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# HISTON PARISH COUNCIL

PARISH OFFICE  
NEW ROAD  
IMPINGTON  
CAMBRIDGE  
CB24 9LU



7<sup>th</sup> January 2009

## 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 12<sup>th</sup> JANUARY 2009** 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 DECEMBER 2008 – minutes attached **For decision**
- 5 MATTERS ARISING FROM PREVIOUS MINUTES (for information only) **see attached** To note only
- 6 CO-OPTION TO COUNCIL **For decision**
- 7 DISTRICT COUNCILLORS' REPORTS
- 8 COUNTY COUNCILLORS' REPORTS - attached
- 9 CHAIRMAN'S MONTHLY REPORT – attached if available
- 10 RECENT CORRESPONDENCE RECEIVED **see attached**
- 11 TO RECEIVE RECREATION GROUND MANAGEMENT COMMITTEE REPORT – next meeting due Monday 26 January 2009
- 12 TO RECEIVE PLANNING COMMITTEE REPORT – Minutes attached 18 December. Next meeting due 22 January 2009. Joint Design Brief meeting due 29 January

13 TO CONSIDER OTHER MATTERS:

- (a) YOUTH ADVISORY BODY REPORT – Minutes attached 1 December. Meeting due 5 January. Finance report received
- (b) HIGHWAYS TRAFFIC & TRANSPORT COMMITTEE To agree agenda items for meeting due 5 February 2009
- (c) FACILITIES MEETING Report
- (d) MERGER PROPOSALS Report

**For  
decision**

14 FINANCE AND ADMINISTRATION REPORTS

- a) To confirm payment of retrospective accounts **see attached**
- b) **To approve** payment of outstanding accounts **see attached**
- c) To report on amounts Paid In **see attached**
- d) Clerk's report December – attached including Precept arrangements, meeting due 17 January

**For  
decision**

15 DATE AND PLACE OF NEXT MEETING: **MONDAY 9<sup>th</sup> FEBRUARY 2009** at St Audrey's Community Centre, St Audrey's Close, Histon, due to commence **7.30 p.m.**

16 DATES OF CONFIRMED COMMITTEE MEETINGS:

Finance/Precept – Saturday 17 January 2009 9.30 a.m.  
Planning Committee – Thursday 22 January 2009 7.30 p.m.  
Recreation Ground Management Comm – Monday 26 January 2009 6.30 p.m.  
Design Brief meeting with IPC Thursday 28 January 2009  
Highways Traffic & Transport Committee – Thursday 5 February 7.30 p.m.

Other meetings / events:

HICCA Greening Campaign Wednesday 14 January 2009  
JAG Meeting Cottenham Thursday 22 January 2009  
Youth Committee – Monday 2 February 2009  
Sports Forum – Monday 2 February

## JANUARY 2009 AGENDA

### Item 5 MATTERS ARISING

Item 134.1 and 137.1 Police Up-date Any reports received forwarded to all on email

Item 135.2 Greening Campaign Representative Histon Councillor sought to attend meeting 14 January

Item 137.3 Freedom of Information details now on website

Item 137.6 IVC Status Consultation formally running from 5 January 2009 for 4 weeks

Item 141.3 Christmas Lights Problems with tripping out over Christmas, thanks to Cllr Stonham for his sterling efforts however. Tree lights vandalised over New Year, will need total replacement next year by Feast Committee who join the Parish Council in expressing disappointment at this action. Suggest the Parish Council write to the Feast Committee thanking them for the tree and lights, and also congratulating them on this years Feast collection of some £10,000

Item 145.3 Roundabout Up-front payment made to facilitate work. Further damage caused to spindle by vandals

Item 145.4 Grass Contract No meeting yet arranged with Buchans

Item 145.5 Brook Clearance Report from Cllr Emmine on session 10 January

Item 148.2 SLCC Refund of £30 to be made as clerk magazine included in sub

Item 148.8 Temporary Filing Clerk Impington had agreed to employ until return of their own admin assistant currently on sick leave

### Item 10 RECENT CORRESPONDENCE

Circulating Files. Available on request

CPALC papers received, including Service Level Agreement with members; County Training Partnership details

### Item 14 FINANCE and ADMINISTRATION

a) To confirm payment of retrospective accounts:

<b>Histon &amp; Impington Day Centre</b> Community support donation Sec 137 <b>£150</b>	£150.00
<b>St Audreys Close</b> Room hire 2008 <b>£300</b>	£300.00
<b>BT plc</b> Phone bill (on formula) <b>£88.04</b> + VAT £12.53 =	£100.57
<b>Print Out</b> Stationery and printing <b>£27.93</b> + VAT £4.89	£32.82
<b>Administration M9</b> <b>£1,467.32</b>	£1,467.32
<b>Histon &amp; Impington Recreation Ground</b> Salary reimbursement Asst Clerk <b>£489.68</b>	£489.68
<b>Roger Hovells</b> Office clean (on formula) <b>£40</b>	£40.00
<b>Buchans Landscapes</b> Grass/leaf clear <b>£355</b> CPA Hedge cut <b>£331</b> + VAT £120.06	£806.06
<b>Site &amp; Maintenance Services</b> Part payment roundabout refurbish <b>£1923</b> + VAT £288.45	£2,211.45
<b>Barclaycard</b> Tiscali <b>£16.69</b> Seeds (IPC repaid) <b>£10.40</b> + VAT £2.80 + t/c 35p	£30.24

b) To approve payment of outstanding accounts:

<b>Ian Levitt</b> Supply of large 1 tonne bags for Green Clearance <b>£28.75</b>	£28.75
<b>Ian Levitt</b> Temporary alterations to access panel to rear of pump on Green <b>£35.20</b>	£35.20
Quote to replace permanently to go to Environment Committee	
<b>Danwood Financial Services</b> Photocopier meter agreement <b>£66.09</b> + VAT £9.91	£76.00
<b>Print Out</b> Stationery <b>£16.99</b> + VAT £2.97	£19.96
<b>Printing.com</b> Printing for 20s Plenty (HT&T Budget) To split with IPC <b>£100</b>	£100.00
<b>Site &amp; Maintenance Services</b> Cable works on The Green <b>£196</b> + VAT £29.40	£225.40
<b>Site &amp; Maintenance Services</b> Roundabout spindle emergency work <b>£85</b> + £12.75	£97.75
<b>CPALC</b> Training Cllr Hemingway <b>£35</b>	£35.00
<b>Cambridgeshire ACRE</b> Subscription <b>£25</b> or <b>£35</b> to include CPFAN	
<b>Petty Cash</b> , imprest account to be advised	

c) Paid In: Impington Parish Council refund on Barclaycard payment for seeds £10.40; HIRGC Barclaycard refund for stamps £14.04