

HISTON PARISH COUNCIL

Unconfirmed minutes

Minutes of meeting held St. Audreys Community Centre, St Audreys Close, Histon, Monday 10 March 2008 7.30 p.m.

Present:

Councillors: I M Parish (Chairman), R K Wynn (Vice Chairman), M P Barrett, M Cleaver, N S Davies (also District), A J Eade, J P Emmines, I A Levitt, F J Munnelly, M J Mason (also District), C A Rose, M J Ruel. Clerk: Mrs J Hart

Power Action

1 APOLOGIES FOR ABSENCE

187 Cllr. Jones (work), Cllr. Foster (delayed), District Cllr. Chatfield. Cllr Taylor was absent

2 MEMBERS' DECLARATIONS OF INTERESTS

188 None raised.

3 OPEN SESSION FOR THE PUBLIC

189 No public present

4 MINUTES OF MEETING HELD ON 11 FEBRUARY 2008

190 Proposed Cllr. Munnelly, seconded Cllr. Eade, all in favour, minutes approved and signed

5 MATTERS ARISING FROM PREVIOUS MINUTES

- 191.1 Item 153.1/159 Parish Paths Partnership. Agreed to notify the Parish Plan Partnership (P3) that, although we were willing to contribute to the Partnership, we understand that unless we have a current project we cannot join. The argument that Gunns Lane could do with some tidying up is tempered by the need to keep the access open for farm vehicles whilst denying them for "joy riders". We will therefore be advising our footpath representative to monitor the situation and come up with firm proposals at a later date through the Environment Committee.
- 191.2 Item 173.4 Station House No proposals have yet been received from the Planning Sub-Committee on putting together a proposed supplementary planning guidance document for the Station Area.
- 191.3 Item 173.5 Keys for electricity supply. New keys with now available from the Parish Office.
- 191.4 Item 173.6 Broxap railings order. Installation at the Green awaiting discussions with the County Council. Cllr Munnelly hoped all to be passed by Friday. Installation of replacement railings at the "Manorial Waste" taking place. Cllr Eade advised old railings gone
- 191.5 Item 173.11 Informal Councillor Session. Council to be advised of new date for meeting.
- 191.6 Item 174.2 Guided Bus Road Closures. Cllr. Mason will be attending the County Council meeting to discuss progress.
- 191.7 Item 174.3 Communities and Local Government Consultation on Orders and Regulations relating to Conduct of Local Authority Members in England, we have been advised by Cllr. Payne (Impington) that new action is required to this consultation.
- 191.8 Item 174.4 HICCA Representatives will be attending the next Highways sub-committee meeting to present their views.
- 191.9 Item 176.4 Anglian Water meeting. Revised date agreed for meeting with District Cllrs. and the two Parish Council chairmen of Histon & Impington.
- 191.10 Item 179 Guided Bus Tour Tour dates now full. Cllr Foster is attending for HPC.
- 191.11 Item 182.5 Tree works on Green. SCDC have agreed that work proposed can proceed.
- 191.12 Item 182.6 Precept. Break down of precept information supplied to SCDC for incorporation with Council Tax bills for 2008-09.

6 RECENT CORRESPONDENCE

- 192.1 Circulating Files. Available on request.
- 192.2 County Councillor written reports copied to all
- 192.3 NALC – The "Parish partnership" model of an effective community anchor copied for all
- 192.4 CALC – South Cambs Liaison meeting held 6 March. Cllr Mason reported back, indicating another meeting in 6 months time.
- 192.5 Cllr Cleaver attended Drainage meeting (see also No 8 in minutes). Various villagers from Oakington, Willingham and Cottenham raised points regarding difficulties on flooding/drainage. Developers do not seem to have any problems with this area
- 192.6 IVC Letter of thanks for support received for case presented to SCDC for grant funding for improvements to sports facilities. Completion and opening are planned for 2009.
- 192.7 SCDC Bulletins forwarded as received
- 192.8 Cambs County Council Up-date on "Breathing Spaces" action plan forwarded to all.

7 RECREATION GROUND MANAGEMENT COMMITTEE REPORT

- 193.1 Cllr Davies reported back on dispute with the Design Partnership. The sub-committee after taking legal advice and reviewing all the options recommended taking no further action. The Council unanimously agreed to accept this recommendation.
- 193.2 Cllr Davies outlined discussions with Ben and Caroline Chivers regarding the future of the leased area and the review of open space requirements that was being conducted by the two Parish Councils. Cllr Mason raised issues of security and drainage concerns with regard to the new Guided Busway. Cllr Davies stated that Chivers were happy to have the boundary ditch dredged however no financial help would be given. Cllrs. were concerned that the ditch also served as a drainage channel for other areas. Cllr Davies noted that written minutes of their meeting was awaited from Chivers.
- 193.4 Other Issues: Cllr Munnelly highlighted problem with leaking oil tank which had become a H&S issue. This had now been fixed. Cllr Wynn reported on vandalism issues notably discharging of fire extinguisher into pavilion while class taking place. Police were informed. Chairman asked about fencing between play area and cricket pitch. Cllr Wynn explained that a new 9ft metal fence was on order.

8 PLANNING COMMITTEE REPORT

- 194.1 Minutes 28 February copied to all and accepted. Chairman stated response on Northstowe Planning applications are due by 31 March and submission to be agreed at the planning sub-committee meeting on the 20th March.

