the site and need for regular clearance work to the maintenance track/entrance that is to to much for the Ranger. Clerk to		Co-Opted during meeting: I om Hindley	
Agreed to elect a chair for this meeting only, Clir Murray proposed Clir Jocelyn, seconded Clir Moore all in favour Clir Jocelyn to chair the meeting LAI/23/026 APOLOGIES FOR ABSENCE Clirs: Tom McKeown (personal), Edd Stonham (personal) LAI/23/027 CO OPTION TO COMMITTEE Noting agreement at the last meeting to co-opt up to three residents to support the committee, Mr Tom Hindley was present Proposed Clir Moore, seconded Clir Leonard all in favour and agreed to co-opt Mr Hindley LAI/23/028 MEMBERS DECLARATIONS OF INTERESTS None declared LAI/23/0309 PUBLIC PARTICIPATION No items raised LAI/23/031 TO APPROVE minutes of the meeting held 9th October 2023 030.1 All in favour and agreed Chair to sign as a true and accurate record of the meeting LAI/23/031 3 Year Plan To review and approve 3 year plan for submission to Finance, Governance and Legal Committee on the 4th December. Noting Year 1 of 3 year plan will form the budget for year 2024/25 Draft Three Year Plan presented to all; discussion covered: Reserves: - Land Fund Reserve to be allocated £7k funding in years 24-25 and 25-26 with a view of the Parish Council then having sufficient funds in place to then explore options to potentially change the use of an existing site for additional burial space or improvements to an existing site. Improvements discussed: access, security, water provision at Gatehouse Road Allotments - War Memorial agreed to allocated £2k 24-25 with a view of seeking grant funding to clean and restore memorial. £1k to be allocated years 25-26, 26-27 to ensure reserve is built up so cleaning and restoration can be programmed - Allotment Maintenance Gatehouse Road – agreed to increase to £500 for years 24-25, 25-26, 26-27 noting the size of the site and need for regular clearance work to the maintenance that is to to much for the Ranger. Clerk to	Ι ΔΙ/23/025	ELECTION OF COMMITTEE CHAIR	
LAI/23/026 APOLOGIES FOR ABSENCE Cllrs: Tom McKeown (personal), Edd Stonham (personal) LAI/23/027 CO OPTION TO COMMITTEE Noting agreement at the last meeting to co-opt up to three residents to support the committee, Mr Tom Hindley was present Proposed Clir Moore, seconded Clir Leonard all in favour and agreed to co-opt Mr Hindley LAI/23/028 MEMBERS DECLARATIONS OF INTERESTS None declared LAI/23/030 PUBLIC PARTICIPATION No items raised LAI/23/030 TO APPROVE minutes of the meeting held 9th October 2023 All in favour and agreed Chair to sign as a true and accurate record of the meeting LAI/23/031 3 Year Plan To review and approve 3 year plan for submission to Finance, Governance and Legal Committee on the 4th December. Noting Year 1 of 3 year plan will form the budget for year 2024/25 Draft Three Year Plan presented to all; discussion covered: Reserves: - Land Fund Reserve to be allocated £7k funding in years 24-25 and 25-26 with a view of the Parish Council then having sufficient funds in place to then explore options to potentially change the use of an existing site for additional burial space or improvements to an existing site. Improvements discussed: access, security, water provision at Gatehouse Road Allotments - War Memorial agreed to allocated £6k 24-25 with a view of seeking grant funding to clean and restore memorial. £1k to be allocated years 25-26, 26-27 to ensure reserve is built up so cleaning and restoration can be programmed - Allotment income – noted could be higher than projected following results or local review - Allotment Maintenance Gatehouse Road – agreed to increase to £500 for years 24-25, 25-28-26-27 rothing the size of the site and need for regular clearance work to the maintenance track/entrance that is too much for the Ranger. Clerk to	LAI/23/023		
LAI/23/026 APOLOGIES FOR ABSENCE Clirs: Tom McKeown (personal), Edd Stonham (personal) LAI/23/027 CO OPTION TO COMMITTEE Noting agreement at the last meeting to co-opt up to three residents to support the committee, Mr Tom Hindley was present Proposed Clir Moore, seconded Clir Leonard all in favour and agreed to co-opt Mr Hindley LAI/23/028 MEMBERS DECLARATIONS OF INTERESTS None declared LAI/23/029 PUBLIC PARTICIPATION No items raised LAI/23/030 TO APPROVE minutes of the meeting held 9th October 2023 All in favour and agreed Chair to sign as a true and accurate record of the meeting LAI/23/031 3 Year Plan To review and approve 3 year plan for submission to Finance, Governance and Legal Committee on the 4th December. Noting Year 1 of 3 year plan will form the budget for year 2024/25 Draft Three Year Plan presented to all; discussion covered: Reserves: - Land Fund Reserve to be allocated £7k funding in years 24-25 and 25-26 with a view of the Parish Council then having sufficient funds in place to then explore options to potentially change the use of an existing site for additional burial space or improvements to an existing site in mycrovements discussed: access, security, water provision at Gatehouse Road Allotments - War Memorial agreed to allocated £6k 24-25 with a view of seeking grant funding to clean and restore memorial. £1k to be allocated years 25-26, 26-27 to ensure reserve is built up so cleaning and restoration can be programmed - Allotment income – noted could be higher than projected following results or local review - Allotment Maintenance Gatehouse Road – agreed to increase to £500 for years 24-25, 25-26-26-27 noting the size of the site and need for regular clearance work to the maintenance track/entrance that is too much for the Ranger. Clierk to			
