

**Minutes of Histon & Impington Highways Drainage and Formal Space**  
**7:30pm, Tuesday 26<sup>th</sup> March 2024**  
**Parish Office, Recreation Ground, New Road, Impington**

## Highways Drainage & Formal Spaces Committee Minutes

Membership: 6 + 2 ex-officio

Appendices: 0

Quorum: 3

<b>Agenda No:</b>	<p><b>Present:</b> Cllrs: Joseph Adam, Tom McKeown, James Leonard, Yvonne Murray, Geoff Moore  <b>Co-Opted member:</b> Tom Hindley (via zoom)  <b>Clerk(s):</b> Chelsea O'Brien (via zoom), Amelia Luck (via zoom)  <b>Member of Public: 1</b>  <b>Also:</b> Cty Cllr Hathorn (in part)</p>	
<b>HDF/23/044</b> <b>044.1</b>	<p><b>APOLOGIES FOR ABSENCE</b>  Cllrs: Stonham (personal), Jocelyn (work)</p>	
<b>HDF/23/045</b> <b>045.1</b>	<p><b>MEMBERS DECLARATIONS OF INTERESTS</b>  None declared</p>	
<b>HDF/23/046</b> <b>046.1</b>	<p><b>PUBLIC PARTICIPATION</b>  Cty Cllr Hathorn updated on:</p> <p><b>Franklin Gardens Junction</b> Cty Cllr Hathorn noted attempts made to arrange a meeting with David Wilson/Barrett Homes remain unanswered but will continue to chase noting the safety concern expressed for cyclists and pedestrians. Cllr Leonard noted the concern for residents of Franklin Gardens attending Impington Village College and the unsafe cycle/pedestrian route. Cty Cllr Hathorn suggested a letter to the developer including MPs would be the best course of action. It was noted the developer is working to a planning permission approved 10 years ago.</p> <p><b>Privately Funded Highways Initiative – Pedestrian Barrier Removal</b> Cty Cllr Hathorn urged the Committee to double check barriers on the guided busway directly with the Guided Busway Team and noted she is happy to arrange a meeting and offer support where needed with the Public Rights of Way Team.</p> <p>With agreement of the Committee Chair brought forward item 050.2 and 049.2. Cty Cllr Hathorn left the meeting following these items. Chair returned to agenda order.</p>	
<b>HDF/23/047</b> <b>047.1</b>	<p><b>TO APPROVE minutes of the meeting held 24<sup>th</sup> January 2024</b>  Proposed Cllr McKeown, seconded Cllr Leonard all in favour and <b>agreed</b> Chair to sign as a true and accurate record of the meeting</p> <p>Cllrs Murray and Moore abstained</p>	
<b>HDF/23/048</b> <b>048.1</b>	<p><b>MATTERS ARISING</b>  Provided to all and accepted (<b>Appendix 1</b>)</p>	
<b>HDF/23/049</b> <b>049.1</b>	<p><b>ACTIVE PROJECT UPDATES</b>  <u><b>Privately Funded Highways Initiative</b></u> Pedestrian Barrier Review/Removal. To accept report and review and approve priority review undertaken by the Committee, spreadsheet provided to all with additional comments from Cllr Moore available to view on Sharepoint. Safety Audit has been completed by County Council and ready for prioritisation to take place. Delegated to Clerk and Cllr McKeown to begin prioritisation and review. Clerk to enquire of process with County Council with regards to engaging contactors noting design work and installation of posts is required at some locations. Cty Cllr Hathorn to arrange a meeting with maintenance officer and officer over-seeing the project.</p>	<p><b>Comm Members</b>   <b>Clerk/TMK</b>   <b>Cty Cllr Hathorn</b></p>

049.2	<p><b>Local Highways Initiative Application 25/26</b> Review of Wishlist and approve priority review of projects. Committee recommended deletion of Guided Bus Stop North noting cost for scheme out of scope for LHI. Cllr McKeown noted the support at the previous meeting for a feasibility study of Station Road for this year noting this was on offer for the first time as part of the LHI process. Noting it was the first year, there is no former application to draw advice from. Resident consultation was noted as key, with early involvement and collaborative approach with County Council. Cllr Adam to draft a survey to scope views of residents of Wishlist projects. Draft survey to be circulated to the Committee for comment with the views of approval at the next meeting.</p>	JA
<p>HDF/23/050</p> <p>050.1</p> <p>050.2</p> <p>050.3</p> <p>050.4</p> <p>050.5</p> <p>050.6</p>	<p><b>OTHER MATTERS</b></p> <p><b>SCDC Electric Vehicle Charge Point Grant</b> is available to fund installation of Electric Vehicle Charge Points (EVCPs) for use by the public, and related works, in the car parks of community buildings and village halls within South Cambridgeshire. Clerk noted the funding criteria and that only certain groups within the villages can apply and that the grant cannot be used for private car parks. Other groups who could apply are noted as British Legion, Baptist Church, Rec Development Group and SCDC community halls (St Audreys, Homefield Close, Kay Hitch Way). Delegated to Clerk to contact British Legion, Cllr Moore to contact SCDC and Baptist Church. Cllr Murray to contact Rec Development Group.</p> <p><b>Franklin Gardens Junction</b> Cllr McKeown verbally updated on some successes from the meeting with County Officers and Cty Cllr Hathorn which included, flushed kerb that was raised will be amended, the narrowing of the lanes has been for resurfacing and will be made good and the cones for the temporary cycle lane which were erected for safety have since been removed and a new cycle path open for use. Cllr McKeown also noted the success with developer by getting them to consider 'elephant feet' rather than red tarmac which will hopefully be actioned soon. Cty Cllr Hathorn suggested further correspondence should be with the developer to keep safety as a high priority. Cllr McKeown and Cty Cllr Hathorn to arrange a meeting with developers.</p> <p><b>Ambrose Way/Mill Lane Reconfiguration</b> meeting arranged 22 April with County Officers to identify how best to proceed with application to reconfigure junction. Cllr Moore unable to attend meeting but requests a resident of Ambrose Way is invited. Cllr Moore to provide Clerk with contact details for this resident.</p> <p><b>Station Road TRO Resident Consultation</b> to delegate to Clerk and Committee Chair to proceed with consultation. Draft to be shared and sanctioned by Committee on email prior to going live. Proposed Cllr Adam, seconded Cllr Leonard all in favour, <b>approved</b></p> <p><b>To approve purchase of 20mph Wheelie Bin Stickers</b> report provided to all with three quotes for 500 stickers. Proposed Cllr Moore, seconded Cllr Leonard, all in favour to proceed with recommendation of quote 1 on report.</p> <p><b>Review of Emergency Plan</b> provided to all for review. Review of contact details and permissions to be sought by Office. Committee noted aspiration to include flood and fire plans for the village. Proposed Cllr McKeown seconded Cllr Moore all in favour and approved noting plan is evolving and can be reviewed/updated at any time.</p>	<p>Clerk,GM ,YM</p> <p>GM</p>
HDF/23/051	<p><b>ITEMS FOR NEXT AGENDA</b></p> <p>Election of chair Review of Neighbourhood Plan Review of budget LHI and Barriers</p>	
HDF/23/052	<p><b>DATE OF NEXT MEETING</b></p> <p><b>Next Meeting</b> To be confirmed Meeting closed: 9.02pm</p>	