

HISTON PARISH COUNCIL

Unconfirmed minutes

Minutes of meeting held St Audreys Community Centre, St Audreys Close, Histon, Monday 14 January 2008 7.30 p.m.

Present:

Councillors: I M Parish (Chairman), R K Wynn (Vice Chairman), M P Barrett, M C Cleaver, N S Davies (also District, in part), A J Eade, J P Emmine, C J Foster, F J Munnelly, M J Mason (also District, in part), C A Rose, M J Ruel
 Cty Cllrs D Jenkins and M Bradney Clerk: Mrs A J Young
 Mr John Cooper, Cambs County Council Senior Access Officer/Parish Path Liaison Officer (in part)

Power Action

1 APOLOGIES FOR ABSENCE

150 Cllrs Jones (working), Levitt (working), Taylor (illness). Dist Cllr Chatfield

2 MEMBERS' DECLARATIONS OF INTERESTS

151 None

3 OPEN SESSION FOR THE PUBLIC

152 No public present. With agreement of Council, Chairman brought forward item 9 and suspended standing orders

9 CAMBS COUNTY COUNCIL – PRESENTATION BY JOHN COOPER (1 OF 2)

153.1 Mr Cooper outlined work of the Countryside Access Team, background of Parish Paths Partnership (P3), involvement of Parish Councils in process, and how to apply to help protect, improve, maintain and promote local Rights of Way networks. Map showing areas of Rights of Way in Histon, leaflets, newsletters provided. Local volunteers encouraged to act as “eyes and ears” of the team and they tried to involve the community in work wherever possible. Examples given of signposting, waymarking, general maintenance work of rural aspect networks. Tarmaced areas (urban) were generally responsibility of Divisional officers at Whittlesford. No need for Parish Council to hold a budget for work, grants available. Organised local walks a welcome part of spin off of any work undertaken

153.2 Questions followed:

- Cllr Mason Will Guided Bus maintenance track be classed as Public Right of Way? *Mr Cooper to investigate and report back, also on long term maintenance*
- Cllr Parish How has budgetary constraints at County Council affected the scheme? *Other sources of money had come forward e.g. Northstowe, A14 Improvements scheme and Government funding and LTP money*
- Cllr Foster Does the team have access to volunteers such as the Probationary team? *Yes*
- Cllr Emmine Problems with flytipping along Guns Lane. *Report to SCDC*
- Cllr Munnelly sought clarification on process for applications. *Required by 29 February. County Council then decide where funds should be allocated. Health & Safety a primary issue in any decision, also promoted or key routes for parishes*
- Cllr Cleaver was problem in passing bridleways in winter likely to get attention? *Where possible*

153.3 Council warmly thanked Mr Cooper for attending, he left meeting. Chairman returned to agenda order. Standing orders re-instated

4 MINUTES OF MEETING HELD ON 10 DECEMBER 2007

154 Prop Cllr Wynn, sec Cllr Munnelly, all in favour, approved and signed

5 MATTERS ARISING FROM PREVIOUS MINUTES

155.1 Item 136 In Committee deferred to February agenda. Cllr Cleaver to progress

MCC/February agenda

155.2 Item 137.1 Police reports emailed to all as received

155.3 Item 137.2 Joint Parishes Group up-date. Meeting due 23 January to look at process for Northstowe application. Request received for funding by precept

155.4 Item 137.5 Guided Bus meeting re Chivers Farms Private meeting progressing

155.5 Item 140.3 CALC Training Workshop No attendees

155.6 Item 140.4 Northstowe Educational Provision proposals Cllrs Foster and Cleaver had responded

155.7 Item 140.7 IAPP Cllr Parish had responded on behalf of Council

155.8 Item 140.8 Station House Discussion on possibility of assistance by Judge Institute. Planning Committee to discuss further. Cllr Mason highlighted report on Station House supplied by County Council

Planning agenda

155.9 Item 141.2 Playground Inspectors budget Cllrs Barrett & Munnelly to supply prior to precept meeting

MPB/FJM

- 155.10 Item 141.3 Christmas lights and tree. Keys required specialist cutting. Cllr Wynn to organise. Problems with electric supply to lights from 28 December onwards, repeated tripping. Environment Committee to look at modifying to isolate 2 supplies for future years. Feast Committee confirmed larger tree ordered 2008. **RKW/ Environ agenda**
- 155.11 Item 141.4 W I Woods Response from County with queries on deliverable works required elsewhere **Power Action**
- 155.12 Item 141.6 Broxap order made for delivery of items to contractor. Additional bin for War Memorial to be included
- 155.13 Item 144.3 Nuttalls/County Council advise that licence plates required if any action to be taken
- 155.14 Item 145.2 SRTS Audit Cty Cllr Jenkins progressing **JDJ**
- 155.15 Item 149 SCDC Scrutiny Meeting due at The Meadows 17 January, by invitation of Impington Parish Council. Questions welcome by Committee via Democratic Services Section

