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HISTON PARISH COUNCIL

PARISH OFFICE
NEW ROAD
IMPINGTON
CAMBRIDGE
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5th November 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 10th NOVEMBER 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 13 OCTOBER 2008 – minutes attached **For decision**
- 5 MATTERS ARISING FROM PREVIOUS MINUTES (for information only) **see attached** To note
- 6 CO-OPTION TO COUNCIL **For decision if applications received**
- 7 DISTRICT COUNCILLORS' REPORTS
- 8 COUNTY COUNCILLORS' REPORTS - attached
- 9 CHAIRMAN'S MONTHLY REPORT – attached if available, including report on Cross Council meeting 23 October
- 10 RECENT CORRESPONDENCE RECEIVED **see attached**
- 11 TO RECEIVE RECREATION GROUND MANAGEMENT COMMITTEE REPORT – Minutes attached 10 September. Extra Ordinary meeting due 4 November, further Committee meeting due 20 November. **AGM due 3 December** To accept only
- 12 TO RECEIVE PLANNING COMMITTEE REPORT – Minutes attached 22 October. Next meeting due 13 November To accept only
- 13 TO RECEIVE HIGHWAYS TRAFFIC & TRANSPORT COMMITTEE REPORT – Meeting due Thursday 6 November, minutes available at meeting To accept
 - a) HCV Parking Routes, banning of parking of lorries on Cambridge Road, Villa Road/The Crescent and Station Road south of the war memorial – comments from residents prior to approval process at County Council
 - b) 20's Plenty – request for funding of public meeting by donation – up to £50 **For decision**

14 TO CONSIDER OTHER MATTERS:

- (a) YOUTH ADVISORY BODY REPORT – Minutes attached 6 October. Meeting due 3 November . To accept
- (b) COMMUNITY FACILITIES paper attached Proposed that: “Histon Parish Council notes the position statement dated 27th October 2008 from the Community Facility Review group, and agrees that the group can proceed with the initial consultation (at a likely cost of about £500) with the community to explore the perceived need for a community centre in whatever form(s) that this may take” Proposed Cllr N S Davies **For decision**
- (c) IVC CONSULTATION ON CHANGE OF STATUS TO “FOUNDATION” – Petition received. Community stakeholder meeting due 12 November, response to consultation extended to 18 November **For decision**
- (d) ENVIRONMENT COMMITTEE ITEMS –
TIMING and ARRANGEMENTS FOR WORKING PARTY AT THE BROOK, COSTS INVOLVED
- HEDGE AT PLAY AREA – Quotes received **For decision**

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) Clerk’s report October – attached
e) Questions on Minutes 6 October and Half Yearly Report, **if received by clerk prior to meeting**
- 16 DATE AND PLACE OF NEXT MEETING: **MONDAY 8th DECEMBER 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 13 November 7.30 p.m.
Recreation Ground Management Committee, 6.30 p.m. Thursday 20 November
Planning Committee – Thursday 27 November 7.30 p.m.
Recreation Ground Committee AGM – Wednesday 3 December 7.30 p.m.
Environment Committee – Thursday 4 December 7.30 p.m.

Other meetings:

Community Stakeholders IVC Meeting, 7.45 pm Wednesday 12 November
Park & Ride Opening ceremony – 11am Thursday 13 November
Guided Bus Forum, 7pm The Meadows Thursday 13 November
Engaging Parish Councils, Cambourne 5pm Wednesday 19 November
JAG Demographics meeting, Thursday 20 November
AGM CPALC Bluntisham Saturday 6 December 10 a.m.

- 18 IN COMMITTEE – EMPLOYMENT **For decision**
- “Histon Parish Council agrees to accept the recommendations for the Assistant Parish Clerk/Recreation Ground Clerk and Recreation Groundsman as detailed in the report dated 27 October 2008” Proposed Cllr Davies
- Latest Information on NALC Pay Scales – TO AGREE REVISED SCALES TO BE BACKDATED TO 1 APRIL, PENDING ARBITRATION **For decision**

NOVEMBER 2008 AGENDA

Item 5 MATTERS ARISING

Item 93 and 95.1 Police up-date; Neighbourhood Panel report; Call Handling Statistics; SCC&DRP Gauge of interest in "Visual Audits" and "Adopt a Neighbour" schemes; Introduction from new Neighbourhood Police Sergeant for Histon and Cambourne beat areas, attached

Item 95.6 Horse Chestnut disease report received by Cllr Eade

Item 100.5 HICOM volunteer driver for doctors run received

Item 100.6 Engaging Parish Councils No Histon Councillors attending

Item 103.4 and 103.5 Grass Contract Now agenda item for Environment Committee 4 December

Item 103.7 Pump Repairs Mr Levitt advises work scheduled for New Year

Item 105 Wreath cost see Clerk's report

Item 107 Speedwatch Email from resident expressing interest in assisting

Item 108.6 Freedom of Information Deferred to next agenda, Cllr Parish and Clerk to bring forward

Item 10 RECENT CORRESPONDENCE

Circulating Files. Available on request

NALC and CPALC briefings; AGM Agenda 6 December, motions no later than 11 November; Constitution papers; Draft accounts; Training course details

Council of Churches Histon and Impington Booking for carols and stalls on the Green 17 December. Invitation to take stall

Item 15 FINANCE and ADMINISTRATION

a) To confirm payment of retrospective accounts:

Administration M7 £1,432.80

b) To approve payment of outstanding accounts:

Site & Maintenance Services Repair to Metal/Wooden seat on the green, vandalised **£50** + £8.75 = £58.75

Site & Maintenance Services Fence at Play Area, adj to 21 The Green **£398** + VAT £69.65 = £467.65

Count On Us 7 day survey traffic count (share cost with IPC) **£2,925** + VAT £511.88 = £3,436.88

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

Print Out Paper **£16.99** + VAT £2.97 = £19.96

Buchans Landscapes Grass cut September **£85** + VAT £14.88 = £99.88

Histon & Impington Recreation Ground Salary re-imburement **£328.77**

Jaggard Electrical Limited Completion of electrical works on The Green, including additional manhole as agreed **£6,220** + VAT £1088.50 = £7,308.50

Petty Cash, imprest account to be advised

c) Paid in: Allotment fees £129, £24; Rec Ground re-imburement for stamps £44.40; Impington PC Quarterly expenses claim £386.21. To pay in Allotment fees £36