026.1 Clirs: Tom McKeown (personal), Edd Stonham (personal) LAI/23/027 CO OPTION TO COMMITTEE Noting agreement at the last meeting to co-opt up to three residents to support the committee, Mr Tom Hindley was present Proposed Clir Moore, seconded Clir Leonard all in favour and agreed to co-opt Mr Hindley LAI/23/028 MEMBERS DECLARATIONS OF INTERESTS None declared LAI/23/039 PUBLIC PARTICIPATION No items raised TO APPROVE minutes of the meeting held 9th October 2023 All in favour and agreed Chair to sign as a true and accurate record of the meeting 1 AI/23/031 3 Year Plan To review and approve 3 year plan for submission to Finance, Governance and Legal Committee on the 4th December. Noting Year 1 of 3 year plan will form the budget for year 2024/25 Draft Three Year Plan presented to all; discussion covered: Reserves: Land Fund Reserve to be allocated £7k funding in years 24-25 and 25-26 with a view of the Parish Council then having sufficient funds in place to then explore options to potentially change the use of an existing site for additional burial space or improvements to an existing site. Improvements discussed: access, security, water provision at Gatehouse Road Allotments War Memorial agreed to allocated £6k 24-25 with a view of seeking grant funding to clean and restore memorial. £1k to be allocated years 25-26, 26-27 to ensure reserve is built up so cleaning and restoration can be programmed Allotment Maintenance Gatehouse Road – agreed to increase to £500 for years 24-25, 25-26. 26-27 noting the size of the site and need for regular clearance work to the maintenance track/entrance that is too much for the Ranger. Clerk to		Clir Moore all in favour Clir Jocelyn to chair the meeting	
026.1 Clirs: Tom McKeown (personal), Edd Stonham (personal) LAI/23/027 CO OPTION TO COMMITTEE Noting agreement at the last meeting to co-opt up to three residents to support the committee, Mr Tom Hindley was present Proposed Clir Moore, seconded Clir Leonard all in favour and agreed to co-opt Mr Hindley LAI/23/028 MEMBERS DECLARATIONS OF INTERESTS None declared LAI/23/039 PUBLIC PARTICIPATION No items raised TO APPROVE minutes of the meeting held 9th October 2023 All in favour and agreed Chair to sign as a true and accurate record of the meeting 1 AI/23/031 3 Year Plan To review and approve 3 year plan for submission to Finance, Governance and Legal Committee on the 4th December. Noting Year 1 of 3 year plan will form the budget for year 2024/25 Draft Three Year Plan presented to all; discussion covered: Reserves: Land Fund Reserve to be allocated £7k funding in years 24-25 and 25-26 with a view of the Parish Council then having sufficient funds in place to then explore options to potentially change the use of an existing site for additional burial space or improvements to an existing site. Improvements discussed: access, security, water provision at Gatehouse Road Allotments War Memorial agreed to allocated £6k 24-25 with a view of seeking grant funding to clean and restore memorial. £1k to be allocated years 25-26, 26-27 to ensure reserve is built up so cleaning and restoration can be programmed Allotment Maintenance Gatehouse Road – agreed to increase to £500 for years 24-25, 25-26. 26-27 noting the size of the site and need for regular clearance work to the maintenance track/entrance that is too much for the Ranger. Clerk to	1 41/22/026	ADOLOGIES FOR ARCENCE	
LAI/23/027 CO OPTION TO COMMITTEE Noting agreement at the last meeting to co-opt up to three residents to support the committee, Mr Tom Hindley was present Proposed Cllr Moore, seconded Cllr Leonard all in favour and agreed to co-opt Mr Hindley LAI/23/028 MEMBERS DECLARATIONS OF INTERESTS None declared LAI/23/030 PUBLIC PARTICIPATION No items raised LAI/23/030 TO APPROVE minutes of the meeting held 9 th October 2023 All in favour and agreed Chair to sign as a true and accurate record of the meeting LAI/23/031 3 Year Plan To review and approve 3 year plan for submission to Finance, Governance and Legal Committee on the 4 th December. Noting Year 1 of 3 year plan will form the budget for year 2024/25 Draft Three Year Plan presented to all; discussion covered: Reserves: - Land Fund Reserve to be allocated £7k funding in years 24-25 and 25-26 with a view of the Parish Council then having sufficient funds in place to then explore options to potentially change the use of an existing site for additional burial space or improvements to an existing site. Improvements discussed: access, security, water provision at Gatehouse Road Allotments - War Memorial agreed to allocated £6k 24-25 with a view of seeking grant funding to clean and restore memorial. £1k to be allocated years 25-26, 26-27 to ensure reserve is built up so cleaning and restoration can be programmed - Allotment Maintenance Gatehouse Road – agreed to increase to £500 for years 24-25, 26-26-27, 26-27 roting the size of the site and need for regular clearance work to the maintenance track/entrance that is too much for the Ranger. Clerk to		APOLOGIES FOR ABSENCE	
