

Present:

Councillors: D W Payne (Chairman), B S Ing (Vice Chairman), H S Abdullah, N S Davies, P A Manser,
P J Nudds, G S Payne Clerk: Mrs A Young
Dist Cllr E W Stonham, J P Chatfield, M J Mason; Cty Cllr S Gymer, D Jenkins (in part)

Power or Action

72 APOLOGIES FOR ABSENCE

10/72 Cllr A Turnbull (personal)

73 MEMBERS' DECLARATIONS OF INTERESTS

10/73.1 Cllr D W Payne 81.3 – Unwins development (personal) resident Impington Lane
73.2 Cllr P A Manser 84.1 – Bus Project and LPSA funding (personal) Project Committee member

74 OPEN SESSION FOR THE PUBLIC

10/74 No public present. Chairman with agreement of Council brought forward item 81.3 and suspended standing orders, so all present could take part. Item appears in agenda order

75 MINUTES OF MEETING HELD ON 19th JULY 2010

10/75 All in favour, approved and signed

76 MATTERS ARISING FROM PREVIOUS MINUTES

10/76.1 Item 62.1 Police Emails and reports forwarded to all as received
76.2 Item 62.2 Older Peoples Forum report. Meeting due 7 October
76.3 Item 63.3 Standards Committee Cllr Booth has resigned
76.4 Item 63.4 Employment Working Group Chairmen's agenda item 21 September **Oct Agenda**
76.5 Item 63.5 Library Service Review Response made, supported by Histon PC
76.6 Item 64.1 Youth Questionnaire Submitted following input from Cty Cllr Gymer, Cllr Abdullah
76.7 Item 64.1 Local Transport Plan Consultation had never been delivered to households
76.8 Item 68.5 Rocking Horse at South Rd Cllr Abdullah reported positive feedback from residents
76.9 Item 69.3 Age Concern payment made following sight of report via Cllr Abdullah

77 VACANCIES ON PARISH COUNCIL AND CO-OPTION OPPORTUNITIES

10/77.1 Vanessa Kelly had resigned from Parish Council for personal reasons. Council wished to formally thank her for her contribution over previous 3 years
77.2 Noted now 3 vacancies on IPC. Agreed to ask SCDC for details of how many vacancies on Councils in South Cambs district, and details of how long vacancies had existed. Also to repeat request for help and advice on attracting suitable candidates

78 RECENT CORRESPONDANCE

10/78.1 Circulating file available for all
78.2 Histon Feast report record funds raised £9,000
78.3 SCDC Polling response from Electoral Services on comments regarding peak time queues. Cllr Chatfield taking further. Laura Lock has left SCDC
78.4 Cambs ACRE confirm services available to all sizes of parish; AGM 28th September, Cllr D W Payne to attend
78.5 Cambs Mencap Histon Cllr Foster attended official at The Poplars, Histon. Report received
78.6 Community Facility Review Group informal meeting for Parish Councils called 1 November

79 MONTHLY REPORTS COUNTY AND DISTRICT COUNCILLORS

10/79.1 Reports for July and August received from County Cllrs, covering: Cabinet; Corporate Directorates; Adult & Community, Environmental and Childrens' Services; Histon FC; Station Stores loading arrangements; cycle paths and other local issues. Additional discussion on:

Power or Action

- Cllr Jenkins held discussion with Andy Campbell of Stagecoach. No Plans for decisions on changes to services until Guided Busway running
- Council Services Cuts, no clarity
- Cllr Ing reported on Guided Bus Forum discussion 16 September a) Cambridge County Council would not repair defects but will rely on defects and performance bond to claim back in future – areas affecting Histon and Impington being foundations; rubber tyre surface; gaps in beams. b) Maintenance track issues c) Concern over sum of £7.5 million in bond
- Cllrs Abdullah and Nudds raised concerns over cycleway progress, including tarmac broken up during preparation, and possible worsening after frosts; grass verge on left northbound area needed remedial attention; topsoil as promised to Cllr Nudds awaited. Cty Cllr Jenkins to deal
- Probation Service Cllr Nudds reported on good contact with supervisor, no contact with probation service leaders

