

## HISTON PARISH COUNCIL

Minutes of the meeting held at St Audrey's Community Rooms, Histon on Monday 9 April 2001 7.30 p.m.

### **Present:**

Councillors: I M Parish (Vice Chairman), D G Babb, S D Carrington, C M Cole, N S Davies (also District), A J Eade, P E Harris, G B Mackay, M J Mason, P C Matthews, J A Muncey (also District), F J Munnely, M J Ruel, R K Wynn

Clerk: A J Young

Cty Cllr P Bishop

### **1 Apologies for absence**

1.1 Dist Cllr J P Teague (Council business)

### **2 Minutes of the Meeting held on 12 March 2001**

2.1 Proposed Cllr Babb, sec Cllr Cole, with all in favour, to accept the Minutes as a true record.

### **3 Matters Properly Arising Therefrom**

3.1 Item 172.2 Feast Fair Mr Whyatt had confirmed he would like to use the electricity for his caravan and would pay £15 towards the bill. The electricity supply had been requested for Feast week. The Vice Chairman confirmed he would ensure the fair's insurance papers were inspected.

3.2 Item 172.3 Painting quotes Quotes had been received from Site & Maintenance in the sum of £521.40 and verbally from M Flitton at £670. The specification was reviewed, prop Cllr Munnely, sec Cllr Matthews, all in favour, to accept the lower quote. The Vice Chairman reminded Cllrs that acceptance of any quote must be by an order issued through the Council unless delegated authority is given.

3.3 Item 172.4 Concessionary Bus Passes Letter and leaflets from SCDC held on file outlining the new free of charge pass for eligible residents.

3.4 Item 174.2 3/5 Station Road House was now on the market

3.5 Item 181.1 Village Society had written to thank the Council for the valuable addition to the archive.

3.6 Item 183.1 SCDC Car Park Dept of Housing & Community Services were to contact the Parish Council to arrange a site meeting. Cllrs Mackay, Munnely, Harris and Davies expressed an interest in attending.

3.7 Item 184.3 Bus Project and Youth Letter of thanks for the donation of £50 towards games console. Cllr Babb queried recent Impington Parish Council minutes which indicated grant aid was being allocated in Milton and Girton by IVC on youth facilities. This was of concern to several Histon Cllrs but the clerk was able to report that IVC had intentions to develop a Wednesday night youth club at IVC, and were currently seeking youth workers and other staff to facilitate this and other projects for the patch. Discussion took place on the Parish Council's interest in this and suggestions came forward to a) ask Impington Parish Council to attend a joint meeting with Tony Hough to discuss; b) send a delegation of Histon Parish Councillors to speak to Mr Hough; c) invite Mr Hough to attend the June Histon meeting; d) incorporate discussions about a dual sports strategy. It was finally prop Cllr Munnely, sec Cllr Carrington, to invite Mr Hough to attend the Histon Parish Council June meeting for general discussion, all in favour. Clerk would make enquiries in the meantime about timescales envisaged by IVC in the matter of youth. Council were reminded Cllr Muncey had been elected as representative in discussions between IVC, IPC and HPC on youth, Cllr Munnely was the Council's IVC Liaison officer.

3.8 Item 187.1 APM/AGM A number of clubs and societies had been invited, with one acceptance to date. AGREED to continue with plans to hold it in Methodist Church Halls, despite reservation on numbers.

### **4 Minutes of the Special General Meeting held 20 March 2001**

4.1 Page 63 Bullet point 1, amended from "deleted" to "delegated". With this amendment duly noted, it was prop Cllr Davies, sec Cllr Eade that the minutes be accepted as a true record of the meeting.

### **5 Matters Properly Arising Therefrom**

5.1 Cllr Davies advised 4 select Committees were to be formed by South Cambs District Council being Finance & Resources, Environmental Health, Community Well-Being, and Planning & Development.

### **6 Forthcoming Vacancies on the Parish Council**

Histon Parish Council

- 6.1 The Vice Chairman reported the Chairman, Steve Wilkinson, had resigned through ill health with immediate effect, and Cllr Derek Babb had written with his resignation as from the close of the April meeting, due to an impending house move. The Vice-Chairman was joined by the rest of the Council in thanking Cllr Babb for his valued input and expertise over the last few years, particularly with regard to his work and effort with the Recreation Ground Management Committee. Cllr Babb reported he had received a very nice telephone call from Mr Wilkinson in this regard. Cllr Parish reminded Council of the reception to be held in honour of Steve Wilkinson on 10 May when the Council would be able to express its thanks to the retiring Chairman, and thanked Cllrs Harris and Muncey for agreeing to supply a finger buffet at cost. He explained how Histon Parish Council would not bear the cost of these refreshments.
- 6.2 Posters would now be displayed advertising these 2 vacancies and it was agreed that any co-option, were an election for these 2 vacancies not to be called, would be an agenda item at the June meeting. The vacancies would also be advertised on the web site. Cllrs Wynn and Mason agreed to draft a list of duties any prospective applicant to Histon Parish Council might be expected to carry out.

## **7 Speed Limits in Histon**

- 7.1 1 suggestion for changes to the Windmill Lane speed limit had been received. Deferred to future agenda.

## **8 Recent Correspondence**

- 8.1 Circulation file: Impington PC Agenda and Minutes; RDS Annual Report and Railwatch No 87; Cambs County Council Guide to free bus passes; Open Space Society Spring 2001 newsletter; Dept of Trade and Industry – Minister for Competitiveness letter outlining recent initiatives regarding the future of the post office network; Histon Sector Police Local Consultation Group Minutes 15 November 2000; The Countryside Agency ‘New rights, new responsibilities’; Various leaflets forwarded by CALC; Cambs Fire & Rescue Service Best Value Performance Plan 2001/02; DETR Press Releases ‘Better Public Consultation on Mobile Phone Masts’; ‘New Bill for Rate Relief for Farm Diversification and Village Food Shops’; ‘Understanding Local Strategic Partnerships’; SCDC Unlicensed House to House Collection in South Cambs, warning of burglary “scam” seen in Histon & Impington regarding plastic sack left hanging from letterbox.
- 8.2 Histon & Impington WI had written regarding the nationwide Litter Action project 1-30 April organised by the Tidy Britain Group, wondering whether the Parish Council had any plans to participate. The Council had not received any information. AGREED to ask WI whether they might be able to organise a campaign, and that Histon Parish Council would be very happy to support it. It was mentioned there might be possibilities of assistance from Mr Smith, and organised groups in the village.
- 8.3 Litter Whilst discussing litter, it was mentioned problems were being seen with the skip at the rear of One Stop Stores (Dillons). SCDC Environmental Health had been involved.
- 8.4 Dillons, 30 High Street Transfer application for licence to John Paul Whitty.
- 8.5 Street Lighting, Station Road/Chivers Way Copy letters for the Council’s information between SCDC and Cenes of Vision Park regarding street lighting at this junction. SCDC had suggested Cenes may wish to contact the Parish Council for help in installing a footway light as part of a scheme to be provided by the County Council. It was understood District Council could grant aid a Parish Council the size of Histon to a level of 25% for footway lighting. Cenes had not contacted the Parish Council.
- 8.6 NHS Letter advising Dr R M Gant & Partners had applied to close the branch surgery in Histon from 30.6.01. No patient would be asked to de-register but it had been ascertained that Dr Grande & Partners would be able to take 500 patients if necessary. After discussion AGREED to respond voicing concern that another practice would not be available in the parishes as if a large number of patients registered with Dr Grande, patients may experience an increased waiting period for appointments.
- 8.7 Community 2000 Community 2000. Letter from Anne Ryan enclosing final audited accounts. They had decided that any excess balance to be paid to the Church Halls Project Group. Final newsletter due to be published within next 6 weeks. Full set of accounts will be provided for inspection in due course.
- 8.8 Seat ends for seat on Village Green had at last been delivered. Site & Maintenance had stored the seat and been asked to fit the ends and replace the seat. An insurance claim for this, together with the vandalised litter bin on the CPA recently replaced now to be made.

- 8.9  Beds and Cambs Rural Support Group. Leaflets outlining help and advice available for members of the rural population suffering due to the current agricultural crisis.
- 8.10  Notice of election – County Council, now superseded due to reorganised election dates.
- 8.11  CALC Workshop details – Youth Shelters 17 May Buckden Millennium Village Hall; Chairman’s evening 24 May at Hinchingsbrooke Countryside Centre – theme to be “Community Safety”.
- 8.12  Cambs Acre – questionnaire for completion “Our Communities – Our Future”.
- 8.13  Computer for sale. Parish Council were to advertise redundant computer for sale, requesting sealed bids.
- 8.14  Energy Efficiency Free help for schools details.
- 8.15  Village Green Bookings: Church Service Good Friday; Sat 26 May Stall for Ladybird Playgroup; Sat 22 September Stall for Friends of Guiding. Yesteryear Run had been cancelled for 22 April due to the Foot & Mouth Crisis – provisionally rearranged for 30 September. A car had damaged a post outside No 19 The Green – Site & Maintenance had been asked to concrete back into place.

## **9 Playground Inspector’s Report**

- 9.1 Cllr Carrington reported a swing seat had been damaged by fire. Mr Mason had a spare seat in storage and it was AGREED to approach him to fit the seat as soon as possible.

## **10 Recreation Ground Management Sub Committee Report**

- 10.1 No meeting in April. The Parish Council requested the Recreation Ground clerk to be asked to set a date for a Full Meeting in late May/early June to discuss the awaited report from Cllrs Parish and Payne.

## **11 Joint Standing Committee**

- 11.1 Notes for the meeting held 15 March circulated to all and accepted.
- 11.2  Local Plan – Cambridge Northern Fringe Joint submission had been made.
- 11.3  Bus Strategy No comment received by Cllr Mason and therefore no response made.

## **12 Planning**

- 11.1  Planning List copied to all. Cllr Matthews declared an interest and took no part in the item.
- 11.2  Tree works 22 Water Lane – re-pollard willow and remove 3 limbs; 4 St Andrews Park – elm, remove epicormic; yew, reduce by 1m. Cllr Eade, Tree Warden, had no objection.
- 11.3  44 Station Road S/0242/01/F Removal of Temporary Permission 0222/99 and 0639/00 to allow 24 covers and all day opening 800-23.30 hours. The Vice Chairman apologised to the Parish Council for not being able to attend the SCDC Planning Committee to speak on behalf of the Parish Council, due to circumstances beyond his control. He would write to the Committee accordingly. Dist Cllr Davies advised he had written supporting the Parish Council’s position and it was confirmed this letter had been read out to the Committee. The permission had been approved on a permanent basis “on the nod” and Dist Cllr Muncey, a SCDC Planning Committee member, advised the Cambridge Evening News had misinterpreted her comments made regarding level of problems seen at the site, and said she had supported the Parish Council’s submission. A letter had been received by the Parish Council from a resident living opposite the site, stating dismay and dissatisfaction at Cllr Muncey’s reported comments. Cllr Muncey agreed to respond to the resident, copied to the Parish Council. Cllrs were concerned at the general principle of policy in judgement used if a temporary permission as granted was not in fact used during the stated temporary period. Clarification would be sought on this point. Disappointment was expressed that once again the view of the Parish Council had been disregarded.
- 11.4  Appeal S/1636/00/O Cambridge Great Park informal hearing. Any representations from the Council to be sent to the Planning Inspector by 8 May. AGREED Jt Standing Committee to consider a full response. It was felt Histon Parish Council should attend the informal hearing and take part in the discussion.

## **13 Accounts**

- 13.1  Paid In: Impington Parish Council £100 for War Memorial expenses 2000-2001; £64.42 photocopying and telephone expenses; £4.87 Joint Standing Committee expenses.

13.2	<u>Amendments</u> The Clerk and Chairman announced an amendment to Min 48.5 which should have read "£22.76" not "£22.74". It was also noted that following the annual review of the clerk's salary, it had been agreed that the payment would be met by standing order.	
13.3	<u>Retrospective payments</u> <b>Bus Project</b> Youth Initiative donation <b>£50</b>	£50.00
13.4	<b>Histon &amp; Impington Community Appraisal Group</b> 2 <sup>nd</sup> and final payment <b>£200</b> A letter of thanks had been received	£200.00
13.5	<b>Histon Methodist Church Hall</b> Room Hire SGM <b>£14</b>	£14.00
13.6	<b>Stewart Bullard &amp; Partners</b> Children's Play Area Hedge Cut <b>£150</b> + £26.25	£176.25
13.7	<b>L M Marsh</b> Administrative assistance to end March <b>£97.50</b>	£97.50
13.8	<b>Histon &amp; Impington Community 2000 Special Project</b> Spring Newsletter <b>£150</b>	£150.00
13.9	Prop Cllr Mackay, sec Cllr Muncey, with all in favour that these payments be accepted..	
14.1	<u>Current payments</u> <b>Cambs Association of Local Councils</b> Subscriptions <b>£320.62</b> <b>£9.99</b>	£330.61
14.2	<b>Print Out</b> Stationery <b>£17.06</b> + VAT £2.99	£20.05
14.3	<b>Petty Cash</b> <b>£45.08</b>	£45.08
14.4	<b>Histon &amp; Impington Recreation Ground 1<sup>st</sup> half payment (interim)</b> <b>£13,200</b>	£13,200
14.5	<b>Impington Parish Council</b> Burial ground expenses 2000-2001 <b>£3,237.89</b>	£3,237.89
14.6	Prop Cllr Mackay, sec Cllr Muncey, with all in favour to pay these accounts.	

#### **14 Highways & Traffic**

- 15.1 Three copy letters and e-mails from County Council to a resident and 2 businesses regarding one way system in Station Road held on file. The letters clearly set out the County Council's process in taking the decision to support 24-7s application to introduce a one way system and these would be copied to those Councillors who were being approached by residents or businesses in the area for information on the traffic management issue. It was stated by one Councillor that he had been advised that County Council East Highways Division had referred all enquiries to the Parish Council as the appropriate authority but as only one enquiry had been directed to the Parish Council, and in view of the content of the letters referred to, this fact seemed unlikely. Some Councillors once again reported that residents in the area had indicated a level of support for an extended period of one way system in Station Road, which had, they felt, improved their quality of life. It was hoped by Morrisons the system would be cancelled by 25 April. A problem with tipping of spoil in Villa Road, Impington had been reported and East Highways Division had spoken to them about this.
- 15.2 High Street, Parking bays near Barclays Bank. Cllrs Wynn and Muncey expressed continued concern regarding the safety of the bays, being they felt a hazard. Following discussion, Cllr Matthews pointed out that the bays slowed vehicles down and made the road a safer route. Parking availability for the cash dispensers were also important. Some members of the public had been using the Methodist Church car park which was of concern to the church. Some further discussion took place on the possibilities of traffic calming along the High Street, although it was stressed the County Council had already stated this would need to start from at least The Green Traffic Lights. Others were concerned that traffic calming measures may take away the character of the village centre. AGREED to defer further discussion until after the outstanding review of parking with SCDC (Min 3.6). In the meantime the Police would be contacted to request visiting the area more often to help regulate parking on the zig zags.

#### **15 Date & Place of Next Meeting**

- 16.1 Monday 14 May 2001, 7pm at Histon Methodist Church Hall, being the Annual Parish Meeting, to be followed immediately by the Annual General Meeting of the Parish Council.

As per standing order 36, under standing order 64, in view of the confidential nature of business about to be transacted, any public and the County Councillor were temporarily excluded and they were instructed to withdraw.

The Chairman declared this part of the meeting closed at 21.10

**HISTON PARISH COUNCIL**  
**Annual Parish Meeting**

Minutes of the meeting held at the Methodist Church Halls, Histon on Monday 14 May 2001 7.00 p.m.

**Present:**

Councillors: I M Parish (Chairman), S D Carrington, N S Davies (also District), A J Eade, P E Harris, M J Mason, P C Matthews, J A Muncey (also District), F J Munnelly, M J Ruel, R K Wynn

Clerk: A J Young; Cty Cllr P Bishop; Impington Parish Council Chairman D W Payne (in part);

14 members of the public

**1 Welcome by the Chairman**

18.1 The Chairman welcomed all to the 107<sup>th</sup> Annual Parish Meeting.

**2 Apologies for Absence**

19.1 Councillors C M Cole and G B Mackay (holiday); Dist Cllr J P Teague (holiday); Mrs Inger Eade

**3 Minutes of the Annual Parish Meeting held on 8 May 2000 and Matters Arising**

20.1 All in agreement to accept the Minutes as a true record.

20.2 There were no matters arising

**4 Chairman's Report of the Year to March 2001**

21.1 The Chairman's report was given by Cllr I M Parish and is attached as Appendix 1 to these Minutes.

**5 Presentation of Accounts 2000 – 2001**

22.1 An unaudited summary of accounts for the previous year had been provided to all showing a balance brought forward of £33,347.28 and carried forward of £47,371.19. The summary showed that amounts of £18,250 were "ring-fenced" for use at the Recreation Ground, Children's Play Area, Village Green improvements and underwriting of the Music Event in July 2001. This took the carried forward figure to less than the previous year. All in favour that the Chairman's report and accounts be accepted.

**6 Presentations by Local Groups**

23.1 Bus Project Martin Croxon gave a little of the history of the project, a charity, the bus being purchased in 1993 following the death of 2 young people from the villages in a car crash. A new bright green bus had been purchased 18 months ago with funding in place for only the next 9 months, with a lottery application pending. A new assistant to fund raise had been appointed, and links continued with the Baptist Church and the Feast Committee although the IVC schools work had now ceased, the project now being based at Cottenham Village College. The bus visited on a Thursday night 7-9pm behind the Village Stores and an average of 20 young people visited each session. The youth workers on the bus were committed to trying to challenge the young people about the activities (of a few) in vandalism; bullying; drugs; drinking, etc. and Martin very much hoped the project would continue.

23.2 Boys Brigade Andrew Zarkos-Smith, Company Section Leader, explained he had been a Trustee of the Connections Bus project, and stressed the great importance of the work Martin Croxon and his team carried out in the community, describing them as "an amazing resource". Boys Brigade is a Christian organisation with the motto "The Advancement of Christ's Kingdom Amongst Boys" and aimed to create a strong moral environment for the 30 boys aged 11-15 currently attending and to give stability and help make the boys aware of community needs. He outlined the trips and activities organised recently and the Duke of Edinburgh award scheme run for boys from age 14. The Junior Sections had had to close due to lack of leaders and it was hoped this could re-start as 40 boys had been attending previously and without Juniors it was feared there may not be a Senior section in the future.

23.3 Girls Brigade Sue Mason, Captain of the Girls Brigade explained she ran the group with the help of 4 Lieutenants and 2 helpers, all the leaders being Christian. 3 groups met at the Methodist Church for ages 5-7 (18 girls), 7-11 (28 girls) 11-14 (13 girls). Sue encouraged anyone with qualifications or special knowledge to come forward to help with the badge syllabus e.g. First Aid, Crime Prevention. The aim for the Leaders is to show God's love to each of the girls and the motto is 'To seek, serve and

follow Christ". Sue outlined trips and activities recently undertaken and finished by describing the privilege she felt to work with the girls, hoping it was fun for them as well as educational.

- 23.4 Choir 2000 Martin Wilde, Publicity Officer, explained the Choir was formed as a result of the Millennium celebrations but had grown into a major success with 90 people still forming the Choir now. "Haydens Creation"; "Handels Messiah" "Vivaldis Gloria" had all been major successes with new works now in rehearsal. Martin felt the Choir offered all local people, of all ages, a chance to come and sing, meeting Wednesday evenings 7.30pm at the Baptist Church. Internationally famous singers had come to sing in Histon and the Choir was the envy of many villages in Cambridgeshire.
- 23.5 Histon & Impington Community Minibus Neil Davies, administrator, explained the history of the minibus, from 1976 when the Red Cross first purchased a bus. In 1991 the Feast donated £10,000 to buy a new bus. 2 ½ days a week a shopping service was provided, primarily for the sheltered housing units, but all isolated people were welcome. Neil outlined a typical week's use of the bus and stressed all community groups and private users were welcome to hire the minibus. The new minibus was to be officially handed over on 19 May, wheelchair accessible, with 15 seats. It had cost £33,000 with the help of a lottery grant, Feast funds and reserves from the Charity itself.
- 23.6 Day Centre Sheila Harrison, Chairman, spoke about the 20 year history of the Day Centre held at the Baptist Church Tuesdays and Fridays, where morning coffee and biscuits, lunch and afternoon tea and biscuits was served to members at an all-inclusive £2.50. The aim was to help older people, isolated and probably living alone, perhaps not in sheltered accommodation. Entertainment was often provided, with monthly bingo sessions. The Centre aimed to be self-supporting but had appreciated help from the Parish Councils and the Feast in the past. Outings were often too expensive but the Social Services were good enough to provide transport to and from the Day Centre.
- 23.7 Histon Hornets David Rush, Vice-Chairman, explained the Club had been in existence some 30 years and aimed to promote football for youngsters. 9 teams were currently in existence, 6 playing 11 a side, 3 mini football, with the bulk living within the villages, and/or attending village schools. The club was keen to encourage girls to play in the future. The teams played home games at the Recreation Ground, all matches advertised in the Evening News. Dave felt the pitches were some of the best in the region and explained that the club used their own portakabin to supplement the changing facilities on offer at the Recreation ground. The Club carried out regular fundraising and was well supported by families, helpers and supporters from the community. They were looking to become a member of the FA Chartered Standards Club. The Committee met monthly, with several members qualified as referees. A website had been set up recently.
- 23.8 Red Cross Annette Matthews and Bob Tibbitt spoke about the work of the Red Cross, who met Tuesday evenings for training in Park Lane. They showed equipment including a defibrillator, oxygen equipment and the duty bag containing all essential first aid items. The most casualties dealt with on one duty occasion had been 29! They described how mobile phones had become an increasingly important part of their equipment. The Red Cross centre had been built in Histon in 1916 to house convalescent Belgian soldiers, with close links to Chivers. They felt the Red Cross offered all the first aid cover the local community may need and were happy to announce a home-grown trainer was now in place, with another in the making. The youth training sessions were very successful.
- 23.9 Women's Institute Mrs Queenie Davies, President, presented information on the WI, currently boasting a membership of some 60-70, although this was recently as high as 100. The Institute had made representations recently regarding Post Office closures, reinstatement of School Nurses, and had supported issues regarding the Sainsbury site, Community Appraisal, GM trials grounds and anti litter campaigns. Gifts had been made to all the local schools and Etheldred House recently. The Institute regularly provided refreshments at the school events, Unwins Open Day, Feast events. Over the years it had provided seats for Histon Green and planted trees and bulbs in the 2 villages. The Institute played an important part in the social life of the villages, offering quizzes, drama, poetry, and outings.
- 23.10 All the groups thanked the Council for the chance to speak at the Annual Parish Meeting.