Noting agreement at the last meeting to co-opt up to three residents to support the committee, Mr Tom Hindley was present Proposed Cllr Moore, seconded Cllr Leonard all in favour and agreed to co-opt Mr Hindley LAI/23/028 MEMBERS DECLARATIONS OF INTERESTS None declared LAI/23/029 PUBLIC PARTICIPATION No items raised LAI/23/030 TO APPROVE minutes of the meeting held 9th October 2023 All in favour and agreed Chair to sign as a true and accurate record of the meeting 3 Year Plan To review and approve 3 year plan for submission to Finance, Governance and Legal Committee on the 4th December. Noting Year 1 of 3 year plan will form the budget for year 2024/25 Draft Three Year Plan presented to all; discussion covered: Reserves: - Land Fund Reserve to be allocated £7k funding in years 24-25 and 25-26 with a view of the Parish Council then having sufficient funds in place to then explore options to potentially change the use of an existing site for additional burial space or improvements to an existing site. Improvements discussed: access, security, water provision at Gatehouse Road Allotments - War Memorial agreed to allocated £6k 24-25 with a view of seeking grant funding to clean and restore memorial. £1k to be allocated years 25-26, 26-27 to ensure reserve is built up so cleaning and restoration can be programmed - Allotment income – noted could be higher than projected following results or local review - Allotment Maintenance Gatehouse Road – agreed to increase to £500 for years 24-25, 25-26. 26-27 noting the size of the site and need for regular clearance work to the maintenance track/entrance that is too much for the Ranger. Clerk to	026.1	Cllrs: Tom McKeown (personal), Edd Stonham (personal)	
Noting agreement at the last meeting to co-opt up to three residents to support the committee, Mr Tom Hindley was present Proposed Cllr Moore, seconded Cllr Leonard all in favour and agreed to co-opt Mr Hindley LAV23/028 MEMBERS DECLARATIONS OF INTERESTS None declared LAV23/029 PUBLIC PARTICIPATION No items raised LAV23/030 TO APPROVE minutes of the meeting held 9th October 2023 All in favour and agreed Chair to sign as a true and accurate record of the meeting 3 Year Plan To review and approve 3 year plan for submission to Finance, Governance and Legal Committee on the 4th December. Noting Year 1 of 3 year plan will form the budget for year 2024/25 Draft Three Year Plan presented to all; discussion covered: Reserves: - Land Fund Reserve to be allocated £7k funding in years 24-25 and 25-26 with a view of the Parish Council then having sufficient funds in place to then explore options to potentially change the use of an existing site for additional burial space or improvements to an existing site. Improvements discussed: access, security, water provision at Gatehouse Road Allotments - War Memorial agreed to allocated £6k 24-25 with a view of seeking grant funding to clean and restore memorial. £1k to be allocated years 25-26, 26-27 to ensure reserve is built up so cleaning and restoration can be programmed - Allotment income – noted could be higher than projected following results or local review - Allotment Maintenance Gatehouse Road – agreed to increase to £500 for years 24-25, 25-26. 26-27 noting the size of the site and need for regular clearance work to the maintenance track/entrance that is too much for the Ranger. Clerk to	1.41/00/007		
committee, Mr Tom Hindley was present Proposed Cllr Moore, seconded Cllr Leonard all in favour and agreed to co-opt Mr Hindley LAl/23/028 MEMBERS DECLARATIONS OF INTERESTS None declared LAl/23/029 PUBLIC PARTICIPATION No items raised TO APPROVE minutes of the meeting held 9 th October 2023 All in favour and agreed Chair to sign as a true and accurate record of the meeting LAl/23/031 3 Year Plan To review and approve 3 year plan for submission to Finance, Governance and Legal Committee on the 4 th December. Noting Year 1 of 3 year plan will form the budget for year 2024/25 Draft Three Year Plan presented to all; discussion covered: Reserves: - Land Fund Reserve to be allocated £7k funding in years 24-25 and 25-26 with a view of the Parish Council then having sufficient funds in place to then explore options to potentially change the use of an existing site for additional burial space or improvements to an existing site. Improvements discussed: access, security, water provision at Gatehouse Road Allotments - War Memorial agreed to allocated £6k 24-25 with a view of seeking grant funding to clean and restore memorial. £1k to be allocated years 25-26, 26-27 to ensure reserve is built up so cleaning and restoration can be programmed - Allotment Income – noted could be higher than projected following results or local review - Allotment Maintenance Gatehouse Road – agreed to increase to £500 for years 24-25, 25-26. 26-27 noting the size of the site and need for regular clearance work to the maintenance track/entrance that is too much for the Ranger. Clerk to	LAI/23/02/	CO OPTION TO COMMITTEE	
Proposed Cllr Moore, seconded Cllr Leonard all in favour and agreed to co-opt Mr Hindley LAI/23/028 MEMBERS DECLARATIONS OF INTERESTS	027.1		
