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# HISTON PARISH COUNCIL



The Parish Office  
New Road  
Impington  
CAMBRIDGE  
CB24 9LU

**NOTICE OF MEETING:** **Annual General Meeting**  
**TIME:** Following Annual Parish Meeting due to commence 7 p.m.  
**DATE:** Monday 10<sup>th</sup> May 2010  
**VENUE:** St Audrey's Community Centre, St Audrey's Close, Histon

**All members of the Council are hereby summoned to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below**

Mrs A Young - Clerk to Histon Parish Council  
29<sup>th</sup> April 2010

MEMBERS: 15

QUORUM: 5

## AGENDA

20/10-11	<b>To receive and approve apologies for absence</b>	
21/10-11	<b>To receive declarations of interest</b> 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	
22/10-11	<b>Election of Chairman</b>	<b>For decision</b>
23/10-11	<b>Election of Proper Officers and Committees</b>	<b>For decision</b>
24/10-11	<b>Election of Representatives to Various Bodies</b>	<b>For decision</b>
25/10-11	<b>To approve minutes of the meeting of 12<sup>th</sup> April 2010 and To approve minutes of the extra ordinary meeting of 26<sup>th</sup> April 2010 - <u>attached</u></b>	<b>For decision</b>
26/10-11	<b>Matters Arising - for information only</b> 26/10-11.1 <u>5.1 Police up-date</u> mails copied to all 26/10-11.2 <u>5.2 SCDC Cabinet Forum Liaison</u> meeting notes received 26/10-11.3 <u>5.3 Merger/Grouping</u> No meeting yet possible	To note only
27/10-11	<b>Recent Correspondence Received</b> 27/10-11.1 Circulating File available for all 27/10-11.2 CCC Cambridgeshire Older People's Newsletter	
28/10-11	<b>To receive Annual Report from Committees and Representatives - <u>attached</u></b>	
29/10-11	<b>To receive Annual Reports from County and District Councillors</b> 29/10-11.1 County Councillor report <u>attached</u> 29/10-11.2 District Councillor report <u>attached</u>	
30/10-11	<b>To receive Recreation Ground Management Committee Report</b> 30/10-11.1 Minutes 22 March 2010 - <u>attached</u> 30/10-11.2 Report on Full Committee Extra Ordinary meeting held 26 April	

<b>31/10-11</b>	<b>To receive Planning Committee Report</b> 31/10-11.1 Meeting due 29 April 2010	
<b>32/10-11</b>	<b>To Consider Other Matters</b> 32/10-11.1 a) Feast Fair and Feast Market Arrangements  32/10-11.2 b) Youth Advisory Body – minutes 29 March – <u>attached</u> ; Copy of Service Level Agreement to be signed - <u>attached</u> ; Connections Bus Project Termly Report to March 2010  32/10-11.3 c) Planning Committee Clerk – to recommend additional hours to be offered to FJF employee to cover Planning Committee duties until 12 October 2010 – suggest 5 hours per week at hourly rate agreed under scheme, contingency allowed at Precept	<b>For decision</b>  <b>For decision</b>
<b>33/10-11</b>	<b>To accept Finance and Administration Reports</b> 33/10-11.1 To confirm payment of retrospective accounts – <u>Appendix Page 3</u> 33/10-11.2 <b>To approve payment</b> of outstanding accounts due – <u>Appendix Page 3</u> 33/10-11.3 To report on amounts paid in and Correspondence – <u>Appendix Page 3</u> 33/10-11.4 To accept Clerks report May 2010 – <u>attached</u> 33/10-11.5 Arrangements for Internal and External Audit 2009-10 33/10-11.6 To receive Finance Committee minutes 22 April and to accept Final Budgets - <u>attached</u>	<b>For decision</b>
<b>34/10-11</b>	<b>Matters for Next Agenda</b>	
<b>35/10-11</b>	<b>Date of next meeting (s)</b> Planning Committee – Thursday 20 May 2010  <b>Extra Ordinary Full Council – Monday 24 May 2010 (Statement of Accounts)</b>  Recreation Ground Committee AGM – Monday 24 May 2010 Highways Traffic & Transport Committee – Thursday 27 May 2010 Environment Committee – Thursday 3 June 2010 Planning Committee – Thursday 10 June 2010  <b>Full Council meeting – Monday 14 June 2010 at St Audrey’s Community Centre, St Audrey’s Close, Histon</b>  Other events / meetings: Cross Council meeting – Thursday 13 May 2010 Recreation Ground Play Area Opening – Sunday 13 June 2010	
	<b>Close of Meeting</b>	

**Members of the public and press are welcome to attend the meeting**  
**Minutes and supporting notes may only be supplied to Councillors. Available on request**

MAY 2010 AGENDA

**Item 33 FINANCE and ADMINISTRATION**

a) To confirm payment of retrospective accounts:

**Administration M1 £1,400.81**

**A J Young** FJF expenses for groundsman operative **£51.05** + VAT £8.93 = £59.98

b) To approve payment of outstanding accounts:

**SLCC** Training Employment matters and Health & Safety (on formula) **£95**

**NALC** Local Council Review subscription (if wish to renew) **£13.50**

**CPALC** Subscription (if wish to renew) **£622.43**

**Island Fire Protection Limited** Fire extinguishers testing **£58.95** + VAT £10.32 = £69.27

**Histon & Impington Recreation Ground Committee** Office insurance payment **£204.14**

**ESPO** Office requirements (for formula) **£25.66** + VAT £4.49 = £30.15

**Print Out** Copying of flooding information **£20**

**Petty Cash** TBC

c) Paid In: Nil