

HISTON PARISH COUNCIL**Unconfirmed minutes**

Minutes of Meeting held at St Audrey's Community Centre, St Audrey's Close, Histon, Monday 8 June 2009 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 Emmines, C J Foster, J Newman, R S Plumbly, E W Stonham, D J Thurman.

Dist Cllr M J Mason

1 member of the public Clerk: A J Young

Power Action

1 APOLOGIES FOR ABSENCE

42 Cllrs Jones (family), Legge (holiday), Cty Cllrs Jenkins and Gymer. Council recorded congratulations to David Legge on his forthcoming marriage

2 MEMBERS' DECLARATIONS OF INTERESTS

43 Cllr Eade, wife Secretary of Open Gardens (personal)

3 OPEN SESSION FOR PUBLIC

44 No questions

4 MINUTES OF ANNUAL GENERAL MEETING HELD ON 11 MAY 2009

45 Proposed Cllr Emmines, sec Cllr Cleaver, all in favour, approved and signed

5 MATTERS ARISING FROM PREVIOUS MINUTES

46.1 Item 31.1 Police Up-date Any reports received forwarded to all on email. PCSO Blewett had visited parish office. Councillors were pleased to note the high profile approach in the villages by the new PCSO

46.2 Item 31.4 Premier Foods Further copy correspondence held. Reports of problems becoming less frequent. Dist Cllr Mason agreed to copy a Waste Treatment Plant report

46.3 Item 31.5 Training Cllrs Newman and Legge to attend, with clerk and assistant clerk

DNL/JN

46.4 Item 31.6 Community Centre Response from County Council received outlining on-going plans for County land and possible uses. Cllr Davies confirmed reports to be drawn up for the Autumn to present to both Parish Councils to review informally.

46.5 Item 32.4 CPALC Parish Forum 17 June. David Thurman, Max Parish and Jean Newman attending

DJT/IMP/JN

46.6 Item 32.6 Open Gardens Cllr Eade declared personal interest, as wife secretary of Open Gardens. Thank you for sponsorship and complimentary ticket for social event and gardens

6 MATTERS ARISING FROM ANNUAL PARISH MEETING 11 MAY 2009

47 Item 24 Anglian Water up-date from Dist Cllr Mason on Kay Hitch Way. Anglian Water has admitted a problem with water entering the foul sewer and causing surcharge. Being monitored, with any reports of problems in Kay Hitch Way to be telephoned to 01206 289367

7 CO-OPTION TO COUNCIL

48 2 vacancies remained on Parish Council. Next agenda, when it was hoped both would be filled

July agenda

8 DISTRICT COUNCILLORS' REPORT

49.1 Cllr Mason reported 1st OPCC meeting due 10 June and outlined the heavy workload experienced in the interim. Housing Futures consultation had resulted in vote not to proceed with transfer of housing stock. Motions pending for SCDC extra ordinary meeting to follow matter up. Cllr Newman declared prejudicial interest as SCDC Warden

49.2 Cllr Davies commented on disappointment that Housing Futures matter had been so divisive and expressed concern over future stock deterioration and future of community provision by SCDC

9 COUNTY COUNCILLORS' REPORT

50.1 Council recorded congratulations to David Jenkins and Sue Gymer on election as County Councillors for Cottenham Histon and Impington, whilst expressing disappointment that Cllr Matt Bradney had not been re-elected. Chairman to write to Matt Bradney to thank him for his services to Histon Parish Council in his time as Councillor. **IMP**

50.2 Reports accepted from Cllr Jenkins and Matt Bradney for May

10 RECENT CORRESPONDENCE

51.1 Circulating Files. Available on request

51.2 SCDC Comprehensive Equalities Policy as adopted by Cabinet April 2009

51.3 SCDC Standards Committee Vacancy

- 51.4 CPALC Best Practice Guides. Contractual and Remuneration, copied out to Employment members. Question on how these are to be kept up to date, and what other topics CPALC are considering to issue standard practice guides on

