

HISTON PARISH COUNCIL**Unconfirmed minutes**

Minutes of meeting held at St Audreys Community Centre, St Audreys Close, Histon, Monday 9 June 2008 at 7.30 p.m.

Present:

Councillors: I M Parish (Chairman), M C Cleaver, N S Davies (also District), A J Eade, J P Emmines, C J Foster, J Hart, C L Jones (in part), I A Levitt, R S Plumbly, E W Stonham, D J Thurman

Clerk: Mrs A J Young Dist Cllr M J Mason (in part)

Power Action**1 APOLOGIES FOR ABSENCE**

38 Cllrs Hemingway (holiday). Cty Cllrs Jenkins and Bradney; Dist Cllr Chatfield

2 MEMBERS' DECLARATIONS OF INTERESTS

39 Cllr Parish (prejudicial) 14b) Expenses claim

3 OPEN SESSION FOR THE PUBLIC

40 None present

4 MINUTES OF MEETING HELD ON 12 MAY 2008 (AGM)

41 Proposed Cllr Foster, sec Cllr Stonham, all in favour, approved and signed. Also "In Committee" minutes. "In Committee" minutes from April not yet written up

IMP**5 MATTERS ARISING FROM PREVIOUS MINUTES**

42.1 Item 24.2 Co-Option for vacancy caused by resignation of Colin Rose not yet authorised by SCDC. Mr Rose was formally thanked for his service. Next agenda

July agenda

42.2 Item 28.2 Station House Design Brief Planning Committee to consider under Guided Bus item 12 June

Planning Co

42.3 Item 28.3 Bollards at Green Agenda item to up-date Environment Committee 19 June

Environment Committee

42.4 Item 28.4 Burial Ground Committee Agenda item for Chairmen's meeting due 17 June. Notes of discussion to be made available to all Councillors

IMP

42.5 Item 28.5 Police/Crime & Disorder Cllr Parish to meet Junior School Governor representatives to discuss ASB involving use of school playing field. Cllrs Plumbly and Davies declared personal interests as School Governors Impington PCllr Nudds had written to Sgt Webb regarding the work of PCSO Page with IVC and possibilities for youth work outside of the college. Cllr Jones arrived at the meeting

42.6 Item 30.7 Training for new Councillors had begun

42.7 Item 33.5 rear of 17 The Green Matt Pickering CCC had contacted Council to ask if re-instatement made

42.8 Item 34.2 Feast Fair Chairman outlined article in recent Network magazine by a Showman and clarified that nothing in the Council's agreement indicated that to miss a year would mean non-return in future years

6 MATTERS ARISING ANNUAL PARISH MEETING 12 MAY 2008

43 Sheltered Housing Officer at Kay Hitch Way Jean Newman wrote on behalf of residents of sheltered housing scheme seeking clarity on present situation with on-going sewer problems. Residents thanked Dist Cllr Mason for his help. Following discussion on the issue being an Anglian Water one, and the lack of control over the situation available to be Parish Council, agreed to respond setting out promises made to provide reports and carry out a camera study

7 CO-OPTION TO COUNCIL

44 Mr J Dover of The Green had expressed interest in co-option. Clerk and Chairman to meet with Mr Dover and discuss further with a view to inviting him forward for July meeting

IMP**8 CHAIRMAN'S MONTHLY REPORT**

45 To commence July 2008

IMP**9 RECENT CORRESPONDENCE**

46.1 Circulating Files. Available on request

46.2 County Councillor written reports attached

46.3 SCDC Housing Futures. Following clarification on position by Cllr Parish and Dist Cllr Mason, consultation noted

46.4 Local Councils Liaison Committee Minutes 17 April held on file

46.5 SCDC Local Government (Miscellaneous Provisions) Act 1892 – Review of Street Trading Consent – replies by 18 July. SCDC were taking views on whether to adopt the whole of South Cambs as a Consent area. Agreed to respond to consultation but ask whether new streets would automatically be covered under any new scheme and state that the Parish Councils should continue to be consultee on any applications to SCDC, as currently