LAI/23/028 MEMBERS DECLARATIONS OF INTERESTS None declared LAI/23/029 PUBLIC PARTICIPATION No items raised LAI/23/030 TO APPROVE minutes of the meeting held 9 th October 2023 All in favour and agreed Chair to sign as a true and accurate record of the meeting 3 Year Plan To review and approve 3 year plan for submission to Finance, Governance and Legal Committee on the 4 th December. Noting Year 1 of 3 year plan will form the budget for year 2024/25 Draft Three Year Plan presented to all; discussion covered: Reserves: - Land Fund Reserve to be allocated £7k funding in years 24-25 and 25-26 with a view of the Parish Council then having sufficient funds in place to then explore options to potentially change the use of an existing site for additional burial space or improvements to an existing site. Improvements discussed: access, security, water provision at Gatehouse Road Allotments - War Memorial agreed to allocated £6k 24-25 with a view of seeking grant funding to clean and restore memorial. £1k to be allocated years 25-26, 26-27 to ensure reserve is built up so cleaning and restoration can be programmed - Allotment income – noted could be higher than projected following results or local review - Allotment Maintenance Gatehouse Road — agreed to increase to £500 for years 24-25, 25-26. 26-27 noting the size of the site and need for regular clearance work to the maintenance track/entrance that is too much for the Ranger. Clerk to			
D28.1 None declared LAI/23/029 PUBLIC PARTICIPATION No items raised LAI/23/030 TO APPROVE minutes of the meeting held 9 th October 2023 All in favour and agreed Chair to sign as a true and accurate record of the meeting LAI/23/031 3 Year Plan To review and approve 3 year plan for submission to Finance, Governance and Legal Committee on the 4 th December. Noting Year 1 of 3 year plan will form the budget for year 2024/25 Draft Three Year Plan presented to all; discussion covered: Reserves: - Land Fund Reserve to be allocated £7k funding in years 24-25 and 25-26 with a view of the Parish Council then having sufficient funds in place to then explore options to potentially change the use of an existing site for additional burial space or improvements to an existing site. Improvements discussed: access, security, water provision at Gatehouse Road Allotments - War Memorial agreed to allocated £6k 24-25 with a view of seeking grant funding to clean and restore memorial. £1k to be allocated years 25-26, 26-27 to ensure reserve is built up so cleaning and restoration can be programmed - Allotment income – noted could be higher than projected following results or local review - Allotment Maintenance Gatehouse Road – agreed to increase to £500 for years 24-25, 25-26. 26-27 noting the size of the site and need for regular clearance work to the maintenance track/entrance that is too much for the Ranger. Clerk to		Proposed Cllr Moore, seconded Cllr Leonard all in favour and agreed to co-opt Mr Hindley	
D28.1 None declared LAI/23/029 PUBLIC PARTICIPATION No items raised LAI/23/030 TO APPROVE minutes of the meeting held 9 th October 2023 All in favour and agreed Chair to sign as a true and accurate record of the meeting LAI/23/031 3 Year Plan To review and approve 3 year plan for submission to Finance, Governance and Legal Committee on the 4 th December. Noting Year 1 of 3 year plan will form the budget for year 2024/25 Draft Three Year Plan presented to all; discussion covered: Reserves: - Land Fund Reserve to be allocated £7k funding in years 24-25 and 25-26 with a view of the Parish Council then having sufficient funds in place to then explore options to potentially change the use of an existing site for additional burial space or improvements to an existing site. Improvements discussed: access, security, water provision at Gatehouse Road Allotments - War Memorial agreed to allocated £6k 24-25 with a view of seeking grant funding to clean and restore memorial. £1k to be allocated years 25-26, 26-27 to ensure reserve is built up so cleaning and restoration can be programmed - Allotment income – noted could be higher than projected following results or local review - Allotment Maintenance Gatehouse Road – agreed to increase to £500 for years 24-25, 25-26. 26-27 noting the size of the site and need for regular clearance work to the maintenance track/entrance that is too much for the Ranger. Clerk to	Ι ΔΙ/23/028	MEMBEDS DECLADATIONS OF INTEDESTS	
LAI/23/029 PUBLIC PARTICIPATION No items raised LAI/23/030 TO APPROVE minutes of the meeting held 9 th October 2023 All in favour and agreed Chair to sign as a true and accurate record of the meeting LAI/23/031 3 Year Plan To review and approve 3 year plan for submission to Finance, Governance and Legal Committee on the 4 th December. Noting Year 1 of 3 year plan will form the budget for year 2024/25 Draft Three Year Plan presented to all; discussion covered: Reserves: - Land Fund Reserve to be allocated £7k funding in years 24-25 and 25-26 with a view of the Parish Council then having sufficient funds in place to then explore options to potentially change the use of an existing site for additional burial space or improvements to an existing site. Improvements discussed: access, security, water provision at Gatehouse Road Allotments - War Memorial agreed to allocated £6k 24-25 with a view of seeking grant funding to clean and restore memorial. £1k to be allocated years 25-26, 26-27 to ensure reserve is built up so cleaning and restoration can be programmed - Allotment income – noted could be higher than projected following results or local review - Allotment Maintenance Gatehouse Road – agreed to increase to £500 for years 24-25, 25-26. 26-27 noting the size of the site and need for regular clearance work to the maintenance track/entrance that is too much for the Ranger. Clerk			
Days and the second sec	028.1	None declared	
