

**HISTON PARISH COUNCIL****Unconfirmed minutes**

Minutes of meeting held at St Audreys Community Centre, St Audreys Close, Histon, Monday 13 October 2008 at 7.30 p.m.

**Present:**

Councillors: I M Parish (Chairman), M C Cleaver, N S Davies (also District), J J Dover, A J Eade, J P Emmine, C J Foster, J Hart, K Hemingway, R S Plumbly Mrs Jean Newman (co-opted during meeting) Clerk: Mrs A J Young  
Dist Cllrs M J Mason and J P Chatfield; Cty Cllrs J D Jenkins and Bradney (in part); 2 members of public (in part)

**Power Action****1 APOLOGIES FOR ABSENCE**

91 Cllr Jones (working); Stonham (working); Thurman (holiday)

**2 MEMBERS' DECLARATIONS OF INTERESTS**

92 Cllr Eade 13 Personal interest, Pump renovation (Village Society member)

**3 OPEN SESSION FOR THE PUBLIC**

93 Standing orders suspended. Residents of Brook Close attended to report serious incident of assault Saturday 11 October and disappointing reaction from attending Police. To be raised at Police Panel meeting 14 October. Cllrs heard of other problems with anti social behaviour in Histon and Impington recently. Standing orders re-instated, residents left meeting

**4 MINUTES OF MEETING HELD ON 8 SEPTEMBER 2008**

94 Proposed Cllr Cleaver, sec Cllr Eade, all in favour, approved and signed

**5 MATTERS ARISING FROM PREVIOUS MINUTES**

95.1 Items Item 78.1 Police "Not in My Neighbourhood Week" 13-17 October, details; Police Service Centre visit by Cllr Foster; Profile up-date; Panel meeting details 14 October

95.2 Item 78.2 Cllr Dover forms supplied

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

95.4 Item 78.5 Trenching had been due to commence 8 October

95.5 Item 78.6 Community Facilities Papers covering draft Position Statement and timetable provided for all. Meeting due 27 October. Open meetings planned for February 2009

95.6 Item 81.4 Horse Chestnut disease No response as yet from SCDC, Cllr Eade had drafted further approach **AJE**

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

95.8 Item 86.3 Shared Use Cyclepath Response from County Council indicates no plans to up grade Histon to Cottenham path at present. Poor verge/hedge maintenance highlighted with white lines hidden by overgrown verge and blackberry thorns left on path causing punctures

95.9 Item 86.4 Walkabout had taken place 25 September. Written report expected and to be copied to all and Cty Cllrs to encourage "joined up" working **DJT/CJF**

**6 CO-OPTION TO COUNCIL**

96.1 Ian Levitt resigned from Council with effect from 30 September. Casual vacancy to be advertised. **Next agenda**

96.2 Vacancy caused by resignation of Colin Rose in May. Mrs Jean Newman of St Audreys Close had written with an interest in co-option. Prop Cllr Davies, sec. Cllr Emmine, all in favour, to co-opt to Council. Declaration of Acceptance of office signed, Register of Interests form to be completed and returned within 28 days **JN**

**7 DISTRICT COUNCILLORS' REPORTS**

97.1 Dist Cllr Davies reported on decision for former Unwins site, Impington Lane and attendance at site visit; Housing Futures progress; Orchard Park Action Group formation; Community Centre Orchard Park acoustics specification; SC Funding Fair opportunities for Lottery funding

97.2 Dist Cllr Mason reported on Arbury Park Scrutiny Report issues; formation of new Community Council and election plans at Orchard Park; Orchard Park Action Group plans to meet developers re non-provision of community facilities in a good timeframe; Housing Targets issues and LDF Draft publication; A14 issues and provision of diagrams for meeting due 15 October, Cllr Parish to attend; Environmental Health issues at Premier Foods and sewage problems in villages, work undertaken by Anglian Water; Moor Drove concern over policing by SCDC of permissions

97.3 Dist Cllr Chatfield reported on Plastic Bottle collections to commence in Histon and Impington 14 October

**8 COUNTY COUNCILLORS' REPORTS**

98.1 Report from Cty Cllr Jenkins copied to all and accepted

- 98.2 Cty Cllr Jenkins reported further on sewage and odour problems, due to meet Premier Foods management shortly to discuss. Correspondence continued with resident on traffic problems and non-provision of promised double yellow lines in Station Road
- 98.3 Cty Cllr Bradney confirmed target date for opening northern section of Guided Busway remained as Spring 2009. Undertook to obtain assurances about evidence of inertness surrounding use of shredded tyres to infill track  
Cty Cllrs Jenkins and Bradney left meeting

