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## HISTON PARISH COUNCIL

PARISH OFFICE  
NEW ROAD  
IMPINGTON  
CAMBRIDGE  
CB24 9LU



5<sup>th</sup> March 2008

### 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 10<sup>th</sup> MARCH 2008** 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. Meeting will be clerked by a stand-in Clerk**

- 1 APOLOGIES FOR ABSENCE
- 2 MEMBERS' DECLARATIONS OF INTEREST for items on the agenda
- 3 OPEN SESSION FOR THE PUBLIC standing orders to be suspended for 15 minutes if any public or press wish to speak
- 4 TO SIGN AND APPROVE MINUTES OF MEETING HELD 11 FEBRUARY 2008 – minutes attached **For decision**
- 5 MATTERS ARISING FROM PREVIOUS MINUTES (for information only)
- 6 RECENT CORRESPONDENCE RECEIVED
- 7 TO RECEIVE RECREATION GROUND MANAGEMENT COMMITTEE REPORT – Meeting held 13 February 2008 , next meeting due 9 April 2008. Report on dispute with Design Partnership; meeting with Chivers **To accept only**
- 8 TO RECEIVE PLANNING COMMITTEE REPORT – Minutes attached 28 February. Meeting due 20 March (TBC) **To accept only**
- 9 TO RECEIVE ENVIRONMENT COMMITTEE REPORT – Meeting held 6 March, report if available **To accept only**
- 10 TO RECEIVE HIGHWAYS TRAFFIC & TRANSPORT COMMITTEE REPORT – Minutes attached 21 February **To accept only**
- 11 TO CONSIDER OTHER MATTERS:
  - (a) YOUTH ADVISORY BODY REPORT – Minutes attached 4 February Meeting due 3 March **To accept only**
  - (b) GUIDED BUSWAY Issues
  - (c) BURIAL GROUND – Fees Review up-date
  - (d) MEETING WITH COUNTY FARMS – due 10 March 2008
  - (e) ARRANGEMENTS ANNUAL GENERAL MEETING/ANNUAL PARISH MEETING 2008 **For Decision**
  - (f) PARISH ELECTIONS – Process and up-date

- 12 FINANCE AND ADMINISTRATION REPORTS
- a) To confirm payment of retrospective accounts
  - b) **To approve** payment of outstanding accounts including Insurance due
  - c) To report on amounts Paid In
  - d) Clerk's report March – attached
  - e) Other Finance matters
- 13 DATE AND PLACE OF NEXT MEETING: Proposed **MONDAY 14<sup>th</sup> APRIL 2008** at St Audrey's Community Centre, St Audrey's Close, Histon, due to commence **7.30 p.m.**
- 14 DATES OF CONFIRMED COMMITTEE MEETINGS:
- Planning Committee – Thursday 20 March  
 Planning Committee – Thursday 3 April  
 Recreation Ground Management Committee – Wednesday 9 April  
 Highways Traffic & Transport Committee – Thursday 10 April
- Other meetings:
- Northstowe Briefing – Tuesday 11 March  
 Mobile Warden meeting – Wednesday 12 March  
 Task & Finish Cambourne – Wednesday 12 March  
 Rec Forum – Wednesday 12 March  
 Anglian Water/SCDC – Thursday 13 March  
 Guided Bus Forum – Wednesday 2 April  
 Informal Session Histon PC – Monday 7 April
- 15 "IN COMMITTEE" ITEM – REPORT ON INFORMAL MEETING OF EMPLOYMENT SUB-COMMITTEE MEMBERS FOR HISTON PARISH COUNCIL TO DISCUSS APPRAISALS and MOTION TO IMPLEMENT A POLICY OF TIMING FOR PENSION PERCENTAGE INCREASES

**For  
decision**

**For  
decision**

To note

To accept  
**For  
Decision**

## MARCH 2008 AGENDA

### **Item 5 MATTERS ARISING**

Item 170 Police Notes of meeting Anti Social Behaviour 6 February, further meeting due 5 March  
Item 173.6 Broxap Order No meeting with Matt Pickering yet proved possible  
Item 173.11 Informal Session Set for 7 April  
Item 174.2 Guided Bus Copy letter to Scrutiny Committee from Impington PC  
Item 174.3 Communities and Local Government Report from Cllr Parish  
Item 174.4 HICCA members to attend HT&T Committee 10 April  
Item 176.4 Anglian Water Cllrs Mason and Parish to attend meeting 13 March  
Item 179 Guided Busway site All dates now full. Cllr Foster attending  
Item 182.5 Tree Works on the Green Quote accepted from Richardsons of Bar Hill. Permission being sought from SCDC for works  
Item 182.6 Precept Additional information on budgets and reserves supplied to SCDC

### **Item 6 RECENT CORRESPONDENCE**

Circulating Files. Available on request  
County Councillor written reports attached  
NALC – The “Parish partnership” model of an effective community anchor – copy attached  
CALC – South Cambs Liaison meeting held 6 March. Report from any Cllr attending  
IVC Letter of thanks for support for case for grant funding from SCDC. Grand opening planned for 2009  
SCDC Bulletins forwarded as received  
Cambs County Council Up-date on “Breathing Spaces” forwarded to all

### **Item 12 FINANCE and ADMINISTRATION**

a) To confirm payment of retrospective accounts:

**Administration M11 £1,107.13**

**Barclaycard** (Some formula) Stationery **£39.31** + VAT £6.82, Tiscali **£6.57** + VAT £1.09 = £53.79

**Roger Hovells** 2 office cleans (for formula) **£40.00**

**Danwood Group Limited** Photocopying meter reading (formula) **£56.13** + VAT £9.82 = £65.95

**Buchans** Outstanding and final cut for 2007-08 **£85** + VAT £14.88 = £99.88

**B M Pest Solutions Ltd** Servicing and rebaiting rodent stations The Green **£30** + £5.25 = £35.25

**Site & Maintenance Services** Slat to seat on Green **£35** + VAT £6.12 = £41.12

**B J Waller Limited** Keys for feeder pillar **£16.04** + VAT £2.81 = £18.85

**Broxap Limited** Bollards Litter bins and liners **£2,930.70** + VAT £512.88 = £3,443.58

**Ron Seaton** Internal audit (preliminary) 4 hours at £15 **£60**

b) To approve payment of outstanding accounts:

**CPRE** Subscription (if wish to renew) **£28**

**Zurich Municipal** Insurance renewal **£1337.30**

**Danwood Financial Services** Quarterly photocopier payment for payment 1 April **£91.09** = vat £15.95 = £107.04

**Danwood Group Limited** Toner Post & Packing (Clerk to query) **£8.50** + VAT £1.49 = £9.99

**Petty Cash**, imprest account

Other payments to be reported at meeting

PWLB payments for pavilion due 5 April

c) Paid in: Impington Parish Council War Memorial and Barclaycard reimbursement £2,056.27