

## HISTON PARISH COUNCIL

Minutes of meeting held St Audrey's Community Centre, St Audrey's Close, Histon,  
Monday 13 September 2010 7.30 p.m.

### **Present:**

Councillors: I M Parish (Chairman), J P Emmines (Vice Chairman), N S Davies, A J Eade, C J Foster,  
C L Jones, D N Legge, D V Marston, R S Plumbly, EW Stonham (also District), D J Thurman  
Clerk: Mrs A J Young Dist Cllrs M J Mason, J Chatfield; Cty Cllr S Gymer

### **Power or Action**

### **73 APOLOGIES FOR ABSENCE**

10/73 Cllr J J Dover (personal), M C Cleaver (holiday), Cty Cllr Jenkins  
Absent: Cllrs C L Jones, I A Levitt

### **74 MEMBERS' DECLARATIONS OF INTERESTS**

10/74 Item 10/84 Excelcare – Cllr Foster (personal) - lives nearby

### **75 OPEN SESSION FOR THE PUBLIC**

10/75 No public present

### **76 MINUTES OF MEETING HELD 12<sup>th</sup> July 2010**

10/76 Prop Cllr Foster, sec Cllr Eade, all in favour, **approved** and signed

### **77 MATTERS ARISING FROM PREVIOUS MEETING**

- 10/77.1 Item 64.1 Police emails copied to all. Cllr Emmines attended Police Liaison meeting 13<sup>th</sup> July
- 77.2 Item 64.3 Elderly Person Forum Cllr Davies reported, meeting due 7<sup>th</sup> October
- 77.3 Item 64.4 Communication Notice Boards Further quote obtained for newer board on Green.  
Environment Committee had agreed to place order
- 77.4 Item 64.6 Merger/Grouping up-date Draft letter to NALC complete. Cllr Parish to discuss with  
Cllr Payne at forthcoming Chairmen's meeting **IMP**
- 77.5 Item 64.7 Loan Application progressed, funds due 13<sup>th</sup> September £22,975
- 77.6 Item 65.4 Mencap Official Opening attended by Cllr Foster
- 77.7 Item 65.5 Standards Committee Cllr Booth has resigned from post
- 77.8 Item 66.2 Polling Stations Response received, SCDC aware of problems. Dist Cllr Chatfield to  
follow up **JPC**
- 77.9 Item 69.2 Histon Feast Report £9,000 raised for local organisations. Some discussion on lack  
of younger people coming forward for voluntary work and resulting concern over sustainability  
of village activities
- 77.10 Item 69.4 Speed Changes came into force 6 August
- 77.11 Item 70.4 Employment Policy Committee Chairmen's meeting agenda item 21 September

### **78 RECENT CORRESPONDENCE RECEIVED**

- 10/78.1 Circulating file available for all
- 78.2 Licensing Pizza Van moved on from pitch in Tesco car park by Police during August. Resident  
requests details of application process. HPC to confirm Histon is a Street Consent Area and  
policy is to not indiscriminately grant street consent licenses, local traders requiring support in  
their businesses run from rateable premises
- 78.3 Cambs Community Reuse & Recycling Network Local details of food project within the region.  
Referred to Environment Committee **Environment Committee**
- 78.4 Big Society Meeting held 8<sup>th</sup> September. Agenda item Cambs ACRE 28/9 AGM
- 78.5 Cambs ACRE queries over services provided, confirmed services available to all Parish sizes
- 78.6 Library Summer Reading Challenge Marian Cleaver thanked for presenting awards 9  
September and Parish Council for funding
- 78.7 Community Facilities Review Group Informal meeting of Histon and Impington Parish Councils  
called 1 November. Any resulting motion to full council after that date