## 7 Open Forum

- 24.1 The Chairman opened the floor for any questions, or parish matters in Histon in general.
- 24.2 Anne Muncey thanked the Red Cross for all their work, especially for supporting Histon Feast events.
- 24.3 Mike Mason pointed out the Parish Councils websites, edited by Denis Payne, were [www.histon.net](http://www.histon.net) and [www.impington.net](http://www.impington.net) and felt sure any other village websites could have a link set up if they so wished.

This part of the meeting was closed at 19.55 and some members of the public left the hall.

Histon Parish Council

## HISTON PARISH COUNCIL

Minutes of the Annual General Meeting held at Methodist Church Halls, Histon on Monday 14 May 2001 immediately following the 107<sup>th</sup> Annual Parish Meeting

**Present:**

Councillors: I M Parish (Chairman), S D Carrington, N S Davies (also District), A J Eade, P E Harris, M J Mason, P C Matthews, J A Muncey (also District), F J Munnelly, M J Ruel, R K Wynn  
 Clerk: A J Young; Cty Cllr P Bishop; 6 members of the public

Starting this meeting at 8 p.m. the Chairman reminded all those present that following completion of the APM, standing orders were now in operation.

### **1 Apologies for absence**

25.1 Cllrs C M Cole, G B Mackay, Dist Cllr J P Teague (holiday)

### **2 Election of Chairman**

26.1 Prop Cllr Carrington, seconded Cllr Mason, all in favour, that Cllr Parish be elected Chairman. There was no other nomination and this was AGREED. The Declaration of Acceptance of Office was signed by Cllr Parish.

### **3 Election of Proper Officers and Committees**

- 27.1 Vice Chairman Prop Cllr Munnelly, sec Cllr Eade, that Cllr Mason be elected Vice Chairman. There being no other nomination, this was AGREED, all in favour.
- 27.2 Responsible Financial Officer Prop Cllr Muncey, sec Cllr Wynn, that the clerk be elected. There being no other nomination, this was AGREED, all in favour.
- 27.3 Internal Auditor It was AGREED to take this to the June meeting for election.
- 27.4 Public Transport Officer Prop Cllr Harris, sec Cllr Muncey, that Mr Steve Wilkinson be asked to act as representative. There being no other nomination, this was AGREED, all in favour.
- 27.5 Tree Warden Prop Cllr Mason, sec Cllr Munnelly, that Cllr Eade be elected. There being no other nomination, this was AGREED, all in favour.
- 27.6 Playground Inspector Prop Cllr Mason, sec Cllr Munnelly, that Cllr Carrington be elected. There being no other nomination, this was AGREED, all in favour.
- 27.7 Footpaths & Bridleways Committee Prop Cllr Mason, sec Cllr Muncey, that Cllrs Eade, Cole, Matthews and Munnelly be elected. There being no other nominations, AGREED, all in favour.
- 27.8 Trees & Allotments Committee Prop Cllr Harris, sec Cllr Carrington, that Cllrs Eade, Mackay and Ruel be elected. There being no other nominations, this was AGREED, all in favour.
- 27.9 Village Green Committee Prop Cllr Harris, sec Cllr Munnelly, that Cllrs Mason, Davies, Eade, Muncey, Parish, Mackay and Carrington (as Playground Inspector) be elected. There being no other nominations, this was AGREED, all in favour.
- 27.10 Legal & Property Committee Prop Cllr Wynn, sec Cllr Eade, that Cllrs Parish, Mason, Mackay, Harris and Munnelly be elected. There being no other nominations, this was AGREED, all in favour.
- 27.11 Reps to Joint Standing Committee Prop Cllr Mason, sec Cllr Munnelly, following the Vice Chairman's statement he wished to stand down from this Committee, that Cllrs Parish and Matthews be elected, one vacancy to be filled at June meeting. There being no other nominations, AGREED, all in favour.
- 27.12 Planning Committee AGREED that plans would continue to be seen by Councillors living near to applicant address, with larger plans or sensitive areas going to Full Committee or Council.

### **4 Confirmation of Representatives to Various Committees**

- 28.1 School Governors All in favour that all 3 Governors were confirmed as representatives for the remaining 2 year period.
- 28.2 Trustees to Poor's Land Charity Mr Steve Wilkinson was prepared to continue as representative Trustee following his resignation from Council. The Vicar, as one of the 3 Church nominated Trustees, was happy with such an arrangement. Following advice from Cllr Ruel, it was felt the Parish Council Trustees must consist of the Chairman and one other and it was therefore prop Cllr Carrington, sec Cllr Mason with all in favour and AGREED that Cllrs Parish (as Chairman) and Ruel be the

representative Trustees for the remaining 2 year period. Cllr Ruel made special mention of the ex-Chairman's valuable work as Trustee over many years.

- 28.3 Trustees to Elizabeth March Charity All in favour that Mrs E Whitehead and Mrs M Driver be confirmed as representatives for the remaining 2 year period.
- 28.4 Histon & Impington Recreation Ground Management Sub Committee There was a vacancy due to the resignation of Derek Babb. Prop Cllr Munnely, sec Cllr Wynn that Cllr Harris be elected to take his place. 9 in favour, 1 abstention. Cllr Carrington had suggested the post be left open until after the co-option of 2 new Councillors at the June meeting. All in favour that Cllrs Wynn, Ruel and Cole be confirmed as representatives for the remaining 2 year period.
- 28.5 Police Committee Representatives All in favour that Cllrs Muncey and Cole be confirmed as representatives for the remaining 2 year period. Cllr Harris had decided to stand down and all agreed 2 representatives would be sufficient.
- 28.6 Representative to Day Centre All in favour that Cllr Harris be confirmed as representative for the remaining 2 year period.
- 28.7 Representative to Bus Project Cllr Harris wished to stand down. Prop Cllr Carrington, sec Cllr Wynn with all in favour that the clerk, Mrs A Young, be elected as representative for remaining 2 year period.
- 28.8 Representative to Community Halls Project Group All in favour that Cllr Matthews be confirmed as representative for the remaining 2 year period.
- 28.9 Representative to Community Minibus All in favour that Cllr Cole be confirmed as representative for the remaining 2 year period.
- 28.10 IVC Liaison Officer All in favour that Cllr Munnely be confirmed as representative for the remaining 2 year period.
- 28.11 Representative in Youth Matters All in favour that Cllr Muncey be confirmed as representative for the remaining 2 year period.

## **5 Minutes of the Meeting held on 9 April 2001 and "In Committee" Minutes**

- 29.1 All in favour to sign both sets of Minutes as a true record.

## **6 Matters Properly Arising Therefrom**

- 30.1 Item 3.6 SCDC Car Park Cllrs Munnely and Davies, with the clerk and Cllr Mackay in part, had met with Mr David Stratford, in charge of maintenance SCDC car parks. On arrival, there were 26 cars parked in the 32 bay park. Between 4.45 and 6pm, all persons collecting their cars were carrying either lunch boxes or briefcases. One person appeared to have been shopping in the Co Op. After a long discussion on short and long term issues, inspection of the site including surrounding areas, Mr Stratford agreed to investigate any signs which could be erected in the park, for instance "Parking for Shoppers Only" or "Short Term Parking Only". He would also enquire from Lands Section as to the current position with a fresh offer for Mrs Walker's land and any possible negotiation talks with the adjacent owner. It was clarified that a bylaw would need to be passed to make the car park pay and display for instance, and a District Council officer would need to enforce the short term parking. The issue of transfer of ownership had also been discussed. It was AGREED to now await Mr Stratford's further advice before discussing the way forward. Cllr Harris again pointed out the problems with parking in the Methodist Church car park by High Street visitors and shoppers.
- 30.2 Item 3.7 IVC Mr Hough had agreed to talk to Council about plans for the future at the June meeting.
- 30.3 Item 3.7 Bus Project A termly report had been received, along with a letter asking the Council to agree to Thursday night visits for the summer and autumn term 2001 and a contract for the summer term for 10 sessions @ £25 per session. Prop Cllr Harris, sec Cllr Muncey, all in favour, to agree the request.
- 30.4 Item 5.1 South Cambs New Constitution Brief guide supplied, along with request for nominations to the Standards Committee. Cllr Ruel expressed an interest in this nomination but it was AGREED to copy the paperwork to all, for decision on June agenda.
- 30.5 Item 6.2 Casual Vacancies To be filled by cop-option 11 June. Some residents had already expressed an interest in applying. Vacancies had been advertised on Notice Boards and the website and a list of duties of a Histon Parish Councillor prepared.
- 30.6 Item 8.2 WI/Litter The WI would have difficulty in carrying out a campaign under their own name, due to insurance problems. The Parish Council's insurance covered volunteers carrying out this type of work. The Council had therefore at this stage registered with The Tidy Britain Group and was awaiting a supply of bags and tabards. The WI had written suggesting a group could be formed to start by clearing the area outside the Library / Pat Fleet garden. The Council would need to consider the

purchase of gloves and perhaps litter picking tools, together with volunteers from the Council to join the ladies of the WI, and any other volunteers who could be found to take part. The District Council had also written to all Parish Councils encouraging them to take part in this scheme, asking any who take part to keep a record of the number of sacks used and the type of litter collected so they can quantify the difference made. Cllr Munnely offered to approach SCDC re possible sponsorship of gloves and litter picking tools. Cllrs Munnely, Parish, Davies, Eade, Matthews and County Cllr Bishop were interested in taking part in a litter pick and it was prop Cllr Wynn, sec Cllr Munnely, all in favour, and AGREED to spend up to £50 on equipment.

- 30.7 Item 8.3 Skip at Village Store Cty Cllr Bishop advised the Environmental Health Dept at SCDC had asked the skip be removed and covered containers installed.
- 30.8 Item 8.5 Street Lighting Station Road/ Cenes. Letter now received from CENES. The Council strongly felt the County Council should be paying in total for work on their own inadequate installation. It was therefore AGREED to respond to CENES that this type of work was not the responsibility of the Parish Council, but of the County Council, copied to Mr Sproston at the County Council.
- 30.9 Item 8.7 Community 2000 Newsletter had now been delivered to all households.
- 30.10 Item 8.8 Seat Opposite Co Op now back in place.
- 30.11 Item 8.10 Election notices provided. 4 candidates were standing for County Council.
- 30.12 Item 8.11 Youth Shelter Promotion 17 May. Cllr Muncey to attend on behalf of the Council.
- 30.13 Item 8.13 Computer A sole offer of £25 from Ray Wynn had been accepted. An emergency order for a new printer had been necessary. Mr Mason had been able to make the previous printer work to take single sheets only in the meantime, and a bill had been requested. The old printer would now be sold on, and agreed a reasonable offer from Mr Wynn would secure in view of his sole previous offer.
- 30.14 Item 8.15 Post on Green now re-set. Further posts had been damaged following a road traffic accident and details of the drivers insurance awaited. Site & Maintenance Services had been given an emergency order for the posts to be replaced.
- 30.15 Item 9.1 Swing seat Cllr Mason had met with Mr Pollard. Seat and chains to be removed to enable Stadia Sports to try and source replacement chains. New seat would then be fitted to new chains. Mr Pollard had looked at slide and made recommendations to meet criteria in ‘toggle test’. An order had been placed to carry out the necessary work.
- 30.16 Item 10.1 Recreation Ground Full Committee to meet 6 June, to include an item on the report being prepared by Cllrs Parish and Payne.
- 30.17 Item 15.2 Policing of Pedestrian Crossing The police had been seen in attendance 14, 15 April and 12 May. A Councillor stated he had seen 35 vehicles parked on the zig zag lines or double yellow lines in recent weeks, just at times when he himself was passing. Another Councillor had seen a police van drive straight past a vehicle parked on the zig zag lines. Possibilities including a sign advising no parking were discussed, and it was acknowledged the County Council were shortly due to renew the lines which had quickly faded. Finally AGREED the Chairman would pass on the Council’s comments to the police at the next opportunity, the Council would write to Mr Brace asking when the re-painting was due to be carried out and asking them to also paint lines across the exit/entrance of the aqua car park as problems were being seen where vehicles pulled out without giving way to on-coming traffic.
- 30.18 Item 17.1 Mrs L Marsh had accepted terms for a 12 month contract as assistant to the clerk.

## **7 Recent Correspondence**

- 31.1 Circulation file: Impington PC Agenda and Minutes; Community Transport Guide 2001; Glasdon brochure; Community Action Plans Newsletter ACRE; Denny Abbey leaflet; Countryside Focus ‘Up with the Masts’; CAO News; CCC The Link Scheme details; DETR News Release ‘Improving Access to Information in Local Government’; Local Agenda 21 in Cambridgeshire; WREN Tax Credit scheme feedback from seminar held 8.3.01; CCC Cambs Community Network; Histon Sector Police Local Consultation Group notes 4.4.01; The Countryside Agency ‘Doorstop Greens’; Clerks & Councils Direct May 2001
- 31.2 St Andrews Church, Flower Festival Cllr Harris offered to provide a display
- 31.3 Local Government Commission for England Periodic Electoral Review of the Cambridgeshire Districts. Copied to Cllr Mason for information.
- 31.4 Village Green Bookings 1<sup>st</sup> Histon Scouts Coin Collection 16 June.
- 31.5 Cambs Village of the Year Competition Cambridgeshire Acre. Villages now need to apply if they wish to enter. A representative from the village was sought to attend a launch on 19 May. The village would be asked to give a short presentation on its attributes at a meeting in September.

- 31.6 Cambs & Peterborough Joint Waste Management Strategy. Copy of leaflet for each Cllr supplied.
- 31.7 SCDC Allowances for District Councillors information for notice boards. A new scheme of allowances to follow. Currently basic allowance paid of £1,784.
- 31.8 Histon Baptist Church request to use Village Green 22 July, with electric supply. Electricity was not due to be switched on at that time but clerk would attempt to change the order.
- 31.9 CCC Foot & Mouth Disease Up-date requesting voluntary restraint signs to be taken down and replaced with their Code of Conduct signs. It was noted restrictions currently still applied for Histon – Oakington and the bridleway on the corner of Park Lane – Westwick.
- 31.10 Home Close petition from residents requesting the bench at Home Close be relocated or removed following problems with youths congregating during the evening. The Chairman had spoken with the spokesman for the residents and explained the Council would discuss this matter on the June agenda once some liaison with the police regarding vandalism had been completed. Cllr Harris expressed a strong objection to moving the seat which was well used by elderly residents in the area.

## **8 Annual Reports**

- 32.1 All reports as submitted were handed out at the AGM, copies available in Library and on the website.

## **9 Playground Inspector's Report**

- 33.1 Cllr Carrington reported the Millennium Oak was now in leaf. SCDC had indicated no grant was available at this stage for play equipment for a village the size of Histon, although this may change. Cllr Carrington advised he continued to find vandalism occurring, with the litter bin and County Council-owned fence at No 21 The Green being damaged, and broken glass frequently left. Mr Smith was regularly removing 2 sacks of rubbish from the Green area. Equipment was in good order.
- 33.2 Cllr Davies mentioned problems being seen in the school field with vandalism, bonfires, litter, bottles and mentioned the school fence was becoming inadequate to protect the school premises. Cllr Mason reminded Cllrs of the terms of the Deed of Covenant in the name of the Parish Council for the children of Histon to use that playing field when not being used by the school. The District Council had paid £4,125 for this covenant many years previously. He felt the Junior School must be aware they may be in breach of the covenant when drawing up what appeared to be a series of walks in the playing field, reducing the size of the playing surface. Cllr Munnely undertook to ensure Governors were aware of these concerns. The Chairman encouraged both the Playground Inspector and the School Governors to report these acts of vandalism to the police.
- 33.3 Cllr Davies wondered whether a fence similar to that erected at the Recreation ground play equipment area might be appropriate for the Green. This was felt to be the wrong type of fence for that site.

## **10 Recreation Ground Management Sub Committee Report**

- 34.1 Minutes of meeting 14 March copied to all. The Committee had met again in May and Cllr Wynn reported a new roller had been purchased.
- 34.2 Cllr Mason reminded the Sub Committee that planning permission may be required for a shed as mentioned Min 73.3

## **11 Joint Standing Committee**

- 35.1 A report was available on a meeting held 4 May copied to all and accepted. An annual report also appeared in the Appendix for Agenda item 8. The Parish Councils' tent at Feast Market on 7 July had been arranged and volunteers to help prepare material and man the tent were sought.

## **12 Planning**

- 36.1 Planning List copied to all. Cllr Matthews declared an interest and took no part in the item.
- 36.2 44 Station Road S/0861/01/F Removal of Conditions to Allow Hot Food Counter Take-Away Service (Conditions 5 and 6 of Planning permission S/0850/98/F) Several letters of support for application received by individual Councillors. Letters from a resident regarding the previous application regarding the restaurant copied to all. District Council had responded to the letter regarding the Parish Council's disappointment at the recent decision to grant permanent planning permission for increased hours and covers, copied to all. Councillors had been advised by the Chairman not to respond individually to supporters of the application, as had been requested by several, the Parish Council being a corporate body, not individuals, in the planning process. Letters had been received from the applicant and a Mr

Armstrong, expressing disappointment that the Chairman had given this advice. An application (hot food takeaway 8.30am to 11.30pm) had now been received, including large amounts of accompanying documentation and letters of support. It appeared South Cambs District Council were to discuss this at their June planning committee, meaning the Parish Council would need to respond before the June Parish Council meeting date. After discussion regarding time allowed by SCDC for a response, it was prop Cllr Carrington, sec Cllr Wynn, with 8 in favour and one abstention and AGREED to circulate full copies of the application to all 11 Planning Committee members, asking for comments. AGREED the Chairman would then summarise the comments and refer back to the full Parish Council Planning Committee. If there was any doubt as to the Parish Council's position, a Planning Committee meeting could be called at the end of May, otherwise the clear majority decision, if any, would be submitted. This dependent on the South Cambs Planning Committee date remaining unchanged. Some concern was expressed at the District Council's decision to include a condition to exclude hot food takeaway on previous applications for restaurant use, when hot food takeaway was not being applied for. The possibility of the Council writing to each District Councillor on the South Cambs Planning Committee, giving reasons, if the decision was reached to oppose the application, was discussed.

- 36.3 Appeal: 92 Station Road Vehicular access to the property. Appeal dismissed, with some significant comments relating to Conservation Areas. Cambridge Great Park The Joint Standing Committee had made representation regarding the value of the landscape locally on behalf of the 2 Councils. Hearing due 7 July at which the Council were invited to speak.
- 36.4 Tree Works: 22 The Green Reduce ash by 25%. 1 School Hill Removal of 5 hornbeam trees. Brook House, School Hill Removal of 10 trees / holly. Reduction by 50% of 2 trees; remove branches on 2 trees. 27 Park Lane Reduce horse chestnut and remove ivy. The Tree Warden had considered these on behalf of the Council and had no objections to them, except Brook House, in which Cllr Eade declared an interest. Cllr Ruel had reported on that application and declared no objection.
- 36.5 S/0289/91 Variation to conditions Milton Landfill Site Background and decision made to approve use as site to 2010 provided by County Council. The Council would soon be given an opportunity to participate in a liaison forum for this site by County Council. Disappointment was expressed at the County Council decision. Impington Parish Council had worked hard with Milton Parish Council to try and ensure an earlier date be set. Planning permission had been in place previously to 2004, with a license to 2007. It was acknowledged there was little option but to have granted the extension to permission to at least 2007 in line with the license. Cllr Munnely pointed out some long term implications on traffic management issues because of this decision.

