

HISTON PARISH COUNCIL

Minutes of meeting held St Audrey's Community Centre, St Audrey's Close, Histon,
Monday 13th June 2011 7.30 p.m.

Present:

Councillors: I M Parish (Chairman), J P Emmines (Vice Chairman), A J Eade, J A Diplock, M C Cleaver, N S Davies, C J Foster, D N Legge, D V Marston, R S Plumbly, D J Thurman, E W Stonham
Cty Cllr S Gymer (in part), J D Jenkins, (in part) 1 Member of Public Clerk: Mrs A J Young

Power or Action

206 APOLOGIES FOR ABSENCE

11/206 Cllrs I A Levitt (personal), Dist Cllrs Chatfield and Mason. Cllr Jones was absent

207 MEMBERS' DECLARATIONS OF INTERESTS

11/207 None

208 OPEN SESSION FOR THE PUBLIC

11/208 No items raised

209 MINUTES OF ANNUAL GENERAL MEETING HELD ON 9th MAY 2011 AND EXTRAORDINARY MEETING HELD 6th JUNE 2011

11/209.1 With change to item 197 "to delegate to Clerk and Chairman", proposed Cllr Thurman, seconded Cllr Plumbly all in favour to sign minutes of Annual General Meeting. Approved and signed as correct record

209.2 Proposed Cllr Cleaver, seconded Cllr Davies all in favour to sign minutes of the Extraordinary meeting. Approved and signed as correct record

210 MATTERS ARISING FROM PREVIOUS MEETING

11/210.1 Annual Parish Meeting 24th May draft copy only supplied. Enterprise Car Rental further letter of complaint received. 2 other Highways matters in same letter to be referred to HT&T

Highways Traffic & Transport Committee agenda

Annual General Meeting 9th May

210.2 Item 184 Vacancy advertised and Parish Council to fill by co-option. **July agenda**

210.3 Item 187 Driving Schools use of junctions Highways Traffic and Transport Committee dealing, letter to be sent to schools known to carry out this practice and to Test Centre asking for assistance with warning to instructors

210.4 Item 190.1 Police Up-date any emails copied to all. Up-date on arson incident received

210.5 Item 192.1 Finance Committee report provided for all to attach to Monthly report packs

Outstanding Matters List provided for all. Noted:

- Parlour Close trees issue Cambs County Council advise not able to take action on trees rear of number 21. Resident or Parish matter only, resident to be advised. County Council responsible for tree problems near to car park in Parlour Close
- Car Park barrier and signage Quotes sought. Cllr Parish to provide recommended wording for signage **IMP**
- Enforcement SCDC List of outstanding items to be forwarded to Steve Hampson instead of writing to Jean Hunter
- Etheldred House No Courier article now planned due to disappointing planting work. Meeting requested with management by Cllr Eade. Environment Committee to take ownership of issue. Cllr Eade to investigate costs of spraying work required **AJE**

211 RECENT CORRESPONDENCE RECEIVED

11/211.1 Circulating file available for all.

211.2 SCDC Cabinet members and responsibilities chart for 2011-12

211.3 SCDC Standards Committee no nominations

211.4 Cambs ACRE Rural Strategy (refreshed) received

211.5 IVC Academy Status Consultation paper provided for all, comments by 4 July, public meeting due 14 June and 21 June. Cty Cllr Jenkins detailed reason for aim of conversion, **Power or Action** and stressed continuation of community involvement. Agreed not to respond as a Council but to encourage individual responses

211.6 St Andrews Histon Feast Songs of Praise 10 July Parish Council requested to choose a hymn as beneficiary of Histon Feast 2011. Straw poll choice "Lord of All Hopefulness".