## 9 CHAIRMAN'S MONTHLY REPORT

- 99.1 Copied to all (Appendix 1) and accepted, together with meeting notes of Chairmen's meeting 30 September. Highlighted items in discussion on Closure of Crier; funding for sustainable projects supported in principle; merger possibilities, agreed Cllr Davies to work with Chairman to prepare item for November agenda **IMP/NSD**
- 99.2 Traffic Survey Cllrs to contact Cllr Foster if wish to help with assessment and evaluation process. Discussion followed on Highways Improvement Plan possibilities for the HT&T Committee. Figures for traffic survey available for meeting due 15 October with Highways Agency/Costains

## 10 RECENT CORRESPONDENCE

- 100.1 Circulating Files. Cllr Hemingway had read September file. October file available on request
- 100.2 Team Read presentation. Cllr Cleaver reported on 125 attendees at Histon Library and grateful thanks for support given by Parish Councils
- 100.3 Cambs County Council Roadshow details for spending priorities and budgets
- 100.4 Training Opportunities from independent provider. CPALC warn against use of any private training organisation
- 100.5 HICOM Volunteer drivers issues for Doctors collection service, Thursday mornings. Volunteers contact Neil Davies
- 100.6 Engaging Parish Councils – event information 19 November, Cllr Eade may attend **AJE**
- 100.7 Funding Opportunities noted
- 100.8 Standards Board Communities in Control, copied to all
- 100.9 CPALC Next Quality Council meeting due 10 November

## 11 RECREATION GROUND MANAGEMENT COMMITTEE REPORT

- 101.1 Meeting held 10 September, next meeting 12 November
- 101.2 Cllr Davies reported groundsmans compound enlarged; acoustics work now in hand; Budgets undergoing preparation; staff appraisals undertaken

## 12 PLANNING COMMITTEE REPORT

- 102 Minutes 11 September and 9 October copied for all and accepted. Next meeting due 30 October

## 13 ENVIRONMENT COMMITTEE REPORT

- 103.1 Minutes 18 September copied for all and accepted
- 103.2 Terms of Reference Copied to all and accepted. Noted mapboards would be included in reference to "street furniture"
- 103.3 Agenda items 4 December to include Roundabout replacement/renovation; Budgets Review; Precept request; WI Seat replacement
- 103.4 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*" Environment Committee had recommended looking into taking on the verge cutting contract from County Council. Noted reasons for turning down this opportunity in past, financial and double taxation principal. Comments made of good service given by current contractor for Parish Council owned land. Proposed Cllr Parish, sec Cllr Emmines, all in favour. **Next agenda**
- 103.5 Process for obtaining quotes for Parish owned grass, now at end of 3 year contract with current contractor. Agreed to request separate quote for this, and combined quote with CCC grass. 3 quotes to be sought for both. **Next agenda**
- 103.6 Working Party arrangements for Brook clearance. Rob Mungovan suggested work required in December. Cllr Emmines to meet Mr Mungovan 14 October to discuss. Volunteers required for Working Party, article on website suggested. Such work to be scheduled annually. Mike Mason to return Council's waders to Environment Committee
- 103.7 Quotes for Pump Repairs as per spec provided by Environment Committee. Cllr Eade declared personal interest (Village Society). 2 quotes received from 3 requests, from Site & Maintenance Services and Ian Levitt. Prop Cllr Emmines, sec Cllr Parish, all in favour to accept lower quote from Ian Levitt in sum of £1,100 noting replacement of lead cap not included
- 103.8 Quotes for Cut back to hedge alongside Play Area Only one received. **Next agenda**
- 103.9 Friends of Homefield Park had been launched with Working Party 11 October. Cllr Emmines reported

