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HISTON PARISH COUNCIL

PARISH OFFICE
NEW ROAD
IMPINGTON
CAMBRIDGE
CB24 9LU



8th October 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 13th OCTOBER 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 8 SEPTEMBER 2008 – minutes attached **For decision**
- 5 MATTERS ARISING FROM PREVIOUS MINUTES (for information only) **see attached**
- 6 CO-OPTION TO COUNCIL – 1 vacancy to be filled immediately **For decision**
Further resignation now received and advertised
- 7 DISTRICT COUNCILLORS' REPORTS
- 8 COUNTY COUNCILLORS' REPORTS - attached
- 9 CHAIRMAN'S MONTHLY REPORT – attached if available and to include Chairmen's meeting held 30 September attached
- 10 RECENT CORRESPONDENCE RECEIVED **see attached**
- 11 TO RECEIVE RECREATION GROUND MANAGEMENT COMMITTEE REPORT – Meeting held 10 September. Next meeting due 12 November
- 12 TO RECEIVE PLANNING COMMITTEE REPORT – Minutes attached 11 September, meeting due 9 October **To accept only**

- 13 TO RECEIVE ENVIRONMENT COMMITTEE REPORT – Minutes attached 18 September To accept
 Acceptance of Terms of Reference
 Agenda items next meeting 4 December 2008
- Motion: “Histon Parish Council agree to investigate quotes to take on grass cutting contract from Cambridgeshire County Council as recommended by Environment Committee, timing yet to be agreed” Proposed Cllr Parish **For decision**
- Process for obtaining quotes for Parish Council owned grass, now at end of 3 year contract with current contractor **For decision**
- Working Party arrangements for Brook clearance – December 2008
- Quotes for Pump Repairs as per spec provided by Environment Committee. Quotes received from Ian Levitt and Site & Maintenance Services **For decision**
- Quotes for Cut back to hedge alongside Play Area **For decision**
- 14 TO CONSIDER OTHER MATTERS:
- (a) YOUTH ADVISORY BODY REPORT – Minutes attached 1 September. Meeting due 6 October. Invitation for nominees as Community Representative of Connections Bus Project, AGM 28 October To accept
- (b) ARRANGEMENTS FOR REMEMBRANCE SUNDAY 9 November
- (c) IVC CONSULTATION ON CHANGE OF STATUS TO “FOUNDATION”
- (d) SPEEDWATCH – Invitation for involvement from Police
- 15 FINANCE AND ADMINISTRATION REPORTS
- a) To confirm payment of retrospective accounts **see attached** **For decision**
- b) **To approve** payment of outstanding accounts **see attached**
- c) To report on amounts Paid In **see attached**
- d) To receive minutes of Committee meeting held 6 October available at meeting. Next meeting due 17 January (Precept only)
- e) To accept Half Yearly Financial Report – available at meeting with minutes
- f) Freedom of Information Act – acceptance of new Scheme – available at meeting
- g) Clerk’s report September – attached
- 16 DATE AND PLACE OF NEXT MEETING: **MONDAY 10th NOVEMBER 2008** at St Audrey’s Community Centre, St Audrey’s Close, Histon, due to commence **7.30 p.m.**
- 17 DATES OF CONFIRMED COMMITTEE MEETINGS: To note
- Planning Committee – Thursday 30 October 7.30 p.m.
 Highways Traffic & Transport Committee – Thursday 6 November 7.30 p.m.
- Other meetings:
 A14 meeting with Costains and Highways Agency – Wednesday 15 October 7.45pm Pavilion
 JAG meeting (Sec 106 up-date) Thursday 16 October 7 p.m. Cottenham VC
 Services & Community Facilities meeting – Monday 27 October

OCTOBER 2008 AGENDA

Item 5 MATTERS ARISING

Item 78.1 Police "Not in My Neighbourhood Week 13-17 October, details; Police Service Centre visit by Cllr Foster

Item 78.4 Post Office Closures Confirmation of closure of Impington PO with immediate effect

Item 78.5 Trenching had been due to commence 8 October

Item 81.4 Horse Chestnut disease No response as yet from SCDC

Item 81.5 HGV Parking Further letter of complaint from Impington residents. Meeting arranged with David Lines CCC

Item 86.3 Shared Use Cyclepath Response from County Council. Other matters arising from HT&T Meeting 4 September and agenda items for next meeting 6 November

Item 86.4 Walkabout had taken place 25 September. Written report expected

Item 10 RECENT CORRESPONDENCE

Circulating Files. Available on request

Team Read presentations report

Cambs County Council Roadshow details for spending priorities and budgets – Cambridge outside Boots in Sidney Street. Monday 13 October 10am to 4pm

Training Opportunities

HICOM Volunteer drivers issues

Engaging Parish Councils – event information 19 November

Funding Opportunities

Item 15 FINANCE and ADMINISTRATION

a) To confirm payment of retrospective accounts:

Administration M4 £1,459.86

Barclaycard Tiscali (4) (on formula) **£16.34** + VAT £2.80 = £19.14

BT plc Telephone bill (on formula) **£94.92** + VAT £15.82 = £110.74

b) To approve payment of outstanding accounts:

Buchans Landscapes Grass cutting **£170** + VAT £29.75 = £199.75

Roger Hovells Bus shelter clean **£17.50**

Roger Hovells Office clean x 2 (on formula) **£40**

D W Payne Computer backups, spam filter, Hosting (on formula) **£44.63** + VAT £7.81 = £52.44

ESPO Stationery (for formula) **£57.10** + VAT £10 = £67.10

Site & Maintenance Services Emergency work on burned out litter bin **£50** and roundabout spindle on Green **£70** + VAT £21 = £141

Site & Maintenance Services Fir chestnut paling at Play Area **£95** + VAT £16.62 = £111.62

Site & Maintenance Services Storage of roundabout in locked building, 1 month **£40** + VAT £7 = £47

Site & Maintenance Services Blocked Paving at Sec 52 land **£110** + VAT £19.25 = £129.25

Danwood Financial Services Limited Photocopier reading (for formula) **£66.09** + VAT £11.57 = £77.66

Petty Cash, imprest account to be advised

c) Paid in: SCDC Second half Precept payment £67,000