6 RECENT CORRESPONDENCE

- 156.1 Circulating Files. Available on request
- 156.2 Cambs Cambs County Council Evening Briefing "Tackling Congestion in Cambridgeshire". Cllr Parish attending 30 January 6.30 p.m. **IMP**
- 156.3 SCDC Confirmation of £700,000 grant to IVC; Bulletins forwarded to all on email; CGI re-Inspection Views sought on progress since last audit. Discussion on attempts made to make improvements and pressures faced. Any comment for inclusion in response to be sent to Chairman **All Cllrs / IMP**
- 156.4 CPALC Assembly meeting at Impington 19 January, agenda provided; AGM 2 February at Bluntisham, resolutions for consideration requested by 20 January. NALC Conference AGM May 2008 details
- 156.5 Feast AGM invitation 7 February Salvation Hall 7.30 p.m.

7 RECREATION GROUND MANAGEMENT COMMITTEE REPORT

157 No report

8 PLANNING COMMITTEE REPORT

158 Minutes 20 December and 3 January copied to all and accepted. Next meeting 17 January

9 CAMBS COUNTY COUNCIL – PRESENTATION BY JOHN COOPER (2 OF 2)

159 Discussion on possible improvements for Guns Lane/Westwick routes. Agreed to apply for partnership

10 COUNTY COUNCILLOR REPORT

- 160.1 Written reports copied to all
- 160.2 Cty Cllr Bradney confirmed kerbside plastics recycling plans were on hold since his newsletter published. Questions continued to be asked of contractors in Gatehouse Road
- 160.3 Cty Cllr Bradney expanded on written report on LAA (Local Area Agreement), a scheme for delivering a vision for better outcomes and services for Cambridgeshire, but a non-spending body. Performance indicator information and booklets explaining the vision held on file, showing how parishes can feed into the Local Strategic Partnerships. Cllr Bradney was happy to take any feedback personally from Parish Councillors
- 160.4 Cty Cllr Jenkins outlined the TIF (Transport Innovation Fund), a large fund for transport-related schemes needing an element of fiscal demand management (congestion charge an example). A proposal has been submitted to Government by County Council and no decision to be made pending current round of consultations

11 OTHER MATTERS

- 161 a) Youth Advisory Body Minutes 3 December supplied for all and accepted. Some discussion on reduced use of St Andrews Hall and grant funding rules
- 162.1 b) Guided Bus Noted Gatehouse Road sign indicated re-opening due 22 February. Both Cty Cllrs had requested Scrutiny look at whole issue of closures in late February and would request a current programme showing amendments from the original programme on behalf of the Parish Council. **Cty Cllrs JDJ/MB**
- 162.2 Some discussion regarding concerns raised at Liaison Forum surrounding costs and overruns, non-replacement of the culvert, and issues at Copse. Agreed Cllrs Parish and Mason to urgently write to Mr Menzies, copied to 2 Cty Cllrs, as a result. **IMP/MJM**
- 162.3 Some issues regarding signage and speed of construction vehicles had been addressed via the Forum
- 163.1 c) Informal Meeting 7 January 10 Cllrs had attended a useful and comprehensive discussions session, including on community centre; Parish Plans; administration; co-operation with Impington PC
- 163.2 Community Centre/Public Open Space Cllr Davies sought permission to approach landowner County Farms for initial discussion on possible land use in Histon. Following further lengthy discussion agreed to proceed with the approach. Cllr Parish to advise Impington PC **NSD/IMP**
- 163.3 Agreed a further Monday evening informal session should be programmed in

- 163.4 Administration Session had recommended budget be considered at Precept for additional resource, whether consultants or staff. Cllr Davies expressed interest in visiting other Councils of similar size and set up to see how administration dealt with
- 164 d) Parish Plan Proposal from Impington Parish Council for "Establishment of a community wide programme to produce a Parish Plan for the 2 villages of Histon and Impington, with a view to that plan including the elements expected of a comprehensive Parish Plan and the main elements of a Village Design Statement. Further recommended that Impington PC appoint a liaison person with Histon PC and a small team of councillors to