- 46.6 Post Office Closures in South Cambs Briefing session 16 July. 6pm Cambourne. No Councillor available to attend. Agreed to ask Impington PC for any feedback
- 46.7 CPALC meetings EGM 31 May, South Cambs Area General meeting 5 June. Cllr Thurman provided written notes for both. Agreed in future any Councillor attending meetings/briefings on behalf of Parish Council would provide such written report to next available Council meeting. Discussion followed on Quality Council status issues. Future agenda

10 RECREATION GROUND MANAGEMENT COMMITTEE REPORT

- 47.1 Minutes 9 April copied to all and accepted. Further meeting held 28 May
- 47.2 Cllr Davies, as new Chairman, reported on a constructive meeting. Designs for Play Area fencing copied for all for information. Other items of discussion: Health & safety; parking; survey for groundsman's house; pavilion heating system; personnel; individual Committee members areas of responsibility. Committee had written to thank Ray Wynn for his service and written again to Chivers Farms regarding additional land possibilities.
- 47.3 Cllr Davies outlined activities that weekend at the Recreation ground attracting over 1,000 visitors
- 47.4 Questions followed on temporary part time staff terms and conditions; emergency access issues at Histon FC; fuel tank "bundling" and security; soundproofing plans. Cllr Parish urged all to attend full Recreation Ground Committee due
- 47.5 Cllr Davies advised the final bill of £1,600 for the Architects has been waived, although the Solicitors final bill had been higher than anticipated

11 PLANNING COMMITTEE REPORT

- 48.1 Minutes 29 May copied for all and accepted. Next meeting due 12 June. Cllr Levitt new Planning Committee Chairman, Cllr Emmine Vice Chairman
- 48.2 SCDC consultation on proposals to change District Boundary, responses by 27 June. Deferred to Planning Committee 12 June. Dist Cllr Mason outlined financial implication issues and handling of the proposals to date **Planning Comm**

12 HIGHWAYS TRAFFIC & TRANSPORT COMMITTEE REPORT

- 49.1 Minutes 5 June provided for all and accepted
- 49.2 Noted Terms of Reference to be presented for acceptance July Full Council. **July agenda**
- 49.3 All agreed to sign Minutes 10 April as true record
- 49.4 Cllr Foster to meet County Council representatives regarding outstanding issues and problem with lorry parking
- 49.5 Sign for Free Car Parking in High Street due to be erected, paid for by SCDC. Possible Crier article suggested

13 OTHER MATTERS

- 50.1 a) Youth Advisory Body Minutes 1 May provided for all and accepted. Cllrs Davies and Plumbly reported on youth worker cover; Feast Market stall; re-appraisal of activities and the need for balance between types of youngster served
- 50.2 b) Guided Bus Issues All issues reported at Planning Committee fortnightly. Dist Cllr Mason confirmed bus would be unguided around Arbury Park. Criticism voiced on state of No 4 footpath left in and fencing damage and concern over non-access for set aside farmer
- 50.3 c) BT Consultation on Phone Box Closures – responses by 6 September. Among 68 "little used" payphones was the box in "Home Close Histon", presumed to be School Hill/High Street. All agreed to resist removal of the box, next agenda for reasons to be put forward and collated **July agenda**
- 50.4 d) Feast Market Rota and topics circulated to all
- 50.5 e) Parish Plan Cllr Eade agreed to continue to make a watching brief but was unable to act as our representative. He remained happy to provide information for the historical introduction and any archaeological sections. Topic for Chairmen's meeting 17 June **IMP**

14 FINANCE and ADMINISTRATION

- 51.1 Cllr Parish declared prejudicial interest and left room. Dist Cllr Mason also left room. Cllr Emmine took chair.
To confirm payment of accounts Proposed Cllr Davies, sec Cllr Eade, all in favour:
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|-----------------------------------|------------------|-----------|
| Administration M2 | £1,655.34 | £1,655.34 |
| PWLB Freehold loan 6 of 50 | £1,318.78 | £1,318.78 |
- 51.2 To approve payment of outstanding accounts Proposed Cllr Davies, sec Cllr Eade, all in favour
- | | | |
|---|---|---------|
| Impington Parish Council Rates rebate 07-08 share | £519.98 | £519.98 |
| Histon & Impington Recreation ground HPC share of insurance on parish office | £153.07 | £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 |
- All agreed that Histon Parish Council in accordance with its powers under **sections 137 and 139 of the Local Government Act 1972**, should incur the following expenditure which, in the opinion of the Council, is in the interests

of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure:- “to donate £377.81 to cover the event costs as identified with receipts”.