### 13 Accounts

- 37.1 Paid In: £31,500 First half of precept SCDC; VAT refund 2000-2001 £1,040.15
- 37.2 Retrospective payments **Histon & Impington Recreation Ground** additional payment **£15.87** £15.87
- 37.3 Prop Cllr Muncey, sec Cllr Munnely, all in favour to accept this payment
- 38.1 Current payments **Print Out** Copying **£6.50** + VAT £1.14 £7.64
- 38.2 **George Gregory Steels** Castings for Seat on Green **£195** + VAT £34.13 £229.13
- 38.3 **Connections Bus Project** Term visits January to April 2001 **£300** £300.00
- 38.4 **UKIC** Conservation Register for War Memorial **£5** £5.00
- 38.5 **Site & Maintenance Services** Posts on Green hit by car **£60** + VAT £10.50 £70.50
- 38.6 **Photocopying & Litho** Meter reading **£61.22** + VAT £10.71 £71.93
- 38.7 **MKC Computers** new printer **£259** + VAT £45.33 £304.33
- 38.8 **K Harmer** Presentation Scroll for retiring Chairman **£100** £100.00
- 38.9 **Jane's Frames** Framing of scroll as above **£25** £25.00
- 38.10 **CALC** Chairman's evening workshop on Rural Crime Thurs 24 May **£7** £7.00
- 38.11 **D Payne** Joint expenses Internet domain names annual charge (50/50 with Impington Parish Council) **£18** + VAT £3.15 £21.15
- 38.12 **A J Eade** payment towards Watercolour **£75** Framing **£33.60** Chairman's retirement Cllr Eade declared an interest. £108.60
- 38.13 **Petty Cash** **£39.22** £39.22
- 38.14 Prop Cllr Muncey, sec Cllr Munnely, with all in favour to pay these accounts.

### 14 Police Matters

- 39.1 Crime figures for 1 April to 6 May showed 30 reports: Theft from motor vehicles (4); burglary/other theft (7); criminal damage (mainly to vehicles) (16); assault or harassment (3).
- 39.2 An informal meeting at Histon Police Station had taken place following intervention by Dist Cllr Teague following concerns at Homefield Park/Hereward Close area, the notes of which were copied to Councillors. Meeting of the Histon & Impington Community Safety Action Group had been called for 22 May which Cllrs Muncey, Cole and the Clerk to attend. Police had suggested that residents might be asked to keep a diary of criminal activity in their neighbourhood if unprepared to report more "minor" incidents to the Police themselves. This could help the Community Police look for patterns regarding areas and times of day. A letter from Julie Gilbert, Community Contract Co-Ordinator copied to all.
- 39.3 Further to item 31.10, Home Close petition, it was agreed to ask Police at meeting on 22 May re vandalism problems in that area.

## **15 War Memorial Proposals**

- 40.1 Cllr Mason explained how the Legal & Property Committee had been discussing the condition of the War Memorial and a meeting had recently been held with The Friends of War Memorials, representatives from Histon Parish Council, Impington Parish Council, and the British Legion following conflicting advice received re cleaning and refurbishment ideas. Grant funding was available immediately through English Heritage/Friends of War Memorials, but only for one further year period. The memorial would need to be listed to qualify and after discussion it was finally prop Cllr Davies, sec Cllr Eade, with all in favour and AGREED to a) apply to list the memorial b) have a proper Conservators report on the War Memorial prepared and c) put together a small Committee, to include any interested parties, to look at ways of seeing a restoration scheme through. If formally agreed by Impington Parish Council, it would be the intention to seek to split any ungranted cost with that Council as the memorial was for both villages.

## **16 Highways & Traffic**

- 41.1 2 proposals for introduction of new speed limits or speed reduction schemes made, one by Cllr Harris (Windmill Lane) and one by a resident of Park Lane, Julie Griffin (Park Lane). An agenda note describing possibilities was copied to all for information. Following full discussion and added strong support from other Councillors, AGREED action was necessary in both these areas and Mr Phillip Sharp at the County Council would be asked to suggest measures for introduction in Windmill Lane, along Church Street into Cottenham Road, and also for Park Lane. The Parish Council would ask to be consulted on any recommendations. It was noted there were currently 47 requests for consideration on the County Council list, to be considered strictly in chronological order. Some were concerned at the possibility of chevrons and other street furniture in Conservation Areas and questioned whether such measures would have any effect on the speeding currently being witnessed / suffered. Council were reminded a scheme for the B1049 was currently on the list.
- 41.2 Station Road Ms O'Reilly of Station Road had written to the Parish Council Chairman asking that the Parish Council consider reviving the debate on introducing a permanent one-way system, as recently temporarily seen during 24-7 works for 3 weeks. It seemed the flow had meant greatly increased safer and more pleasant environment for those living in Station Road and using the routes for schools. She pointed out drivers had been able to re-route following the initial congestion seen at The Green and through the High Street and she personally had only added barely 3 minutes to journey time by having to use the one way system. After full discussion, and recall of the letters received from businesses and residents with complaints regarding the temporary measures introduced to enable substantial roadworks to be carried out in half the time otherwise envisaged, AGREED Chairman to respond saying there were no plans currently to prepare any request for consideration by the County Council.

## **17 Date & Place of Next Meeting**

- 42.1 Monday 11 June 2001, 7.30pm at St Audrey's Community Centre, St Audrey's Close, Histon

The Chairman declared the meeting closed at 22.15

**HISTON PARISH COUNCIL**

Minutes of the meeting held at St Audrey's Community Rooms, Histon on Monday 11 June 2001 7.30 p.m.

**Present:**

Councillors: I M Parish (Chairman), M J Mason (Vice Chairman), S D Carrington, C M Cole, N S Davies (also District), A J Eade, G B Mackay, P C Matthews, F J Munnelly, M J Ruel, R K Wynn

Dist Cllr Teague; Cty Cllr Gooden; 8 members of the public (2 of which co-opted during the meeting)

Clerk: A J Young

The Chairman opened by formally thanking County Councillor Peter Bishop for his work over the previous term and welcoming newly elected County Councillor Phil Gooden to the meeting.

**1 Apologies for absence**

43.1 Cllr P E Harris (holiday). Cllr J A Muncey was absent.

43.2 The Chairman moved under standing order no 16 that item 4 be moved forward in the agenda to allow the new co-opted Councillors to take part in the whole meeting.

**4 Co-option of 2 New Councillors**

44.1 Under the procedure laid down by South Cambs District Council, 3 residents of Histon and 1 of Impington had made applications to be considered for co-option to the Parish Council. A secret ballot was taken for each position in turn, with Cty Cllr Gooden and Dist Cllr Teague acting as tellers. Mr Jonathan Chatfield and Mr Roger Clarke were duly co-opted on the Council and the Declarations of Acceptance of Office were signed accordingly. The Chairman thanked all applicants for taking part and hoped they would keep an interest in the Council's business.

**2 Minutes of the Meeting held on 14 May 2001 (Annual General Meeting)**

45.1 Proposed Cllr Munnelly, sec Cllr Carrington, with all in favour, to accept the Minutes as a true record.

**3 Matters Properly Arising Therefrom**

46.1 Item 27.3 Internal Auditor Cllr Ruel agreed to act as Internal Auditor, all in agreement.

46.2 Joint Standing Committee representative Prop Cllr Carrington, sec Cllr Matthews, all in favour that Councillor Davies be elected onto this Committee.

46.3 SCDC Car Park Mr Stratford had indicated he was talking to various departments regarding long and short term solutions to parking problems. Chairman agreed to seek clarification on possibilities being discussed, with particular reference at this stage to the wording of any proposed new sign.

46.4 Item 30.3 Bus Project and Item 39.2 Histon & Impington Community Safety Group The Bus Project had applied to the two Parish Councils to bring the summer scheme to Impington again this year at a cost of £510. The Group had met 22 May, notes copied to all. The Councils had been encouraged to fund outreach work for a 6 week period up to the summer holidays at a cost of £338. Prop Cllr Munnelly, sec Cllr Carrington, 11 in favour, 1 abstention to help fund both these items, as necessary up to a maximum of £600 from the Youth Initiative budget. An application had been made by Impington Parish Council for grant funding from SCDC towards the summer scheme. LA4Y Linton Action For Youth had written offering to make a presentation to the Parish Council if required.

46.5 Item 30.4 District Council Constitution Copied to all. Press Release held on file identifies appointments made e.g. Chairman, Leader of the Council, Cabinet members. Prop Cllr Mason, sec Cllr Matthews, all in favour to nominate Cllr Ruel for the Standards Committee.

46.6 Item 30.6 WI/Litter Bags, gloves and litter pickers now available. WI to organise a date to litter pick.

46.7 Item 30.14 Drivers Insurance Details awaited from Police

46.8 Item 30.15 Swing Chains Stadia had one set of chains to match replacements.

46.9 Item 30.17 County Council Traffic Management in High Street acknowledgements from County and Police. Letter from resident re parking in High Street and other areas copied to all, due to be an agenda item September 2001. Cllr Mason voiced concern over the pedestrian light timings recently altered from a 15 second phase to a 40 second phase. It was feared children may cross without waiting for the sequence. AGREED to write to Mr Brace in the County Council Transportation Department.

46.10 Item 31.5 Village of the Year Competition application form received, but it was decided not to apply this year due to other heavy commitments.

- 46.11 Item 36.5 Landfill Site Meeting due to be arranged at Milton and nominees sought for Local Liaison Forum by County Council. Agreed to refer this item to the Joint Standing Committee.
- 46.12 Item 41.1 Speed Limit Policy Acknowledgement only from County Council at present.
- 46.13 The Chairman requested that under standing order no 16 item 13 be brought forward on the agenda as Mr Hough was present by invitation. Standing Orders suspended to allow him to speak to the Council.

### **13 Youth Matters**

- 47.1 Mr Hough, Assistant Warden Director of Sports, Leisure and Community Education IVC, spoke of proposed plans to be put in place for September at IVC. He advised Cllrs he was leaving the post after a year in which he admitted he had struggled with the very difficult task of meeting targets and finding a way forward for youth facilities in Histon and Impington. He outlined a patch budget for community education of £50,174 which together with a carried forward figure of £15,000 this year had paid for £40,000 (employees), £5,000 (premises); £4,000 (supplies); leaving some £16 to £17,000 for youth provision. Currently there were 2 youth club evening sessions at Girton, 2 at Milton and 1 at IVC (Monday). 2 youth workers had now been identified as willing to start a youth club at IVC Thursday evening for Seniors 14+ (or Wednesday if preferred) and to expand the current Monday club for Juniors 11-13, together with a lunch time club 3 times a week. A youth co-ordinator (Kate Darcy) had now been appointed and Mr Hough stressed exciting developments for Histon and Impington were now taking place involving the Cambs Association of Youth Clubs, Martin Croxon and the Duke of Edinburgh Award Scheme, indicating a significant improvement for young people of these parishes. Funding was in place for 30 weeks at IVC, as outlined above. Mr Hough explained the Councils at Girton and Milton were supplementing their own provision to enable extra weeks to take place, and explained that this was an option for Histon and Impington too; the co-ordinator was interested in holiday work. Mr Hough went on to outline plans to re-programme use of the sports centre to encourage its use for youth club sessions, and the fact that SCDC had identified IVC sports centre as the next village college to receive further financial support for extending these facilities.
- 47.2 Questions and points raised from the floor were as follows;
- should the Parish Councils or uniformed groups not have been consulted whilst the proposals were being formatted? - Mr Hough apologised for this apparent omission, due to time restraints.
  - Will greater financial and other demands come to the Parish Councils in the future? - Mr Hough explained how in the Linton model referred to Min 46.4, several parishes had joined together to make a greater patch.
  - The County Council were felt by some to have the statutory responsibility to provide these facilities. For the Parish Council to be asked to spend would perhaps ‘blur the issue’ - Mr Hough re-iterated the basic provision would be made without Parish Council finance.
  - Some Parish Councillors felt it would be the youth of Histon and Impington who suffered, compared to say those of Milton and Girton, if the Parish Council were not willing to contribute.
  - Would the Youth Centre be used as part of the sports centre in the future? - As far as he was aware, Mr Hough felt IVC saw it as remaining as is.
- 47.3 The Chairman brought the item to a close thanking Mr Hough for attending and indicating the Parish Council were fully supportive of the actions taken. It was AGREED to take the matter of possible Parish Council funding for additional sessions to the July agenda, for decision.

### **5 Future of Seat at Home Close**

- 48.1 Following receipt of a petition from 6 residents of Home Close re possible removal of the seat, the Parish Council had liaised closely with the Police Station. They had reported only 11 crimes had been reported in that area in 18 months, representing a low problem. The Police confirmed the area was due to be targeted in an action plan shortly and commented that to move such a seat could move any problem (if there were one) with it. Mr Hobbs, together with another resident, was present and it was prop Cllr Mason, with all in favour, to suspend standing orders to allow him to speak. He advised he now had 8 more household signatures for the petition and gave a resume of comments made to him during the last month, to include further damage, vomiting in gardens, bottles and bricks thrown, plants and pond damage, air gun pellets fired. One resident had felt strongly enough to install CCTV. He felt this bench, close to the residential area, was the only one of its kind in Histon and used infrequently for resting in the proper way, and feared what the summer evenings would bring. Reference was made to the strong objection voiced by Cllr Harris to its removal, although she had been unable to be present at

- the June meeting. Standing orders were re-instated. The Chairman advised the newly co-opted Cllrs that should they feel they had not had time to fully review this issue then they had the option to abstain.
- 48.2 Cllrs Carrington, Eade, Davies and Munnely all spoke in favour of removing the bench, even if for a temporary period. They had all witnessed youths, up to 20 at a time, congregating there and understood how some elderly would find this intimidating. Cllrs Mason, Matthews, Mackay and Ruel all spoke out individually against its removal, preferring to look to placing more pressure on the Police to act in the area. Cllr Mason outlined the history of the bench, being presented to the Parish Council by the Ancient Order of Forresters in 1985, who had an historical association with the area. After lengthy negotiation it had been located in the highway in Home Close as a ‘half way house’ on that estate. Cllr Mason contested the statement made on its regular use, stating elderly used it and had done so consistently over the years. He warned against the assumption that any problem would go away with removal of the seat. He also fully sympathised with the reports made, but supported encouraging a greater police presence. Discussions took place at length on possible proposals in answer to the petition. Following 2 proposals from Cllr Carrington, sec Cllr Munnely, to ‘remove the seat and to temporarily remove the seat for up to a year, with police monitoring the area’, both of which were subsequently withdrawn, Cllr Mason questioned whether for consistency any equipment felt to be attracting problems, e.g. children’s play equipment, litter bins, would also be removed under this logic. After some further, unseconded attempts at a proposal, it was finally prop Cllr Davies, sec Cllr Eade, 6 in favour, 3 against, 3 abstentions and therefore carried ‘that the seat be removed until the end of the year, in order that a balanced judgement could be made at that time’.

## **6 Recent Correspondence**

- 49.1 Circulation file: Impington PC Agenda and Minutes; South Cambs NHS Newsletter May; Local Govt Commission for England Electoral arrangements review; various leaflets forwarded by CALC; RailEast; Market Town A New Focus; Various leaflets forwarded by ACRE; Countryside Events; Local Council Review May; The Clerk May; Open Spaces Society magazine AGM & Annual Reports; DETR News Releases; thank you note from Janet Wilkinson
- 49.2 NHS Primary Care Group Dr Gant’s surgery to close 31 July. Dr Grande had met with the PCG and Dr Gant and felt the 6 patients (average) per day involved would have a negligible affect on waiting times.
- 49.3 Cambs County Council Countryside Services Details of path maintenance programmes due to start 11 June. Copied to Cllr Eade.
- 49.4 CALC Nominations sought for South Cambs District Association. Deferred to July agenda. Details of meeting to be held 11 July at District Council Chambers.
- 49.5 CALC Training Details of forthcoming courses provided.
- 49.6 SCDC New Kerbside Recycling Scheme Now to include glass and bottles. It was reported that one resident had suffered a fire in their box recently. Dist Cllrs Teague and Davies were asked to press Mr Haymes at South Cambs for more prompt payment to the Council.
- 49.7 Licence Transfer application for Balfour News held on file
- 49.8 Village Green Booking Royal British Legion Parade Sunday 2 September. The Chairman undertook to speak to the organisers about parking arrangements.
- 49.9 Junior and Nursery School Letters of congratulations sent following exceptional OFSTED reports.
- 49.10 Eastern Contracting The electricity supply had been switched over but the trip had failed. Eastern Contracting had been asked to replace at additional cost.
- 49.11 WI had written asking for details of consultation with Parish Councils on ‘transmitters’.
- 49.12 Waste Strategy Meeting IVC Workshop 27 June, with buffet. Interested Councillors to contact clerk.

## **7 Playground Inspector’s Report**

- 50.1 Cllr Carrington reported the Millennium Oak continued to flourish. The painting of equipment had been finished, despite problems seen with vandalism requiring some re-painting. The work on the slide to satisfy the ‘toggle test’ had also been completed. A fire had been made in the litter bin, but the recommendation was to leave this bin in place at present. Concern was expressed regarding damage to the fence alongside No 21 The Green which was becoming a priority problem, safety-wise and visually. Cllr Wynn declared an interest as owner of that property but explained County Council owned the fence. Cllr Munnely advised the Governors were not aware of this and enquiries were taking place.
- 50.2 Cllr Carrington further reported that bottles and broken glass were common every week and Mr Smith was thanked for his efforts in clearing this twice a week.

## **8 Recreation Ground Management Sub Committee Report**

51.1 There was nothing further to report since the half yearly.

## **9 Joint Standing Committee**

52.1 The Committee had put in a response to the Local Plan Review, with evidence from Cllrs Payne and Mason to the Inspector set for 3 July.

52.2 A joint reply to the Appeal on Cambridge Great Park had been made.

## **10 Matters Arising from the APM 14 May 2001**

53.1 Cllr Cole clarified the Minibus was actively looking to attract users other than sheltered housing residents for the shopping service.

## **11 Planning**

54.1 Planning List copied to all. Cllr Matthews declared an interest and took no part in the item. The Chairman reiterated to the newly co-opted Cllrs that should they feel they had not had time to fully review the issues on the Planning agenda, then they had the option to abstain.

54.2 Tree works 15 Brook Close. Holme oaks to be pollarded or reduced/reshaped. Cllr Eade, Tree Warden, had no objection.

54.3 44 Station Road S/0861/01/F Removal of conditions to allow hot food counter takeaway service (Conditions 5 and 6 of Planning permission S/0850/98/F). Following on from discussion at the May meeting, SCDC were now not due to consider until the July Planning meeting. Cllrs had received copies of all further correspondence on this application. The Chairman had provided a summary of 110 letters of support received. There had been 2 copy letters of objection and a petition of 101 names against. 3 households were now disputing, in writing, having signed a petition as now represented. The Chairman had also prepared a report on visits he had personally made to addresses in the immediate area of 44 Station Road and letters received regarding those visits were copied to all. A telephone call to the Nursery School Head Teacher had clarified the school's position with the application, being that the School held a neutral position and would not be commenting. The Chairman also reported that the County Council Transport Department had advised 'they did not do traffic reports for matters of this ilk'. As there was a significant amount of additional paperwork handed out on the night, the Chairman allowed a 7 minute adjournment at 9.35 p.m. to enable Councillors to look through this. Prop Cllr Mason all agreed, that standing orders be suspended to allow Mr Dias to speak to the Council. Photographs supplied by the applicant were available for inspection showing parking in the surrounding area, and a fax from the Conservation Manager advised he had no objection to the removal of conditions stating it would not affect the character of the Conservation Area. The applicant stated he was happy to answer any questions the Council may have on this matter. He pointed out that letters of support had been received from a Governor of the Infant School and also the Nursery School although acknowledged these were written as private individuals. He also stated it transpired several of the signatories on the petition did not know what they were signing and had written confirming this. In response to a question, the applicant stated he had not been prompted to apply as a result of the condition made on the most recent application for restaurant use but had applied for permission for hot food takeaway on 3 previous occasions. All then agreed that standing orders be re-instated. Cllrs had previously been circulated with the full application and had given recommendations and reasons at that time. The Chairman now asked the Council to vote on whether they wished to make a recommendation for acceptance of the application, for which there were none in favour. When asked to vote on whether to recommend refusal to SCDC, 9 were in favour, 2 abstentions and 1 unable to vote. AGREED by all that the Chairman summarise the comments made on the circulated application and submit a report on behalf of the Council. The Dist Cllrs had agreed to support the Parish Council's position in responding to the consultation. Mr Dias and another resident left the meeting.

54.4 S/0909/01/F Christie 20 Normanton Way and S/0908/01F Lear Winders Lane Cllrs asked what the Committee's recommendations had been on these 2 applications. S/0909 - Chairman yet to summarise comments made; S/0908 - Council recommend approval.