### **Power or Action**

## 79 MONTHLY REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

- 10/79.1 Cty Cllr S Gymer arrived. County Council Report July and August received and accepted covering: Cabinet; Corporate Directorates; Adult & Community, Environmental and Childrens' Services; Histon FC; Citi 7; Station Stores loading arrangements; cycle paths and other local issues. Discussions on service delivery reviews taking place, with cuts of 25% + expected. Parish Council expressed disappointment at the short timeframe allowed for some consultation responses; Guided Busway Forum due 16 September, opening date widely reported as April 2011; Cycleway lining on B1049 has now been laid/replaced following receivership problem with original contractor. Cty Cllr Gymer to take back concerns over "swerves" in some of lines. Cllr Davies asked all Dist and Cty Cllrs when fuller picture may be expected of services Parish Councils may need to consider taking over if to be retained  
Cllr Gymer: Not until next budget early 2011  
Cllr Mason: Do not yet know extent of rate support grant cuts.  
Cllr Chatfield: Mix of political and economic decisions mean may be up to 3 years before we have a better feel of what the future looks like  
Cllr Davies felt a period of opportunity for devolved responsibility lay ahead, Cllr Parish felt balance required with a Parish Plan the obvious key. County Cllrs surgery planned for 2<sup>nd</sup> Friday monthly from 8 October. All Cllrs welcome
- 79.2 District Cllr report received from Cllr Stonham (September) and accepted by all covering: Housing; Local planning issues; Sustainable Parish Energy Partnership; Parish Council Liaison; Gypsy & Traveller DPD; Consultations; Orchard Park Design Guidance; Police Observing. Planning website still problematic; Blue bins suggestion that Parish Council look at organising a collection point for unwanted green boxes in November, asking SCDC to collect them en mass. Cllr Chatfield advised some interest locally for smaller black bins to be an option. Discussion on possible difficulties with obstruction on green/blue day. Cllr Mason confirmed new Chief Executive Jean Hunter had attended some meetings including Scrutiny

## 80 RECREATION GROUND MANAGEMENT COMMITTEE REPORT

- 10/80.1 Draft Management Committee meeting minutes 28 June and 6 September provided for all and accepted. Cllr Parish requested members consider whether declaring prejudicial interest and leaving room required for small , previously agreed payments when many other account decisions required
- 80.2 Noted request from PCSO Martin for partnership working to improve Anti Social Behaviour levels. Members felt it had to be accepted that in a public facility some level of Anti Social Behaviour would be expected
- 80.3 Cllr Davies reported work to commence for completion in spring 2011 on drainage and pitch improvements; perimeter path; outdoor gym. Activities on Recreation Ground and pavilion enjoying a fresh "kickstart"
- 80.4 Histon Football Club Training usage request outlined. Meeting arranged
- 80.5 12 New Road End of contract to renovate expected during October. Rental agreement on Groundman's temporary accommodation to end November. Costs expected to be up to £7,000 above original tender due to additional structure and drainage works. VAT contingency may cover this. Further update will be forthcoming when details known

## 81 PLANNING COMMITTEE

- 10/81.1 Minutes 8 July, 29 July, 19 August and 2 September copied to all and accepted
- 81.2 Inquire Committee 2 September, decisions ratified, proposed Cllr Manser seconded Cllr Legge all in favour
- 81.3 S/1358/10 Mr & Mrs Dixon, 31 Youngman Avenue Two storey side, single storey front extension , demolition of garage. All agreed to recommend **APPROVAL**.
- 81.4 Copy responses Impington and Histon Parish Councils reviewed on Abbey Farm tree works; Library service review; winter gritting review; Council tax increases.