JDJ

- 79.2 District Councillors Report for September received covering: Housing; Local planning issues; Sustainable Parish Energy Partnership; Parish Council Liaison; Gypsy & Traveller DPD; Consultations; Orchard Park Design Guidance; Police Observing. Additional discussion on:
- Planning system continues to be raised as problematic
 - Tree Preservation Orders linked problems to IT planning system
 - Parish Liaison Meeting 18 October. IPC Full Council. Request for dates closer to end of month to avoid clashes
 - Cllr Mason reported verbally on Select Committee discussion with DEFRA. No clarity yet on future budgets
 - SCDC continue with staff reorganisation
 - Cllr Nudds re-iterated requests for smaller black bins following introduction of welcomed blue bin
 - Cllr Mason reported on Flooding event information due in at Council 23 September. Noted Cambridgeshire County Council commissioning their own work

80 RECREATION GROUND MANAGEMENT COMMITTEE REPORT

- 10/80.1 Draft minutes 6 September received and accepted. Next meeting due 25 October.
- 80.2 Concern expressed that prejudicial interests for senior committee members affected important finance decision making, especially with agreement to charges. Agreed a workable solution should be sought. Cllr Davies stressed full transparency on policy with club charges detailed in written reports and single document. Cllr D Payne acknowledged lack of volunteers locally always caused problems with dual-hatted activities. Cllr Davies pointed out strong clubs benefited the Recreation Ground and a strong Recreation Ground administration would in turn benefit the community
- 80.3 Cllr Abdullah expressed concern that the Recreation Ground should not become too reliant on one particular group for additional funding, with the Friends of The Rec fundraising becoming a prominent feature. Cllr Davies outlined the remit of this registered charity
- 80.4 PCSO Martin – noted request for partnership working on addressing anti social behaviour at Recreation Ground. Cllr D Payne requested a meeting with Recreation Ground Chair and PCSO Martin to discuss. Noted CCTV quote now accepted
- 80.5 Homefield Park Cllr Nudds requested reference to her be struck from item 52.1 and requested Committee ensure she was advised of meetings and provided with papers in future. Cllr Nudds advised she was unaware of plans for play equipment in Homefield Park. Cllr Nudds advised issues raised on fences and tap request had not been discussed by Committee. Clarified Richardson's to pollard willow on Homefield Park. Longer term cost implications of pollarding instead of felling noted
- 80.6 Appendix Cllr Nudds requested Committee ensure all appendices emailed to Parish Councillors in future with draft agenda. Cllr Davies pointed out these were becoming numerous with 15 applying to minutes dated 6 September
- 80.7 12 New Road Completion of renovation due November 2010. Rental agreement on Groundman's temporary accommodation to end November. Costs expected to be up to

Power or Action

£7,000 above original tender due to additional structure and drainage works. VAT contingency may cover this. Further update when details known

80.8 Histon FC Cllr Davies advised Committee members and staff had met with Histon Football Club Chairman, Director and PR rep and hoped for a positive outcome on training requests on the Recreation Ground.

80.9 Vacancy on Recreation Ground Management Committee No proposal for Councillor to fill current vacancy. Clarified that current IPC members were Brian Ing and Alison Turnbull, Neil Davies being a HPC representative

81 PLANNING COMMITTEE REPORT

10/81.1 Minutes 20 July, 24 August, 7 Sept copied to all and accepted. Next meeting 28 September

81.2 Reviewed responses made on: Council Tax Increases; Library services; Winter Gritting

81.3 Standing orders had been suspended for presentation by Andy Girvan of Campbell Buchanan on Phase 2 of Unwins development in Impington Lane (Nathaniel Gardens) at pre-application stage. Cllr D Payne declared a personal interest as resident of Impington Lane. Mr Girvan outlined detail and answered queries on:

- Flooding Issues – revised flood risk assessment accepted. Concern remained on bottom of site, Environment Agency happy. Planting scheme included to protect ditch
- More traditional form of development than previously seen, in line with phase 1
- 31 dwellings, 40% affordable, all 2 storey houses and flats
- Footpath leading to Glebe Way, 2 possible north footpath links shown
- Slight raising of levels needed eastern end (700m)
- Parking at least 1:1 most being 2:1
- Possibilities for public art area in centre
- Maintenance of areas to fall to phase 1 social landlord company
- Renewables – likely to be solar panels only. Grey water systems raised
- Storm water run off control similar to phase 1, underground attenuation tanks discharge to ditch; discharging northerly. Ditch maintenance concerns raised
- Ideas for better use of buffer area at entrance to encourage pedestrian access
- Ideas for trees (community orchard)
- Timescales: Application decision early 2011, if management team on phase 1 can transfer to phase 2 seamlessly, completion within 12-14 months from consent

Members generally welcomed proposals, feeling them to be sensitive and of good mix for local need. Andy Girvan requested any additional thoughts via the clerk, a meeting with planners imminent. Members expressed gratitude to Campbell Buchanan in their assiduous consultation and willingness to engage throughout the process

Standings orders re-instated after this item. Andy Girvan left meeting

81.4 Welcome Pack draft Parish Council version had been prepared and circulated, funding sources to be investigated. Whilst supporting the initiative, Councillors had comments on:

- Need to concentrate on signposting Parish Councils, District and County Council
- Emergency contacts flyer required
- Right balance needed to welcome people, care not to duplicate Network information

82 ENVIRONMENT COMMITTEE REPORT

10/82.1 Minutes 2 August copied to all and accepted, next meeting due 5 October

82.2 Cllr Nudds and Clerk working towards acceptance of quote for necessary tree work in Burial Ground. Also to progress tree works as identified in recent survey in The Coppice.

82.3 Clerk to set up walkabout as soon as possible

83 OTHER REPORTS

10/83.1 Clerks report received and accepted covering: FJF items stolen; ITQ Training finish end September; meeting with Stuart Buchan 25 August to look at Burial Ground cutting schedule; review of "Preferred Contractor" prices; Library reading scheme awards; Quality Council application; Sarah Smart last day as contractor for IPC 27 August; Burial Ground shed –

83.2 painting had commenced; SLCC meeting 17 Sept; Training session covering leaflet and map design and production 22 Sept; Chairmen's' meeting due 21 September
Chairman's report received and accepted (Appx1) Discussion followed on Flooding Cllr Abdullah had spoken to a prospective buyer in Lone Tree Avenue. Confirmed no knowledge of flooding issues in Lone Tree Avenue

84 OTHER MATTERS

10/84.1 Youth Cllr Manser declared personal interest for Connection bus project and LPSA funding. Vacancy on Advisory Body, no nominations received; Integrated Youth Support Service feedback; H&I Youth Work newsletter; Connections Bus project termly report; LPSA funding
84.2 Highways Histon committee minutes 15 July received and accepted, next meeting 7 Oct AJC October cancelled; Letter regarding noise/vibration from bus over traffic calming area to be forwarded to CCC Highways; SiCia confirm no HGVs arrive or leave depot before 6am

85 FINANCE

Cllr Nudds declared personal interest on 2 payments of retrospective accounts (already paid and previously agreed from budget)

10/85.1 To confirm payment of retrospective accounts, prop Cllr Ing, sec Cllr G Payne, all in favour:

Age Concern Mobile Warden scheme 2010 – 11 Section 137 payment £750	£750.00
J P Gardiner Plant Hire – Crossing Keepers Hut costs £130	£130.00
Administration M4 £1,511.95	£1,511.95
Burial Ground Expenses £4.36 + VAT £0.76p =	£5.12
Histon & Impington Recreation Ground 12 New Road second claim £9,676.05	£9,676.05
NALC Quality Council application £235	£235.00
Administration M5 £1,534.43	£1,534.43
Print Out Stationery £16.99 + VAT £2.97 =	£19.96
S Smart Admin assistance April – June 2010 £220.50	£220.50
Buchan Landscapes Grass cut July £713.41 + VAT £124.85 =	£838.26
Cardinalis Concrete Crossing Keepers Hut concrete £180 + VAT £31.50 =	£211.50
Roger Hovells Bus shelter cleans x 2 £35	£35.00
M A Marshall Crossing Keepers Hut brickwork (payment 1) £740	£740.00
A W Mortlock Crossing Keepers Hut brickwork (payment 1) £660	£660.00
P J Nudds Crossing Keeper Hut expenses £242.06 + VAT £41.47 =	£283.53
M J Salmon & Son Ltd Crossing Keepers Hut sand £77.50 + VAT £13.56 =	£91.06
M A Marshall Crossing Keepers Hut brickwork (payment 2) £500	£500.00
A W Mortlock Crossing Keepers Hut brickwork (payment 2) £400	£400.00
Spatial Tech (UK) Limited Parish On Line £70 + VAT £12.25 =	£82.25
Histon & Impington Recreation Ground 12 New Road third claim £7,921.28	£7,921.28
Gerry Whitfield Internal Audit fee £133.05	£133.05
A J Eade Crossing Keepers Hut window expenses £180	£180.00
P J Nudds Crossing Keeper Hut expenses £39.78 + VAT £6.96 =	£46.74
No 2 account:	
Cambs County Council Youth work April – July 2010 £2,803.88	£2,803.88
Connections Bus Project April – July 2010 £862.29	£862.29
Histon & Impington Recreation Ground Hire of MUGA and Hardcourt July Sports Club £42.55 + VAT £7.45 =	£50

85.2 To approve payment of outstanding accounts due., prop Cllr Ing, sec Cllr G Payne, all in favour:
PWLB Pavilion loan 10 of 50 **£5,848.50** and Completion loan 8 of 48 **£775.68** = £6,624.18
Histon & Impington Recreation Ground Second half request **£17,556** + litter pick **£2,043** + admin assistance **£1,800.50** = £21,399.50
M A Marshall Final payment brickwork on Crossing Keepers Hut **£300** £300.00
A W Mortlock Final payment brickwork on Crossing Keepers Hut **£200** £200.00

Power or Action

Petty Cash £35.19

£35.19

Buchans Landscapes Grass cut August **£641.62** + VAT £112.28 =

£753.90

- 85.3 To report on amounts paid in and correspondence: Cambs County Council Grass Cutting grant £1,451.98; Histon Parish Council – contribution to Crossing Keepers Hut £500; Burial Ground: Plot and inter Hudson £265; Inter Deane £90; Allotment rent £6. Letter of thanks received from Kings Meadow Garden Project for donation
- 85.4 Finance Committee Minutes 17 August copied to all and accepted. All agreed Risk management plan to be signed
- 85.5 Proposed Cllr Payne, seconded Cllr Ing all in favour to increase precautionary budget for Impington Parish Council's share of expert witness and necessary surveys to be increased from £1500 to £3000 in case of need, viired from general reserves if required. Estimated general reserves for March 2011 £43,876. Noted pro bono fees enjoyed for much of required work. Comment from Council members that this funding should not be necessary at Parish Council level. Cllr D Payne to draft approach to NALC **DWP**
- 85.6 Noted information received on NALC Legal Topic 5. Clarity awaited on necessary action
- 85.7 Internal auditors report received for year end and accepted. No matters for concern raised

86 IN COMMITTEE – EMPLOYMENT ISSUES

- 10/86 As per standing order 67, in view of the confidential nature of business about to be transacted, any public were temporarily excluded and instructed to withdraw

87 MATTERS FOR NEXT AGENDA

- 10/87 Parish Council vacancies in South Cambs area

88 DATE & PLACE OF NEXT MEETING and FORTHCOMING MEETINGS

- 10/88 **Agreed** next meeting Monday 18 October 2010, at St Andrew's Church Hall, Burgoynes Road 7.30pm. Dates for forthcoming Committee meetings noted

Meeting closed 10.10 p.m.