LAI/23/030 TO APPROVE minutes of the meeting held 9th October 2023 All in favour and agreed Chair to sign as a true and accurate record of the meeting LAI/23/031 3 Year Plan To review and approve 3 year plan for submission to Finance, Governance and Legal Committee on the 4th December. Noting Year 1 of 3 year plan will form the budget for year 2024/25 Draft Three Year Plan presented to all; discussion covered: Reserves: - Land Fund Reserve to be allocated £7k funding in years 24-25 and 25-26 with a view of the Parish Council then having sufficient funds in place to then explore options to potentially change the use of an existing site for additional burial space or improvements to an existing site. Improvements discussed: access, security, water provision at Gatehouse Road Allotments - War Memorial agreed to allocated £6k 24-25 with a view of seeking grant funding to clean and restore memorial. £1k to be allocated years 25-26, 26-27 to ensure reserve is built up so cleaning and restoration can be programmed - Allotment income – noted could be higher than projected following results or local review - Allotment Maintenance Gatehouse Road – agreed to increase to £500 for years 24-25, 25-26. 26-27 noting the size of the site and need for regular clearance work to the maintenance track/entrance that is too much for the Ranger. Clerk to	LAI/23/029	PUBLIC PARTICIPATION	
LAI/23/030 TO APPROVE minutes of the meeting held 9 th October 2023 All in favour and agreed Chair to sign as a true and accurate record of the meeting LAI/23/031 3 Year Plan To review and approve 3 year plan for submission to Finance, Governance and Legal Committee on the 4 th December. Noting Year 1 of 3 year plan will form the budget for year 2024/25 Draft Three Year Plan presented to all; discussion covered: Reserves: - Land Fund Reserve to be allocated £7k funding in years 24-25 and 25-26 with a view of the Parish Council then having sufficient funds in place to then explore options to potentially change the use of an existing site for additional burial space or improvements to an existing site. Improvements discussed: access, security, water provision at Gatehouse Road Allotments - War Memorial agreed to allocated £6k 24-25 with a view of seeking grant funding to clean and restore memorial. £1k to be allocated years 25-26, 26-27 to ensure reserve is built up so cleaning and restoration can be programmed - Allotment income – noted could be higher than projected following results or local review - Allotment Maintenance Gatehouse Road – agreed to increase to £500 for years 24-25, 25-26. 26-27 noting the size of the site and need for regular clearance work to the maintenance track/entrance that is too much for the Ranger. Clerk to	029.1	No items raised	
All in favour and agreed Chair to sign as a true and accurate record of the meeting 1 All in favour and agreed Chair to sign as a true and accurate record of the meeting 3 Year Plan To review and approve 3 year plan for submission to Finance, Governance and Legal Committee on the 4 th December. Noting Year 1 of 3 year plan will form the budget for year 2024/25 Draft Three Year Plan presented to all; discussion covered: Reserves: - Land Fund Reserve to be allocated £7k funding in years 24-25 and 25-26 with a view of the Parish Council then having sufficient funds in place to then explore options to potentially change the use of an existing site for additional burial space or improvements to an existing site. Improvements discussed: access, security, water provision at Gatehouse Road Allotments - War Memorial agreed to allocated £6k 24-25 with a view of seeking grant funding to clean and restore memorial. £1k to be allocated years 25-26, 26-27 to ensure reserve is built up so cleaning and restoration can be programmed - Allotment income – noted could be higher than projected following results or local review - Allotment Maintenance Gatehouse Road – agreed to increase to £500 for years 24-25, 25-26. 26-27 noting the size of the site and need for regular clearance work to the maintenance track/entrance that is too much for the Ranger. Clerk to			
All in favour and agreed Chair to sign as a true and accurate record of the meeting 3 Year Plan To review and approve 3 year plan for submission to Finance, Governance and Legal Committee on the 4 th December. Noting Year 1 of 3 year plan will form the budget for year 2024/25 Draft Three Year Plan presented to all; discussion covered: Reserves: - Land Fund Reserve to be allocated £7k funding in years 24-25 and 25-26 with a view of the Parish Council then having sufficient funds in place to then explore options to potentially change the use of an existing site for additional burial space or improvements to an existing site. Improvements discussed: access, security, water provision at Gatehouse Road Allotments - War Memorial agreed to allocated £6k 24-25 with a view of seeking grant funding to clean and restore memorial. £1k to be allocated years 25-26, 26-27 to ensure reserve is built up so cleaning and restoration can be programmed - Allotment income – noted could be higher than projected following results or local review - Allotment Maintenance Gatehouse Road – agreed to increase to £500 for years 24-25, 25-26. 26-27 noting the size of the site and need for regular clearance work to the maintenance track/entrance that is too much for the Ranger. Clerk to	LAI/23/030	TO APPROVE minutes of the meeting held 9th October 2023	
