



NOTICE OF MEETING: **HISTON & IMPINGTON PARISH COUNCIL**
TIME: **7.30pm**
DATE: **Monday 16th September 2024**
VENUE: **Community Room, Recreation Ground**

All members of the Council are hereby summoned to attend for the purposes of considering and resolving the business to be transacted at the meeting, as set out below. Members of the public and press are invited to address the Council under the Public Participation item. Advance notice of questions would be appreciated

Mrs Chelsea O'Brien – Clerk/Proper Officer to Histon & Impington Parish Council
 11th September 2024

Members: 19 Quorum: 7

AGENDA FRONT SHEET

	** Refreshments served from 7pm**	
24/045	<u>To Receive and Approve Apologies for Absence</u>	
24/046	<u>To Receive Declarations of Interests and Dispensations</u> To receive declarations of pecuniary interest from Councillors on items on the agenda To receive written requests for dispensations for disclosable pecuniary interests (if any) To grant any new requests for dispensation as appropriate	
24/047	<u>Date(s) of next Committee Meetings</u> Upcoming dates shared on events page of www.hisimp-pc.gov.uk , detailed under agenda item 24/053 and calendar invites emailed to all	
24/048	<u>Public Participation</u> To allow up to 15 minutes for any members of the public to address the meeting in relation to any matter	15 Mins
24/049	<u>To Approve minutes of the meetings held 15th July 2024 attached</u>	For Decision
24/050	<u>Matters Arising from Previous Meetings – for information only</u> <u>Actions List - attached</u> Any other Matters Arising to report	5 Mins To note
24/051	<u>To Receive Reports – for information only</u>	15 Mins
051.1	<u>Monthly reports</u> from County and District Councillors – <u>attached</u>	
051.2	<u>Clerk’s Report – attached</u>	
051.3	<u>Chair’s Report –attached</u>	
24/052	<u>To Accept Committee Reports - note actions and accept</u>	5 Mins
052.1	<u>Planning Committee</u> draft minutes 16 th July, 6 th August, 27 th August, 6 th September <u>attached</u> . Date of next meetings 24 th September, 22 nd October 2024	

<p>053.2</p> <p>053.3</p>	<p>The Ministry of House, Communities and Local Government – Proposed reforms to the National Planning Policy Framework and other changes to the planning system. To approve delegation to draft and submit response on behalf of the Council. Comments to be submitted by 11:45pm Tuesday 24th September 2024</p> <p>Highways, Drainage and Formal Spaces draft minutes 10th September to follow. Date of next meeting 12th November 2024</p> <p>Dates(s) of upcoming Committee Meetings: Nature & Biodiversity date of next scheduled meeting 5th November 2024 Finance, Governance & Legal Date of next meeting 7th October 2024 Wellbeing, Recreation & Leisure Date of next meeting 23rd September 2024 Employment & Development Date of next scheduled meeting 14th October 2024</p>	<p>For Decision</p>
<p>24/054</p> <p>054.1</p> <p>054.2</p> <p>054.3</p> <p>054.4</p>	<p>To Receive Finance & Administration Report</p> <p>To note payment of accounts under delegated approval – see RFO Report attached. Clerk with written approval from the Chair approved delegated payment for Solicitor support for Freedom of Information request received 12th August. Invoice awaited</p> <p>To approve payment of outstanding accounts due– RFO Report attached</p> <p>To report on amounts paid in</p> <p>To note receipt of External Audit Report attached</p>	<p>10 Mins</p> <p>For Decision</p>
<p>24/055</p> <p>055.1</p> <p>055.2</p> <p>055.3</p> <p>055.4</p> <p>055.5</p> <p>055.6</p>	<p>Other Matters</p> <p>Pump Track review of sites – paper attached</p> <p>Motions:</p> <ol style="list-style-type: none"> 1. To rename Skatepark Provision to Skatepark/Pump Track Provision 2. Parish Council to undertake feasibility, open dialogue with landowner (noting in some case land is leased) and produce artwork with the view of consulting residents at a later date by means of letter drop consultation and public meeting. Funds to be taken from the Skatepark/Pump Track specified reserve 3. To delegate Chair and Clerk (and any other Councillor with an interest) to seek three quotes for feasibility and artwork and proceed with the best available terms. Those delegated to work closely with Pump Track Trustees to ensure artwork is in line with the Charity’s vision 4. Feasibility and Artwork to be presented and approved by Council prior to resident consultation and public meeting <p>Sport Pitch Winter Maintenance and Pre-Season Preparation (Recreation Ground) to approve purchase of materials and contractor time to complete winter maintenance and pre-season preparation paper attached detailing bespoke treatments for grass Tennis courts and both Cricket squares</p> <p>To review recommendation from Nature & Biodiversity Committee to reinstate role of Tree Advisor (formally Tree Officer) paper attached detailing spend required</p> <p>Policy Book and Staff Handbook– review undertaken by Ashtons Solicitors as part of HR Retainer, copies available to review and comment on Sharepoint. Formal approval on the October agenda</p> <p>12 New Road Damp Survey – report attached with recommendations noting delegation in place for spend up to £8,000 for investigations. To approve recommendations and spend within the report, with delegation to remain in place to oversee work (Clerk, RFO, Chair and Chair WRL Committee)</p> <p>To agree implementation of Booking System for Parish Council owned facilities paper attached detailing benefits and costings</p> <p>To approve capital bid for funding to implement Booking System (item 055.7) paper attached</p>	<p>60 Mins</p> <p>All For Decision</p> <p>For Decision</p> <p>For Decision</p> <p>For Decision</p> <p>For Decision</p>

055.7		For Decision
24/056	<p><u>Communicating the September Full Council Meeting and Request Matters For Next Agenda/s:</u></p> <p>Items for next agenda: Review and Approval of Policies and Staff Handbook</p>	5 mins
24/057	<u>Next Full Council:</u> Monday 21 st October 2024	

