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# HISTON PARISH COUNCIL

PARISH OFFICE  
NEW ROAD  
IMPINGTON  
CAMBRIDGE  
CB24 9LU



9<sup>th</sup> December 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 14<sup>th</sup> DECEMBER 2009** commencing at 7.30 p.m. for the purpose of transacting the following business.

**MEMBERS: 15**

**QUORUM: 5**

## **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 TO RECEIVE MEMBERS' DECLARATIONS OF INTEREST
  - a) Councillors to declare any personal interest in any items on the agenda
  - b) Councillors to declare any personal and/or prejudicial interest in any items on the agenda and to inform the Chairman if they wish to speak on the matter during public participation
- 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 9 NOVEMBER 2009 - minutes **For decision**  
attached
- 5 MATTERS ARISING FROM PREVIOUS MINUTES **See Page 3** To note only
- 6 CO-OPTION TO PARISH COUNCIL – Vacancy to be filled by co-option **For decision**
- 7 RECENT CORRESPONDENCE RECEIVED **See attached Page 3** **For decision**
- 8 DISTRICT COUNCILLORS' REPORTS – attached
- 9 COUNTY COUNCILLORS' REPORTS - attached
- 10 TO RECEIVE RECREATION GROUND MANAGEMENT COMMITTEE REPORT – Minutes attached 2 November 2009. Meeting held 30 November, next meeting due 25 January 2010
- 11 TO RECEIVE PLANNING COMMITTEE REPORT – Minutes attached 19 November 2009 and 3 December. Meeting due 17 December and 7 January 2010
- 12 TO RECEIVE ENVIRONMENT COMMITTEE REPORT – Meeting due 10 December 2009
- 13 TO RECEIVE HIGHWAYS TRAFFIC & TRANSPORT COMMITTEE REPORT – Minutes attached 26 November 2009  
Costing of Station Road "build out"

14 TO CONSIDER OTHER MATTERS:

(a) MERGER ISSUES

**For decision**

(b) CYCLEWAY ROUTE FROM SAFFRON ROAD TO GUIDED BUSWAY – To agree to support development by Cambridgeshire County Council

(c) YOUTH ADVISORY BODY REPORT

15 FINANCE AND ADMINISTRATION REPORTS

(a) To confirm payment of retrospective accounts **see attached Page 3**

(b) **To approve** payment of outstanding accounts due **see attached Page 3**

**Some for decision**

(c) To report on amounts Paid In **see attached Page 3**

(d) Half Yearly (Final) Review of Donations, requests received from .... – papers attached Annual Room Hire donation for St Audrey's Community Centre

(e) Clerk's report December – including additional report on Training session 2 (*PINK, already provided*). Training session 3 (Planning) report due January 2010

(f) Finance Committee due Saturday 9 January 2010 – all Committees have been asked to input requests

16 ITEMS FOR NEXT AGENDA

**For decision**

17 DATE AND PLACE NEXT MEETING: **MONDAY 11<sup>th</sup> JANUARY or 8<sup>th</sup> FEBRUARY 2010** at St Audreys Community Centre, St Audreys Close, Histon due to commence **7.30 p.m.**

**For decision**

18 DATES OF CONFIRMED COMMITTEE MEETINGS:

Planning Committee – Thursday 17 December 7.30 p.m.

Planning Committee – Thursday 7 January 2010 7.30 p.m.

Finance Committee (Precept) – Saturday 9<sup>th</sup> January 2010 9.30 a.m.

Planning Committee – Thursday 21 January 7.30 p.m.

Recreation Ground Management Committee – Monday 25 January

Planning Committee – Thursday 4 February 7.30 p.m.

Other meetings / events:

Chairmens meeting – Tuesday 15 December 5.30 p.m.

Carols on the Green – Wednesday 16 December

Police Forum – Tuesday 12 January

Guided Bus Liaison – Thursday 14 January 7 p.m.

Brook Clearance – Saturday 16 January a.m.

Friends of the Rec Quiz - Friday 22 January

Village Society AGM – Tuesday 26 January

## DECEMBER 2009 AGENDA

### **Item 5 MATTERS ARISING**

Item 106.2 Police Up-date Any mails and reports forwarded to all.

Item 106.8 Chairmens meeting due 15 December

Item 108.2 CPALC AGM report from Cllr Thurman

Item 108.3 SCDC Cabinet 25 November Report from Cllr Parish

Item 111.4 Gareth Baldwin Histon Football Club response received, no contact as yet with new Chairman

Item 115.2 Crossings up-date Mr Davies had attended Highways Traffic & Transport Committee meeting

Item 115.6 Stagecoach Citi7 Comments from residents to be taken forward with Stagecoach as changes to route not yet implemented due to Guided Busway delays

Item 117.4 Notice Boards Supplier agreed to pay for new stain, and possibly new locks. On-going

Item 117.4 War Memorial insurance claim Paid at £784

Item 117.5 Governance Toolkit booklet to be supplied to all

### **Item 7 RECENT CORRESPONDENCE**

Circulating Files. Available on request

SCDC Christmas Waste and Recycling Collections details of collection arrangements – Wednesday collection; Bulletins; Personal and Prejudicial Interests up-date

Histon Feast Christmas tree arrangements and up-date on future plans

Histon & Impington Mobile Warden Scheme Minutes

Cambs County Council Opportunities to purchase salt bins for use on public highway at £100 each

### **Item 15 FINANCE and ADMINISTRATION**

a) To confirm payment of retrospective accounts:

**Administration M8** **£1,500.08**

**PWLB** Office loan 8 of 50 **£314.21**

**PWLB** Freehold 9 of 50 **£1,479.51**

**Barclaycard** Tiscali **£15.99** + VAT £2.40 + 35p transaction fee = £18.74 (on formula)

b) To approve payment of outstanding accounts:

**Roger Hovells** Office cleans (on formula) **£40**

**Milton Parish Council** Training fees **£159.09**

**Print –Out** Printing of Toolkits **£49.60**

**Print Out** Vinyl Lettering for notice boards **£15** + VAT £2.25 = £17.25

**Buchans Landscapes** Additional grass cut; leaf clearance, basal growth, hedge cut **£880** + VAT £132 = £1012

**Adam Scott** Rose planting **£84.43**

**Adam Scott** War Memorial gardens and Sec 152 Windmill Lane (2 of 2) **£210**

**Gardiner Plant Hire** Allotment clearance 8a **£130**

**Danwood Group Limited** Photocopier (on formula) **£64.37** + VAT £9.66 = £74.03

**Petty Cash** TBC

c) Paid In: Allotment rent £7; Zurich insurance claim for War Memorial Seat £784