LAI/23/031 3 Year Plan To review and approve 3 year plan for submission to Finance, Governance and Legal Committee on the 4 th December. Noting Year 1 of 3 year plan will form the budget for year 2024/25 Draft Three Year Plan presented to all; discussion covered: Reserves: - Land Fund Reserve to be allocated £7k funding in years 24-25 and 25-26 with a view of the Parish Council then having sufficient funds in place to then explore options to potentially change the use of an existing site for additional burial space or improvements to an existing site. Improvements discussed: access, security, water provision at Gatehouse Road Allotments - War Memorial agreed to allocated £6k 24-25 with a view of seeking grant funding to clean and restore memorial. £1k to be allocated years 25-26, 26-27 to ensure reserve is built up so cleaning and restoration can be programmed - Allotment income – noted could be higher than projected following results or local review - Allotment Maintenance Gatehouse Road – agreed to increase to £500 for years 24-25, 25-26. 26-27 noting the size of the site and need for regular clearance work to the maintenance track/entrance that is too much for the Ranger. Clerk to			
To review and approve 3 year plan for submission to Finance, Governance and Legal Committee on the 4 th December. Noting Year 1 of 3 year plan will form the budget for year 2024/25 Draft Three Year Plan presented to all; discussion covered: Reserves: - Land Fund Reserve to be allocated £7k funding in years 24-25 and 25-26 with a view of the Parish Council then having sufficient funds in place to then explore options to potentially change the use of an existing site for additional burial space or improvements to an existing site. Improvements discussed: access, security, water provision at Gatehouse Road Allotments - War Memorial agreed to allocated £6k 24-25 with a view of seeking grant funding to clean and restore memorial. £1k to be allocated years 25-26, 26-27 to ensure reserve is built up so cleaning and restoration can be programmed - Allotment income – noted could be higher than projected following results or local review - Allotment Maintenance Gatehouse Road – agreed to increase to £500 for years 24-25, 25-26. 26-27 noting the size of the site and need for regular clearance work to the maintenance track/entrance that is too much for the Ranger. Clerk to	030.1	All in favour and agreed Chair to sign as a true and accurate record of the meeting	
To review and approve 3 year plan for submission to Finance, Governance and Legal Committee on the 4 th December. Noting Year 1 of 3 year plan will form the budget for year 2024/25 Draft Three Year Plan presented to all; discussion covered: Reserves: - Land Fund Reserve to be allocated £7k funding in years 24-25 and 25-26 with a view of the Parish Council then having sufficient funds in place to then explore options to potentially change the use of an existing site for additional burial space or improvements to an existing site. Improvements discussed: access, security, water provision at Gatehouse Road Allotments - War Memorial agreed to allocated £6k 24-25 with a view of seeking grant funding to clean and restore memorial. £1k to be allocated years 25-26, 26-27 to ensure reserve is built up so cleaning and restoration can be programmed - Allotment income – noted could be higher than projected following results or local review - Allotment Maintenance Gatehouse Road – agreed to increase to £500 for years 24-25, 25-26. 26-27 noting the size of the site and need for regular clearance work to the maintenance track/entrance that is too much for the Ranger. Clerk to	1.41/00/004	O.V. DI	
Legal Committee on the 4 th December. Noting Year 1 of 3 year plan will form the budget for year 2024/25 Draft Three Year Plan presented to all; discussion covered: Reserves: - Land Fund Reserve to be allocated £7k funding in years 24-25 and 25-26 with a view of the Parish Council then having sufficient funds in place to then explore options to potentially change the use of an existing site for additional burial space or improvements to an existing site. Improvements discussed: access, security, water provision at Gatehouse Road Allotments - War Memorial agreed to allocated £6k 24-25 with a view of seeking grant funding to clean and restore memorial. £1k to be allocated years 25-26, 26-27 to ensure reserve is built up so cleaning and restoration can be programmed - Allotment income – noted could be higher than projected following results or local review - Allotment Maintenance Gatehouse Road – agreed to increase to £500 for years 24-25, 25-26. 26-27 noting the size of the site and need for regular clearance work to the maintenance track/entrance that is too much for the Ranger. Clerk to		3 Year Plan	
budget for year 2024/25 Draft Three Year Plan presented to all; discussion covered: Reserves: - Land Fund Reserve to be allocated £7k funding in years 24-25 and 25-26 with a view of the Parish Council then having sufficient funds in place to then explore options to potentially change the use of an existing site for additional burial space or improvements to an existing site. Improvements discussed: access, security, water provision at Gatehouse Road Allotments - War Memorial agreed to allocated £6k 24-25 with a view of seeking grant funding to clean and restore memorial. £1k to be allocated years 25-26, 26-27 to ensure reserve is built up so cleaning and restoration can be programmed - Allotment income – noted could be higher than projected following results or local review - Allotment Maintenance Gatehouse Road – agreed to increase to £500 for years 24-25, 25-26. 26-27 noting the size of the site and need for regular clearance work to the maintenance track/entrance that is too much for the Ranger. Clerk to	031.1		
