

HISTON PARISH COUNCIL**Unconfirmed minutes**

Minutes of meeting held at St Audreys Community Centre, St Audreys Close, Histon, Monday 8 September 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,
K Hemingway, C L Jones, R S Plumbly, E W Stonham, D J Thurman Clerk: Mrs A J Young
Dist Cllrs M J Mason and J P Chatfield (in part); Cty Cllr J D Jenkins (in part)

Power Action**1 APOLOGIES FOR ABSENCE**

74 Cllr Levitt (holiday); Cllr Dover (family). Cty Cllr Bradney

2 MEMBERS' DECLARATIONS OF INTERESTS

75 Cllr Foster 15a) Prejudicial interest, mileage claim

3 OPEN SESSION FOR THE PUBLIC

76 None present

4 MINUTES OF MEETING HELD ON 14 JULY 2008

77.1 Proposed Cllr Foster, sec Cllr Stonham, all in favour, approved and signed. Also "In Committee" minutes

77.2 Proposed Cllr Cleaver, sec Cllr Emmines, all in favour, approved and signed "In Committee" April 2008

5 MATTERS ARISING FROM PREVIOUS MINUTES

78.1 Items 58 and 60.2 Police and PCSOs New PCSO for Histon and Impington Tony Martin & Diana Neill visited office frequently for feedback; Speeding & Traffic Summit report made to HT&T 4 September; Cllrs Emmines and Thurman to attend CDRP Conference 10 September; Neighbourhood Newsletter forwarded for all; letter regarding Police attendance at Remembrance Day forwarded to British Legion organisers **JPE / DJT**

78.2 Item 61.1 Register of Interests to be obtained from Cllr Dover together with email address details **JJD**

78.3 Item 62 Terms of Reference provided to all for Planning and Highways. Other Committees putting together Terms

78.4 Item 64.4 Post Office Closures Histon Parish Council had fully supported submission made by Impington Parish Council regarding planned closure of Impington Post Office

78.5 Item 67.2 Trenching now in hand, due early October

78.6 Item 68 Community Services and Facilities Up-date from Cllr Davies following meeting 3 September. Cllr Davies outlined concerns with the group meeting over approach and decision for Cllrs Davies, Ing and Thurman to form a working group to formulate a detailed strategy process to take back to a meeting scheduled for 27 October. Some Cllrs continued to express concern that the problem should be identified before any other work put in

78.7 Item 69.4 Phone Box Closures Response made to BT, see Chairman's report

78.8 Item 69.6 Merger New Councillors copied with previous papers. Future agenda item

Future agenda**6 CO-OPTION TO COUNCIL**

79 No applications yet received. Next agenda

October agenda**7 DISTRICT COUNCILLORS' REPORTS**

80.1 Dist Cllr Mason reported on Scrutiny Committee due at Meadows 2 October 5.30 p.m. Questions in advance invited from all. Housing Futures Members Briefing 11 September, focusing on retention option. Arbury Park Cllr Mason outlined recent issues with Sec 106 payments and community building handover delays Orchard Park Community Council provisional date for elections 27 November, OA4 Electoral Register now in place

80.2 Dist Cllr Chatfield reported on Arbury Park street map now in place, and Communication Forum now in place Plastics recycling due to commence October 2008

80.3 Dist Cllr Davies reported on Inspectors decision at Appeal to allow site to remain at Moor Drove. SCDC seeking legal advice

8 COUNTY COUNCILLORS' REPORTS

81.1 Reports from Cty Cllr Jenkins July and August copied to all and accepted

81.2 Cty Cllr Jenkins was thanked for his part in putting together response to Post Office Closures consultation

81.3 Questioned on pavements and footpaths Cty Cllr Jenkins confirmed County Council had no significant budget available for improvements at present. Felt a more detailed report from planned walkabout may help prioritise work.

81.4 Cty Cllr Jenkins asked about any policy in place for dealing with problems recently seen with horse chestnut trees.

Cllr Eade described the nationwide problems and advice received to date on what appeared to be 2 separate issues:

mite infestation and canker involving split bark. Agreed to write to Ros Richardson at SCDC asking what the latest infestation was and what the likelihood of survival is

- 81.5 AJC item on HGV Parking Cty Cllr Jenkins agreed to investigate the decision taken at AJC and obtain information on any planned action

9 CHAIRMAN'S MONTHLY REPORT

- 82 Copied to all (Appendix 1) and accepted. Chairman re-iterated need for notes from meeting with SCDC officers on Northstowe Sec 106. Cllr Hart reported on Briefing for Northstowe held 5 September indicating small community facilities to come on stream 5-6 years into development, with the Civic Hub to be provided at some time beyond that, when smaller facilities may be withdrawn

10 RECENT CORRESPONDENCE

- 83.1 Circulating Files. With Cllr Hemingway
 83.2 Folk Museum had given display panels on the village for use by local groups, libraries, schools
 83.3 SCDC Funding Fair 13 September, invitation for all, Cllr Davies attending **NSD**
 83.4 Cambs ACRE Rural Service Survey 2007 now downloadable www.cambsacre.org.uk/news/latest.htm
 83.5 CPALC papers including Training Schedule copied to all. Interest in sessions to Clerk.

