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HISTON PARISH COUNCIL

PARISH OFFICE
NEW ROAD
IMPINGTON
CAMBRIDGE
CB24 9LU



3rd March 2010

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 8th MARCH 2010** 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 8 FEBRUARY 2010 - minutes attached
- 5 MATTERS ARISING FROM PREVIOUS MINUTES **See Page 3**
- 6 RECENT CORRESPONDENCE RECEIVED **See attached Page 3**
- 7 DISTRICT COUNCILLORS' REPORTS – attached if available
- 8 COUNTY COUNCILLORS' REPORTS - attached
- 9 TO RECEIVE RECREATION GROUND MANAGEMENT COMMITTEE REPORT – Minutes attached 25 January (draft). Meeting due 22 March 2010
- 10 TO RECEIVE PLANNING COMMITTEE REPORT – Minutes attached 4, 18 February 2010 Meeting due 4 March 2010
- 11 TO RECEIVE HIGHWAYS TRAFFIC & TRANSPORT COMMITTEE REPORT – Minutes attached 25 February
- 12 QUALITY COUNCIL – Presentation by Diane Bayliss, CPALC

**For
decision**

To note
only

13 TO CONSIDER OTHER MATTERS:

- (a) SALT BIN PURCHASE – To consider purchase at £100 each **For decision**
- (b) ARRANGEMENTS FOR ANNUAL PARISH MEETING AND ANNUAL GENERAL MEETING 2010 **For decision**

- (c) YOUTH ADVISORY BODY REPORT minutes attached 1 February 2010, meeting due 29 March

14 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** **For decision**
- (c) To report on amounts Paid In **see attached Page 3**
- (d) Clerk's report March. Including up-date and any recommendation on NALC new Model Standing Orders **For decision**
- (e) To accept Internal Auditor's interim report – attached (**YELLOW**)
- (f) To agree Insurance cover for 2010 – 2011 following request for quotes – report to follow **For decision**
- (g) To review draft Lease from SCDC for car park in Histon High Street. For reference to Finance Committee agenda next meeting

15 ITEMS FOR NEXT AGENDA

16 DATE AND PLACE NEXT MEETING: **MONDAY 12th APRIL 2010** at St Audreys Community Centre, St Audreys Close, Histon due to commence **7.30 p.m.**

17 DATES OF CONFIRMED COMMITTEE MEETINGS:

Environment Committee – Thursday 18 March 7.30 p.m.
Recreation Ground Management Committee – Monday 22 March 7.30 p.m.
Planning Committee – Thursday 25 March 7.30 p.m.
Planning Committee – Thursday 8 April 7.30 p.m.

Other meetings / events:

Chairmens meeting – Tuesday 9 March 7.30 p.m.
County Council, re War Memorial registration – Thursday 11 March 8.30 a.m.
Guided Bus Forum, The Meadows – Thursday 11 March 7 p.m.
Merger / Grouping Working Party – Tuesday 16 March 7.30 p.m.
Youth Committee – Monday 29 March

- 18 **“IN COMMITTEE” ITEM:** **To note**
12 NEW ROAD, IMPINGTON –
Verbal update on progress with possible refurbishment during 2010

- 19 **“IN COMMITTEE” ITEM:** **To note**
COMMUNITY FACILITIES REVIEW GROUP –
Verbal up-date on progress

A J YOUNG - CLERK/PROPER OFFICER 03.03.10

MARCH 2010 AGENDA

Item 5 MATTERS ARISING

Item 147.1 Police Up-date Any mails and reports forwarded to all. Up-date on PCSO coverage of recent ASB incidents

Item 147.2 SCDC Cabinet Further invitation to attend Forum 23 March

Item 147.10 Community Facilities meeting not yet held

Item 153.2 Spring Animals now in storage

Item 153.4 Brook Clearance Cllr Levitt to report on discussion with Environment Agency representative. Advice sought on brushing back

Item 154.1 Merger / Grouping Working Party meeting 16 March

Item 154.2 Joint Insurance quote pending

Item 6 RECENT CORRESPONDENCE

Circulating Files. Available on request

CPALC Bulletin provided for all

NALC Consultation – future strategy See page 7 of CPALC Bulletin

Standards Committee Newsletter – including details of Parish Council member vacancy

Item 14 FINANCE and ADMINISTRATION

a) To confirm payment of retrospective accounts:

Barclaycard direct debit **£427.98** IPC to repay for HICCA purchases; Tiscali

Administration M11 **£1,388.08**

b) To approve payment of outstanding accounts:

Cambridgeshire County Council Street lighting maintenance and energy payment **£1,732.68**

H&I Recreation Ground Play Area Project funding as agreed Min 98 **£10,880**

Site & Maintenance Services Play Area The Green, fit notice; supply and fit stakes and wooden framework for chestnut paling fence **£140** + VAT £24.50 = £164.50

Roger Hovells Office clean x 2 (on formula) **£40**

Danwood Group Limited Meter reading for photocopier **£56.55** + VAT £9.90 = £66.45

Print Out Stationery **£16.99** + VAT £2.97 = £19.96

Denis Payne Computer items (speaker, backup hardware, USB) on request **£78.80** + VAT £13.79 = £92.59

Gerry Whitfield Independent Internal Audit, interim payment 3.75 hrs + travelling expenses **£67.45**

IRS Limited 2 play area signs **£148** + VAT £25.90 = £173.90

Information Commissioner Renewal of Data Protection Act registration expiring 3 April 2010 **£35**

Campaign to Protect Rural England (CPRE) Subscription (if wish to renew) **£29**

Petty Cash TBC

c) Paid In: Nil