Clerk:
Mrs A J Young
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HISTON PARISH COUNCIL

PARISH OFFICE
NEW ROAD
IMPINGTON
CAMBRIDGE
CB24 9LU

4th July 2007

To members of the Council:

You are hereby summoned to attend a meeting of **HISTON PARISH COUNCIL** at St Audrey's Community Centre, St Audrey's Close, Histon on **MONDAY 9th JULY 2007** commencing at 7.30 p.m. for the purpose of transacting the following business.

FULL COUNCIL AGENDA

Please Note: Minutes and supporting notes may only be supplied to Councillors. Available on request from Clerk

1	APOLOGIES FOR ABSENCE	
2	MEMBERS' DECLARATIONS OF INTEREST for items on the agenda	
3	OPEN SESSION FOR THE PUBLIC standing orders to b e suspended for 15 minutes if any public or press with to speak	
4	TO SIGN AND APPROVE MINUTES OF MEETING HELD 11 JUNE 2007 – minutes attached	**For decision**
5	MATTERS ARISING FROM PREVIOUS MINUTES (for information only)	To accept
6	RECENT CORRESPONDENCE RECEIVED	To accept
7	TO RECEIVE RECREATION GROUND MANAGEMENT COMMITTEE REPORT – Meetings held 20 June 2007 including Full Committee Half Yearly meeting. Next meeting due 11 July	To note
8	TO RECEIVE PLANNING COMMITTEE REPORT – Minutes attached 14 June 2007 Next meeting due 5 July	To accept
9	HISTON HIGHWAYS TRAFFIC & TRANSPORT COMMITTEE REPORT - Minutes attached 3 May and 28 June. Next meeting due 13 September. Recent correspondence including "Histon Club 20 to 30"	To note
10	TO CONSIDER OTHER MATTERS:	
(a)	YOUTH ADVISORY BODY REPORT – Minutes attached 4 June 2007 together with new Terms of Reference. Further meeting due 2 July	To accept
(b)	HISTON FEAST MARKET – Report	To note
(c)	GUIDED BUSWAY Issues including Station Building issues; Liaison Forum	To note
(d)	ENVIRONMENT COMMITTEE UP-DATE – next meeting due 25 July, then 27 September	To note

11 FINANCE AND ADMINISTRATION REPORTS

a) Insurance Review – Quotes for acceptance
b) To confirm payment of retrospective accounts
c) To approve payment of outstanding accounts

d) To report on amounts Paid In

e) Clerk's report July - attached

All For decision

12 DATE AND PLACE OF NEXT MEETING: It is proposed not to hold an August meeting. Proposed **MONDAY 10th SEPTEMBER 2007** at St Audreys Community Centre, St Audreys Close, Histon, due to commence **7.30 p.m.**

For decision

13 DATES OF CONFIRMED COMMITTEE MEETINGS:

To note

Recreation Ground Management Committee – Wednesday 11 July
Environment Committee (War Memorial) – Wednesday 25 July
Planning Committee – Thursday 26 July
Planning Committee – Thursday 23 August
Planning Committee – Thursday 6 September

Other meetings:
Gypsy & Travellers Cambourne Thursday 19 July 3pm – 7pm

14 "IN COMMITTEE" EMPLOYMENT WORKING GROUP REPORT/UP-DATE

For report

and Assistant Clerk - Review of hours

For decision

A J YOUNG - CLERK/PROPER OFFICER 04.07.07

JULY 2007 AGENDA

Item 5 MATTERS ARISING

Item 45.3 Excelcare On all recent Planning agendas. Architect had visited office and offered to show Councillors round new facilities
Item 45.4 Police reports Emailed to all as received. South Cambs Crime & Disorder Reduction Partnership workshop details 25 September
Item 45.5 Safer Routes to School see HT&T
Item 45.7 Open Gardens response
Item 46 APM Tree works now complete
Item 47.4 Kay Hitch Way Residents Association report from Cllr Emmines on meeting held 28 June
Item 51.1 Parish Boundary Review response Cllr Parish to prepare before deadline 27 July
Item 57 Joint Parishes letter now signed and sent. Responses coming in through hisimp mail
Item 58.4 (1) Working Together Impington PC were to meet informally to refresh thoughts and then a joint informal meeting to be called
Item 58.4 (2) Internal Auditor position Applicant to visit office to discuss role
Item 61.2 The Big Wild Read 2 sessions for awards planned at library 7th September. Volunteer Councillor to present awards sought

Item 6 RECENT CORRESPONDENCE

Circulating Files. Available on request
County Councillor reports copied from Cty Cllrs Jenkins and Bradney
CALC copy letter for all regarding CPALC Policy Development; Post Election Questionnaire; Training Code of Conduct (for Clerk and Chairman) 26 September; Other Training dates; copy of letter received on Protocol for Consultation on Housing Issues (SCDC) following liaison meeting 7 June
Cambs County Council Trading Standards magazine; Changes to Mobile Library routes
SCDC Housing Futures details as sent to all tenants and leaseholders
SCDC Standards Committee Newsletter
CPRE AGM details24 July and Annual Report
HICCA Public meeting 13 July at IVC
Milton Archaeology Open Day 11 July Butt Lane

Item 11 FINANCE and ADMINISTRATION

b) To confirm payment of retrospective accounts:
BT plc Telephone bill (for formula) **£108.80** + VAT £18.25 = £127.05
Cambs County Council The Big Wild Read donation **£60**
Administration M3 £1087.26
c) To approve payment of outstanding accounts:
Print Out Copying and stationery **£33.04** + VAT £5.78 = £38.82
Danwood Group Limited Photocopier meter reading (for formula) **£25.73** + VAT £4.50 = £30.23
Roger Hovells Office clean June **£40**
Buchans Landscapes Cuts 4 May and 23 May **£170** + VAT £29.75 = £199.75
Petty Cash, imprest account
c) Paid in: S Whyatts Feast Fair rental £221.00