Draft Three Year Plan presented to all; discussion covered: Reserves: - Land Fund Reserve to be allocated £7k funding in years 24-25 and 25-26 with a view of the Parish Council then having sufficient funds in place to then explore options to potentially change the use of an existing site for additional burial space or improvements to an existing site. Improvements discussed: access, security, water provision at Gatehouse Road Allotments - War Memorial agreed to allocated £6k 24-25 with a view of seeking grant funding to clean and restore memorial. £1k to be allocated years 25-26, 26-27 to ensure reserve is built up so cleaning and restoration can be programmed - Allotment income – noted could be higher than projected following results or local review - Allotment Maintenance Gatehouse Road – agreed to increase to £500 for years 24-25, 25-26. 26-27 noting the size of the site and need for regular clearance work to the maintenance track/entrance that is too much for the Ranger. Clerk to			
Reserves: - Land Fund Reserve to be allocated £7k funding in years 24-25 and 25-26 with a view of the Parish Council then having sufficient funds in place to then explore options to potentially change the use of an existing site for additional burial space or improvements to an existing site. Improvements discussed: access, security, water provision at Gatehouse Road Allotments - War Memorial agreed to allocated £6k 24-25 with a view of seeking grant funding to clean and restore memorial. £1k to be allocated years 25-26, 26-27 to ensure reserve is built up so cleaning and restoration can be programmed - Allotment income – noted could be higher than projected following results or local review - Allotment Maintenance Gatehouse Road – agreed to increase to £500 for years 24-25, 25-26. 26-27 noting the size of the site and need for regular clearance work to the maintenance track/entrance that is too much for the Ranger. Clerk to		budget for year 2024/25	
Reserves: - Land Fund Reserve to be allocated £7k funding in years 24-25 and 25-26 with a view of the Parish Council then having sufficient funds in place to then explore options to potentially change the use of an existing site for additional burial space or improvements to an existing site. Improvements discussed: access, security, water provision at Gatehouse Road Allotments - War Memorial agreed to allocated £6k 24-25 with a view of seeking grant funding to clean and restore memorial. £1k to be allocated years 25-26, 26-27 to ensure reserve is built up so cleaning and restoration can be programmed - Allotment income – noted could be higher than projected following results or local review - Allotment Maintenance Gatehouse Road – agreed to increase to £500 for years 24-25, 25-26. 26-27 noting the size of the site and need for regular clearance work to the maintenance track/entrance that is too much for the Ranger. Clerk to		Draft Three Year Plan presented to all: discussion covered:	
view of the Parish Council then having sufficient funds in place to then explore options to potentially change the use of an existing site for additional burial space or improvements to an existing site. Improvements discussed: access, security, water provision at Gatehouse Road Allotments - War Memorial agreed to allocated £6k 24-25 with a view of seeking grant funding to clean and restore memorial. £1k to be allocated years 25-26, 26-27 to ensure reserve is built up so cleaning and restoration can be programmed - Allotment income – noted could be higher than projected following results or local review - Allotment Maintenance Gatehouse Road – agreed to increase to £500 for years 24-25, 25-26. 26-27 noting the size of the site and need for regular clearance work to the maintenance track/entrance that is too much for the Ranger. Clerk to			
options to potentially change the use of an existing site for additional burial space or improvements to an existing site. Improvements discussed: access, security, water provision at Gatehouse Road Allotments - War Memorial agreed to allocated £6k 24-25 with a view of seeking grant funding to clean and restore memorial. £1k to be allocated years 25-26, 26-27 to ensure reserve is built up so cleaning and restoration can be programmed - Allotment income – noted could be higher than projected following results or local review - Allotment Maintenance Gatehouse Road – agreed to increase to £500 for years 24-25, 25-26. 26-27 noting the size of the site and need for regular clearance work to the maintenance track/entrance that is too much for the Ranger. Clerk to		- Land Fund Reserve to be allocated £7k funding in years 24-25 and 25-26 with a	
or improvements to an existing site. Improvements discussed: access, security, water provision at Gatehouse Road Allotments - War Memorial agreed to allocated £6k 24-25 with a view of seeking grant funding to clean and restore memorial. £1k to be allocated years 25-26, 26-27 to ensure reserve is built up so cleaning and restoration can be programmed - Allotment income – noted could be higher than projected following results or local review - Allotment Maintenance Gatehouse Road – agreed to increase to £500 for years 24-25, 25-26. 26-27 noting the size of the site and need for regular clearance work to the maintenance track/entrance that is too much for the Ranger. Clerk to			