54.5 Discussion took place on the absolute swamping of individual Councillors with visits, reported telephone calls, and other paperwork with regard to planning applications and the question of abuse of

process was raised by more than one Councillor. It was suggested that any correspondence regarding future applications of this nature be noted only and summarised and agreed to look at the Parish Council's procedures in detail. It was again re-iterated that a Parish Council is a statutory consultee asked to comment on applications as a Council. As unpaid volunteers it was difficult to see how Councillors should be subjected to such intensive attention on any one matter, in particular application S/0861/01/F 44 Station Road. Council were reminded the clerk was paid for 17 hours a week. It was AGREED the Chairman would write to the District Council asking about how the process should be dealt with in future, pointing out what had occurred on this occasion. This to be requested is copied to all SCDC Planning Committee prior to the July meeting, at which the Parish Council would ask for 3 minutes to speak on planning application S/0861/01/F.

## 12 Accounts

- 55.1 Paid In: None
- 55.2 Retrospective payments **L Marsh** 20 hours April and May admin work **£130** £130.00
- 55.3 Prop Cllr Mackay, sec Cllr Davies, with all in favour that this payment be accepted.
- 56.1 Current payments **The Helping Hand Company** Litterpickers and gloves **£36.50** + VAT £6.39 £42.89
- 56.2 **Site & Maintenance Services** Slide modifications as agreed **£75**; Roundabout emergency repairs **£40.20**; repaint of swings **£62.20** = £177.40 + VAT £31.05 £208.45
- 56.3 **Site & Maintenance Services** Fit seat opposite Co Op (insurance claim pending) **£94** + VAT £16.45 £110.45
- 56.4 **Print Out** Joint Standing Committee printing **£19.60** + VAT £3.43 £23.03
- 56.5 **Petty Cash** Imprest **£12.64** £12.64
- 56.6 **Histon Methodist Church Hall** Donation for use of overhead projector 6.6.01 **£5** £5.00
- 56.7 **A J Young** Half yearly expenses (as agreed In Committee)
- 56.8 Prop Cllr Mackay, sec Cllr Davies with all in favour to pay these accounts.

## 14 Histon Feast Market 2001

- 57.1 Volunteers were still sought to help prepare material on the Local Plan, crime statistics, speed initiatives etc. and also to man the tent on 7 July.

## 15 Half Yearly Review of Donations

- 58.1 4 requests had been received for the first half yearly review, the letters for which were copied to all. Cllrs were reminded a budget of £750 for the year had been set.
- 58.2 Histon Hornets FC – towards a new storage shed on Recreation ground. Cllr Carrington declared an interest as Chairman of the Football Club, and would not vote on the request, but for explanation advised the shed was to cost approx £750 + £350 for the base. Cllr Mason wondered whether under the present system, where Junior football pitch use was not charged for, although the Hornets made an annual donation, the Parish Councils were not already subsidising their funds. After discussion, prop Cllr Davies, sec Cllr Eade, 10 in favour, 1 abstention, that the 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 £250 to the Histon Hornets for use in the supply of the shed”. Cllr Carrington thanked Council on behalf of the Hornets.
- 58.3 Royal British Legion 80<sup>th</sup> anniversary, and East Anglian Air Ambulance. Prop Cllr Mason, sec Cllr Davies, 9 in favour, 3 abstentions, that the 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 £50 to each organisation”.
- 58.4 WRVS Prop Cllr Cole, sec Cllr Wynn, 10 in favour, 2 abstentions, that the 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 £50 to the WRVS”.

## 16 Highways & Traffic

- 59.1 Home Close/Merton Road. A dangerous hedgeline was reported, causing safety concern on this corner. Mr Thornton at County Council would be advised.

- 59.2 Water Lane A burst water main had closed the road for 2 days. Cllrs Mason and Matthews inspected the works, this being the second time in 5 years. Cllrs Munnelly and Mason expressed concern about the structural condition of the culvert and could not understand the considerable wash out. In view of the fact that County Council were re-assessing the culvert, AGREED to contact Bridges Section and ask how far this had progressed (as there were concerns locally). It was apparent to Parish Councillors the road may be sinking near the culvert. It was noted the B1049 was due to be resurfaced this year.
- 59.3 Drain and Gully Cleansing Cllr Wynn advised the 4 drains in Cottenham Road had not been pumped out by the County Council recently. Mr Thornton would be advised.

**17 Date & Place of Next Meeting**

- 60.1 Monday 9 July 2001, 7.30pm at St Audrey's Community Centre, St Audrey's Close, Histon.

The Chairman formally closed the meeting at 22.30

**HISTON PARISH COUNCIL**

Minutes of the meeting held at St Audrey's Community Rooms, Histon on Monday 9 July 2001 7.30 p.m.

**Present:**

Councillors: I M Parish (Chairman), M J Mason (Vice Chairman), S D Carrington, C M Cole, N S Davies (also District), A J Eade, P E Harris, G B Mackay, F J Munnely, R K Wynn

Dist Cllr Teague; Cty Cllr Gooden; Impington Parish Cllr Payne

Clerk: A J Young

The Chairman opened by formally thanking all Councillors who had attended the Feast Market tent on Saturday 7 July. He also congratulated the Feast Committee under the Chairmanship of Derek Pipe for the splendid Feast Week and thanked Pearl Harris for providing the Council's excellent display at the Flower Festival, depicting India.

**1 Apologies for absence**

61.1 Cllrs Muncey (personal), Ruel and Matthews (holiday)

**2 Minutes of the Meeting held on 11 June 2001**

62.1 Proposed Cllr Munnely, sec Cllr Eade, with all in favour, to accept the Minutes as a true record.

**3 Matters Properly Arising Therefrom**

63.1 Item 46.3 Car Park High Street No response as yet.

63.2 Item 46.4 Bus Project and Community Safety Group Survey by Martin Croxon had commenced. Impington Parish Council had been successful in gaining part funding for the Bus Project Summer Scheme and discussions would be held on finance for the remaining amount together with the outreach work. Notes from SCDC on the meeting held 22 May held on file. LA4Y to hold a local presentation.

63.3 Item 46.6 Litter Pick Pat Fleet Memorial area had been litter picked, although due to a mix up WI had not attended. Thanks to Cllrs Munnely, Davies, Matthews and Mick Young. 4 additional litter pickers had been ordered and, as 2 hypodermic needles had been found, a suitable container would be obtained.

63.4 Item 46.7 Drivers Insurance awaited.

63.5 Item 46.8 Swing chains Quote from Stadia for all chains at £234 plus £80 to fit. Parish Council hold replacement seats. All AGREED to accept the quote as Wicksteed had not been able to quote.

63.6 Item 46.9 County Council Pedestrian Lights in High Street A fault had been identified in the timings. The lights had been regularly out again during the last month. Contact Richard Ling on C. 717751 to report faults. Comment was made on the far greater independence afforded to Junior school children since installation of the crossing.

63.7 Item 46.11 Landfill site JSC had not yet met. No Histon nominee had come forward although a meeting in Milton was planned for 12 July.

63.8 Item 48.1 Removal of seat at Home Close Permission had been gained from County Council to enter their land to remove the seat, the Ancient Order of Foresters had been advised out of courtesy; Site & Maintenance had quoted £15 to remove plus £30 to store for up to 6 months at their workshop. All AGREED to accept this quote. Cllr Harris commented that some who had supported the petition now admitted they had not realised the consequence of this to elderly users of the seat.

63.9 Item 49.4 CALC Nominations for District Association sought. Cllr Ruel would be nominated, Cllr Mason being the CALC representative to the association.

63.10 Item 49.5 New Chairman's Morning, CALC Cllr Parish had attended Huntingdon 30 June.

63.11 Item 49.6 Kerbside Recycling Scheme Mr Haymes at SCDC confirmed £1336 was owed for the period 12 months to 31 March 2001.

63.12 Item 49.12 Waste Strategy meeting IVC No one had attended.

63.13 Item 52.1 Local Plan Review Cllrs Mason and Payne had met the Inspector 3 July. The Chairman thanked them for all the hard work involved for what is "these villages' future". Cllr Mason outlined discussions which had included drainage, arguments for traffic diversion, possible Sec 106 payments for open space for the Recreation Ground, as well as possibilities for a cycle bridge or tunnel for the A14. Cllr Payne had been concerned at the land owners wish to see their development at Arbury Park progress ahead of any infrastructure plan.

63.14 Item 57.1 Histon Feast Tent Cllr Parish reported that all displays had been good in the tent and would be displayed in the library shortly. Only 2 queries for Histon had been made in writing.

- 63.15 Item 58.2 Histon Hornets had served Certificate B on each Parish Council rather than the Recreation Ground Committee. This to advise planning permission to be made for the shed. Sketches held on file.
- 63.16 Item 59.3 Drain & Gully Cleansing Mr Thornton advised this had been carried out. Cllr Wynn advised they were still not clear in Cottenham Road, nor were the drains on The Green. Mr Thornton would be advised. A walkabout to be arranged with Mr Thornton, Cllrs Parish, Munnelly and Mason.
- 63.17 The Chairman requested that under standing order No 16 item 5 be brought forward on the agenda as Mr Hough and Mrs Darcy were present by invitation.

## **5 Youth Provision in Histon and Impington**

- 64.1 Tony Hough introduced Kate Darcy, Patch Youth Co-Ordinator 15 hours a week at IVC, liaising closely with Martin Croxon and Sue Lester. Tony Hough explained the Governors were meeting on 12 July to determine how to move forward on youth, and Kate Darcy undertook to keep Council advised. The Monday Club (currently special needs) will continue 7-9pm for Juniors Yrs 7 and 8, and Seniors Yrs 9+ will meet at a new club Thursday or Wednesday evening, dependant on staff availability. The special needs users were now aged around 21 and would be asked to assist run the Junior club. An additional, paid, worker was sought for the Senior club. Thursdays continued to be of concern because of the presence of the Bus Project facility, part funded by the Council, on that same night. There was however a possibility that the Junior and Senior nights could be swapped. Mrs Darcy was asked to report back to Council in December regarding funding issues for the following financial year April 2001–March 2002. She had a role in accountability and monitoring; would liaise with Parish Councils, attending meetings up to twice a year and provide 2 additional reports; was to work closely with the 6<sup>th</sup> form in links with Homefield Close residents. Fees were to be 50p a week, with a third to go on resources, two-thirds to be saved for trips/equipment. The Duke of Edinburgh scheme was felt to be an important resource for youngsters not part of a uniformed group but would not necessarily be based in Impington. Kate would be the award leader and look to involve anyone interested. Cllr Munnelly felt it important that IVC backed the award scheme. Mr Hough and Mrs Darcy left the meeting having been thanked for their attendance and clear explanation of the current position.
- 64.2 Council then turned to the question of whether they wished to contribute towards funding additional nights necessary to provide clubs for each full term. The Chairman reminded Council they were committed to paying £900 during the current financial year for the Bus Project from a Youth budget of £3,000. After some discussion, with concern that staff were not yet fully in place, and a decision to put aside mention of the DofE scheme, it was proposed Cllr Davies, seconded Cllr Mackay, all in favour, that “the Council is prepared to fund on a termly invoice basis for the academic year the additional nights suggested by the college up to the sum of £1113.27.” Under Local Government Miscellaneous Provision Act 1976 (Sec 19 (e)) the Parish Council were empowered to spend for this purpose.
- 64.3 Prop Cllr Cole, sec Cllr Wynn that the Parish Council write to the County Council pointing out the need to subsidise youth activities at the IVC due to cuts in the community education budget. With 2 in favour, 7 against and 1 abstention this was not carried.
- 64.4 SCYPP Gerry Lambert at SCDC had written outlining the participation partnership. The Council had asked to be kept informed of developments.

## **4 Recent Correspondence**

- 65.1 Circulation file: Impington PC Agenda and Minutes; South Cambs Primary Care Group Bulletin; ‘How to have your Say’ Petitions on Traffic Management and Highways Issues in South Cambs; Various e-mails of interest via County Cllr Gooden; Histon Sector Police Local Consultations Group agenda and notes; CIAC Newsletter May 2001; Open Spaces Society AGM details; Cambridge & Country Folk Museum details; Cambs Fire & Rescue Service Corporate Plan; Community Action Plans Newsletter ACRE; Community leaflets from ACRE; Local Council Review.
- 65.2 CALC copies of a Community Safety Steering Group questionnaire for completion.
- 65.3 CALC Agenda for 11 July at SCDC Chambers. Cllr Mason urged Councillors to give their support.
- 65.4 Police crime figures May: 16 crimes – car damage (9); property damage (5); theft (2). PC Histon had been asked to visit an address in Clay Street where vandalism had been a persistent problem. June: 22 crimes – cycle theft (6); theft (3); vehicle damage (7); property damage (4); moped theft (2).
- 65.5 St Andrew’s Church, Histon Rev McCurdy had written direct to the Chairman regarding vandalism. An offer to meet and discuss had been made.
- 65.6 Dept for Culture, Media & Sport acknowledging receipt of application for listing of War Memorial.
- 65.7 Cambs County Council Foot and Mouth up-date provided. To be displayed on notice boards.

- 65.8 Church Halls Project Group Copy of first newsletter provided for all.
- 65.9 SCDC "Community Development Grants" to be circulated in next envelope, for information of all.
- 65.10 Impington Parish Council Minutes and Agenda included a paper on a community newsletter from Cllr Payne, to be discussed by Impington Parish Council at the July meeting. It appeared Histon Parish Council may be approached to consider a joint initiative.

## **6 Playground Inspector's Report**

- 66.1 Cllr Carrington confirmed there were few problems, except some continuing litter and broken glass. He had met with Martin Croxon and some of the young users of the Bus Project who had requested permission to site a picnic bench, supplied, and a litter bin, made by the boys, on the play area for use in the coming summer months while the Bus and Youth Centre would be unavailable. Cllr Carrington suggested they be asked to police the items themselves, although acknowledging the view this may attract further problems. Cllr Chatfield confirmed he had spoken to Martin Croxon and the matter of "hang out" youth shelters had been raised as a long term aim. Some considerable discussion took place on the fact the play area was intended for children aged 14 and under and the problem of broken glass in an area used by small children. Some Cllrs felt this would in effect be suggesting change of use for the area. Prop Cllr Carrington, sec Cllr Chatfield, that permission be given for a picnic bench and litter bin to be sited in the corner of the play area, to be monitored till September. If abused it was proposed they would be removed. 2 in favour, 7 against, 1 abstention. No further discussion took place.

## **7 Recreation Ground Management Sub Committee Report**

- 67.1 A further extra ordinary meeting of the Committee was due 10 July, when suggested Terms of Reference for the new sub Committee would be discussed. All Cllrs were urged to attend this important meeting. Cllr Cole reported a new piece of play equipment was now installed.

## **8 Joint Standing Committee**

- 68.1 No meeting had yet taken place. The CHUMMS recommendations were now in and the Committee would be commenting further.

## **9 Trees & Allotments Committee**

- 69.1 Fees were to be increased as from October 2001, £6 half plot, £10 full plot. AGREED no increase would be made for 2002.
- 69.2 Mr Unwin had met with Cllr Eade and was due to mow over unused plots shortly.
- 69.3 NOTED Police figures for June showed broken locks on the sheds at the Parish Council's allotment site. Nothing had been taken.

## **10 Planning**

- 70.1 Planning List copied to all.
- 70.2 Tree works 1a Park Lane – repollard sycamore. Cllr Eade, Tree Warden, had no objection.
- 70.3 Cambridge Great Park hearing 17 July. Cllr Mason to attend, with Cllr Payne and Mrs Whitehead.
- 70.4 S/0718/01/F 18 School Hill Copy letter from SCDC to neighbour outlining the approval process on this application to which both Parish Council and neighbours had objected. Copy of the Party Wall Act supplied. It was reported that the matter was still under negotiation between the parties.
- 70.5 44 Station Road S/0861/01/F Removal of conditions to allow hot food counter takeaway service (Conditions 5 and 6 of Planning permission S/0850/98/F) Extract from Planning Committee held on file, SCDC Officers recommending refusal. Letters and comments from the Parish Council in response to this application and regarding the Parish Council's role as statutory consultee (Min 54.5) copied to all Councillors for information. The Chairman had attended the SCDC Planning Committee meeting on 4 July as had Dist Cllrs Muncey and Davies. The application had been refused. The Council thanked the Chairman for summarising the comments made so well.
- 70.6 S/1180/01/F 41 Saffron Road Copy letter of objection from neighbour's Solicitor held on file. The Parish Council had made no recommendation on consultation.

## **Accounts**

71.1	<u>Paid In:</u> 2 <sup>nd</sup> half SCDC Precept £31,500; Zurich insurance claim for Co Op seat (once £100 excess deducted) £214; Whyatt Fair rent £94.50; Whyatt electricity contribution for family caravan £15.	
71.2	<u>Retrospective payments</u> <b>Histon Hornets</b> Donation <b>£250</b>	£250.00
71.3	<b>Histon &amp; Impington Recreation Ground</b> early part payment of second request <b>£5340</b>	£5,340.00
71.4	<b>British Telecom plc</b> Phone bill (to be split 50/50 with IPC) <b>£75.54</b> + VAT £13.21	£88.75
71.5	<b>Royal British Legion</b> Donation <b>£50</b>	£50.00
71.6	<b>East Anglian Air Ambulance</b> Donation <b>£50</b>	£50.00
71.7	<b>WRVS</b> Donation <b>£50</b>	£50.00
71.8	<b>CALC</b> New Chairman's course <b>£17.50</b> (Chairman to re-imburse by his request)	£17.50
71.9	Prop Cllr Mackay, sec Cllr Munnelly, with all in favour that these payments be accepted.	
72.1	<u>Current payments</u> <b>Acacia Tree Sgy</b> Tree works (grant pending) <b>£1676</b> + VAT £293.30	£1,969.30
72.2	<b>Site &amp; Maintenance Services</b> Repaint play equipment <b>£442</b> Repaint seat School Hill <b>£79.40</b> Repaint Manorial railings <b>£90</b> + VAT £106.99	£718.39
72.3	<b>Petty Cash</b> Imprest <b>£17.25</b>	£17.25
72.4	Prop Cllr Mackay, sec Cllr Munnelly with all in favour to pay these accounts.	

## **12 Annual Review of Insurance**

- 73.1 The Clerk and Chairman had produced a written review, copied to all. It was AGREED to increase Fidelity cover to £60,000, add the Children's Play Area notice board, lower the office equipment value to £2,000; remove cash loss cover and add the 2 new litter bins to the policy. Cllrs were advised that over-75s (Cllrs and volunteers) were not offered full cover.

## **13 Highways & Traffic**

- 74.1 Cambs County Council 'Network Management Plan 2001' received. It was pointed out the Traffic Monitoring report showed B1049 traffic was increasing year by year.
- 74.2 Cambs County Council Best Value Review of Street Works Management Copy for all.
- 74.3 Level Crossing, Histon Railway Station Copy letter from Impington Parish Council to Railtrack regarding possible provision of a footpath on the Histon side.
- 74.4 Cambs County Council Water Lane Culvert, Histon (Bridge ref 441632) Response to the Parish Council's letter (Min 59.2) copied to Cllrs Mason, Munnelly and Matthews. Trial holes would be required on sections away from The Green although a time scale was still unavailable. Cllr Mason pointed out the retaining wall at the Brook was on the verge of collapsing and it was AGREED to respond after Cllrs Mason and Munnelly had conferred and put comments forward to the Chairman and Clerk. Clarification was given that the culvert was at certain parts in the middle of the road.
- 74.5 B1049 Impington Lane to Station Road junction County Cllr Gooden advised resurfacing of the road was due to commence 30 July. The Clerk was asked to speak to East Highways Division about the letter from Mr Guest (Min 73.4) and the planned trial holes.
- 74.6 Feast Market Tent Cllr Chatfield reported residents had spoken to him about traffic issues on Saturday 7 July including guided bus way; parking in High Street on zig zag lines; speeding issues. Confirmed Parking in the High Street due to be an Agenda item in September. Cllr Wynn suggested County Council be asked to provide a sign pointing out the £60 fine and 3 penalty points applicable for this offence. PC Haston to be invited to the September meeting and asked to provide numbers of fixed penalty tickets for the pedestrian crossing area.
- 74.7 Windmill Lane speeding. By request, "traffic calming measures" Windmill Lane would again be discussed in September.

## **14 Date & Place of Next Meeting**

- 75.1 There would be no meeting in August. **Monday 10 September** 2001, 7.30pm at St Audrey's Community Centre, St Audrey's Close, Histon.

The Chairman formally closed the meeting at 21.45

**HISTON PARISH COUNCIL**

Minutes of meeting held St Audrey's Community Rooms, Histon, on Monday 10 September 2001 7.30 p.m.