9 ENVIRONMENT COMMITTEE REPORT

- 195.1 Completion of Christmas Lights stage II. It was agreed that the current quote was much higher than expected. Agreed to take the process back to look at re-quoting for work to be carried out.
- 195.2 With regard to the quotations received it was noted that whereas one of the quotations had included both the ducting work and the electrical work, the other had not included the cost of providing the ducting.
- 195.3 Cllr Barrett had obtained quotation for renovation of the roundabout. Although it was a significant cost it was noted that users regarded it as much more fun to use. Cllrs. agreed unanimously to restore the roundabout rather than replace it with a modern alternative.

10 HIGHWAYS TRAFFIC & TRANSPORT COMMITTEE REPORT

- 196.1 Minutes 21 February provided for all and accepted
- 196.2 Cllr Munnelly was in the process of agreeing a date for a meeting with Matthew Pickering of Cambridgeshire County Council Highways to agree the placement of railings on the Green. It was agreed that Cllr Rose would supply dates of his availability so that he could also attend to deal with the annual roads, pavements and footpaths review.

11 OTHER MATTERS

- 197 a) Youth Advisory Body Notes 4 February copied for all. Noted Church Halls not being used any more for youth club and broadband connection was being removed. Cllr Davies noted Recreation Ground (sports activities) Youth Club starting dates and possibility of accommodating activities for youths with ASBOs.
- 198 b) Guided Bus Chairman questioned number of lights on Gatehouse Road. Cllr Mason agreed that number was now 9 instead of the 13 on the planning application. Cllrs were also concerned about the environmental damage being done to the roadside along Meadow /Gatehouse Road.. Cllr. Mson also noted that it would take the Track Laying vehicle about 20 minutes to cross Station Road and Meadow Road. He reported also that the local traders not satisfied with the replies they have received from the Guided Bus Team. Traders will be introducing a fun day to stimulate trade on April 12th. Chairman suggested that a letter be sent to the Guided Bus Team, requesting times of road closure (to include No 4 Public Footpath from Histon to Girton) and also that the worries concerning damage to footpaths etc. be added.
- 199 c) Burial Ground Fees Review Underway. Chairman asked whether it was now time for Histon to be represented on the Burial Ground Committee? After much discussion Cllr Ruel proposed that we should seek non-voting representation with Impington Parish Council. Cllr Wynn seconded and it was carried unanimously for the Chairman to discuss this with his opposite number.
- 200 d) Meeting with County Farms 10 March Cllr Davies reported that the meeting together with Impington Parish Council representative was constructive. Issues to be followed up are highways, planning, archaeology and parking. These will be confirmed by letter. Cllr Cleaver highlighted possible problems from cost of carrying out an Archaeology Survey and the follow up costs if any artefacts are found. Cllr Davies agreed to write up notes and send papers to both Councils. Chairman thanked Cllr Davies for putting this together.
- 201 e) Arrangements Annual General Meeting / Annual Parish Meeting 2008 Both meetings to be held on same night Monday 12 May Methodist Hall 7.30 p.m. No External speaker.
- 202 f) Parish Elections Chairman asked Cllrs. to take leaflets and distribute them to potential candidates.

12 FINANCE and ADMINISTRATION

- 203.1 a) To confirm payment of accounts: Proposed Cllr Davies, seconded Cllr Mason, all in favour:
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
 Suggested treatment every 6 weeks. Chairman concurred. Approved
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**
- 203.2 b) To approve payment of outstanding accounts: Proposed Cllr Davies, seconded Cllr Mason, all in favour:
CPRE Subscription renewal **£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
- 203.3 c) Paid in: Impington Parish Council War Memorial and Barclaycard reimbursement £2,056.27
- 203.4 d) Old Photocopier to Arbury Park on loan. Approved.
- 203.5 Clerk's Report: Bonfire at Play Area reported by Mr Smith. PCSO King advised; New litter bins for War Memorial and Manorial Waste received; Commercial waste is being put in the waste bin at the Co Op corner. Business nearby had been phoned and notice put on bin; Bramley Court notices reported to County Council, not yet removed; Request made to CCC for fence at Green to be re-painted white; Residents complaints that Kingsway footpath closed. Cambridge Water Co work on War Memorial – Mr Smith has been replacing cone left over hole daily, sometimes from Brook; Christmas lights returned to office; Village Society had framed aerial photos held at office and presented back for display; Flat screens surplus to requirement – ideas for disposal invited
- 203.6 e) Reference Fuel Tank (Recreation Ground) clearance for payment to Site & Maintenance of £500 for emergency repairs.

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

- 204 Agreed next meeting Monday 14 April 2008. St Audreys Community Centre, St Audreys Close, Histon.
- 205 Dates for forthcoming Committee meetings noted. Cllr Mason asked if anyone going to Northstowe meeting 11 March. As this was negative, Chairman indicated perhaps Impington would share information with Histon?

15 "IN COMMITTEE" EMPLOYMENT

- 206 Discussion followed review, duties and salaries of both Clerk and Asst Clerk. Noted that Cllrs. had agreed to implement the Appraisal system for Histon Council staff proposed by the Histon members of the Employment Sub-Committee. Chairman to produce a full report with recommendations to be sent formally to Committee at next Histon meeting and informally to Impington. Approved.

Meeting closed 9.55 p.m.