212 MONTHLY REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

11/212.1 Monthly and Annual reports from County Cllr S Gymer copied to all and accepted covering: Council meeting held 17 May; Cabinet Meeting 24 May and 14 June; SCDC elections; Environmental Services; Libraries; Local issues; 2010/11 in retrospect; Significant council decisions; Environment and transport services; Adult and community services; Children's services; Local issues. Cty Cllrs Gymer and Jenkins reported further on:

- AJC to be re-arranged (cancelled 11 July)
- Speed limit changes: Local Communities may be able to request changes not meeting County criteria if meeting the cost of any changes or associated work. Cty Cllr Jenkins investigating likely costs involved
- Library changes to hours. Consultation underway, closing date 18 June 2011. All encouraged to respond individually. Histon Library proposal to reduce 30 hours to 27 hours, losing 2 ½ days and an evening session. Nick Dawes now to lead all libraries meetings following death of Rod Craig
- Noted proposal for crossing point at A14 B1049 junction is a "toucan" crossing

JDJ

212.2 Monthly report from Dist Cllr Chatfield copied to all and accepted covering: Full Council meeting 26 May; Scrutiny and Overview; Standards; Finance; Police matters; Citi 8; Flooding; Recycling; Travellers. Noted Dist Cllrs Stonham and Mason on Electoral Arrangements Committee. Discussion on recycling arrangements, noting plastics are exported.

213 RECREATION GROUND MANAGEMENT COMMITTEE REPORT

11/213.1 Draft minutes 23 May copied to all and accepted. Annual General Meeting and further Management meeting held 6 June 2011. Next Meeting due 28 June 2011

213.2 Cllr Parish congratulated organisers of Rec Sports Day 5 June

214 PLANNING COMMITTEE

11/214.1 Minutes 12 May and 2 June copied to all and accepted. Next meeting due 23 June

214.2 Contributors comments provided to Scrutiny Committee on Review of Planning Services at SCDC, noted

214.3 Relaxation of Planning Rules for change of use from Commercial to Residential consultation comments due by 30 June. Cllr Thurman to work on any response and report to next planning meeting

DJT

215 HIGHWAYS TRAFFIC & TRANSPORT COMMITTEE

11/215.1 Minutes 19 May copied to all and accepted. Next meeting 21 July. Noted parking space opposite Co-Op removed. Any invoice for advertising costs awaited. Discussion followed on possible use of double yellow lines for parking problems, in particular Station Road

215.2 Real Time Bus information final priorities list provided to County Council

215.3 Civil Parking Enforcement Cllr Legge outlined suggested response. All agreed to delegate to Cllr Legge and Clerk. Any input welcome

DNL

215.4 SCDC 30 mph stickers invitation to apply for up to 120 stickers free of charge. Agreed to order free 120 for appropriate use

215.5 Mike Davies, Cambridgeshire County Council updated on work phases for Cottenham to Histon footpath and cycleway. Cllrs mentioned Mike Davies was a very good communicator

216 OTHER MATTERS

- 11/216.1 Youth Advisory Body Notes from the meeting 23 May copied to all and accepted. Discussion followed on open space opportunities and skatepark ambitions. Accepted a separate **Power or Action** meeting may be required for Parish Councils to discuss any open space development opportunities arising. The Youth Body were looking to re-energise youth work in the villages
- 216.2 Older Persons Forum meeting held 12 May. Co-ordinator post now being advertised
- 216.3 Joining of Histon & Impington Parish Councils Press release launching consultation now published with articles in Courier, on website and pamphlet soon to be available. Noted decision on whether to group or “merge” not yet made. Lengthy discussion on legalities and noted Electoral Arrangements Committee Chairman had been asked to attend a meeting to discuss SCDC’s views and answer the legal queries. Cllrs Parish, Davies and Legge confirmed they would draw up a definitive list of questions at meeting of Histon and Impington representatives 14 June
- 216.4 Employment Cllr Cleaver confirmed drawing up of new policies progressing with report expected by September Full Council meeting **September agenda**