 water provision at Gatehouse Road Allotments War Memorial agreed to allocated £6k 24-25 with a view of seeking grant funding to clean and restore memorial. £1k to be allocated years 25-26, 26-27 to ensure reserve is built up so cleaning and restoration can be programmed Allotment income – noted could be higher than projected following results or local review Allotment Maintenance Gatehouse Road – agreed to increase to £500 for years 24-25, 25-26. 26-27 noting the size of the site and need for regular clearance work to the maintenance track/entrance that is too much for the Ranger. Clerk to 			
 War Memorial agreed to allocated £6k 24-25 with a view of seeking grant funding to clean and restore memorial. £1k to be allocated years 25-26, 26-27 to ensure reserve is built up so cleaning and restoration can be programmed Allotment income – noted could be higher than projected following results or local review Allotment Maintenance Gatehouse Road – agreed to increase to £500 for years 24-25, 25-26. 26-27 noting the size of the site and need for regular clearance work to the maintenance track/entrance that is too much for the Ranger. Clerk to 			
to clean and restore memorial. £1k to be allocated years 25-26, 26-27 to ensure reserve is built up so cleaning and restoration can be programmed - Allotment income – noted could be higher than projected following results or local review - Allotment Maintenance Gatehouse Road – agreed to increase to £500 for years 24-25, 25-26. 26-27 noting the size of the site and need for regular clearance work to the maintenance track/entrance that is too much for the Ranger. Clerk to			
reserve is built up so cleaning and restoration can be programmed - Allotment income – noted could be higher than projected following results or local review - Allotment Maintenance Gatehouse Road – agreed to increase to £500 for years 24-25, 25-26. 26-27 noting the size of the site and need for regular clearance work to the maintenance track/entrance that is too much for the Ranger. Clerk to			
 Allotment income – noted could be higher than projected following results or local review Allotment Maintenance Gatehouse Road – agreed to increase to £500 for years 24-25, 25-26. 26-27 noting the size of the site and need for regular clearance work to the maintenance track/entrance that is too much for the Ranger. Clerk to 			
- Allotment Maintenance Gatehouse Road – agreed to increase to £500 for years 24-25, 25-26. 26-27 noting the size of the site and need for regular clearance work to the maintenance track/entrance that is too much for the Ranger. Clerk to			
24-25, 25-26. 26-27 noting the size of the site and need for regular clearance work to the maintenance track/entrance that is too much for the Ranger. Clerk to			
to the maintenance track/entrance that is too much for the Ranger. Clerk to			Clork
			Cierk
Serial Strategy of Boundary Houges and Grainage differen			
		Somming of boundary houges and drainage ditories	

	Capital Projects: Local Highways Initiatives: Noting increasing costs, Committee wished to present an accurate view of projected spend with the view of hopefully not having to request additional funds mid-project as previous years. Agreed to submit: £20k 24-25, £22k 25-26 and £25k 26-27. Members noted the need for projects to be to be established throughout the year to ensure resident consultation can take place prior to submission. Clerk to seek views of County Council of mechanism for advice for projects prior to submission. Call for help from residents with areas of expertise also suggested. Biodiversity Project at Gatehouse Road - £1k to be allocated 24-25, 25-26, 26-27 to ensure regular maintenance to the boundary hedges Installation of information boards Guns Lane and The Brook – agreed to allocate £2k 24-25 Joint project with Cambridgeshire County Council to repair access points on permission path Mill Lane to retain access. Agreed to allocate £2k 24-25 (NHP Project P16) Install Cycle Stands £2k years 24-25, 25-26, 26-27 (NHP Project P17) Privately Funded Highways Initiative Barrier Removal – noting application submitted, discussion covered allocating budget for immediate removal of the straightforward barriers but allow for further works in years 2 and 3 following investigative works and alternative solutions in complex locations. Agreed to allocate £5k 24-25, £2k 25-26, £5k 26-27 Installation of electric charging points – Clerk to explore options and viability of installing in High Street car park. Terms of lease to be explored with regards to installing time restricted parking and automatic number plate recognition system. Committee reviewed the Wishlist of projects formulated by the Committee, many only being suitable for the LHI scheme noting the complexity. Clir Leonard wished to add Station Road but noted the need for expert knowledge to suggest and build a project to address the current problem of being inadequate for pedestrians and cyclists. Clerk to	Clerk
	group projects where applicable and ensure all projects are included on the Wishlist prior to circulating to members. List to then be used to seek advice and build on projects throughout the year.	Clerk
LAI/23/032	ITEMS FOR NEXT AGENDA	
	Purchase of post at Burial Ground to stop unauthorised vehicular access High Street Car Park Clearance and lining Repairs to benches Village Green	
LAI/23/033	DATE OF NEXT MEETING	
	Next Meeting Tuesday 23 rd January 2024	
	Meeting closed: 9.15pm	
		•