11 RECREATION GROUND MANAGEMENT COMMITTEE REPORT

- 52.1 Cllr Davies outlined progress with Play Area Project and specially thanked Edd Stonham for his support. Consultation underway, with high level of response and enthusiasm from residents to date. Friends of the Rec Fun Day 7 June had provided further opportunity to share ideas and consult. Cost indications currently £80-£90,000, with crucial grant opportunities being followed up. Any request for financing from the Parish Council as yet unknown, but request likely. Cllr Parish reminded Council of budget issues and constraints in place
- 52.2 All Councillors reminded of Half Yearly meeting due 22 June
- 52.3 Cllr Davies up-dated Council on meeting with Jane Lampshire of SCDC, together with Impington PCllr Ing to discuss grants and earmarked funding, with tight timescales involved, for action

12 PLANNING COMMITTEE REPORT

- 53.1 Minutes 28 May provided for all and accepted. Next meeting 18 June
- 53.2 Cllr Parish reported on well-attended meeting held for residents and Councillors with SCDC 5 June to discuss noise barrier issues for the Guided Busway. Cllr Pumbly declared prejudicial interest (resident Pease Way adjacent to barrier). Application to discharge Condition 8 had been split into 3 areas: Melvin Way and Pease Way/Villa Road and Villa Place/Pepys Terrace. 2 different versions expected to cover differing heights. SCDC Planning Committee agenda item 10 June. Dist Cllr Mason to speak on item, together with 2 residents. Cllr Thurman attending. Further report on inconclusive discussion on landscaping and a challenge on the need to discharge conditions so quickly. Parish Councils had recommended refusal due to insufficient information.
- 53.3 Moor Drove application agenda item 10 June also, Cllr Thurman to speak on behalf of Parish Council **DJT**

13 OTHER MATTERS

- 54.1 Youth Advisory Body Minutes 1 June noted.
- 54.2 Feast Market Rota provided. Any changes to be notified to clerk as soon as possible. Various displays to be prepared
- 54.3 SCDC Car Park Council reviewed previous surveys showing usage, discussion and meetings regarding transfer of car park, including cost in 2006 of £96,000 to purchase. SCDC now wished to offer 125 year lease at peppercorn rent. Noted Parish Council now responsible for street lights in car park. Cllr Davies declared personal interest as District Councillor. Council reviewed likely costs of say £2,500 for rates, plus £500 non-domestic rate rebate on Parish office; probable costs of £4,000 once-off improvement maintenance costs, plus annual maintenance costs thereafter, say £200 p.a. Access issues discussed and need for easement from BT. Cllr Davies spoke on the good opportunity to move this matter forward and importance of the decision for the future. Prop Cllr Davies, sec Cllr Cleaver, that Histon Parish Council advise SCDC they would like to progress a lease and request a draft be drawn up. 10 in favour, 1 abstention. Query over Solicitors fees and possible requests for contribution noted.
- 54.4 Website Review Cllr Stonham outlined recent reports and views published by Impington PCllr D Payne and need to review the village website; particularly in view of new Histon and Impington Courier site content. Cllrs Newman and Davies to work with Cllr Stonham together with Impington Parish Council, say late August, to look at working to improve visits to the site. Impington Parish Council agenda item 15 June **JN/NSD**
- 54.5 Donations Policy Cllr Parish had provided a draft policy for consideration (Appendix 1). Prop Cllr Thurman, sec Cllr Cleaver, all in favour, to accept, noting it was not too prescriptive but conditions could be added where individual case merits. A form had been designed to send to applicants to aid consideration by Council