217 FINANCE & ADMINISTRATION

- 11/217.1 To confirm payment of retrospective accounts, prop Cllr Emmines, sec Cllr Davies:
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|--|-----------|
| Administration M2 £2,480.46 (contracted out portion re-imbursed) | £2,480.46 |
| PWLB Asset renovation 2 Of 20 £1,373.96 | £1,373.96 |
| PWLB Office loan 11 of 50 £303.50 | £303.50 |
| PWLB Freehold loan 12 of 50 £1,478.15 | £1,478.15 |
- 217.2 To approve payment of outstanding accounts, proposed Cllr Emmines, sec Cllr Davies:
- | | |
|--|-----------|
| NALC LCR subscription £15.50 | £15.50 |
| Buchans Landscaping Ltd verge cut 7 and 20 April £677.82 + VAT £135.56= | £813.38 |
| P A Collacott & Co emergency lighting in office toilet £123.12 + VAT £24.62= | £147.74 |
| Histon & Impington Recreation ground Parish office insurance share £206.23 | £206.23 |
| Open Spaces Society Subscription (if wish to renew) £40 | £40.00 |
| Denis Payne Domain renewal £9.49 + VAT £1.90 = | £11.39 |
| Print Out Stationery £16.99 + VAT £3.40 = | £20.39 |
| Roger Hovells Bus shelter clean £17.50 | £17.50 |
| Roger Hovells Office cleans (on formula) £65.00 | 65.00 |
| Age Concern % payment for Community Warden April – November 2011 £562.50 | £562.50 |
| E-On Limited Electricity feeder pillar Green £29.60 + VAT £1.48= | £31.08 |
| Danwood Limited Photocopier meter reading (on formula) £68.89 + VAT £13.78= | £82.67 |
| Barclaycard (retrospective) office requirements – Talk, Talk (formula) £22.76 | £22.76 |
| Site & Maintenance repairs to roundabout/ rocking rocket £180.00 + VAT £36.00= | £216.00 |
| Cllr Emmines commented on excellent work by Site and Maintenance on roundabout and rocking horse, at a good value charge | |
| Buchans Landscaping Ltd verge cut 4, 18, 31 May £1,016.73 + VAT £203.35= | £1,220.08 |
| British Telecom office (formula) £112.10 + VAT £22.41 = | £134.51 |
| Impington Parish Council Burial Ground 2010-11 £4,286.19 | £4286.19 |
| Petty Cash £35.65 | £35.65 |
- 217.3 Paid In: IPC Contracted out admin April and May £995.80; SCDC Sec 106 (POS) 49 Cambridge Road £2,023.68
- 217.4 Clerks Report copied to all and accepted, covering: Report on SLCC Regional Conference 29 March; free of charge training course on Websites; residents concerns; Final internal audit visit; new computer installation. Council were sad to hear of the passing of Bill Easy, former Chairman of Impington Parish Council
- 217.5 Acceptance of Statement of Accounts Extra Ordinary Meeting held 6 June noted and Finance Committee minutes 2 June including **acceptance** of recommendation for funding of new Open Space land by stage payments with Cambs County Council. Clerk to contact King & Co and confirm details with Stephen Conrad at County Council
- Histon & Impington Courier members agreed to a £100 spend by Histon Parish Council without further reference, to take the centre pull out of July issue for Quality Council requirement to

publish Annual report and other Parish Council items. Impington Parish Council to consider the same

Power or Action

- 217.6 Half Yearly review of donations request from County Council for Library Reading Challenge 2011. Noted budget of £300. Proposed Cllr Cleaver, seconded Cllr Emmines, all in favour that Histon Parish Council in accordance with its powers under **sections 137 and 139 of the Local Government Act 1972**, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure:- “to donate £100 to Cambridgeshire County Council for the 2011 Reading Challenge” Also to ask for an emphasis on encouraging new readers

218 ITEMS FOR NEXT AGENDA

11/218 None

219 DATE & PLACE OF NEXT MEETING and FORTHCOMING MEETINGS

11/219 Agreed next meeting **Monday 11th July 2011**, St Audrey’s Community Room **7.30 p.m.**

Date for forthcoming Committee meetings noted

Meeting closed 9.30 p.m