

**Minutes of the Meeting held of Histon & Impington Parish Council
Community Room at the Recreation Ground
7.30pm, Monday 15th July 2024**

5 Appendices attached

Full Council Minutes

Agenda No:		Action/ Power
	Present: Cllrs: Yvonne Murray (Chair), Aga Cahn, Steve Carrington, Walter Davey, Neil Davies, Christopher Hobbs, Simon Jocelyn, David Legge, James Leonard, Denis Payne, Edd Stonham (Vice Chair), Louise Wilbraham Clerk(s): Chelsea O'Brien; Theresa King Members of Public: 0 Dist Cllr: Cahn (in part) Cty Cllr Hathorn (in part)	
24/033	APOLOGIES FOR ABSENCE Apologies: Cllrs Joseph Adam (personal), Sarah Allen (personal), Jennifer Crockford (personal), Geoff Moore (personal), Tom McKeown (personal), Sarah Smith (personal), Joe Uttridge (personal) Dist Cllr Hansraj	
24/034	DECLARATIONS OF INTEREST AND DISPENSATIONS Cllr Davies – pecuniary interest – item 042.5 Feast Committee	
24/035	DATE(s) OF NEXT COMMITTEE MEETINGS Upcoming dates shared on events page of www.hisimp-pc.gov.uk detailed under agenda item 24/040 and calendar invites emailed to all.	
24/036 036.1	PUBLIC PARTICIPATION None	
24/037 037.1	<u>TO APPROVE minutes of the meetings held 17th June 2024</u> Proposed Cllr Hobbs, seconded Cllr Stonham all in favour and approved . Chair to sign minutes as an accurate record of the meeting. Two abstentions noted.	
24/038 038.1	<u>MATTERS ARISING</u> Action list provided to all (Appendix 1) and accepted, additional discussion on: 23/055.9 Letter to Hain Daniels – in progress 23/114.10 Connections Bus Review – on agenda for update and decision. Item to be removed from list noting standing agenda item noting Youth Provision Working Group formed and will update Council when necessary 24/030.8 Painting of Youth Shelter – scheduled for July, item to be removed from list Chair verbally updated on HI Lights Magazine/Hi Hub funding request noting the decision taken at the June Full Council to reverse a motion to allow Council to revisit the decision was approved. It was noted the Chair met with a member of the HI Hub Board 5 th July to discuss the budget/financial information to be submitted for review by Council. This meeting was productive and covered ideas to improve ways of working, annual calendar of content, direction of work. The member required that financial information that was provided was shared with the Working Group (which it was on 8 th July) but noted as confidential due to the sensitive information linked to staff salaries. HI Hub Board did not give permission for this confidential information to be shared with all members of Council. Unfortunately, the item was omitted from the agenda as Council would not have been able to make an informed decision in a consistent manner to other financial requests previously considered.	

	Both the Chair and Clerk did their utmost to offer support and solutions to get this item on the agenda including extending the agenda deadline to the day of publication (10 th July 2024) and ensuring processes with regards to handling and discussing confidential information in a public setting would be followed	
24/039	<u>REPORTS TO NOTE</u>	
039.1	<p><u>County Council</u> written report July 2024 copied to all and accepted covering: General Election, Local News, Clay Close Lane flooding, Garden Walk flooding, funding for 'H' markings for properties in Narrow Close. Additional discussion: request for School Governors at The Brook Primary School; meeting with The Mayor to discuss solutions to the lack of capacity on peak time buses. Suggestion of bus starting at Northstowe/Longstanton during peak times, aiming for implementation in September.</p> <p><u>District Councillor Report</u> no written monthly report. Dist Cllr Cahn noted an election pause had slowed down operations. Verbal update covered: shared concerns with peak time travel on buses, issues in Cottenham have also been noted, a suggestion of bus starting at Cottenham and joining the busway at Oakington has been muted. Holiday Inn request for residents impacted by the noise disturbance to keep a log/diary of events detailing dates and times to enable a case to prove a nuisance. 4 Day Week appraisal held in April, all staff are now working a 32-hour week (waste services and office based). Independent reviews offer differing findings, generally a saving has been noted and trial has been positive. Policy decisions awaited including any changes to the planning process. Six and a half years' land supply for houses already in existence. Congratulations to MP Pippa Heylings was noted and shared with all.</p>	
039.2	<u>Clerk's Report</u> written report provided to all and accepted (Appendix 2). Clerk verbally updated that an electrician was scheduled to fix tap in public toilet 16 th July, and site wide weed and fertiliser treatment at The Recreation Ground completed.	
039.3	<p><u>Chairman's Report</u> written report provided to all and accepted (Appendix 3). Chair reiterated thanks to everyone and noted Council does not meet in August</p> <p>Cllr Hathorn left the meeting</p>	
24/040	<u>To Accept Committee Reports</u> - <i>note actions and accept</i>	
040.1	<u>Planning Committee</u> draft minutes 25 th June provided to all and accepted. Date of next meeting 16 th July 2024	
040.2	<u>Nature & Biodiversity</u> draft minutes 24 th June provided to all and accepted. Date of next meeting 5 th September 2024	
040.3	<u>Highways, Drainage and Formal Spaces</u> draft minutes 2 nd July 2024 provided to all and accepted. Date of next meeting 10 th September 2024	
040.4	<p><u>Dates(s) of upcoming Committee Meetings:</u> <u>Finance, Governance & Legal</u> Date of next meeting 22nd July 2024 <u>Wellbeing, Recreation & Leisure</u> Date of next meeting 23rd September 2024 <u>Employment & Development</u> Date of next scheduled meeting 14th October 2024</p>	
24/041	TO RECEIVE FINANCE & ADMINISTRATION REPORT (Appendix 4)	
041.1	To note payment of accounts under delegated approval, noted	
041.2	<p>To approve payment of outstanding accounts due. RFO verbally updated on three additional payments for approval:</p> <ul style="list-style-type: none"> - Acacia Tree Surgery - £8100 +VAT 	