**Present:**

Councillors: I M Parish (Chairman), M J Mason (Vice Chairman), S D Carrington, R W Clarke, C M Cole, N S Davies (also District), A J Eade, P E Harris, G B Mackay, P C Matthews, J A Muncey, F J Munnely, M J Ruel, R K Wynn Dist Cllr Teague; Cty Cllr Gooden (in part); Impington PCllr Payne (in part); Martin Croxon; Sue Lester; 3 members of the public Clerk: Mrs A J Young

**1 Apologies for absence**

76.1 Cllr Chatfield (working), County Cllr Gooden (would be late)

**2 Minutes of the Meeting held on 9 July 2001**

77.1 Proposed Cllr Eade, sec Cllr Harris, with all in favour, to accept the Minutes as a true record.

**3 Matters Properly Arising Therefrom**

78.1 Item 63.1 Car Park, High Street Mr Stratford to discuss with Planning Dept possibilities for signs.

78.2 Item 63.2 Community Safety Group Impington PC to meet whole cost of summer scheme following receipt of SCDC grant. Notes from Community Safety Action Group 17.7.01 copied to all. SCDC invited 2 members of Council to attend a consultation session on Parish Councils' involvement in community safety, Fri 9 November at Girton.

78.3 Item 63.3 WI Litter pick Further pick had taken place 28 July including School Hill brook. SCDC to clear vegetation within next month. WI had drawn up a monthly schedule for future picks.

78.4 Item 63.4 Insurance Claim, The Green made to Norwich Union (£60 for damaged posts).

78.5 Item 63.7 Landfill Site Dist Cllr Teague to attend. One local meeting had taken place at Milton.

78.6 Item 63.8 Home Close seat had been removed to workshop. 2 letters from residents, 1 from Cllr Harris received. Agenda item November. AGREED to ask Site & Maintenance to re-stain seat and service.

78.7 Item 63.15 Histon Hornets had been granted temporary permission for a shed

78.8 The Chairman requested under standing order 16 item 6 to be partially brought forward to enable some young people present to speak to Council following receipt of the outreach report from Martin Croxon and a letter from the SC Crime & Disorder Partnership. All AGREED.

**6 Youth Provision in Histon and Impington**

79.1 Prop Cllr Mason, sec Cllr Muncey, all in favour to suspend standing orders to allow Martin Croxon, Youth Worker; Sue Lester, Development Worker for South Cambs at Cambs Association of Youth Clubs; and Carl Smith, Tiffany Baker of Histon and Lisa Carey of Impington to talk to Council. Sue explained how she had conducted a survey over the summer months at the youth centre which should be considered in conjunction with the report already circulated. Her survey was for younger children and results not yet finalised. The young people then gave their reasons for wanting a facility in the village, possibly a youth shelter, and presented some ideas they had and their wish to play a part in some provision, including fundraising and possibly even building. They asked Council to give them a chance to prove themselves by allowing them to develop somewhere near the centre for the youth to 'hang out'. During discussions, the 3 suggested sites appeared to be the Manorial Waste; Play Area on The Green; and Homefield Park. A great deal of discussion took place on numbers of youth involved; type of structure preferred; location; cost; needs such as lighting; safety aspects. It was stressed consultation between young people and the PC was vital. Cllr Mason pointed out difficulties in having recently agreed to temporarily move a seat from near the centre of the village following complaints from residents about youth congregating. The discussion was drawn to a close with contributions from Dist Cllr Teague, who urged the Council to act by doing something affordable and acceptable to meet the needs of the youth, and Cllr Parish who summed up both positive and negative aspects of providing equipment such as a youth shelter, including evidence of reduction in vandalism but increase in litter, although more localised. Following a comment by Sue Lester, prop Cllr Munnely, sec Cllr Muncey, all in favour, that a Parish Council-led working party be set up to include the 5 speakers present, with a report for October agenda. Agreed Cllrs Carrington, Munnely and Muncey complete working party.

- 79.2 Standing orders were re-instated after the Council were thanked warmly for listening to the young people, who then left the meeting. The remainder of Agenda item 6 would follow in the agenda order.

#### **4 Recent Correspondence**

- 80.1 Circulation file: Impington PC Agenda and Minutes; Clerk & Councils Direct; Aspire; Royal BL Newsletter; Railwatch; Histon Sector Police LC Group notes 27 June; Community grants information; CIAC newsletter; Village Design training details; Social Services Link Scheme; Ward Profile Histon.
- 80.2 HR Cleaning Services bus shelter in Cottenham Road. AGREED to accept a quote for £40 for an initial clean but not to take a contract for more regular maintenance cleaning at £16, 2-monthly.
- 80.3 Histon Feast Summer Sensation Concert Mr Davies advised a loss of £634.30 had been made and requested a contribution of £300 from the Council, previously underwritten to maximum £750. Cllr Davies declared an interest and did not vote. Prop Cllr Ruel, sec Cllr Wynn, all in favour, to pay £300.
- 80.4 Village Green Bookings Choir 2000 Stall 21 July; Yesteryear Road Run 30 September. Cllr Mason had held discussions with organiser and it appeared no vehicles would stop on The Green itself. A road closure notification for 2pm – 4pm had also been received.
- 80.5 Letters of thanks for donations WRVS; East Anglian Air Ambulance; Royal British Legion
- 80.6 Village Life Fund letter outlining grant scheme
- 80.7 CALC AGM 13 October 2001 Cllr Ruel urged Cllrs to attend in view of the important item on setting the CALC affiliation fees for 2002-03, explaining these were likely to increase in line with greater activity seen at NALC and CALC. AGM South Cambs District Association 12 September details. Nomination papers for South Cambs Environment & Transport Area Joint Committee included. CALC Workshop for Cllrs Sat 27 October Cllrs Clarke and Chatfield may attend
- 80.8 Unwins Seeds asked for suitable site and type of tree to be given to villages to commemorate their centenary in 2003. Cllr Eade to consider for October meeting.
- 80.9 SCDC ‘Community Project Officer’ details received.
- 80.10 SLCC Agenda for extraordinary meeting 29.9.01
- 80.11 Royal British Legion asking if Council wish to purchase wreath for Remembrance Day. Agreed.
- 80.12 SCDC Standards Committee Impington P Cllr Denis Payne had been successfully nominated.
- 80.13 Queen’s Golden Jubilee Letter from Neil Davies, treasurer and events co-ordinator of Group recently formed asking the PC to consider grant of £1,000 from Special Projects. Cllr Davies declared an interest and would not vote but was able to clarify points including membership of Group, importance placed upon community involvement, and need to look ahead. After considered discussion on the special nature of this application, and acknowledging the fact that £1,700 remained under the Special Projects heading, prop Cllr Munnely, sec Cllr Harris, and AGREED that the 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:- ‘£1,000 be allocated to the Jubilee Group towards the cost of events in June 2002’. 10 in favour, 2 abstentions.
- 80.14 Cambs ACRE ‘Our Communities – Our Future’. Conference invitation 7.11.01 at the Maltings, Ely.
- 80.15 SCDC ‘Relocating District CI Offices’ Questionnaire on relocating offices to Cambourne Business Park as the ‘identified most suitable option’. A full and varied discussion took place where all Cllrs were able to make views known. Concern was expressed on access, particularly for those requiring public transport. Points raised included prospect of one-stop shops which would need to be effectively manned, the closure of the Oakington depot reportedly to be sold for residential development, the preferred retention of a city centre presence of some sort, planned outreach work within the District. Concern was expressed on possible local costs to our community to pay for this type of move. At least one Cllr felt it should be possible to move some depts or functions out of South Cambs Hall retaining others. The 3 Dist Cllrs all were generally in favour of the move, with some reservations. AGREED Chairman and Clerk put together response on behalf of Council.

#### **5 PC Histon – Report**

- 81.1 PC Histon was unable to attend due to incompatible shifts. Reported he was to be replaced as CBO by PC Tim Wade, of Impington. Council wished to write thanking PC Histon for all the work put in for the villages during his time as CBO, expressing regret at his departure from post.

- 81.2 16 reported Crime figures for Histon for July: Assault (1); theft from motor vehicle (4); breaking and entry with theft (2); vandalism (5); burglary (1); theft of motor vehicle (1); fraud (1); theft (1). For August 17 crimes: Damage to motor vehicle (6); cycle theft (1); vandalism (5); theft (4); fraud (1).
- 81.3 The Parish Council notice board at Greenleas had been vandalised. Site & Maintenance had been issued with an emergency order to repair.

## **6 Youth Provision in Histon & Impington (Continued)**

- 82.1 Bus Project. Bus costs were to rise from £25 to £35 per session. Report May-July 2001 copied to all.
- 82.2 Outreach work. Full report copied to all Cllrs for information, financed by Impington PC.
- 82.3 SCYPP presentations available from October. Initial contact to be made with Martin Croxon, Sue Lester or Kate Darcy to organise training session if required.
- 82.4 Youth Club. Due to commence Mondays (Seniors) and Thursdays (Juniors) in September. CCC High Sheriff of Cambs Millennium Award to Youth Groups 2001-02 applications due by end of October. Kate Darcy had provided a verbal report advising Geoff Redhead, working part time at Cottenham VC, had been appointed consultant for Community Education, Sports & Leisure in place of Tony Hough. Ian Cooper had also received promotion in sports at IVC. Kate to continue to make monthly reports.
- 82.5 Community Safety Group. Sue Lester hoped skating at IVC may form part of the youth club activity if insurance could be arranged through County Council.

## **7 Playground Inspector's Report**

- 83.1 Cllr Carrington had nothing to report. Clerk to chase Stadia regarding outstanding chains order.

## **8 Recreation Ground Management Sub Committee Report**

- 84.1 May Minutes copied for all, agenda for September together with audited accounts held on file.
- 84.2 Cllr Wynn confirmed a stone-burier was hired for work on the new area of ground this week, weather permitting. Seeding would follow, the aim still for use as pitches in September 2002.
- 84.3 Mr Smith was on holiday first week October. Advertisement for 10 hours holiday cover in Histon had been displayed and acknowledged it was imperative the Council's bins were emptied during that time.

## **9 Joint Standing Committee**

- 85.1 Cllr Parish reported the Committee had met during August.
- 85.2 CHUMMS response had been made by Cllr Payne on behalf of the 2 Councils. In circulating file
- 85.3 Parish Councils Storage at Clerk's home A letter had been received by the Chairman in early July from the Clerk's husband regarding the impact the Councils' work, visiting public, equipment and documentation were having on their family home-life, asking about the Councils' future plans for storage or office accommodation. He had offered the Councils the opportunity to discuss lease of new space being created to the rear of their garage following recent building work. JSC had discussed briefly and felt it appropriate to look round in the long term for suitable accommodation. New-build and rental prices at say £15,000pa were discussed as real possibilities. Cllrs Munnely and Mason questioned what should be done in the short term but the Chairman felt 3-6 months to look at office possibilities in Histon/Impington was the way forward, for review. October Agenda.
- 85.4 Village Appraisal Results awaited.
- 85.5 Recreation Ground Cllrs Parish and Payne were to agree wording for letters to Cadburys Schweppes and SCDC re existing lease.
- 85.6 Newsletter Agenda item 13
- 85.7 Training It had been suggested a session on Planning be set up. A contact at ECDC was to be followed up. Individual Councils would continue to pursue general Cllr training through CALC.
- 85.8 Waste Strategy No response would be made
- 85.9 Preferred Location of New Settlement Agenda item 11
- 85.10 Relocation SCDC Offices See Min 80.15.

## **10 War Memorial Working Party**

- 86.1 Cllr Mason reported the Memorial had been given Grade II Listed status which would open up access to grant funding for restoration work and the Conservators report from Rattee and Kett had been

received. A meeting was to take place Tues 11 October of the Working Party to discuss and work out a recommendation for the way forward.

## 11 Planning

- 87.1 Planning List copied to all.
- 87.2 Tree works 22 The Green, reduce yew by 25%. Cllr Eade, Tree Warden, had no objection.
- 87.3 Cambridge Great Park appeal dismissed. Dist Council had been awarded costs against the appellant.
- 87.4 SCDC copy of Enforcement Manual supplied for information. Guidance for Parish Councils on retrospective planning applications copied to all for retention.
- 87.5 Rear of 10-12 Church Street copy letter from SCDC to prospective lessee of premises stating planning permission would not be required for use of an outbuilding for design of furniture coupled with living at address. For information only.
- 87.6 Copy letters of objection for file: Neighbours of 73 Park Lane; 4 Station Road; 41 Home Close.
- 87.7 SCDC responses to letters regarding Parish Councils as Statutory Consultee and also 44 Station Road copied to all for information.
- 87.8 SCDC New Settlement Issues SCDC had invited parishes in close proximity to the current new settlement options for a new village to make presentations collectively, on 24 September. Histon were listed on both Waterbeach and Longstanton/Oakington proposals, along with Impington, Waterbeach only. Cllrs Payne and Mason had attended meetings in Longstanton and had been in close contact with both Oakington and Waterbeach PCs about their plans. Cllr Mason understood an action group had been formed in Oakington. The presentation for Longstanton was now being firmed up and copies would go to all other affected PCs. Waterbeach PC were working with Landbeach and Milton and a trial run of their presentation was due Tuesday 18 September for discussion and amendment at which Histon & Impington PCs could attend. Generally felt that the outlook for the Longstanton/Oakington site may not be good. HPC had concerns about transport issues believing a new town at Oakington, with accesses onto Oakington High Street, would lead to a major impact on Histon, with even worse rat running than even seen before, and a major up-grade of local road systems would be required. Concern about drainage and noise levels was also very real. Strongly believed that Oakington or Longstanton would need to take the lead for any protest to be taken seriously. Oakington PC had a meeting with Gallaghers 10 September and it was agreed to make urgent enquiries regarding assisting them to put their presentation together. Agreed that as a precaution Histon & Impington should indicate they wish to be present on 24 September. Cllrs Mason and Parish agreed to work with Cllr Payne to put effort into the presentation. Alternative, as yet unidentified sites, might come forward to Structure Plan consultation, but it was felt sensible to work from the premise Oakington was the favoured site.

## 12 Accounts

- 88.1 Paid In: HICAP pending invoice Print Out **£400**; IPC Expenses **£215.56** ; SCDC Tree grant **£320**
- 88.2 Retrospective payments L Marsh June and July wages **£182** £182.00
- 88.3 Print Out JSC **£2** Stationery **£0.30** + VAT £0.40 £2.70
- 88.4 Helping Hand Co Litter pickers **£19.96** + VAT £3.49 £23.45
- 88.5 Zurich Municipal Insurance **£938.78** £938.78
- 88.6 Connections Bus Project Summer term visits 10 x £25 **£250** £250.00
- 88.7 1<sup>st</sup> Histon Scout Group Payment for tent re Feast Market (split 50/50 IPC) **£40** £40.00
- 88.8 Photocopying & Litho Supplies Ltd Meter reading **£103.78** + VAT £18.16 £121.94
- 88.9 Eastern Contracting Services New trip, supply fee Feast Week **£82.45** + VAT £14.43 £96.88
- 88.10 D W Payne JSC expenses copy of Local Govt Act 1972 (50/50 IPC) **£29.90** £29.90
- 88.11 N Unwin Allotment mow fee **£80** £80.00
- 88.12 Prop Cllr Mackay, sec Cllr Ruel, with all in favour that these payments be accepted.
- 89.1 Current payments **Site & Maintenance Services** Remove seat **£15** + VAT £2.62 £17.62
- 89.2 Print Out JSC **£4.05** Stationery **£30.32** + VAT £6.01 £40.38
- 89.3 Histon Feast Music Concert (previously underwritten) Special Projects **£300** £300.00
- 89.4 Petty Cash Imprest **£21.77** £21.77
- 89.5 RDS Subscription **£17.50** £17.50
- 89.6 Site & Maintenance Services Repair of notice board, Greenleas **£20** + VAT £3.50 £23.50
- 89.7 Prop Cllr Mackay, sec Cllr Ruel, with all in favour to pay these accounts.
- 90.1 Audit had been collected 4 September. Report awaited.

### **13 Village Newsletter**

- 91.1 Chairman reported an approach from Impington PC for Histon PC to consider working with them to get a newsletter for the 2 villages ‘off the ground’. Cllr Carrington supported the concept of a village newsletter, to keep all members of the community in touch with what was happening. The question of funding was briefly discussed and it was felt by some the Parish Council may wish to give initial pump priming but perhaps not long term support in terms of time. Cllr Davies also applauded the initiative from Impington PC although mindful of the possible affect on other village publications and felt it important to consult other organisations. Finally AGREED following a proposal from the chair that the Histon PC ‘In principle feels it is a good idea. In practice they feel it is down to individuals to volunteer time as and when’. All in favour.

### **14 Highways & Traffic**

#### **General**

- 92.1 Prop by Chairman that a Highways & Traffic Sub Committee be formed and AGREED by all that Cllrs Munnelly and Matthews join with Cllr Chatfield, who had expressed an interest in this Committee, to form it. Cllr Mason reminded Council of vacancies on the CALC South Cambs District Association Environment & Transport Area Joint Committee.
- 92.2 Walkabout with Ed Thornton, 8 September. Notes to be copied to all with October agenda.
- 92.3 CCC East Highways Div, Salt Bins. Mr Groom asked if Parish Council were to site salt bins for filling in October. Gritting routes to be revised ‘to improve efficiency and to include new routes that serve new schools and roads carrying heavy traffic’. AGREED to write stating no bins to be provided and detailing routes in Histon requiring regular gritting.
- 92.4 CCC Street Lighting, Dog Bins. Request that bins on street lighting columns be removed and re-sited due to possible problems with weakened columns resulting from plastic attachments. County Council had given permission for all sitings and the PC AGREED to advise Mr Sproston of this fact.
- 92.5 CCC East Highways Div B1049 Water Lane. Resurfaced for a second time, having failed in workmanship and materials requirements. This at no charge to the County

#### **b) High Street, Histon, Including Pedestrian Crossing**

- 93.1 Alistair Frost, CCC Traffic Management updating position with supply of a visibility rail at crossing and renewal of yellow lines. Aqua Group to be asked to provide white stop line on the private access.
- 93.2 Letter from Sgt Cakebread, Histon Police Station advised an action plan to address parking problems in Histon & Impington had been running since 4 June. He advised a police van seen passing a parked vehicle on the crossing may well have been on its way to a far more urgent job or had had to assess the problems it would also have caused if the driver had stopped to issue the appropriate ticket.
- 93.3 Letters from Mr David Brace, CCC Traffic Management re safety of pedestrian crossing copied to all. Zig zag markings now clear; signs to warn of traffic offences by parking on or near the crossing unavailable but posters had been supplied to both Banks; 2 lengths of pedestrian guard rail to be installed on southern footway of High Street to physically deter drivers from parking.

#### **c) Jointly Funded Minor Improvements Schemes – 2002/03 Bidding Round**

- 94.1 PCs invited to apply for a suitable scheme by 12 October. New Highways & Traffic Sub Committee to meet and look at this. Cty Cllr Gooden advised on current thinking at County and AGREED the Committee may wish to consider a joint bid if Impington PC were interested. The Council were reminded that Speed Limit Review Schemes were already logged and undergoing current review. AGREED not to attempt to apply this year, but to work on a scheme ready for October 2002 bids.

### **15 Date & Place of Next Meeting**

- 95.1 **Monday 8 October** 2001, 7.30pm at St Audrey’s Community Centre, St Audrey’s Close, Histon.

The Chairman formally closed the meeting at 22.40

**HISTON PARISH COUNCIL**

Minutes of meeting held St Audrey's Community Rooms, Histon, on Monday 8 October 2001 7.30 p.m.

**Present:**

Councillors: I M Parish (Chairman), M J Mason (Vice Chairman), S D Carrington, J P Chatfield, N S Davies (also District), P E Harris, P C Matthews, F J Munnely, M J Ruel, R K Wynn Cty Cllr Gooden Impington P Cllr Payne; PC Tim Wade (in part); Mrs Inger Eade (in part) Clerk: Mrs A J Young

**1 Apologies for absence**

96.1 Cllrs Eade, Cole (illness); Cllr Mackay (holiday); Cllr Muncey (working), Dist Cllr Teague (study)

**2 Minutes of the Meeting held on 10th September 2001**

97.1 Proposed Cllr Mason, sec Cllr Harris, with all in favour, to accept the Minutes as a true record.

**3 Matters Properly Arising Therefrom**

98.1 Item 78.1 Car Park, High Street Chairman to seek meeting with Community & Housing, SCDC and also planned to speak to owner of 30 High Street re current situation. Cllr Carrington advised he had himself spoken with her and the Aqua Group regarding future use of this land, as a private individual.

98.2 Item 78.2 Community Safety Group meeting 24 September at IVC. Notes to follow from SCDC.

98.3 Item 78.3 Litter pick Thanks to Cllrs Mason and Eade for attending pick.

98.4 Item 78.4 Insurance claim £60 received for damage to posts

98.5 Item 80.2 Bus shelter cleaned on one-off basis. Agreed to ask Mr Roper to return as job unsatisfactory

98.6 Item 80.3 Concert Letter of thanks for payment

98.7 Item 80.4 Yesteryear Road Run Vehicles had not driven onto Green because of wet weather

98.8 Item 80.7 CALC Agenda for AGM together with budget and affiliation structure for next year.

98.9 Item 80.13 Jubilee celebrations letter of thanks. Group to keep Council informed of progress.

98.10 Item 80.15 District Council had agreed a move to Cambourne. Dist Cllr Davies confirmed issues on transport had been well-aired.

