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HISTON PARISH COUNCIL

PARISH OFFICE
NEW ROAD
IMPINGTON
CAMBRIDGE
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8th July 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 13th JULY 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 MEETING HELD 8 JUNE 2009 - minutes attached
- 5 MATTERS ARISING FROM PREVIOUS MINUTES (for information only)
- 6 CO-OPTION TO COUNCIL – 2 vacancies
- 7 DISTRICT COUNCILLORS' REPORTS
- 8 COUNTY COUNCILLORS' REPORTS - attached
- 9 RECENT CORRESPONDENCE RECEIVED
- 10 TO RECEIVE RECREATION GROUND MANAGEMENT COMMITTEE REPORT – Minutes attached 27 April and 20 May. Meeting held 22 June 2009 (half yearly meeting), next meeting due 3 August 2009
- 11 TO RECEIVE PLANNING COMMITTEE REPORT – Minutes attached 18 June. Next meetings due 23 July, 6 August, 27 August and 10 September 2009
Section 106 payments due on planning permission granted – use of funds for informal open space and play space
- 12 TO RECEIVE ENVIRONMENT COMMITTEE REPORT – Minutes attached 24 June 2009

**For
decision**
To note
only

**For
decision**

13 TO CONSIDER OTHER MATTERS:

- (a) YOUTH ADVISORY BODY REPORT – Minutes attached if available
- (b) FEAST MARKET – Report
- (c) MERGER ISSUES REPORT – Cllr Parish

- (d) LAND AT 21 ORCHARD ROAD, HISTON – Request to SCDC for purchase **For decision**
- (e) HIGHWAYS TRAFFIC & TRANSPORT ISSUES – Committee cancelled 2 July, meeting due 3 September. HCV Parking issues; cycling infrastructure up-date; review of outstanding items

14 FINANCE AND ADMINISTRATION REPORTS

- (a) To confirm payment of retrospective accounts **see attached** **For decision**
- (b) **To approve** payment of outstanding accounts due **see attached** **For decision**
- (c) To report on amounts Paid In **see attached**
- (d) Clerk's report July – attached
- (e) Committee meeting due 27 July, correspondence received for agenda; decision by current Internal Auditor to retire from post and engagement of Mr G Whitfield

- 15 DATE AND PLACE OF NEXT MEETING: **MONDAY 14th SEPTEMBER 2009** at St Audreys Community Centre, St Audreys Close, Histon due to commence **7.30 p.m.** **For decision**
Proposal for any urgent matters to be delegated to Planning Committees during August

16 DATES OF CONFIRMED COMMITTEE MEETINGS:

Planning Committee – Thursday 23 July 7.30 p.m.
Finance & Legal Committee – Monday 27 July 7.30 p.m.
Planning Committee – Thursday 6 August 7.30 p.m.
Planning Committee – Thursday 27 August 7.30 p.m.
Highways Traffic & Transport Committee – Thursday 3 September 7.30 p.m.
Planning Committee – Thursday 10 September 7.30 p.m.

Other meetings / events:

Internal Audit Review of Effectiveness – Wednesday 15 July 12 noon
SLCC Seminar at Wisbech – Friday 17 July
HT&T Chairman's Briefing – Tuesday 21 July 5.30 p.m.
Parish Forum meeting – Thursday 23 July 5.30 p.m. – 8 p.m.
JAG Meeting at Girton – Tuesday 28 July
Youth Committee – Wednesday 29 July 7.30 p.m.
Burial Ground Walkabout (Histon Environment Committee representative invited) – Thursday 30 July 6.30 p.m.
Cross Council meeting – Wednesday 5 August 8 p.m.
Guided Bus Liaison at The Meadows – Thursday 6 August 7 p.m.
Youth Committee – Monday 7 September

JULY 2009 AGENDA

Item 5 MATTERS ARISING

Item 42 Cllr Legge wishes to formally record his thanks for the good wishes

Item 46.1 Police Up-date Any reports received forwarded to all on email. PCSO Martin is a regular visitor to the Parish Office, with up-dates and exchange of information

Item 46.2 Premier Foods information and up-date on application for Environmental Permit supplied to all, and on website

Item 46.5 CPALC Parish Forum 17 June postponed

Item 46.6 Open Gardens Over £6,000 had been raised

Item 49.2 Housing Futures Copy of letter to tenants from Leader of SCDC held on file

Item 50.1 Matt Bradney passes on thanks to Chairman and Parish Council for his time as County Councillor

Item 54.3 SCDC Car Park Draft lease being drawn up for consideration

Item 54.4 Website Review Impington Cllrs Abdullah and Ing joining Cllr Payne and Histon PC for the review. Email thread had commenced

Item 55.1 Reading Scheme donation Letter of thanks received

Item 55.5 Items from Chairman's Meeting Grouping; HI Courier issues

Item 9 RECENT CORRESPONDENCE

Circulating Files. Available on request

SCDC Community Liaison Support Assistant letter of introduction

CPALC Summary of Service and support for member councils

Rural Community Network invitation to join mailing list – attached

Item 14 FINANCE and ADMINISTRATION

a) To confirm payment of retrospective accounts:

PWLB Freehold loan 8 of 50 **£1,479.51**

British Telecom Phone Bill (split on formula) **£104.43** + VAT £14.98 = £119.41

Wyntok Limited Health & Safety Manual for Councils (split on formula) **£116**

Administration M3 **£1,513.75**

CPALC Subscription **£607.25**

b) To approve payment of outstanding accounts:

Adam Scott 1 of 2 payments for War Memorial and Sec 52 land maintenance **£210**

NALC Local Council Review Subscription **£13.50**

Roger Hovells Office clean (split on formula) **£40**

D W Payne Domain payment (split on formula) **£8.89** + VAT £1.33 = £10.22

Danwood Financial Services Limited Photocopier reading (split on formula) **£66.09** + VAT £9.91 = £76.00

Print Out Paper **£16.99** + VAT £2.55 = £19.54

Ron Seaton Internal Audit services end of year **£45**

c) Paid In: VAT Refund 08-09 £4,803.01