041.3	<ul style="list-style-type: none"> - Online Playgrounds - £15150 + VAT - Online Playgrounds - £440 + VAT <p>Proposed Cllr Stonham, seconded Cllr Wilbraham all in favour, approved</p> <p>To report on amounts paid in, noted</p> <p>RFO noted increase in insurance cover following recommendation from Internal Auditor to increase fidelity cover.</p>	
24/042 042.1 042.2 042.3 042.4	<p><u>Other Matters</u></p> <p><u>End of Season Pitch Preparation</u> – to approve purchase of materials and contractor time to complete end of season pitch requirements noting materials are bespoke to the ground conditions of the Recreation Ground. Report provided to all detailing schedule of work and materials required (Appx 5). Noting proposal included turning the second square to create more wickets, Proposed Cllr Stonham seconded Cllr Legge all in favour to approve recommendation in full subject to the turning of the cricket square to be supported by Histon Cricket Club and a re-measure required to ensure there is no impact to football pitches. Delegated to Cllr Hobbs, Clerk and RFO to proceed.</p> <p><u>Youth Provision Working Group</u> Cllr Wilbraham provided a verbal update covering the work to date of the Working Group and aspirations to revitalise other Parish Council owned sites including South Road Play Area and Crossing Keepers Hut.</p> <p>Confidential report provided to Councillors only noting reference to salary of staff member of Connection Bus.</p> <p>Public Bodies (Admission to Meetings) Act 1960 Exclusion of the Press and Public - to resolve that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the Meeting. Proposed Cllr Legge, seconded Cllr Davies all in favour, approved. Dist Cllr Cahn left the meeting.</p> <p>Discussion covered:</p> <ul style="list-style-type: none"> - Connections Bus have provided detailed insight into remit covered at Youth Club - Service provided is more than first thought - More time required for the Working Group to consider findings and meet with alternative providers - Preparation and background work of Youth Worker is not clear - Value for money noting Histon & Impington Parish Council pay a significant percentage more compared to other Parish Councils - HI Friends Wellbeing course for Year 9 upwards, 10-week programme for 12 young people - Accountability of staff hours and detailed KPI's required <p>Motion: Council to consider and approve payment to Connections Bus for provision of existing youth services for a further three months at a cost of £8,696 from December 2024 to March 2025. Proposed Cllr Wilbraham, seconded Cllr Hobbs, majority in favour, 1 against motion approved</p> <p>Public Bodies (Admission to Meetings) Act 1960 Re-admittance of the Press and the Public – to resolve that the confidential business having been concluded, the Press and the Public be re-admitted to the Meeting. Proposed Cllr Legge, seconded Cllr Davies all in favour approved. Dist Cllr Cahn returned to the meeting</p> <p><u>Road Closure to facilitate Remembrance Parade</u> to approve delegation to Clerk and trained resident volunteers to submit application for road closure. Proposed Cllr Legge, seconded Cllr Wilbraham all in favour, approved</p> <p><u>To approve membership of Editorial Working Group</u> to support the staff team on any Parish Council publications. Chair suggested all Committee Chairs, Working Group Conveners and elected Officers to form membership, proposed Cllr Hobbs, seconded Cllr Payne all in favour, approved</p>	<p>CH/RFO/ Clerk</p> <p>Clerk</p>

042.5	<p><u>To approve £30 donation</u> to Histon Feast following the cancellation of the Feast Market (Parish Council purchased two stalls). Cllr Payne noted the correct power was General Power of Competence, proposed Cllr Hobbs, seconded Cllr Stonham all in favour, approved. Cllr Davies did not vote</p>	
24/043	<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>	
24/032	<p>Next Full Council: Histon & Impington Parish Council</p> <p>Monday 16th September 2024</p>	
	<p>Meeting closed: 8.24pm</p> <p>Appendix 1: Action List Appendix 2: Clerk's Report Appendix 3: Chairman's Report Appendix 4: Finance Report Appendix 5: End of Season Pitch Preparation</p>	

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