

HISTON PARISH COUNCIL**Unconfirmed minutes**

Minutes of Meeting held St Audrey's Community Centre, St Audrey's Close, Histon, Monday 8th February 2010 7.30 p.m.

Present: Councillors: J P Emmines (Vice Chairman), M C Cleaver, N S Davies (also District), J A Diplock, J J Dover, A J Eade, C J Foster, C L Jones, I A Levitt, D V Marston, R S Plumbly, E W Stonham, D J Thurman Dist Cllr M J Mason Clerk: A J Young

Council stood in one minute's silence following the passing of Alan Wrathall, Clerk to Histon Parish Council 1988 – 1993 and Councillor during the 1990s

Power Action**1 APOLOGIES FOR ABSENCE**

143 Cllr Parish (holiday), Legge (personal); Cty Cllrs Gymer and Jenkins. Dist Cllr Chatfield

2 MEMBERS' DECLARATIONS OF INTERESTS

144 None

3 OPEN SESSION FOR PUBLIC

145 No questions

4 MINUTES OF MEETING HELD ON 14 DECEMBER 2009

146 Amendment Item 128.1 "Pease" to "Plumbly" prop Cllr Plumbly, sec Cllr Thurman, all in favour, approved and signed.

5 MATTERS ARISING FROM PREVIOUS MINUTES

147.1 Item 125.1 Police Up-date Any mails and reports forwarded to all. Cllr Emmines attended Liaison meeting 12 January, all papers held on file. Next meeting due 13 April at IVC. Cllr Davies outlined antisocial behaviour problems at Recreation ground w/e 5/6 February. Meeting sought with PCSO Martin. Police local intelligence issues raised. Agreed to look into specific PCSO provision for Parish Councils over weekends. **March agenda**

147.2 Item 125.4 SCDC Cabinet 25 November Draft notes received from SCDC

147.3 Item 125.8 Notice Boards Stain purchased, not yet applied. Site & Maintenance unable as yet to identify suitable locks

147.4 Item 125.10 Governance Toolkit booklet supplied to all

147.5 Item 128.2 CPALC request regarding SCDC voting No action, Cllr Legge to up-date at Planning Committee **DNL**

147.6 Item 133.3 Advisory Freight Map Consultation Joint response made with IPC

147.7 Item 133.4 Station Road Parking Restrictions passed at AJC

147.8 Item 135 Saffron Road to Guided Busway Letter of concern from resident, Chairman had responded

147.9 Item 137.4 Donations Letters of thanks received Choir 2000, &I Day Centre and St Audreys Community Centre

147.10 Item 140 Community Facilities Report Meeting arranged for March, papers to be prepared. Noted Methodist Church consultation in Courier

6 RECENT CORRESPONDENCE

148.1 Circulating Files. Available on request

148.2 IVC Full Governing Body meeting 26 January. Cllr Plumbly attended and reported on openness of meeting

148.3 Cambridgeshire Community Foundation Bulletin highlighting funding and grants

148.4 NALC New publication Standing Orders for Local Councils available to download. Benefits of membership supplied together with summary of CPALC and NALC Training and Support. CPALC Training schedule for 2010. Agreed Cllr Thurman to attend Chairmanship course at £35 Outreach sessions continue to be available at £350 per session **DJT**

148.5 Twinning approach Estaires in France. Any interested Cllr to approach Clerk to investigate further. No action

7 DISTRICT COUNCILLORS' REPORT

149.1 Written reports accepted from Cllrs Chatfield (January) and Davies (February) including items on: Cabinet items; (housing, path gritting); Scrutiny & Overview; A14 Draft Orders response; A14 Cycle Study; grouping and merger issues; Council Tax Base setting

149.2 Salt Bins Agreed to re-investigate salt bin provision for Parish Councils, noting that volunteers and staff would be required to ensure levels adequate and spread as necessary