LGA 1972 Sec 137

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| | Roger Hovells 2 office cleans (for formula) £40 | £40.00 |
| | Petty Cash , imprest account £19.80 | £19.80 |
| | R E Seaton Internal Audit Final audit of accounts £45 | £45.00 |
| | Danwood Group Ltd Photocopier reading (formula) £10.50 + VAT £1.84 = | £12.34 |
| | Buchans Landscapes May Grass cutting £170 + VAT £29.75 = | £199.75 |
| | Cambs County Training Partnership Training Cllrs Thurman, Hart £80 | £80.00 |
- 51.3 Paid in: SCDC Rates rebate 1,4,07 – 31.3.09 (2 years) £2,214.03. Cllr Parish, Dist Cllr Mason returned to the meeting
- 51.4 Clerk’s report: Agreed that Histon Parish Council would accept £25 for old flat screens, Impington PC to be consulted; HICCA had been successful in a bid for the “Village Green” initiative. Impington Parish Council were able to put aside a slot for information at their meeting due 16 June; Resident of Somerset Road reported smell being investigated by Anglian Water; Resident of Croft Close once again reports that County Council have missed the grass cut at the junction with Cottenham Road; Further complaints regarding hedge at Etheldred House / footpath to Normanton Way. Matt Pickering had again been advised; SCDC (Enforcement officer) had contacted Clerk to report complaint from resident of Somerset Road regarding lack of dog bins and signs. Clerk following up; Janet Wilkinson has started as Part time Filing Clerk at the office, Tuesday mornings 4 hours per week
- 51.5 Formal acceptance of Risk Management Policy Prop Cllr Parish, sec Cllr Emmines, all in favour, to accept and sign for review by June 2009
- 51.6 Internal Auditors Report Report from Mr Seaton raised no issues of concern. Notes of meeting to cover Review of Effectiveness of Internal Audit copied for all. Cllrs Davies/Ing to produce action plan but all agreed to accept scope and recommendations made in report dated 6 June **NSD**
- 51.7 Formal acceptance by Council of Audit Statement and Accounts Papers copied to all. Prop Cllr Parish, sec Cllr Davies, 8 in favour to approve accounts and annual governance statement (4 abstentions as were not members of Council during year under audit
- 51.8 Half Yearly Review of Donations Noted budget of £100 but availability of Section 137 amounts. Agreed to vire funds if necessary. Open Gardens Prop Cllr Jones, sec Cllr Hart, all in favour, that Histon Parish Council in accordance with its powers under **sections 137 and 139 of the Local Government Act 1972**, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure:- “to donate £50 to Histon & Impington Open Gardens towards advertising costs”. Organisers to be recommended to retain an amount for any future planned event Cambs County Council “Team Read” Prop Cllr Cleaver, sec Cllr Davies, 11 in favour, 1 abstention, that Histon Parish Council in accordance with its powers under **sections 137 and 139 of the Local Government Act 1972**, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure:- “to donate £75 to Cambs County Council “Team Read” Cllr Parish warned against taking a role for too long in one particular area. Agreed to request statistics on “new readers” gained. Noted £25 over budget, with British Legion wreath donation yet to be made and further review due in December. Dist Cllr Mason left meeting

15/16 DATE & PLACE OF NEXT MEETING and FORTHCOMING MEETINGS

- 52 Agreed next meeting Monday 14 July, at St Audreys Community Centre, St Audreys Close, Histon.
- 53 Dates for forthcoming Committee meetings noted. Cllr Davies asked Chairman/Council to consider whether an extra ordinary meeting could be called to follow the Informal joint meeting due 23 June to discuss community facilities. Following lengthy consideration, finally agreed that the Informal meeting should gain a consensus with any resulting recommendation in the form of a written resolution to come back to Full Council on 14 July for decision, noting a budget in place of £10,000. Impington PC due to meet 21 July. Cllr Davies provided all Cllrs with a proposal and report booklet prepared for their early information

This part of the meeting closed at 10.20p.m. Under standing order 67, in view of the confidential nature of business about to be transacted, any public were asked to leave. Clerk was invited to remain