Power Action

commence the activity with the recruitment of supporting volunteers from the community". Cllr Eade felt Village Society may be interested in preparing a draft for the historians part of any plan. Cllr Eade appointed as Liaison person in first instance, with others expressing interest in helping at a later stage

12 FINANCE and ADMINISTRATION

- 165.1 a) To confirm payment of accounts Proposed Cllr Davies, seconded Cllr Cleaver, all in favour:
- | | |
|--|-------------------------|
| Histon & Impington Day Centre Donation (Community Support) Sec 137 £100 | £100.00 |
| | LGA 1972 Sec 137 |
| St Audreys Close Room Hire £260.00 | £260.00 |
| Administration M9 £1,107.13 | £1,107.13 |
| British Telecom Telephone bill (formula) £92.24 + VAT £15.35 = | £107.59 |
- 165.2 b) To approve payment of outstanding accounts Proposed Cllr Davies, seconded Cllr Cleaver, all in favour
- | | |
|---|-----------|
| Roger Hovells Cottenham Rd bus shelter clean £17.50 | £17.50 |
| Denis Payne Hosting Mail Filtering for hisimp.net £7.40 + VAT £1.29 = £8.69 | |
| Up-grade on computer memory and cable £40 + VAT £7 = £47 – Total cheque £55.69 | £55.69 |
| Danwood Group Limited Photocopier meter reading £58.35 + VAT £10.21 = | £68.56 |
| Site & Maintenance Services Removal of vandalised seat on The Green £35 + VAT £6.12 = | £41.12 |
| Cambridgeshire ACRE Subscription (if to be renewed) £25 | £25.00 |
| Print Out Stationery £14 JSC (formula) £93.64 + VAT £18.84 = | £126.48 |
| Taylormade Castings Ltd Wooden bench (Home Close) £400 Steel bench (Green) £382 + carriage £100 + VAT £154.35 = | £1036.35 |
| – donated funds and claim against Co Op apply | |
| Cambs County Council Street lighting maintenance 2007/08 £1,148.76 | £1,148.76 |
| Petty Cash , imprest account £11.83 | £11.83 |
| IPC No 2 account Youth Budget for 2007-08 £5,940 | £5,940.00 |
| Jaggard Electric Limited Erect and dismantle Christmas lights, inc new bulbs £350 + VAT £61.25 | £411.25 |
| Danwood Group Limited Photocopier reading (on formula) £30.61 + VAT £5.36 = | £35.97 |
| Open Spaces Society Subscription £30 | £30.00 |
| (Barclaycard payments Tiscali Nov and Dec £19.14 x 2 + VAT; Cartridgesave £37.01 + VAT) | |
- 165.3 c) Paid in: Histon & Impington Recreation Ground, reimbursement ink cartridge (Barclaycard payment) £37.01
- 165.4 Half Yearly Audit Report Satisfactory report from Ron Seaton read to all. No actions required
- 165.5 Clerks report Residents of the Green had concerns over deliveries for building work at rear of 17 The Green. Councillor had attended site and spoken to contractors. Cambridge Water Co had indicated work would be carried out under the Green w/c 21 January. Agreed to write advising 90 days notice expected; Review of Effectiveness of Internal Audit was outstanding; bicycle stolen from The Green during morning litter pick 19 December; Val Taylor reported vandalism to seats at WI Wood; Seat on the Green (near willow) had been vandalised 15/16 December and due to dangerous state removed and disposed of; Cllr Payne had worked on the computer at office to improve performance. New larger monitors to be purchased
Photocopier report made. Prop Cllr Wynn, sec Cllr Parish all in favour to approach Danwood Group for a better "price per copy" contract and to proceed with the best price obtained
- 165.6 Quotes for Tree Works on The Green, and Trenching and Electric supply on The Green All items for February Full Council agenda if received, otherwise Environment Agenda 6 March **February agenda / Enc Committee**

13/14 DATE & PLACE OF NEXT MEETING and FORTHCOMING MEETINGS

- 166 Agreed next meeting Monday 11 February 2008. St Audreys Community Centre, St Audreys Close, Histon. A clerk would be required for March meeting, investigations to be made
- 167 Dates for forthcoming Committee meetings noted.

Meeting closed 9.50 p.m.

