

Clerk:
Mrs A J Young
Telephone/Fax:
01223 235906
E mail: clerk@hisimp.net

HISTON PARISH COUNCIL

PARISH OFFICE
NEW ROAD
IMPINGTON
CAMBRIDGE
CB24 9LU



4th June 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 9th JUNE 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

- 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 12 MAY 2008 (Annual Meeting) **For decision**
– minutes attached
- 5 MATTERS ARISING FROM PREVIOUS MINUTES (for information only)
- 6 MATTERS ARISING FROM ANNUAL PARISH MEETING 12 MAY 2008 – minutes attached
- 7 CO-OPTION TO COUNCIL – 2 vacancies
- 8 CHAIRMAN'S MONTHLY REPORT – attached if available
- 9 RECENT CORRESPONDENCE RECEIVED **Some for decision**
- 10 TO RECEIVE RECREATION GROUND MANAGEMENT COMMITTEE REPORT – Minutes attached 9 April, further meeting held 28 May. Half Yearly meeting due 18 June To accept only
- 11 TO RECEIVE PLANNING COMMITTEE REPORT – Minutes attached 29 May. Meeting due 12 June. Views sought on proposals for review of boundary between SCDC and Cambridge City Council – by 27 June **For decision**
- 12 TO RECEIVE HIGHWAYS TRAFFIC & TRANSPORT COMMITTEE REPORT – Meeting due 5 June, minutes available at Full Council To accept only
- 13 TO CONSIDER OTHER MATTERS:
 - (a) YOUTH ADVISORY BODY REPORT – Minutes attached 1 May To accept only
 - (b) GUIDED BUSWAY Issues To accept only
 - (c) BT CONSULTATION ON PHONE BOX CLOSURES – including comments on removal of box at "Home Close, Histon CB24 9JL" **For decision**
 - (d) FEAST MARKET – Confirmation of displays and rota
 - (e) PARISH PLAN – Ideas and Discussion

14 FINANCE AND ADMINISTRATION REPORTS

- a) To confirm payment of retrospective accounts
- b) **To approve** payment of outstanding accounts
- c) To report on amounts Paid In
- d) Clerk's report June – attached
- e) Formal acceptance of Risk Management Policy (reviewed)
- f) Internal Auditor's report - attached
- g) Formal acceptance by Council of Audit Statement and Accounts – papers attached
- h) Half Yearly Review of Donations – paper attached

**Some For
decision**

15 DATE AND PLACE OF NEXT MEETING: Proposed **MONDAY 14th JULY 2008** at St Audrey's Community Centre, St Audrey's Close, Histon, due to commence **7.30 p.m.**

For decision

16 DATES OF CONFIRMED COMMITTEE MEETINGS:

To note

Planning Committee – Thursday 12 June 2008 (TBC)
Recreation Ground Half Yearly Committee – Wednesday 18 June 7.30 p.m.
Environment Committee – Thursday 19 June 2008
POSSIBLE Histon Parish Council "In Committee" meeting – Monday 23 June immediately following Joint informal meeting at 7.30 p.m.
Planning Committee – Thursday 26 June 2008
Recreation Ground Management Committee – Wednesday 9 July 2008

Other meetings:

JAG meeting – Thursday 12 June 7 p.m.
Chairmen's meeting HPC and IPV – Tuesday 17 June 5 p.m.
Joint informal meeting – Monday 23 June 2008 7.30 p.m. POSSIBLY followed by individual Council meetings "In Committee"

17 "IN COMMITTEE" ITEM – REPORT ON RECOMMENDATIONS ON REVIEW OF DUTIES AND SALARY FOR ASSISTANT CLERK
and UP-DATE ON MOTION TO IMPLEMENT A PENSION POLICY AND POLICY OF TIMING FOR PENSION PERCENTAGE INCREASES

**For
Decision**

A J YOUNG - CLERK/PROPER OFFICER 04.06.08

JUNE 2008 AGENDA

Item 5 MATTERS ARISING

Item 9 RECENT CORRESPONDENCE

Circulating Files. Available on request

County Councillor written reports attached

SCDC Housing Futures – response by 20 June

Local Councils Liaison Committee Minutes 17 April held on file

SCDC Local Government (Miscellaneous Provisions) Act 1892 – Review of Street Trading Consent – replies by 18 July

Item 14 FINANCE and ADMINISTRATION

a) To confirm payment of retrospective accounts:

Administration M2 £1,655.34

PWLB Freehold loan 6 of 50 **£1,318.78**

b) To approve payment of outstanding accounts:

Impington Parish Council Rates rebate share – amount TBC

Histon & Impington Recreation ground HPC share of insurance on parish office **£153.07**

D W Payne Domain name costs Histon.net, Impington.net **£17.78** + VAT £3.12 = £20.90

Print Out Photocopying paper **£14** + VAT £2.45 = £16.45

I M Parish Admin costs frames and paper **£74.04** + VAT £12.95, event costs **£377.81** + VAT £10.55 = £475.35 – confirmation of power used

Roger Hovells 2 office cleans (for formula) **£40**

Petty Cash, imprest account

c) Paid in: SCDC Rates rebate 1,4,07 – 31.3.09 (2 years) £2,214.03