149.3 Cllr Mason advised he would circulate any reports and motions released on guided Busway cost issues, as appropriate

8 COUNTY COUNCILLORS' REPORT

150.1 Written reports accepted from Cty Cllr Jenkins (December) and Gymer (January) including items on: Cabinet meetings; Environment, Corporate, Children's, Adult & Community Services; Stagecoach; Cycling improvements; 20mph speed limits; A14 Cycle Study; Guided Bus; Area Joint Committee issues

150.2 Speed limits B1049 noted, Highways Traffic & Transport Committee agenda item February 2010 **HT&T Committee**

9 RECREATION GROUND MANAGEMENT COMMITTEE REPORT

- 151.1 Minutes 30 November (draft) provided for all and accepted. Meeting held 25 January. Next meeting due 22 March
- 151.2 12 New Road Report being prepared by Michael Scott Associates, as agreed. **Council accepted** suggestion that tenders be sought by Management Committee and come back to Parish Councils for consideration once received. Reports should be produced by end March, work to start in June if progressed
- 151.3 Play Area Project commenced 8 February. Opening event organised 13 June, incorporating Bowls Club centenary. £16,000 grant funding application made at SCDC for part funding of outdoor gym, new perimeter path and drainage improvements. Chivers Batterson Foundation had donated via Friends of the Rec Charity. Fundraising Ceilidh 6 March

10 PLANNING COMMITTEE REPORT

- 152 Minutes 17 December 2009, 7, 21 January, 4 February provided for all and accepted. Next meeting due 18 February

11 ENVIRONMENT COMMITTEE REPORT

- 153.1 Minutes 10 December 2009 provided for all and accepted. Next meeting due 18 March
- 153.2 Recreation Ground Management Committee requested to retain 2 springy animals for use at Green if possible
- 153.3 Clerk to meet Blanchard to view end of line Christmas light motifs
- 153.4 Brook Clearance not held. Cllr Levitt to contact Environment Agency to discuss environmental work opportunities in the community. Buchans to be asked advice on brushing back thistles **IAL**
- 153.5 Allotments – Water Provision Cllr Eade to obtain quotes/funding opportunities. Noted no specific budget set **AJE**
- 153.6 Buchans had clarified new 1 year contract at +2.5%RPI. **Agreed**. Clerk to advise last cut of Village Green too short

12 MERGER - FORMATION OF WORKING PARTY JOINTLY WITH IMPINGTON PARISH COUNCIL

- 154.1 **Cllrs Davies, Parish and Legge** to represent Histon Parish Council on any working party. Cllr Davies reported Impington Cllr D Payne to produce a paper for IPC February meeting following a recent exploratory meeting with Fiona McMillan SCDC Legal Officer. Timescales for grouping/merger discussed and Cllr Davies' preference for 600 person petition to Electoral Arrangements Committee to facilitate merger. Feast Market felt appropriate opportunity to consult
- 154.2 Cllr Davies requested an indicative joint insurance policy quote be obtained for Histon, Impington and Recreation Ground combined cover

13 OTHER MATTERS

- 155 a) Highways Traffic & Transport Committee Agenda 25 February to include 12 month trial 20mph scheme; A14 Cycle Study meeting 28 January - update on 5 options provided by County Council given
- 156 b) Youth Minutes 7 December provided and noted. Meeting held 1 February. Cllr Plumbly confirmed IVC Lodge to be made available for youth committee use 12 hours a week outside term time