## 14 OTHER MATTERS

- 104.1 a) Youth Advisory Body Notes 1 September copied for all and noted

- 104.2 Connections Bus Project AGM 28 October. Request for Community Representative nominations
- 105 b) Arrangements for Remembrance Sunday Agreed to purchase wreath at £35 and Cllr Parish to lay at ceremony 9 November **LGA 1972 Sec 137**
- 106 c) IVC Consultation Response required by 4 November. Letter sent to all setting out intention to seek change of status to Foundation school. Cllr Davies stated no longer Governor but majority of village colleges now foundation status. Letter received from resident with concerns over the facilities and local community resources. Delegated response to Cllr Parish with the clerk, to include these concerns **IMP**
- 107 d) Speedwatch – previously reported through HT&T Committee. John Fuller asks if Histon Parish Council wishes to be involved in Speedwatch and whether would support a special neighbourhood meeting to discuss its implementation. Issues existed surrounding insurance, expenses and inability of people to work in their own village under the scheme. Agreed to indicate interest

## 15 FINANCE and ADMINISTRATION

- 108.1 To confirm payment of accounts Prop Cllr Cleaver, sec Cllr Hart, all in favour:
- |  |                  |           |
|--|------------------|-----------|
| <b>Administration M5</b>   | <b>£1,459.86</b> | £1,459.86 |
| <b>Barclaycard</b> Tiscali (4) (on formula) <b>£16.34</b> + VAT £2.80 =  |                  | £19.14    |
| <b>BT plc</b> Telephone bill (on formula) <b>£94.92</b> + VAT £15.82 =   |                  | £110.74   |
| <b>PWLB</b> Pavilion loan 6 of 50 <b>£6,424.09</b> Completion 4 of 48 <b>£854.13</b>                                 |                  | £7,278.22 |
| <b>Barclaycard</b> Tiscali (5) formula <b>£16.34</b> + VAT £2.80. stamps <b>£136.31</b> including transaction charge |                  | £155.45   |
| <b>(IPC and Rec stamps to be re-imbursed)</b>  |                  |           |
- 108.2 To approve payment of outstanding accounts Prop Cllr Cleaver, sec Cllr Hart, all in favour:
- |  |  |         |
|--|--|---------|
| <b>Buchans Landscapes</b> Grass cutting <b>£170</b> + VAT £29.75 =   |  | £199.75 |
| <b>Roger Hovells</b> Bus shelter clean <b>£17.50</b>   |  | £17.50  |
| <b>Roger Hovells</b> Office clean x 2 (on formula) <b>£40</b>  |  | £40.00  |
| <b>D W Payne</b> Computer backups, spam filter, Hosting (on formula) <b>£44.63</b> + VAT £7.81 =   |  | £52.44  |
| <b>ESPO</b> Stationery (for formula) <b>£57.10</b> + VAT £10 =   |  | £67.10  |
| <b>Site &amp; Maintenance Services</b> Emergency work on burned out litter bin <b>£50</b> and roundabout spindle on Green <b>£70</b> + VAT £21 = |  | £141.00 |
| <b>Site &amp; Maintenance Services</b> Fir chestnut paling at Play Area <b>£95</b> + VAT £16.62 =  |  | £111.62 |
| <b>Site &amp; Maintenance Services</b> Storage of roundabout in locked building, 1 month <b>£40</b> + VAT £7 =                                   |  | £47.00  |
| <b>Site &amp; Maintenance Services</b> Blocked Paving at Sec 52 land <b>£110</b> + VAT £19.25 =  |  | £129.25 |
| <b>Danwood Financial Services Limited</b> Photocopier reading (for formula) <b>£66.09</b> + VAT £11.57 =   |  | £77.66  |
| <b>Site &amp; Maintenance Services</b> Bus shelter repair <b>£68</b> + VAT £11.90  |  | £79.90  |
| <b>Petty Cash</b> , imprest <b>£31.02</b>  |  | £31.02  |
- 108.3 Paid in: SCDC Second half Precept payment £67,000
- 108.4 Minutes 6 October copied to all and accepted. Any questions next agenda. Terms of Reference noted and accepted. Next meeting due 17 January (Precept). Noted all Precept requests to be with Parish Office by Christmas
- 108.5 Half Yearly report presented. Prop Cllr Davies, sec Cllr Plumbly, all in favour to accept. Any questions next agenda
- 108.6 Freedom of Information – new Scheme supplied for all Appendix 2. Prop Cllr Davies, sec Cllr Cleaver, all in favour to accept and adopt. Cllr Parish to work with Clerk to provide additional information required on website covering charges. **Next agenda** for further report

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

- 109 Agreed next meeting Monday 10 November 2008, at St Audrey's Community Centre, St Audrey's Close, Histon.
- 110 Dates for forthcoming Committee meetings noted.

Meeting closed at 9.58 p.m.