14 FINANCE and ADMINISTRATION

- 55.1 To confirm payment of accounts Proposed Cllr Dover, sec Cllr Davies, all in favour.
- | | | |
|---|------------------|------------------|
| Administration costs M2 | £1,485.75 | £1,485.75 |
| PWLB Office Loan 7 of 50 | £317.79 | £317.79 |
| Cambridgeshire County Council Reading Scheme Donation | £100 | £100.00 |
| Barclaycard £105.86 (various journals made for Rec Ground and IPC at source) | | £105.86 |
| Barclaycard £193.69 (various journals made for IPC at source) | | £193.69 |
- 55.2 To approve payment of outstanding accounts Proposed Cllr Dover, sec Cllr Davies, all in favour
- | | | |
|---|--|-----------|
| D W Payne Histon domain | £8.89 + VAT £1.33 = | £10.22 |
| D W Payne hisimp hosting (on formula) | £20.62 + VAT £6.18 = | £26.80 |
| Impington Parish Council Burial Ground 2008/09 | £2,752.73 including £1,000 to footpath fund | £2,752.73 |
| Broxap Limited Bollards 3 and carriage | £415 + VAT £62.25 = | £477.25 |
| Roger Hovells 2 office cleans | £40 | £40.00 |
| Site & Maintenance Services Fit slabs in front of seat at War Memorial, repairs to seat, full hole with soil at notice board | £183 + VAT £27.45 = | £210.45 |
| Site & Maintenance Services Vandalised wooden seat at War Memorial, remove | £25 + VAT £3.75 = | £28.75 |

	<u>Power Action</u>
Site & Maintenance Services Collect and fit new bollard, banded £88 + VAT £13.20 =	£101.20
Site & Maintenance Services Play Area seats, paint and re-site on new bases, make good old base areas £645 + VAT £96.75 =	£741.75
Danwood Group Limited Photocopying contract £67.28 + VAT £10.09 =	£77.37
Petty Cash £27.92	£27.92
Playsafety Ltd RoSPA annual CPA inspection £66.00 + VAT £9.90 =	£75.90
Buchans Landscapes grasscutting for May £642.00 +VAT £96.30 =	£738.30
Site & Maintenance clear rubbish from The Brook, various repairs etc. to waste bins on The Green £153.00 + VAT £22.95 =	£175.95
55.3 Paid in: Nil	
55.4 <u>Clerks report</u> detailed: Community Facilities Audit visit made – Cllr Davies had met with consultant; smashed beer bottles on CPA; ROSPA report received; clearance of Brook and disposal of a number of items including 5 bikes and a printer. Bin liner regularly thrown into water now secured by weld; Insurance claim to Co-Op for £900+ now submitted to cover damage to bollards; Insurance claim for vandalism to seat at War Memorial to be submitted; Audit submitted for 1 June. Queries or completed audit within 4 weeks; Whyatts Fair will arrive on Green 30 June, staying until 7 July. Grass contractors advised; Staff had identified all duplicate Northstowe items resulting in 3 large boxes to be disposed of. Not yet decided best method of disposal for these large ring binder items; struggling to get responses from people on waiting list for allotments. May have to offer to next people down the list; Histon & Impington Courier requests copy for first version of newspaper by 15 June, Clerk to send short report of June meeting and recent planning applications, Chairman to look at providing version of annual report from May meeting	
55.5 <u>Meeting of Chairmen held 2 June</u> attached (Appendix 2). Chairman spoke further on Grouping issues; Courier participation; HICCA items. Histon Parish Council confirmed a wish for HICCA to engage with both Councils and Ken Doyle of HICCA was due to contact Cllr Emmine to discuss. Chairman suspended standing orders with agreement of Council to allow Bruce Clark HICCA member and resident of Histon to address members. Mr Clark would be happy to be co-opted to the Histon Parish Council Environment Committee and would attend next meeting 24 June. Standing orders re-instated.	
55.6 <u>Half Yearly Review of Donations</u> Applications received from EACH and Open Spaces Society. Following discussion on newly adopted policy, prop Cllr Dover, sec Cllr Cleaver, 10 in favour, 1 abstention, agreed to write to both asking them what amount is being sought and what it will be used for. Then to be considered alongside any future applications received for December review. Noted only £60 remained in budget.	December agenda

15/16 DATE & PLACE OF NEXT MEETING and FORTHCOMING MEETINGS

- 56.1 Agreed next meeting Monday 13 July 2009 commencing at 7.30pm at St Audreys Community Centre, St Audreys Close, Histon.
- 56.2 Dates for forthcoming Committee meetings noted. Noting Highways Traffic & Transport meeting due 2 July, Cllr Parish circulated draft of report to be presented to the Cambs Transport Commission 11 June by Cllrs Parish and Foster. All agreed to content but any comment on changes to Cllr Parish by Wednesday 10 June. **All Councillors**

Meeting closed 9.35 p.m.