98.11 Item 86.1 War Memorial Working Party had met and quotes were being sought

98.12 Item 91.1 Newsletter Impington Parish Council were organising a meeting in November for those interested in being involved to meet with representatives of that Parish Council. Any individual Histon Parish Cllr wishing to attend should contact Hooda Abdullah to register their interest.

98.13 Item 92.4 Dog Bins Letter from SCDC advises Parish Councils "take no further action" at this stage

98.14 The Chairman requested under standing order 16 item 6 be brought forward to enable PC Wade to speak to Council. All AGREED. Standing orders were suspended.

**6 PC Wade - An introduction**

99.1 PC Tim Wade introduced himself to the Council, being the newly appointed CBO for Histon, Impington and Girton. He explained the current policy to form a partnership between other CBOs to tackle and combat community problems as they arise and outlined his hopes to carry out some of his beat on a bicycle. He would attend Parish Council meetings quarterly and asked that any specific questions requiring statistical information be sent a week before the meeting, via the clerk. He had possession of the mobile phone. He would be liaising with Sgt Cakebread on recent youth initiatives and would attend Community Safety meetings in future and had already begun to address problems on underage drinking on the Green. Some discussion took place on vandalism throughout the village the previous weekend which he was able to report appeared to be a one-off problem caused by a party in Impington. Councillors welcomed him to the community.

99.2 15 reported Crime figures for Histon for September: Damage to property (3); theft of cycle (2); burglary (2); theft (2); theft of motor vehicle (1); theft from vehicle (1); damage motor vehicle (4) Standing orders were re-instated and PC Wade left the meeting to return to his duties.

**4 Vacancy on the Council**

100.1 It was understood that Roger Clark was to resign due to increased work commitments. Council agreed to advertise the vacancy in the normal way.

## 5 Recent Correspondence

- 101.1 Circulation file: No file for October
- 101.2 Cambs County Council, Cambridgeshire & Peterborough Structure Plan Review. Letter regarding publicity for the consultations February and March 2002.
- 101.3 Burial Ground Committee, Impington Parish Council The fees for the ground, administered by Impington PC on behalf of both Councils, have been increased quite significantly, in line with surrounding parishes as from 1.10.01
- 101.4 Cambs County Council questionnaire for all Cllrs indicating a predicted 9.3% rise in Council tax.
- 101.5 ACRE details of funding roadshows in November.

## 7 Youth Provision in Histon & Impington

- 102.1 The working party for Youth have met and produced a document for discussion outlining the pros and cons for the three sites originally identified for the possible siting of a youth shelter. The report did not make any recommendations as Cllr Munnelly explained that the Working Party felt that it was for the Council to make any decisions regarding this issue. It was also felt that to make progress Martin Croxon, representing the youth element of the Working Party, should be invited to the next Council meeting. Then together with Councillors from the Working Party, any additional information requested could be provided, with a view to a decision being made after further reflection at the December Council meeting. During general discussion note was made that:  
 With regard to a siting on the play area on the Green, it was clarified that Bylaw restrictions to children under 14 referred to the equipment not the play area  
 With regard to the "Manorial Waste" site at School Hill, it was pointed out that SCDC would be unable to allow the siting of any structure within 5m of a watercourse and there may be further restrictions as the pumping station outfall pipe was under the land. A barrier would have to be erected along the car park boundary. As a result the shelter would have to be sited as close as possible to the footpath. Cllr Chatfield felt that any decision made by the Parish Council must be fully supported by young people otherwise they would not use the facilities provided, which would be a waste of time and money. Cllr Davies urged Council to be aware that maybe all three sites would turn out to be inappropriate and alternatives have to be sought. Cllrs also expressed concern that provision of a shelter would benefit only a small proportion of the young people of the village.  
 The Chairman read a letter from Cllr & Mrs Eade regarding their opposition to the siting of a shelter at School Hill. Shortly after Mrs Eade arrived at the meeting and it was prop Cllr Mason, sec Cllr Wynn, all in favour, to suspend standing orders and allow her to speak on this issue. She and her husband were very concerned about the impact on their neighbourhood of the suggested siting, especially with regard to noise and litter. The Working Party were asked to report back on how many youths were expected to be accommodated by the shelter and what form the structure should take with regard to walls, seating and lighting?  
 It was jointly proposed by Cllrs Munnelly and Carrington that Martin Croxon be invited to the November Parish Council meeting, with the youth shelter as a specific agenda item in December for debate and decision. In an amendment, proposed Cllr Chatfield, seconded Cllr Wynn the Working Party with Martin Croxon would be asked to report to the December meeting and a decision to be taken at that time. Cllr Ruel spoke against both motions feeling that the Parish Council should deal with the working party only. Cllr Mason spoke on the amendment pointing out allowances should be made for possible issues over any planning application and detailed planning requirements. Voting on the amendment was 3 in favour, 5 against. Reference was made to the possibility of a fourth potential site at the rear of 30 High Street. Cllr Carrington indicated that he had approached the site and access owners on a private basis. The Chairman felt that as this site did not form part of the current Working Party report, the interest was noted but no formal declaration would be required at this time.  
 On the original proposal, 6 in favour, 2 against with 1 abstention for the Working Party Councillors with Martin Croxon to report further at the November meeting and the Council to debate to conclusion at the December meeting. Standing Orders were re-instated.
- 102.2 Youth Report from Kate D'Arcy, Youth Co Ordinator IVC Kate reported Thursday night youth club was going very well, but Mondays had not got off to a good start with only a couple of youths attending. She detailed plans to provide a skate club to attract further youngsters to Monday evenings. Duke of Edinburgh She is to work closely in the New Year with Cottenham VC who have experience.

- 102.3 SCYPP Martin Croxon and Kate D'Arcy had both encouraged the Parish Council to organise training which was free of charge. Any interested Councillor asked to contact the clerk.

## **8 Playground Inspector's Report**

- 103.1 Cllr Carrington reported the equipment was in good order. New chains had been fitted by Stadia which although of different design to the original chains were within standard. He detailed a technical problem with the d-clamps fitted and recommended the Council now purchase some carabina links to replace these for full satisfaction of the new swing chains.
- 103.2 The Junior School gate remained locked, permanently it seemed. In view of the legal agreement whereby the area must be open to the public during daylight hours when not being used by the school, the Junior School had indicated a letter of clarification of this position would be supplied to Council.

## **9 Recreation Ground Management Sub Committee Report**

- 104.1 Minutes of meeting 12 September copied to all.
- 104.2 Cllr Wynn advised that Cllr Cole had indicated to him her wish to resign from the Sub Committee. All agreed that Cllr Davies replace her as Histon Parish Council's representative to the Sub Committee.
- 104.3 Cllr Davies up-dated Council on the Development Group set up by the Recreation Ground Committee. Following the resignation of Tony Turburville from Impington Parish Council, the Group now had only 2 members. No terms of reference had been agreed so it was accepted Cllrs Davies and Lawton would seek a meeting with the 2 Chairmen to finalise terms. Cllr Mason had previously been asked unofficially by Mr Turburville to assist the process but was not now likely to be involved.

## **10 Highways, Traffic & Transport Committee Report**

- 105.1 Minutes of meeting held 2 October copied to all and accepted. Further meetings to be held 24 October and 29 November. Some clarification was given on the B1049 being looked at by an agency as an accident blackspot and joint issues of concern with Impington would be subject of joint consultation.
- 105.2 Website on County Council site showed investigations into blackspots and highway maintenance sites.
- 105.3 Mr Thornton thanked Council for attending recent walkabout and work would be carried out as agreed.

## **11 Trees & Allotments Committee Report**

- 106.1 Unwins Commemorative Tree (2003) Tree Warden had only suggested one site at present. Further sites would be requested for consideration
- 106.2 Tree in verge Cottenham Road, adjacent 16 Normanton Way Resident had written to County Council East Highways, copied Parish Council, regarding problems seen with this silver maple both by herself and pedestrians using the Cottenham Road footpath. Cllr Eade as parish Tree Warden recommended felling part of the divided tree, retaining the second part, trimmed back to 12' above the verge. Cllr Wynn gave a little of the history of this tree, being he felt a gift to the Parish Council. After discussion AGREED to progress the work as recommended by Cllr Eade. A tree further along the verge, overhanging the bus shelter, would also be recommended to be trimmed back and dead wooded.
- 106.3 Allotment rents £38 paid in. 2 allotments had been given up, both to the left hand side of the site. AGREED Trees & Allotments Committee be asked to meet to discuss possible action regarding the left hand half of the site.

## **12 Planning**

- 107.1 Planning List copied to all.
- 107.2 Tree works 26 Station Road. Raise crown of sycamore (25%) Cllr Eade, Tree Warden, had no objection. Aldwick House 47 Station Road Cllr Mason had seen the application and visited the resident as Tree Warden currently unwell. Overhang identified on the recent walkabout had been cut back and the work now proposed was sensible.
- 107.3 Appeal 34 Narrow Lane. Refused by SCDC on basis of contrary to Policy HG17 (unduly overbearing). Parish Council had recommended approval.
- 107.4 New Settlement Issues Cllrs Mason and Parish had attended the SCDC meeting to hear presentations from proposers and parishes for Oakington/Longstanton and Waterbeach. County Council were now asking all groups to present similar presentations to them on 15 and 18 October. There was an additional site being presented "Cambridge Extension". Cllr Mason advised some considerable costs

may have been incurred, particularly by the Oakington Action group. AGREED the Parish Council should continue to support both groups and agreed in principle the Council should be prepared to contribute reasonable expenses. Following discussions on some District Councillors or County Councillors not declaring their interests in this matter, the Chairman was asked to write on behalf of the Parish Council to point out concerns about possible conflict of interests.

107.5 SCDC Supplementary Planning Guidance – Church extensions now approved.

107.6 SCDC Planning Department 4 High Street. Copy letter confirming the premises does not require planning consent to convert to residential use.

### **13 Accounts**

108.1 Paid In: Insurance damage to the Green **£60**; Recreation Ground photocopying **£15**; allotment rents **£38**

108.2 Retrospective payments **BT plc** telephone bill (50/50 IPC) **£80.47** + VAT £14.08 £94.55

108.3 **L Marsh** September wages **£104** £104.00

108.4 Prop Cllr Munnelly, sec Cllr Wynn, with all in favour that these payments be accepted.

109.1 Current payments **HR Cleaning Services** Bus shelter clean (subject to return) **£40** £40.00

109.2 **Stadia Surfaces Ltd** Swing chains supply and fit **£314** + VAT £54.95 £368.95

109.3 **Petty Cash** Imprest account **£22.75** £22.75

109.4 **Robson Rhodes** Audit fee **£330.75** + VAT £57.88 £388.63

109.5 Prop Cllr Mason, sec Cllr Carrington, with all in favour to pay these accounts.

109.6 Council passed petty cash payment £10 to clerk for emptying bins in Histon while Mr Smith on holiday

110.1 Audit had been completed and certificate provided. Only comment / recommendation made as follows:  
*“The level of cover (Fidelity) is for £50,000, this in our opinion is insufficient to satisfactorily comply with the requirements of the 1972 Local Government (Finance) Act. We recommend as a rule of thumb this should be sufficient to cover year end cash balances plus precept, in your case approximately £103,000. It should be sufficient to cover maximum cash balances. In our experience it would seem that sufficient additional cover would cost approximately £2 per thousand.”* The fidelity cover was in fact currently £60,000 and it was prop Cllr Wynn, sec Cllr Munnelly, with all in favour, to increase the cover with immediate effect. The Chairman congratulated the clerk on submitting a splendid audit. Cllr Mason asked that the insurance figures given on the Fixed Asset Register be carefully looked at for accuracy at the next insurance review, particularly in view of planned work on the War Memorial.

111.1 Half Yearly Report supplied to all for information projecting end of year available balance of £33,685.

### **14 Office Accommodation and Equipment**

112.1 The Chairman read a report on approaches made to various office properties in Histon and Impington regarding possible lease of office. Nothing had become apparent and quotes had been sought for a temporary portable office, either for hire at a projected cost of £2200 p.a. + setting up costs, and possible up-grade e.g. toilet facilities, or purchase. Cllr Mason spoke of the critical nature of now finding suitable premises for an office and felt the Councils should now treat this with priority. He felt the Recreation ground was the most sensible site, to which everyone agreed. Cllr Carrington was concerned that if a temporary situation were to run into say 5 years, this was investment which could be used for building suitable accommodation. AGREED all in favour that if Impington PC agreed, the JSC should negotiate as soon as possible to identify a suitable portable building, for a one year renewable term. Full Recreation Ground Committee to be called thereafter.

### **15 Arrangements for Remembrance Sunday**

113.1 Service to take place Sunday 11 November. Chairman to lay wreath.

### **16 Arrangements for Christmas Lights**

114.1 Cllr Wynn reported some 50 bulbs required replacement. AGREED to erect lights Saturday 8<sup>th</sup> or 15<sup>th</sup> December. Cllrs Mason and Matthews volunteered to assist Cllr Wynn.

### **17 Date & Place of Next Meeting**

115.1 **Monday 12 November 2001**, 7.30pm at St Audrey’s Community Centre, St Audrey’s Close, Histon.

The Chairman formally closed the meeting at 22.10

**HISTON PARISH COUNCIL**

Minutes of meeting held St Audrey's Community Rooms, Histon, on Monday 12 November 2001 7.30 p.m.

**Present:**

Councillors: I M Parish (Chairman), M J Mason (Vice Chairman), S D Carrington, C M Cole, N S Davies (also District), A J Eade, P E Harris, G B Mackay, P C Matthews, J A Muncey, F J Munnelly, M J Ruel, R K Wynn  
 Cty Cllr Gooden

Impington P Cllr Payne; 2 members of the public

Clerk: Mrs A J Young

The Chairman opened by thanking all who attended the Remembrance Sunday parade and service at the War Memorial on Sunday 11 November.

**1 Apologies for absence**

116.1 Cllr J P Chatfield (holiday); Dist Cllr Teague (personal)

**2 Minutes of the Meeting held on 8<sup>th</sup> October 2001**

117.1 Prop Cllr Mason, sec Cllr Harris, all in favour, to accept the Minutes as a true record.

117.2 The Chairman requested under standing order 16 item 6 be brought forward to enable Martin Croxon to speak to Council. All AGREED. Standing orders were suspended.

**6 Report from Youth Working Party**

118.1 Cllr Munnelly had met with Martin Croxon and held general discussions on possible structures. One young person had written asking whether progress had been made as many youngsters were keen to start fund-raising. Martin felt up to 60 local youngsters would be able to benefit from a youth shelter although realistically between 15 and 20 at any one time. He circulated comments made by some of the youngsters on why they felt a shelter was needed. He indicated the youngsters would be prepared to accept any form of shelter, although metal had been felt more appropriate, with seating round the edge and some lighting, somewhere to get out of the cold and 'hang out'. Chairman pointed out the areas being looked at currently were in a Conservation Area where it could be difficult to put a metal building and some discussion took place on both wooden and brick buildings. Cllr Eade had some input on design acceptable to him as a near neighbour of the Manorial Waste site. Some discussion took place on the status of the storm waste drain under that ground. A fourth site was raised, the area of grass in the centre of School Hill, owned by County Council. The Community Beat Officer had stated a site preference on the Village Green.

118.2 Cllr Muncey agreed to speak informally with the Conservation Officer on design possibilities. It was confirmed the Council would debate this matter further at the December meeting to decide whether the Parish Council was in principle willing to support the provision of a youth shelter, and if so where. Martin stressed the young people were keen to see Parish Councillors visit the Thursday Bus Project for further informal questions. Standing orders were resumed.

**3 Matters Properly Arising Therefrom**

119.1 Item 98.2 Community Safety Group. SCDC Notes held on file. Chairman pointed out much of this group's agenda overlapped with what the Parish Councillors were doing. Cllr Muncey briefed the Council on the meeting held 6 November, most of which was based on youth matters. Cllr Munnelly advised Impington Parish Cllr Abdullah had approached him as a member of the Youth Working Party to see if there would be any benefit in them working with the Impington Parish Council Youth Committee, of which she was a member, on a joint approach.

119.2 Item 98.10 Relocation of SCDC offices Parish Council consultation results supplied. Considerable discussion took place on decisions taken by SCDC. No decision appeared to have been made over the Oakington site and Great Eastern House had now been put on the market. .6% of Parish Councils had indicated a one-stop shop in Cambridge was necessary, but this was to be introduced. The terms of the Disability Discrimination Act were considered and the cost to the ratepayer, together with the fact the consultation had taken place during August when many Councils did not meet. AGREED Chairman to write to Chief Executive with Council's comments, advising they were looking for 'value for money'.

- 119.3 Item 99.2 October Crime figures: car theft (3); car badges taken (2); break in, cars (3); damage (4); attempted fraud (1); assault (1); theft, other (3)
- 119.4 Item 102.2 Kate D'Arcy reported rota helpers for Thursday night youth club were sought. Skateboard provision at IVC being progressed and the young people were being asked to become involved with Jubilee celebrations in June.
- 119.5 Item 102.3 SCYPP South Cambs Youth Participation Panel. No interest yet shown in training sessions.
- 119.6 Item 103.2 Junior School Fence Letter from new headteacher regarding her interpretation of the agreement between the parties. Also asking for discussions on replacing the fence between Play Area and school field with a more substantial fence. Cllr Munnelly advised the school now held many more after-school activities and felt strongly the safety of children present within their grounds was of greatest importance. The Council generally felt discussion on some form of improved, stronger, fence was to be welcomed. Brief discussion took place on other problems with wooden fencing at the site. Cllr Eade had held discussions with a parent responsible for progressing a Development Plan for the playing field. He recommended the Council obtain hedging via the Parish Planting Scheme for the school and had met with the Countryside Officer on site to discuss. A suitable standard pack was available for playing field boundaries. Prop Cllr Mason, sec Cllr Wynn, all in favour for Cllr Eade to progress the application. It was confirmed the hedging would be set back 1 metre from the perimeter in case the fence required replacement.
- 119.7 Item 105.1 24 October meeting of Highways, Traffic & Transport Committee to be re-arranged.
- 119.8 Item 106.1 Centenary Tree (Unwins) Cllr Eade had identified 3 sites, 2 on the Green and 1 at School Hill. Cllr Wynn advised the maple tree at the Recreation ground was unfortunately to be felled due to disease. After full discussion, AGREED to ask Unwins for an oak in replacement for that site, if Recreation ground Management Committee in agreement. Cllr Eade advised a number of 7-8ft oaks were available free of charge through County Council if further sites could be identified. Only cost would be collection and planting.
- 119.9 Item 106.2 Tree in verge Cottenham Road Following a further letter from the residents, Cllr Eade had been willing to amend his recommendation from part removal to full removal of the tree, if Council were in agreement. After further discussion about the site and noting the pavement on Cottenham Road had been installed by East Highways Division only 2 years ago, it was finally prop Cllr Wynn, sec Cllr Mason, all in favour to allow the tree to be removed and replaced by a species to be chosen by the Parish Council in consultation with Mr Hellingsworth, Trees & Landscape Officer at SCDC.
- 119.10 Item 106.3 Allotments Cllrs Eade and Mackay recommended allotment site be grassed on eastern side. Prop Cllr Munnelly, sec Cllr Mason all in favour, costs to be obtained with a view to carry work out.
- 119.11 Item 114.1 Christmas lights Cllr Wynn advised that on inspection of looms, it may be necessary to purchase 100 bulbs. All in agreement. All Cllrs or residents willing to assist to meet 9.30am 8 Dec.

#### **4 Vacancy on Parish Council**

- 120.1 No 10 electors had come forward to request an election for the vacancy caused by the resignation of Roger Clark. Co Option would be a December agenda item.
- 120.2 Chairman had received a letter from Cllr Mackay who had decided to resign from the Council with effect from end of the November meeting. Chairman thanked Cllr Mackay for all his hard work and effort over the years, especially his valuable work with the Joint Standing Committee. He also made mention of his work on various other Committees and other areas including litter control. Vacancy would now be advertised in the usual way.

#### **5 Recent Correspondence**

- 121.1 Circulating File: Various leaflets and documents inc: Open Space; Impington PC agenda and minutes; Cambs County Council Draft Corporate Plan 2002-06; NHS brochures and newsletters; Local Council Review; Harvest; CHUMMS response from 2 Parish Councils; ACRE newsletter
- 121.2 CALC New e-mail address: [admin@calc-cambs.org.uk](mailto:admin@calc-cambs.org.uk)
- 121.3 Environment Agency asking for feedback on flood event 21-24 October. Details of property and road flooding in the area requested. SCDC also advise re collection of flood damaged property, to be advertised on notice board. Cllr Mason agreed to assist with details of Histon properties and roads as it was felt important that an accurate position be reported.
- 121.4 Cambs Police Authority priorities for Cambs 2002/03. Cllr Mason to comment on Council's behalf.
- 121.5 Evesham Micros Invitation to extend on-site maintenance contract at £99. Declined.

- 121.6 South Cambs Crime & Disorder Partnership Annual review available on request  
 121.7 CALC Evening workshop in conjunction with Police – Rural Crime 27 November. £8 per Councillor.  
 121.8 Bus Project Details of AGM 19 December.

