

Clerk:
Mrs A J Young
Telephone/Fax:
01223 235906
E mail: clerk@hisimp.net

HISTON PARISH COUNCIL

PARISH OFFICE
NEW ROAD
IMPINGTON
CAMBRIDGE
CB24 9LU



5TH May 2009

To members of the Council:

You are hereby summoned to attend the **ANNUAL GENERAL MEETING** of **HISTON PARISH COUNCIL** at The Recreation Centre, Recreation Ground, New Road, Impington, on **MONDAY 11TH MAY 2009** immediately following the Annual Parish Meeting for the purpose of transacting the following business.

ANNUAL GENERAL MEETING –

FULL COUNCIL AGENDA – Please note Venue

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 ELECTION OF CHAIRMAN For
decision
- 4 ELECTION OF PROPER OFFICERS and COMMITTEES For
decision
- 5 ELECTION OF REPRESENTATIVES TO VARIOUS BODIES For
decision
- 6 TO SIGN AND APPROVE MINUTES OF MEETING MONDAY 6 APRIL 2009 –
minutes attached For
decision
- 7 MATTERS ARISING FROM PREVIOUS MINUTES (for information only)
- 8 RECENT CORRESPONDENCE RECEIVED
- 9 ANNUAL REPORTS FROM COMMITTEES and REPRESENTATIVES – attached
where available
- 10 ANNUAL/MONTHLY REPORTS FROM COUNTY COUNCILLORS - attached
- 11 ANNUAL/MONTHLY REPORTS FROM DISTRICT COUNCILLORS
- 12 TO RECEIVE RECREATION GROUND MANAGEMENT COMMITTEE REPORT –
Minutes attached 23 March 2009. Meeting held 27 April, next meetings due 20 May
and 22 June 2009. Half Yearly Full Committee meeting due 22 June 7.30 p.m.
- 13 TO RECEIVE PLANNING COMMITTEE REPORT – Minutes attached 16 April.
Meeting due 7 May 2009

14 TO RECEIVE HIGHWAYS TRAFFIC & TRANSPORT COMMITTEE REPORT –
Minutes attached 9 April 2009 Meeting due 2 July 2009

15 TO CONSIDER OTHER MATTERS:

- (a) YOUTH ADVISORY BODY REPORT – minutes attached 30 March. Meeting due 1 June
- (b) FEAST FAIR (S Whyatts) and FEAST MARKET ARRANGEMENTS

To note
**For
Decision**

16 FINANCE AND ADMINISTRATION REPORTS

- a) To confirm payment of retrospective accounts
- b) To approve payment of outstanding accounts
- c) To report on amounts Paid In and Correspondence
- d) Clerk's report - attached
- e) Finance & Legal Committee – minutes attached 27 April 2009
To accept Final Budgets list (**PINK**) (attached); Internal Auditors report (attached) if available
- f) Formal acceptance by Council of Audit Statement and Accounts – (**BLUE**) papers attached
- g) Acceptance of Risk Management Policy (**GREEN**) (reviewed)
- h) To consider donation for County Council 2009 Reading Scheme at Histon Library (Section 137 payment)

**Some for
decision**

17 DATE AND PLACE OF NEXT MEETING: **Proposed MONDAY 8th JUNE 2009** St
Audreys Community Centre, St Audreys Close, Histon 7.30 p.m.

18 DATES OF CONFIRMED COMMITTEE MEETINGS:

Planning Committee – Thursday 28 May 2009 7.30 p.m.

Recreation Ground Management Committee – Wednesday 20 May 2009 6.30 p.m. (Audit statement)

Other meetings:

CPALC Assembly St Ives – Saturday 16 May 2009 11 a.m. – David Thurman to attend
Design Brief Wednesday 27 May 7.30 p.m. Parish Office
Youth Committee – Monday 1 June 2009 7.30 p.m. Parish Office

MAY 2008 ANNUAL GENERAL MEETING - AGENDA

Item 7 MATTERS ARISING

Item 5.1 Police Up-date Emails received forwarded to all; Neighbourhood Profile Up-date for Histon; Neighbourhood Panel notes 13 January held on file

Item 8.2 Premier Foods further copy correspondence between Premier Foods, residents and SCDC

Item 8.3 Training Sessions set for Wednesday 23 September (Milton) 14 October (Horningssea) and 11 November (Histon) all from 7.30 p.m. If you are able to make all 3 and would like a place please confirm with the clerk. Briefing Note on Power of Well-Being received

Item 14 Community Centre up-date

Item 8 RECENT CORRESPONDENCE

Circulating Files. Available on request

Miller Sands Assistance offered for local events, not sponsorship

Item 16 FINANCE

a) To confirm payment of accounts:

Administration costs M1 £1,485.75

Zurich Insurance plc Premium 09-10 £1,537.79

b) To approve payment of outstanding accounts:

Print Out Paper and photocopying (part formula) £81.56 + VAT £12.23 = £93.79

Danwood Financial Serices Limited Photocopy contract (formula) £66.09 + VAT £9.91 = £76

R Hovells Office clean (formula) £40

R Hovells Bus shelter clean £30 including additional fee for graffiti removal

Histon & Impington Recreation Ground Parish office insurance % £206.42

D W Payne Hosting for website (formula) £3.43 + VAT 52p = £3.95

E-On Electricity supply (standing charge) £25.13 + VAT £0.79p = £26.39

Petty Cash, imprest account

c) Paid in: SCDC Precept £69,000; Whyatts Amusements £243.40