11 RECREATION GROUND MANAGEMENT COMMITTEE REPORT

- 84.1 Cllrs Chatfield and Jenkins left meeting. Minutes 9 July copied to all and accepted. Next meeting due 10 September
 84.2 Cllr Emmine, as Health & Safety Officer for HPC, recorded his delight with new fence at Childrens Play Area
 84.3 Cllr Davies reported on work on consolidation and acoustic survey and survey on Groundsmans house carried out recently, now to move forward. Committee following up correspondence with Chivers Farms on adjacent land

12 PLANNING COMMITTEE REPORT

- 85.1 Minutes 17 July, 7 August and 28 August copied for all and accepted. Meeting due 11 September
 85.2 Dist Cllr Mason reported on Inspectors decision at Moor Drove and conditions set. Complaints procedure noted.
 Agenda item 11 September **Planning Committee**

13 HIGHWAYS TRAFFIC & TRANSPORT COMMITTEE REPORT

- 86.1 Minutes 4 September copied for all and accepted
 86.2 All agreed that should double yellow lines be funded by County Council, Parish Council would be willing to provide £250 towards advertising costs **Highways Act 1980 s 96, LGA & Rating 1997 s 30**
 86.3 Shared Use Cyclepath Histon to Cottenham Discussion on current dangers and need for improvement were it to be up-graded. Cllrs had seen yellow marks made indicating possible up-grade but Parish Council had not been consulted. Agreed to write to County Council asking position
 86.4 Walkabout due September/October. Any Councillor with highways issues to email David Thurman. Cllr Eade raised issue of drainage at School Hill and damage to island kerbs
 86.5 Cambs County Council Minor Highways Improvement Scheme Bids required for 2009-10 by early October. All agreed no bid this year

14 OTHER MATTERS

- 87.1 Youth Advisory Body Notes 7 July copied for all and noted
 87.2 Committee had met in September and confirmed IVC had agreed a level of youth club provision for Junior and older members, with prior registration

15 FINANCE and ADMINISTRATION

- 88.1 To confirm payment of accounts Prop Cllr Emmine, sec Cllr Cleaver, all in favour:
- | | | |
|---|------------------|-----------|
| Administration M4 | £1,459.86 | £1,459.86 |
| Barclaycard Tiscali & Fax machine Ink £15.99/35p + VAT £2.80; £14.46/35p + VAT £2.53 = | | £36.48 |
| ESPO Office requirements (formula) £18.50 + VAT £3.25 = | | £21.75 |
| Moore Stephens Audit fee £550 + VAT £96.25 = | | £646.25 |
| Cambs County Training Partnership Development Stage II 5 July £40 | | £40.00 |
| ESPO Stationery (formula) £70.20 + VAT £12.29 = | | £82.49 |
| Site & Maintenance Services Roundabout removal and store £521 + VAT £91.17 = | | £612.17 |
| Greenhams Heras fencing CPA £409.12 + VAT £71.60 = | | £480.72 |
| SLCC Regional Conference 3 places £115 + VAT £20.12 = | | £135.12 |
| L Munnely Feast Flowers £8.85 + VAT £1.54 = | | £10.39 |

	<u>Power Action</u>
C Foster Mileage CGB Tour and Police Seminar £16	£16.00
Cambs County Training Partnership 1 x Stage 3 19 July, 3 x 23 July £100	£100.00
Roger Hovells Office clean x 2 (formula) £40	£40.00
Site & Maintenance Services Installation of bollards on green £1,330 + VAT £232.75 =	£1,562.75
Administration M5 £1,405.86	£1,405.86
Danwood Group Limited Photocopier meter reading and quarterly rental (formula) £124.85 + VAT £21.85 =	£146.70
Site & Maintenance Services Emergency work on broken off bollard (removed from site by unknown person) £70 + VAT £12.24 =	£82.24
Buchans Landscapes Grass cuts £170 + VAT £29.75 =	£199.75
Print Out Stationery £28.90 + VAT £5.06 =	£33.96
Roger Hovells Office cleans x 2 (formula) £40	£40.00
88.2 To approve payment of outstanding accounts Prop Cllr Emmines sec Cllr Cleaver, all in favour:	
Petty Cash , imprest account £39.22	£39.22
Jaggard Electricals Replace security light at office (formula) £37 + VAT £6.48	£43.48
Ridgeons Chestnut fencing for CPA £50.33 + VAT £8.81	£59.14
Histon & Impington Recreation Ground second half annual request £15,638.03 2 nd half litter pick £1860.50 Asst Clerk re-imburement £1285.50 =	£18,784.03
ESPO Stationery (formula) £13.34 + VAT £2.34 =	£15.68
Age Concern Annual contribution Mobile Warden Scheme £750	£750.00
88.3 Paid in: Impington Parish Council quarterly expenses claim £855.42; CoOp Insurance payment for seat on Green £605	
88.4 Meeting 1 September postponed, due 6 October	
88.5 Clerk's report Copied to all and accepted. Report on various incidences of anti social behaviour at Play area; PCSO Neill would recommend removal of remaining roundabout spindle as this is dangerous and a health and safety issue. She would also strongly recommend removal of the hedge so the area is visual and installation of high 'see-through' fence; Clerk and Assistant Clerk to attend Training 25 th September; Burial Ground walkabout notes provided for all, with new fees; Office manual being put together to streamline operations; Internal Audit visit made 24 July; Trade Waste bin temporarily moved to Recreation Ground from Red Lion; Report from CCC of broken footpath on Sec 52 land at Windmill Lane. Work would be put in hand to make safe. Financial Timetable for 2009, and Quarterly budgets supplied for all, Appendix 2	

16/17 DATE & PLACE OF NEXT MEETING and FORTHCOMING MEETINGS

- 89 Agreed next meeting Monday 13 October 2008, at St Audrey's Community Centre, St Audrey's Close, Histon.
 90 Dates for forthcoming Committee meetings noted.

Meeting closed at 9 p.m.