## **7 War Memorial Working Party Report**

- 122.1 Cllr Mason reported 3 quotations had been received to specification as identified on the Conservators report. Once the Working Party had met to make a recommendation on which to accept, this to be referred back to the Parish Council so that a grant application can be progressed as soon as possible.

## **8 Playground Inspector's Report**

- 123.1 Cllr Carrington had nothing further to report

## **9 Recreation Ground Management Sub Committee Report**

- 124.1 Minutes of meeting 10 October copied to all.  
 124.2 Cllr Carrington wished to have it on record that he had visited the new piece of land, and seen it was progressing well. He thanked those responsible for an excellent job.

## **10 Joint Standing Committee Report**

- 125.1 The Committee had met and discussed:
- Waste Local Plan – response now sent
  - Terms and conditions of employment of Council clerks. Cllr Parish had agreed to contact NALC to discuss the situation re self employment rules under IR35
  - Quest. Joint Standing Committee to informally meet representatives of a group looking to site a Science Museum/activity area on the Northern Fringe, at Arbury Park. Any Cllrs wished to attend would be welcome Monday 26 November Impington Church Hall.
  - Structure Plan. Consultations due Jan – March 2002
  - Supercam. JSC in contact with Project Manager regarding consultation to take place Jan/Feb 2002.
  - Portable office. Specification now sent to 3 companies for quotes. Planning application to be made. Landlords permission had been sought.

## **11 Planning**

- 126.1 Planning List copied to all. Cllr Matthews declares a standing interest in Planning matters and does not take place in discussions  
 126.2 Withdrawn application S/1709/01/F 41 Home Close, outbuilding. If not erected within 5 metres of back of house, no permission required.  
 126.3 Appeal 30 Station Road. Granted by SCDC with condition regarding windows. Parish Council had recommended approval. Applicant appealing for removal of condition.  
 126.4 Change of use from showrooms to offices – Buckingham & Stanley. Amended plans re planting, parking and cycle racks. Agreed by SCDC.  
 126.5 Trees Officer advises dead horse chestnut at 20 Park Lane to be removed, no permission required.  
 126.6 SCDC 'Development on sites subject to flooding' Copy of letter recently sent to Foxton PC re PPG25  
 126.7 SCDC New Settlement Issues Correspondence held, including copy e-mails between District Cllrs.  
 126.8 Local Plan No 3 Consultation on issues. Comments due by 7 Jan 2002. Joint Standing Comm to deal.

## **12 Accounts**

- 127.1 SCDC Finance & Resources Dept. Letter announcing changes to the Accounts & Audit Regulations. Copied to Chairman and Internal Auditor.  
 127.2 Additional audit comment to all Councillors via CALC: It is best practice to use a sequentially numbered receipt book, to be signed as an acknowledgement.  
 128.1 Paid In: R K Wynn - old computer and printer **£40**; Impington PC quarterly expenses **£100.19**  
 129.1 Retrospective payments None  
 130.1 Current payments **Stewart Bullard** Grass cutting for season **£744.75** + VAT £130.33 £875.08  
 130.2 **Histon & Impington Jubilee Group** Interim payment **£250** £250.00  
 130.3 **Print Out** HICAP printing costs **£400** + £70 £470.00

130.4	<b>Histon &amp; Impington Recreation ground Committee</b> remainder payment <b>£7,875.87</b>	£7,875.87
130.5	<b>J Mowlem &amp; Co</b> Conservators Report on War Memorial <b>£589.95</b> + VAT £103.24	£693.19
130.6	<b>Petty Cash</b> Imprest account <b>£19.69</b>	£19.69
130.7	<b>Photocopying &amp; Litho (Cambridge)</b> Meter reading <b>£45.45</b> + VAT £7.95	£53.40
130.8	<b>D W Payne</b> Expenses re virus checker <b>£29</b> + VAT £5.08	£34.08
130.9	<b>Print Out</b> Copying <b>£18.06</b> + VAT £3.16	£21.22
130.10	<b>British Legion</b> wreath. Cost of wreath <b>£14.25</b> + additional donation <b>£15.75</b>	£30.00
130.11	<b>Cambs ACRE</b> Subscription <b>£20</b>	£20.00
131.1	Prop Cllr Mackay, sec Cllr Carrington, with all in favour to pay these accounts.	
132.1	<u>Oakington &amp; Westwick Parish Council</u> Cllr Mason prop the Council pay £150 from Histon's JSC budget, towards costs re the new settlement proposal presentations, sec Cllr Wynn, 10 in favour, 1 abstention. Cllr Mason advised nearly £400 had so far been spent with more expense to follow.	

### **13 Seat Formerly Sited at Home Close**

- 133.1 Standing Orders were suspended, prop Cllr Carrington, sec Cllr Wynn, as Mr Hobbs, resident of Home Close, wished to speak on this matter. Mr Hobbs thanked the Council for removing the seat on 20 July and spoke in support of a petition the Council had received asking for the seat to be relocated elsewhere in the village. He stated there had been no problems with vandalism in the area since its removal nor with noise nuisance from congregating youth and motorcycles. The Council had a copy of the petition, together with a further letter from a resident of Home Close in support of the petition, and also had copies of 2 letters from residents of Histon and one from a Parish Councillor in support of returning the seat to its original position. Much discussion took place on the issues raised by these letters and by Mr Hobbs himself. Most Cllrs could clearly see both sides of the arguments raised. Some felt a policy should be drawn up to enable Council to be consistent with future approaches re street furniture and facilities. Considerable discussion took place on: the history of the seat at that site; perception of anti-social behaviour; the need to get to the root cause of problems being seen with youth throughout the village.
- 133.2 A proposal was put forward followed by 2 amendments, and these were voted on in reverse order:
- Prop Cllr Mackay, sec Cllr Harris that "the seat be replaced at the end of the 6 month period. Any difficulties arising to be taken to the Police". 4 in favour, 6 against, 2 abstentions. Not carried.
  - Prop Cllr Matthews, sec Cllr Muncey that "the seat remains in store until a decision is made on the siting of the shelter". 3 in favour, 5 against, 4 abstentions. Not carried
  - The original proposal, prop Cllr Wynn, sec Cllr Carrington that "the seat remains in store until the suggested youth shelter is agreed and built, then the seat be re-sited in its original position. If no decision made a further review will be undertaken." 7 in favour, 1 against, 4 abstentions. Carried.
- 133.3 Standing orders were re-instated.

### **14 Highways & Traffic**

- 134.1 Cambs County Council Trumpington Park & Ride information received
- 134.2 Cambs County Council Traffic management advise proposed removal of limited waiting bay (1) and replacement with prohibition of waiting at any time, next to Barclays Bank entrance. Full discussion took place on this proposal by County Council. Some Cllrs believed the removal of one bay only would not be enough to improve visibility, preferring all 3 to be removed. Others felt it was sensible to slow down traffic. Chairman felt it appropriate to support the removal of one bay at this stage and to work to create alternative parking space before looking at the future of the remaining two. All accepted enforcement was a problem with prohibition of parking areas. Suggested Barclays Bank be asked to put up a poster requesting cash dispenser users to use rear car park. Prop Cllr Ruel, sec Cllr Matthews, that "the Parish Council accept the County's proposal to abolish one bay, the other two to remain". In an amendment, prop Cllr Mason, sec Cllr Mackay, that "the Parish Council request all 3 bays be removed". The amended proposal was taken first, 4 in favour, 7 against, 1 abstention. The original proposal was then taken, 11 in favour, 1 abstention, therefore CARRIED.

### **15 Date & Place of Next Meeting**

- 135.1 **Monday 10 December 2001**, 7.30pm at St Audrey's Community Centre, St Audrey's Close, Histon.

The Chairman formally closed the meeting at 22.25

Histon Parish Council

**HISTON PARISH COUNCIL**

Minutes of meeting held St Audrey's Community Rooms, Histon, on Monday 10 December 2001 7.30 p.m.

**Present:**

Councillors: I M Parish (Chairman), M J Mason (Vice Chairman), S D Carrington, J P Chatfield, N S Davies (also District), A J Eade, P E Harris, D W Payne (co opted during meeting), M J Ruel, R K Wynn  
Cty Cllr Gooden Dist Cllr J P Teague Clerk: Mrs A J Young

Chairman thanked those Councillors who helped put up Christmas lights on The Green the previous Saturday. Cllr Wynn advised 2 new timers had now been required due to technical problems seen over the weekend.

**1 Apologies for absence**

136.1 Cllrs C M Cole, F J Munnely (illness), P C Matthews (personal) and J A Muncey (working)

**2 Minutes of the Meeting held on 12<sup>th</sup> November 2001**

137.1 Prop Cllr Davies, sec Cllr Carrington, all in favour, to accept the Minutes as a true record.

**3 Matters Properly Arising Therefrom**

138.1 Item 119.1 Community Safety Group. SCDC Notes 6 November held on file, next meeting due 14 January. Sub-groups from Histon & Impington Parish Councils to be asked to join. At the request of South Cambs, the clerk now keeping book "Anti Social Behaviour" where all incidences coming to attention of Parish Councillors to be recorded.

138.2 Item 119.2 Relocation of SCDC Offices Letter from John Ballantyne, Chief Executive, sent to all Councils 'to allay any financial uncertainties about the proposed move'. Chairman had responded.

138.3 Item 119.3 18 Crime figures Nov: Criminal damage (3); indecent assault (1); cycle theft (3); assault (1); theft other (8); car break ins (1); unknown person on premises (1). PC Wade on leave for a month. The first edition of the Histon Sector newsletter would be circulated.

138.4 Item 119.4 Kate D'Arcy would advise of any likely budgets envisaged next year for youth provision at IVC for consideration by Precept Committee. Report from junior Youth Club leader copied for all.

138.5 Item 119.6 Junior School Cllrs Parish, Eade and Harris volunteered to seek meeting with School regarding fence and agreement for use of field. Cllr Eade had progressed application for hedging.

138.6 Item 119.8 Unwins Centenary Tree Management Committee had agreed oak to replace diseased maple.

138.7 Item 119.9 Silver maple in verge Cottenham Road East Highways Division had indicated their budget for tree maintenance was minimal and would prefer any replacement not to be planted in that verge, thereby indicating a liability of maintenance for the Parish Council if replacement made.

138.8 Item 121.3 Flooding SCDC Seminar 14 December. Cllr Mason to attend.

138.9 Item 121.7 CALC Chairman Evening Workshop Police session cancelled due to low bookings

138.10 Item 130.10 British Legion Letter of thanks for £30 payment for wreath

138.11 Item 132.1 Oakington & Westwick Parish Council Letter of thanks for contribution agreed last month.

**4 Co Option to Parish Council**

139.1 Only one application had been received for the vacancy caused by the resignation of Roger Clark, being from Mr Denis Payne of Impington. Prop Cllr Mason, sec Cllr Ruel, 7 in favour, 1 abstention to co opt Mr Payne onto Council. Following signature of Declaration of Acceptance, Cllr Payne was able to take part in the rest of the meeting. Vacancies on Committees to be discussed at January meeting.

**5 Recent Correspondence**

140.1 Circulating File: Various leaflets and documents inc: Impington PC agenda and minutes; Standards Board for England information; Clerks & Councils direct; Local Council Review; Cambs & Peterborough Fire Authority Annual Report; The Clerk; Histon Sector LCG details, RailEast and RailFuture; Audit Commission paper

140.2 CALC Various paperwork and newsletter reported / copied to all.

140.3 SCDC Out of Hours Emergency Environmental Health Service now available 24 hours a day for residents. Details copied to all.

140.4 DTLR Model Code of Conduct copied to all

140.5 NALC Guide to National Training Strategy held on file

- 140.6 SCDC Standards Committee Details of independent members, David Gilbertson and Peter Brindle
- 140.7 Local Govt Commission for England Periodic Review of South Cambs draft recommendations.
- 140.8 Joint Website Cllr Payne had reported for Council's information that the joint website was now at [www.hisimp.net](http://www.hisimp.net) and during November there had been 2610 visits with a total of 22366 hits. Cllr Ruel stated he was impressed with the excellent site.
- 140.9 Clock at Business Centre, Station Road it was reported was still not working.

## **6 Possible Provision of Youth Shelter**

- 141.1 Only Cllr Carrington from the working party was present at the meeting. The Chairman asked Council to firstly consider agreeing to the concept of a youth shelter. After discussion prop Cllr Eade, sec Cllr Davies that "this Council in principle should support the provision of an appropriate youth shelter". Cllr Harris spoke of some anxiety she felt about future problems in that no ideal site had been identified. Put to the vote, all were in favour.
- 141.2 The Chairman then asked Council to consider agreeing a location for the shelter. Cllr Ruel asked whether there was a report from Cllr Muncey on her informal discussions with the Conservation Officer on design possibilities (Min 118.2). There was not. Dist Cllr Teague offered to make enquiries herself. The possibility of Histon Parish Council forming a joint Youth Committee with Impington was briefly discussed, a suggestion made in a letter received from Impington Parish Cllr Abdullah. Prop Cllr Carrington, sec Cllr Mason that "the Council will examine as its first preference the possibility of erecting a youth shelter on the Manorial Waste site", after input both from Cllr Wynn (who declared an interest) on a possible new site (not Council-owned land) adjacent to the Village Green Play Area, and from Cllr Chatfield expressing frustration that not all the information needed was yet to hand to enable Councillors to make an informed decision. Cllr Chatfield spoke against the motion, pointing out both the Police and the young people's preferred site was on The Green. Put to the vote, 2 in favour, 5 against, and 2 abstentions.
- 141.3 Following further discussion on the suggestion from Cllr Wynn on possibilities for siting a shelter on private land facing the play area, prop Cllr Ruel that "the Council look urgently at the possibility of providing the youth shelter in some central site in, on or near the Green", sec Cllr Eade. Cllr Mason spoke against the proposal as being too vague, the Council having historically resisted any building on the Green and also outlining the problems with the play equipment being provided specifically for children aged 14 and under with bylaws in place. Cllr Ruel withdrew the proposal.
- 141.4 Further discussion ensued on difficulties envisaged with a shelter near to a play area and again on the new site identified by Cllr Wynn. Cllr Davies then prop that "the Homefield Park site be explored further". There was no seconder.
- 141.5 The meeting discussed the danger of passing this matter to another group for recommendation and finally it was prop Cllr Chatfield that "the Council move forward in principle with exploring the site on or near the Village Green", sec Cllr Ruel, 4 in favour, 2 against, 3 abstentions. Chairman asked for clarification on the method to be employed, whether through the established working party, or through a joint initiative with Impington Parish Council. It was agreed the Working Party should look at this, although this should be in consultation with the existing Impington Youth Committee. As a separate matter, prop Cllr Ruel, sec Cllr Davies, all in favour that "in principle Histon Parish Council are willing to set up a joint villages Youth Committee together with Impington". It was stated this was unlikely to move forward before the next due date for the existing group in January. Any Councillor interested in joining the group to contact the clerk. Cllr Carrington was asked to consult with the Working Party group, including Martin Croxon and the young people, with a progress report for the January meeting. Working Party were asked to consider legal implications related to building on land not in Council's ownership were the suggestion from Cllr Wynn to be considered as part of the exploratory work.

## **7 War Memorial Working Party Report**

- 142.1 The Working Party had produced a document recommending acceptance of the lowest quote of 3 for the work based on the Conservators report drawn up. The maximum cost to the Parish Council if no grant was forthcoming would be £3246.22. Prop Cllr Mason, sec Cllr Carrington, all in favour to accept the recommendation and proceed with a grant application. Cllr Mason advised the accepted quote (Company B) were Mowlem & Co (Rattee & Kett) of Cambridge. The Chairman thanked the Working Party for the time and effort put in.

**8 Playground Inspector's Report**

143.1 Cllr Carrington had nothing further to report

**9 Recreation Ground Management Sub Committee Report**

144.1 The Management Committee had not met. AGM of Recreation Ground Committee had taken place. Cllr Carrington had not attended but wished to point out that the Committee would require a cleaner for the pavilion if the toilets were to be made available to Histon Hornets matches as stated. It was understood Cllr Munnely had some alternative ideas to discuss with Histon Hornets representatives.

**10 Trees & Allotments Committee Report**

145.1 2 reports from Cllr Eade copied to all.

145.2 Tree Quotes received for work required on trees in New School Road for which the Parish Council accepted a moral responsibility. Acacia quoted at £282 and Herald Contract Services at £440. Prop Cllr Mason, sec Cllr Ruel, all in favour to accept Acacia quote. A further quote requested from Acacia on additional pruning work required on oak at School Hill, their quote having been accepted for the initial order. Prop Cllr Mason, sec Cllr Eade to accept this in the sum of £110. All in favour.

145.3 Home Close Cllr Harris reported silver birch appeared to have died and one small bush disappeared.

145.4 Allotments The Committee had an estimate for £50 for ploughing with grassing to follow. Equipment belonging to an ex-allotment holder had now been moved and it was agreed the work could commence.

**11 Joint Standing Committee Report**

146.1 Notes of meetings held 26 (Quest) and 27 November (Committee meeting) copied to all

146.2 Quality Town & Parish Councils The JSC had decided not to respond to the consultation. Cllr Ruel felt Histon Parish Council should be aware of the important implications and offered to provide a paper for the January agenda. Consultation closing date 31 January 2002.

**14 Highways, Traffic & Transport Committee Report**

147.1 Committee had met and agreed "brain storming" session after Christmas to form a proposed strategy.

147.2 High Street railings to pedestrian crossing Kevin Blakey Dept of Environment & Transport CCC had confirmed the "visirail" was now being costed with work to be completed mid-January. AGREED to ask Highways Division to consider an older design more in keeping with a Conservation Area, as seen recently in Harston.

147.3 High Street, Removal of limited waiting bay and replacement with prohibition of waiting at any time Proposal advertised, with closing date for receipt of objections 21 December 2001. Mr Blakey advises aim would be for work to be complete and order sealed within a month. Some further discussion took place on the possible advantages of removing the remaining two waiting bays.

147.4 Cllr Davies left the meeting

**13 Planning**

148.1 Planning List copied to all.

148.2 Cllr Payne had been attempting to organise two meetings with Alan Joyner of Gallaghers, one for the Arbury development and the other for the proposed new settlement at Longstanton/Oakington and the superCam rapid transport scheme. AGREED Histon Parish Council would support a joint public meeting on the latter two, to be called for 28 January 2002.

148.3 Appeal 14 Brook Cl. Repositioning of existing fence. Parish previously had no recommendation.

148.4 Tree works 19 Pease Way, reduce oak 27 Station Road reduce holm oak and cherry laurel 14 Church Street reform pleached effect (Cllr Ruel declared an interest). Tree Warden had no objections.

**14 Accounts**

149.1 Paid In: Nil

150.1 Retrospective payments L Marsh Oct – Nov wages **£208** £208.00

150.2 **Oakington & Westwick Parish Council** expenses JSC (Min 132.1) **£150** £150

150.3 Prop Cllr Carrington, seconded Cllr Ruel, all in favour, to accept these payments

151.1 Current payments SLCC Subscription **£50** £50.00

151.2 **Cambridge Discount Electrical Limited** Christmas bulbs **£45** + VAT £7.88 £52.88

Histon Parish Council

151.3	<b>A J Young</b> Half yearly expenses <b>£517</b>	£517.00
151.4	<b>Petty Cash</b> Imprest account <b>£12.63</b>	£12.63
151.5	<b>Print Out</b> Copying War Memorial <b>£30</b> JSC <b>£40.42</b> + VAT £12.32	£82.74
151.6	<b>St Audreys Sheltered Unit</b> Donation for Room Hire. 14 meetings plus reception for retiring Chairman had been held. Prop Cllr Harris the Council pay £240, withdrawn when Cllr Carrington prop <b>£250</b> , sec Cllr Wynn. All in favour.	£250.00
151.7	Prop Cllr Carrington, sec Cllr Ruel, with all in favour to pay these accounts.	

## **15 Portable Office for Parish Council**

152.1 The Chairman had put together a spreadsheet based on 3 quotes received to an agreed specification for a portable, temporary, office for the clerk and assistant (Appendix 1). Much discussion took place on specifics, including the agreement to look at jointly with Impington PC on a 50/50 basis; heating and lighting costs (the running costs of which had been omitted); how the 3 companies were identified; rent against buy. Prop Cllr Wynn, sec Cllr Harris, all in favour that the Council agree to pay 50% towards purchase of Quote A at a projected total outlay of £12,000 (£6,000 each Council).

## **16 Appointment of Precept Committee**

153.1 Committee were to meet Saturday 19 January, 10am. AGREED Cllrs Davies, Carrington, Harris, Mason and Parish to form the Committee.

153.2 The Chairman reminded all Committee Conveners / Chairmen to let the clerk have details of budgets required next year for consideration by the Precept Committee.

153.3 SCDC Local Govt Finance Act 1991 Parish Precepts SCDC advise estimated tax base for year would be Histon 1718, Impington 1477. As these had dropped, AGREED to write asking for explanation.

## **17 Half Yearly Review of Donations**

154.1 £350 remained in the donations budget, with 4 requests received for finance.