14 FINANCE and ADMINISTRATION

- 157.1 To confirm payment of accounts Proposed Cllr Jones, sec Cllr Eade, all in favour
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|---|-----------|
| Administration M9 £1,388.08 | £1,388.08 |
| Barclaycard direct debit £58.71 Tiscali and Rec Ground stamps (for repayment) | £58.71 |
| BT Telephone quarterly (on formula) £97.27 + VAT £13.91 = | £111.18 |
| Histon & Impington Day Centre Donation £150 | £150.00 |
| Choir 2000 Donation £60 | £60.00 |
| St Audreys Close Room Hire £300 | £300.00 |
| Ian Levitt Pump door emergency repairs (Christmas lights) £29 | £29.00 |
| Cllr Levitt declared personal interest (already paid) | |
| Administration M10 £1,388.08 | £1,388.08 |
- 157.2 To approve payment of outstanding accounts Prop Cllr Jones, sec Cllr Eade, all in favour
- | | |
|--|---------|
| Roger Hovells Office cleans (on formula) £40 + £40 = | £80.00 |
| Roger Hovells Bus shelter clean £17.50 | £17.50 |
| Danwood Financial Services Limited Photocopier charge (on formula) £66.09 + VAT £9.91 = | £76.00 |
| Print Out Stationery £16.99 + VAT £2.97 = | £19.96 |
| Site & Maintenance Services Emergency repair to knocked out bollard on Green £48 + VAT £8.40 = | £56.40 |
| Site & Maintenance Services Play are fence repair £140 + VAT £24.50 = | £164.50 |
| Impington Parish Council Payment for screen for trade waste bin at Burial Ground £540 | £540.00 |
| Cambs ACRE Subscription – all agreed to renew £25 | £25.00 |
| Open Space Society Subscription – all agreed to renew £40 | £40.00 |
| SLCC Clerks subscription (on formula) – all agreed to renew £168 | £168.00 |
| E On Christmas light electricity reading £42.27 + VAT 5% £2.12 | £44.39 |
| Petty Cash Imprest account £15.19 | £15.19 |

Power Action

- 157.3 **Paid In:** IPC Quarterly charges £270.63; Recreation ground Barclaycard reimbursement £104.85; Allotments £24
- 157.4 **Clerk's Report** including: Training up-date on Planning; Filing Clerk has resigned from post; SLCC meeting notes on Community Development Service provision by Parish Councils; Health & Safety & Employment training, SLCC 19 June, Peterborough; Power of Wellbeing Training 9 June at St Ives; Chairmen's meeting 15 December: discussion on IT Support package (6 month trial to be requested); Citi7; Elderly Peoples Service Forum ideas; Grouping/Merger proposals; Internal auditor visit 27 January, further visit due 17 February; Diane Bayliss of CPALC to attend in March to present on Quality Council Status; Mr Mackay of Priors Close supports litter pickers concerns over blocked gully opposite old Kortens building and Request received for more dog bins on Kingsway to Nuns Orchard, and from school route along Narrow Lane and Pages Close -- **Environment agenda items**; "Looking after War Memorials" seminar 4 March; Several pot holes reported to County Council, via Parish Office. Link for reporting direct <http://www.cambridgeshire.gov.uk/transport/roads/potholes/>
- In absence of Chairman: John Emmines spoke to Village Society AGM on behalf of Histon Parish Council; Cedric Foster attended Cross Council meeting 1 February
- 157.5 **Precept** To approve recommendation to request precept for **2010-11 of £144,200** from South Cambridgeshire District Council. Noting use of some £25,000 reserves to build on capital projects, and 4.6% increase on Band D equivalent Council tax payment, prop Cllr Davies, sec Cllr Thurman, 11 in favour, 2 abstentions and **AGREED**
- 157.6 **Internal Audit** Interim report not yet received. Deferred **March agenda**

15 ITEMS FOR NEXT AGENDA

158 None

16/17 DATE & PLACE OF NEXT MEETING and FORTHCOMING MEETINGS

- 159 Agreed next meeting Monday **8 MARCH** 2010 commencing at 7.30pm at St Audreys Community Centre, St Audreys Close, Histon.
- 160 Dates for forthcoming Committee meetings noted.

This part of meeting closed 8.45 p.m. Under standing order 67, in view of the confidential nature of business about to be transacted, any public were asked to leave. Clerk was invited to remain