## 82 HIGHWAYS TRAFFIC AND TRANSPORT COMMITTEE

10/82.1 Minutes 15 July provided for all and accepted

**Power or Action**

- 82.2 High Street/Green Crossing Richard Preston to be asked if work completed by David Lines prior to departure had been passed to another party
- 82.3 Cllr Legge Committee Chairman advised advertising boarding on A14 junction had been moved following reports; Enterprise van parking across pavements in Station Road reported at the weekend. Cllr Parish had contacted Management to discuss
- 82.4 Area Joint Committee Met 19 July. IPCllr Ing had attended. Some concern about future of Committee and funding

**83 ENVIRONMENT COMMITTEE**

- 10/83.1 Meeting held 9 September. Minutes not yet available
- 83.2 Clerk confirmed Cllr Foster now Chairman of Committee; quote for installation of ex-Recreation Ground springy animals on Village Green play area accepted; Cllrs Davies and Emmines setting up Project Group to look at Play Area design consultation **NSD/JPE**
- 83.3 Allotment demand issues in City. Items raised in Consultation available on request

**84 OTHER MATTERS**

- 10/84.1 Excelcare Cllr Foster declared personal interest (lives nearby). Meeting being arranged with Manager to discuss various issues including:
- Boundary treatment footpath from Clay Street to Normanton Way
  - Winders Lane traffic
  - Environmental health issues
- Cllr Parish confirmed Land Registry document for transfer held on file
- 84.2 Youth Advisory Body Cllrs encouraged to contact Hooda Abdullah if wish to become involved. Newsletter (September) provided for all; Integrated Youth Support Services (IYSS) feedback on consultation available for all; Connections Bus Project information on grant funding decisions affecting payments. Concern may impact on Histon session

**85 FINANCE & ADMINISTRATION**

- 10/85.1 To confirm payment retrospective accounts, prop Cllr Davies, sec Cllr Plumbly, all in favour:
- |   |            |
|---|------------|
| <b>Administration M4</b> <b>£1,400.81</b>   | £1,400.81  |
| <b>Histon &amp; Impington Recreation Ground</b> 12 New Road, claim No. 2 <b>£11,267.78</b>  | £11,267.78 |
| <b>Impington Parish Council</b> Contribution to Crossing Keepers Hut agreed <b>£500</b>   | £500.00    |
| <b>NALC</b> Quality Council application fee <b>£235</b>   | £235.00    |
| <b>Administration M5</b> <b>£1,400.81</b>   | £1,400.81  |
| <b>B M Pest Solutions Limited</b> Baiting stations at Green <b>£60</b> + VAT £10.50 =   | £70.50     |
| <b>Roger Hovells</b> Office clean (on formula) <b>£40</b> + bus shelter clean <b>£17.50</b> =   | £57.50     |
| <b>Buchans Landscapes</b> July grass cutting <b>£658.06</b> + VAT £115.16 =   | £773.22    |
| <b>E-On</b> Electricity feeder pillar reading <b>£53.37</b> + VAT £2.67 =   | £56.04     |
| <b>Adam Scott</b> 1 <sup>st</sup> payment War Memorial and Sec 52 land maintenance <b>£210</b>  | £210.00    |
| <b>ESPO</b> Stationery (on formula) <b>£15.35</b> + VAT £2.70 =   | £18.05     |
| <b>Print Out</b> Stationery <b>£16.99</b> + VAT £2.97 =   | £19.96     |
| <b>CPALC</b> Chairmanship training "B" Cllr Thurman <b>£35</b>  | £35.00     |
| <b>Waterbeach Parish Council</b> CPALC Training Code of Conduct and Risk Management Cllr Marston <b>£23.33</b>  | £23.33     |
| <b>Richardsons Tree Surgery</b> Village Green deadwooding <b>£220</b> + VAT £38.50 =  | £258.50    |
| <b>Histon &amp; Impington Recreation Ground</b> 12 New Road, claim No. 3 <b>£9,224.35</b>   | £9,224.35  |
| <b>Essex County Council</b> Training fees x 2 Interpretation Skills (on formula) <b>£70</b>   | £70.00     |
| <b>Barclaycard direct debit</b> Tiscali <b>£32.68</b> + VAT £5.60); stamps <b>£125.80</b> , stationery <b>£22.56</b> + VAT £3.89 (part claimed back on IPC, Rec Ground) = | £190.53    |
- 85.2 **To approve payment** of outstanding accounts due, prop Cllr Davies, sec Cllr Plumbly, all in favour:

**Roger Hovells** Office cleans (on formula) **£40** £40.00  
**Danwood Group Limited** Photocopier meter reading **£53.58** + VAT £9.38 = £62.96

***Power or Action***

**ESPO** Office requirements including toner cartridge and storage boxes (on formula)  
**£116.13** + VAT £20.33 = £136.46

**Gerry Whitfield** Independent Internal Auditor fees 09-10 **£133.05** £133.05

**Impington Parish Council** Burial Ground expenses 2009-10 **£3,546.87** £3,546.87

**Histon & Impington Recreation Ground** Second half of annual request, including litter pick and clerical assistance payments **£24,287.50** £24,287.50

**D W Payne** Domain renewal (hisimp.org) for use with surveys **£8.89** + VAT £1.56 = £10.45

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

**Petty Cash** **£28.97** £28.97

**Barclaycard direct debit** Tisclai (£16.34 +vat £2.80=£19.14,on formula) Recreation Grd (£81.90 + vat £5.93 = £87.83): IOG membership, calendars, replacement lock for Groundsman garage **£98.24** + VAT £8.73 = £106.97

**PWLB** pavilion loan, pmt 10 of 50, completion loan, pmt 8 of 48 **£7,713.88** £7,713.88

**British Telecom** office telephone (on formula) **£96.97** + VAT £16.18 = £113.15

85.3 Paid In: Recreation ground re-imburement £93.63; Impington Parish Council quarterly expenses repayment £1,084.78

85.4 Clerks Report September provided for all and accepted, covering: Burial Ground "Rights of Burial"; NALC "Manifesto for the future of Local Councils" - Legal Topic 5 extract of "Parish, Town and Community Council Meetings" to be **agenda item October**; FJF Purchases stolen off site; PWLB loan received 13 September, £23,000 over 10 years EIP; Final Internal Audit Report now received; meeting with Stuart Buchan 25 August to look at grass cutting areas, planned meeting to look at problematic trees on Parish owned property; Clerks undergoing review of "Preferred Contractor" prices; Quality Council application; allotment records; Tom Saunders leaving date Friday 8 October; SLCC meeting 17 September; Training session by Essex County Council covering leaflet and map design and production 22 September; visit to Sawston Parish Council organised; John Emmines attended Playground Inspectors session, report to follow; Max Parish and David Thurman to attend SCDC Cabinet meeting 18 October; Chairmen's meeting due 21 September

85.5 Finance & Legal Committee 26 July supplied to all and accepted

85.6 Internal Auditors report provide for all and accepted

85.7 All **AGREED** decision on replacement office computer and new Colour A3 copier to Chairman and Clerk, funded jointly with Impington Parish Council, and as budgeted for. Question of leasing of printer/copier raised **IMP**

85.8 Section 106 Indemnity Form: £3,104.38 dwelling at land North East of 24 & 26 Cottenham Road. Chairman and Vice Chairman to sign securing use of money for recreational purposes.

All **AGREED** to put in motion to sign and return to SCDC **IMP/JPE**

85.9 Car Park Lease final version of draft lease received from Solicitors. All Cllrs urged to inspect prior to Clerk requesting signature copy

**86 "IN COMMITTEE" – Employment Issues**

10/86 Under standing order 67, in view of the confidential nature of business about to be transacted, any public were asked to leave. Item taken "In Committee"

**87 ITEMS FOR NEXT AGENDA**

10/87 None

**88 DATE & PLACE OF NEXT MEETING and FORTHCOMING MEETINGS**

10/88 Agreed next meeting **Monday 11 October 2010**, at St Audrey's Community Room **7.30 p.m.** Dates for forthcoming Committee meetings noted.

Meeting closed 9.45 p.m.