154.2 None of the 4 had indicated an amount being requested. After discussion, prop Cllr Eade, sec Cllr Mason that the 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 **£50** to Victim Support". All in favour.

154.3 Prop Cllr Carrington that the 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 £50 to Choir 2000". After input from Cllr Wynn, this amended to **£100**, sec Cllr Wynn. All in favour.

154.4 £200 remaining in budget would return to balances.

## **18 Date & Place of Next Meeting**

155.1 **Monday 14 January 2002**, 7.30pm at St Audrey's Community Centre, St Audrey's Close, Histon.

The Chairman formally closed the meeting at 21.48

**HISTON PARISH COUNCIL**

Minutes of meeting held St Audrey's Community Rooms, Histon, on Monday 14 January 2002 7.30 p.m.

**Present:**

Councillors: I M Parish (Chairman), M J Mason (Vice Chairman), S D Carrington, J P Chatfield, C M Cole, N S Davies (also District), A J Eade, P E Harris, P C Matthews, F J Munnely, M J Ruel, R K Wynn  
Dist Cllr J P Teague Clerk: Mrs A J Young

Chairman thanked those Councillors who helped take down the Christmas lights on The Green.

**1 Apologies for absence**

156.1 Cllrs R K Wynn and D W Payne (illness); Cty Cllr Gooden (business). Cllr J A Muncey was absent.

**2 Minutes of the Meeting held on 10<sup>th</sup> December 2001**

157.1 Prop Cllr Davies, sec Cllr Harris, all in favour, to accept the Minutes as a true record.

**3 Matters Properly Arising Therefrom**

158.1 Item 138.1 Community Safety Group met 14 January at IVC Youth Centre. Meetings normally attended by Cllr Muncey representing Histon Parish Council.

158.2 Item 138.5 Junior School meeting. 31 January 2002. Agenda supplied by school includes fence, ground improvements, access and footpath plans

158.3 Item 138.8 Flooding seminar Cllr Mason reported on a well-attended, useful event, feeling there was still a great deal of division on responsibility between various agencies on flooding issues and the Parish Council should remain vigilant with planning applications, drawing attention to drainage problems wherever appropriate.

158.4 Item 139.1 Casual Vacancy to be filled at February meeting.

158.5 Item 140.4 DTLR Model Code of Conduct supplied with new Declaration of Acceptance of Office Order to be used once Council has adopted a code of conduct. Legal & Property meeting 23 January.

158.6 Item 142.1 War Memorial Grant application had been passed for technical assessment. Mr Cross and Mr Smart of the British Legion had telephoned thanking the Councils for the progress made.

158.7 Item 145.3 Silver birch had now been broken and may not survive.

158.8 Item 151.6 St Audrey's Centre letter of thanks for room hire payment

158.9 Item 152.1 Portable Office Planning permission had been applied for. If granted, office would be ordered, with estimated 3-5 week delivery timescale.

158.10 Item 154.2 Cambridge Victim Support Letter of thanks for donation received

158.11 Item 154.3 Choir 2000 Letter of thanks for donation received, together with membership forms.

158.12 The Chairman requested under standing order 16 item 5 be brought forward to enable PC Wade to report to Council. All AGREED.

**5 Community Beat Officer Report**

159.1 Current trends in Histon & Impington showed a 50% reduction in reported crime for December. Cycle theft was currently a problem and burglaries of elderly persons' properties. Some discussion took place on procedures for abandoned cars on private property, where Police had no power to remove but would make checks on ownership or report of theft. PC Wade confirmed the force were stretched and Histon Sector operated from a single car at night, calling on Traffic or City for emergencies.

159.2 December reported crimes: Criminal damage (3); cycle theft (5); other theft (1).

159.3 Histon Sector Newsletter available by e-mail from Julie Gilbert or hard copy from the clerk on request.

**4 Recent Correspondence**

160.1 Circulating File: Various leaflets and documents inc: Impington PC agenda and minutes; Histon Sector newsletters Dec and Jan; CALC District Association Mins 12 September; RailWatch; Golden Jubilee details; Planning for the Future – A New Plan for South Cambs response; Clerks & Councils Direct; Local Council Review Jan

160.2 Countryside Agency. Invitation to Conference on ICT and Rural Areas. Tuesday 5 February.

160.3 CALC Workshop Sat 9 February at Huntingdon including item on new Model Code of Conduct and Standards Committees with Acceptance of Office. Cost £25 including handouts. Bulletin copy for all.

- 160.4 Cambs ACRE Conference Tuesday 12 February at Ely ‘Rural Community Participation’ £25
- 160.5 Hewitson Becke & Shaw. Confirmation requested that Cyril Middleton & Co Limited had complied with Section 52 agreement dated 5 October 1990. Legal & Property Committee item.
- 160.6 Letter from Queen’s Golden Jubilee Group Chair updating Council. Public meeting to be held 24 Jan
- 160.7 Feast Fair Letter from Mrs Whyatt requesting hire of the Green from 28 June to 2 July. Terms and conditions as in the past. Additionally, Mrs Whyatt requests the fair pull on the Green Tuesday 25 June to give an extra day for setting up due to staff shortages, and exhibits on the Sunday after the Feast Parade. Decision on this new request deferred to February meeting.

## **6 Youth Shelter and Youth Matters**

- 161.1 Youth Committee Cllr Ruel had attended the joint meeting on behalf of the Histon Parish Council on 9 January. Notes to be copied to all. Further meeting provisionally set for February. Cllrs Ruel, Davies and Carrington confirmed they would be willing to serve on the Joint Committee.
- 161.2 Youth Shelter Cllr Teague, as promised, had spoken to and received a positive and helpful letter from SCDC Planning Department indicating the ideal site of the 3 discussed would be the Manorial Waste and clarifying planning points. It was felt unfortunate this information had not previously been to hand. Very full and varied discussion followed and it was finally agreed that the Working Party under the leadership of Cllr Munnely, would meet with the Joint Youth Committee and any other interested parties prior to the February Council meeting to discuss the siting, size, cost and design of the proposed shelter, in the light of this new information.
- 161.3 Cllr Eade declared an interest as a neighbour of the Manorial Waste site and confirmed that he would be willing to withdraw his previous objection and be constructive if it were decided the Manorial Waste was the only option. Councillors were appreciative of this approach by Cllr Eade. Cllr Cole reminded the Working Party of the issue of Anglian Water and this site. Cllr Eade had sketched a suggested design which was handed to the Working Party.
- 161.4 Cllr Teague confirmed the District Council had indicated the offer of land by Cllr Wynn at the Green would be an unacceptable site, due to the issue of change of use at this location.
- 161.5 Agreed to ask the Working Party / Joint Youth Committee to apply to the Feast Committee for funding, as this could be withdrawn if not actually required. SCDC could also be approached for grant funding. Precept Committee were also requested to consider this matter carefully at their meeting, 10 January.

## **7 Playground Inspector’s Report**

- 162.1 Cllr Carrington reported no equipment problems with the Play Area. There had been a large amount of bottles, mainly alcohol, in the area which Mr Smith had been asked to keep an eye on.

## **8 Recreation Ground Management Sub Committee Report**

- 163.1 The Management Committee had not met. Development Group had held an initial positive meeting.

## **9 Highways, Traffic & Transport Committee Report**

- 164.1 The Committee had met and broken down aspects for each member to investigate being: possible speed reductions; cycling; public transport; Station Road area and Park Lane / Meadow Road. Reports to follow. It was acknowledged the results of the Community Appraisal could be useful to this process.
- 164.2 Cllr Mason mentioned a scheme allocation budget in the 2002 County Transport Plan for Histon High Street re. a ‘peak-hour bus gate’. Cllr Parish agreed to investigate.
- 164.3 Factory signs, B1049 Cllr Mason outlined increasing problems with lorry drivers, particularly foreign, becoming lost and turning at School Hill, gradually demolishing the grass. This due to inappropriate new signs for factory area. Cllr Eade strongly supported his concerns and it was agreed the Committee would act on this and request large signs stating ‘Factory Area’ perhaps with visual signage.
- 164.4 Railings in High Street County Council advise an alternative design could be looked at. Parish Council would be required to pay for up-grade costs

## **10 Planning**

- 165.1 Planning List copied to all.
- 165.2 CPRE. Planning application workshop for Councillors Saturday 2 March (Ely) or 9 March (Hemingford Grey) £8 for members, £25 non-members. Cllr Eade may attend, expenses to be paid by

Council. The Council had previously shown an interest in training in planning matters. Agreed to move forward with trying to organise a session in-house together with Impington.

- 165.3 Responses received to report on Infrastructure issues / land drainage / flood risk and sewage / river water quality on Oakington – Longstanton proposed new town from: Nigel Fawthrop Environmental Agency; Cty Cllr Johnstone; James Paice MP; Andrew Lansley MP
- 165.4 Cambs County Council Structure Plan Review. Publicity for plan
- 165.5 GO-East. Copy letter from John Spellar, Minister for Transport to East of England Local Government Conference with response to conferences views on the Preferred Plan recommended by the Cambridge to Huntingdon Multi-Modal Study. He agreed the Preferred Plan represents a sound basis for solving transport problems in the corridor, encouraging County Council to look at Guided Bus.
- 165.6 17 Brook Close Fell cypress and holm oak. Cllr Eade, Tree Warden, had no objection
- 165.7 Withdrawn application Signs (retrospective) 4 Station Rd, Kitchensmiths. New design to be submitted
- 165.8 Co Op Station Road an application for alteration of shop front in a Conservation Area awaited.

## 11 Accounts

- 166.1 SCDC advise drop in tax base due to increase in Tax payers eligible for reduction in banding or discounts. Although the number of properties in Histon & Impington had increased, the net affect of adjustments is a reduction in the Council Tax base.
- 167.1 Paid In: £121.91 Impington PC expenses.
- 167.2 It was noted funding for the Newsletter scheme had not materialised and agreed the Chairman would approach SCDC for action
- 168.1 Retrospective payments SCDC Planning fee for “portakabin” **£47.50** (50/50 IPC as above) £47.50
- 168.2 **British Telecom** Telephone expenses **£89.69** + VAT £15.69 (50/50 IPC as above) £105.38
- 168.3 **Histon & Impington Choir 2000** donation **£100** £100.00
- 168.4 **Cambridge Victim Support** donation **£50** £50.00
- 168.5 Prop Cllr Davies, seconded Cllr Eade, all in favour, to accept these payments
- 169.1 Current payments **Connections Bus Project** Autumn term 12 visits at £35 **£420** £420.00  
Report copied to all. Project request funding of the bus for a further 2 terms, spring and summer 2002. Spring £350, summer term £35 per session. Prop Cllr Ruel, sec Cllr Chatfield, all in favour, to do so.
- 169.2 **Cambs County Council** 1<sup>st</sup> term of 3 agreed for youth club provision **£371.09** £371.09
- 169.3 **D W Payne** expenses for computer discs (zip and CD-R) **£8** (50% to be claimed IPC) £8.00
- 169.4 **M Peck** War Memorial, Sec 52 annual maintenance **£300** (WM £200 to be 50/50 IPC) £300.00
- 169.5 **Print Out** JSC costs **£18.55** + VAT £3.25 £21.80
- 169.6 Prop Cllr Davies, seconded Cllr Eade, all in favour, to pay these accounts

## 12 Quality Town and Parish Council

- 170.1 Cllr Ruel gave an up-date on the consultation document, stressing its flexibility and outlining the benefits and eligibility standards. The intention was to bring this matter to the attention of the Parish Council, Histon PC being one of 12 local Councils in South Cambs with a precept over £50,000. Some considerable debate followed on the issue.
- 170.2 The Chairman pointed out Histon Parish Council were already in many ways a “Quality Council” but Council accepted this new opportunity would allow Councils to establish greater links with the community, albeit at a cost, particularly in administration. Cllr Ruel was thanked for introducing the subject and increasing Councillor awareness. Agreed not to respond to document, but to take note.

## 13 Community Appraisal

- 171.1 Deferred to February meeting as Cllr Payne was unable to make his presentation due to illness.

## 15 Annual Review of Clerk’s Salary and Conditions

- 172.1 Deferred to March, with agreement of Clerk.

## 14 Date & Place of Next Meeting

- 173.1 **Monday 11 February 2002**, 7.30pm at St Audrey’s Community Centre, St Audrey’s Close, Histon.

The Chairman formally closed the meeting at 21.45

## HISTON PARISH COUNCIL

Minutes of meeting held St Audrey's Community Rooms, Histon, on Monday 11 February 2002 7.30 p.m.

### **Present:**

Councillors: I M Parish (Chairman), M J Mason (Vice Chairman), S D Carrington, J P Chatfield, C M Cole, N S Davies (also District), A J Eade, P E Harris, P C Matthews, J A Muncey (also District), F J Munnely, D W Payne, M J Ruel, R K Wynn County Councillor P D Gooden Clerk: Mrs A J Young

Chairman reported Mr Godfrey Tyson, Clerk to Histon Parish Council 1978 to 1985 and also Clerk to the Pavilion Committee, had died. Council would write a letter of condolence to family.

### **1 Apologies for absence**

174.1 Dist Cllr J P Teague (holiday). Cllr Muncey advised family health problems had resulted in her absence from recent meetings

### **2 Minutes of the Meeting held on 14<sup>th</sup> January 2002**

175.1 Prop Cllr Davies, sec Cllr Harris, all in favour, to accept the Minutes as a true record.

### **3 Matters Properly Arising Therefrom**

176.1 Item 158.1 Community Safety Group Notes not as yet available from SCDC. The Group now appear to be looking towards a more local group taking ownership of this issue.

176.2 Item 158.2 Junior School meeting 31 January. The Chairman summed up discussions, notes of which were held on file. He advised agreed actions included Parish Council to investigate SCDC funding opportunities; drafting of wording for a sign (paid for by the Council) explaining the use of the field. The school intended to write to both Histon & Impington Parish Councils outlining their plans. Cllr Eade described work carried out on landscaping at the school and plans for further work. He explained the school wished to make safe boundaries, including replacement of the fence between the Play Area and the field, and he wished to explore in principle the setting aside of a proportion of the Special Projects budget for this purpose. Cllr Mason questioned if the school had considered whether landscaping part of the field would reduce the amount of 'play space' available and read out extracts from the existing covenant which he felt the school may now be re-defining. Cllr Davies, who declared an interest with Cllr Munnely as School Governors, explained the children had been involved in the plans and everyone involved felt the facilities were being developed for the village children's benefit. AGREED to circulate a copy of the proposed work together with a written summary from the school governors, and a copy of the legal agreement in order that the Parish Council could properly note in the March minutes their understanding.

176.3 Item 158.6 War Memorial District Council had indicated funds may be available for grant aid through themselves once details known about existing application made.

176.4 Item 158.7 Silver birch at Home Close now appeared dead. Transco had been approached but unable to replace. Prop Cllr Eade, sec Cllr Wynn with all in favour that subject to inspection by the Tree Warden, a new tree be purchased by the Parish Council at a cost of approx £7.

176.5 Item 159.2 January crime figures: theft of cycle (3); burglary (7); criminal damage (8); violence (1). Histon Sector Newsletter in circulation.

176.6 Item 160.6 Jubilee public meeting had taken place 24 January. Over 60 people had attended.

176.7 Item 160.7 Feast fair Mrs Whyatt had asked for fair to draw on a day earlier for easier set up, and to exhibit on Sunday after the Feast Parade. A letter had been received from the Feast Committee Chairman urging the Council to consider the impact on the Parade of allowing the fair to open on a Sunday, also advising the Parade would not be starting till 3.30 pm due to the clash of dates with the Football World Cup Final. Full discussion ensued, with Cllr Carrington expressing the belief that a lot of residents would like to see the fair open after the Parade. Cllr Davies, declaring an interest as Feast Treasurer, supported the Feast Chairman's points. Cllrs Harris, Payne, Chatfield, Eade and Mason all spoke against allowing the Fair to open on a Sunday giving various reasons including detracting from the Feast Parade; Sundays being different from other days; the existence of a set of agreed terms and conditions for hire of the Green; impact on Sunday evening noise levels for residents living in the vicinity. Some Councillors felt it should not be a problem to allow an extra day to set up, others feeling again that a set agreement was currently in place. It was finally prop Cllr Mason, sec Cllr Eade, that 'The Parish Council having given due consideration to the request feel that they are unable to allow

early occupation of the Green or opening on the Feast Sunday.” This amended, prop Cllr Harris, sec Cllr Davies to “The Parish Council having given due consideration to the request feel that the are able to allow early occupation of the Green but not opening on the Feast Sunday”. Taking the amendment first, 4 in favour, 8 against, 1 abstention. Returning to original proposal, not to allow either request, 10 in favour, 2 against, 1 abstention. Mrs Whyatt to be advised terms and conditions to remain as before.

- 176.8 Item 167.2 Newsletter scheme The officer at SCDC had now left the authority. The sum of £2,669.56 had now been received from SCDC being the amount due for Histon and Impington to March 2001. As before, 50% would be paid to Impington Parish Council, showing an income figure of £1,334.78. The District Councillors present undertook to persue payment of the amount due since April 2001.
- 176.9 Item 169.4 Mr Peck proposed price for War Memorial / Section 52 maintenance Mr Peck again quotes at £300 for the year 2002 – 03. Chairman advised it might be prudent to ask for tenders next year. Prop Cllr Wynn, sec Cllr Munnely, to accept the quote for £300 for 2002- 03. All in favour.

#### **4 Co-Option to Parish Council**

- 177.1 No applications received. All Councillors urged to speak to interested residents for March agenda. The vacancy would be more widely advertised.
- 177.2 Vacancies on Committees. Cllr Payne was elected to the Legal & Property Committee. Vacancies remained on the Trees & Allotments and Village Green Committee.

#### **5 Recent Correspondence**

- 178.1 Circulating File: Various leaflets and documents inc: Impington PC agenda and minutes; SCDC Environmental Health Flooding Seminar details; RailFuture details; Zurich Municipal News; The Clerk; RailEast; Histon Sector Newsletter Feb; various brochures
- 178.2 Cambs County Council. Member Led Review of Complaints. Views sought on complaints procedure currently in place. Histon PC have not used the system and have no knowledge.
- 178.3 IVC invited Councillors to an International Human Rights Day concert at very short notice. Due to clash with other diary dates no-one able to attend.
- 178.4 South Cambs Crime & Disorder Partnership Strategy Consultation Conference – 2002 - 2005 13 Feb 4pm to 8pm at Marshalls. Parish Councillor invited to attend. Draft strategy received for any additional response by 18 February.
- 178.5 Cambs Acre. “Vital Villages” Funding seminars during April and May. Free for Councillors, venues Papworth, Bottisham, Wisbech and Stilton.
- 178.6 Letter from WI asking for the Council to loan the litter picking equipment as they intend to recommence picks in February. (23<sup>rd</sup> for Histon). AGREED.
- 178.7 Village Green bookings. Squirrels Playgroup 4 May; Impington Opportunity Class 11 May
- 178.8 CALC. Free training for clerks during April and May.
- 178.9 Balfour, 10 High Street Application transfer of licence from Laura Jane Gatward to Kathryn Gatward
- 178.10 Cambs County Council ‘Local Focus Groups’. Details of Over 60s / Friendships clubs sought.
- 178.11 Tree in Cottenham Road verge to be removed week commencing 9 February.
- 178.12 Neighbourhood Watch Group members request to attend March meeting. AGREED Agenda item.

#### **6 Community Appraisal**

- 179.1 Cllr Payne, as Chairman of the Community Appraisal Group, gave a report on results of Appraisal carried out last May. 1773 residents had responded, representing 974 households, this good percentage return being largely due to the questionnaires being collected. Cllr Payne advised expert statistical advice suggested that reported percentages on replies would not have changed significantly if more had responded. The next step would be analysis of additional information supplied and comments made. Several items had started running independently of the Appraisal, including litter picking, youth club provision, acquisition of additional open space. A member of the Appraisal Group was organising a meeting with the editor of the Histon & Impington Crier, a new monthly newspaper distributed by the Cambridge Evening News. A public meeting organised by the HICAP team was planned for May to find individuals or groups to take forward items. The Parish Council were encouraged to look at the results and debate whether they themselves could go forward on some of the items raised.

#### **7 Youth Shelter and Youth Matters**

- 180.1 As requested by Council, Working Party had published a report on the Manorial Waste together with a design sketch drawn by Mr Eade. Cllr Munnelly had drawn up the report on behalf of the Working Party Councillors and felt the Working Party had now fully met their requirements. 5 letters had been received from local residents, 4 objecting to the site and one raising concerns about access to the rear of the businesses. Among other things, the Working Party were suggesting removal of any shelter within a time limit if continual anti-social behaviour resulted. Some discussion took place on this and what any such limit should be. The Party hoped in the long term Histon could provide a more suitable and permanent building for this use. It was felt important that dialogue between the young people and Parish Council should be encouraged. Several Councillors were concerned that only a relative minority of local youngsters would use any facility, many of the youth growing up now being catered for by the Thursday youth club. Various discussions took place about preferred size; “off the peg” youth shelters or bus shelter structures; results in the Community Appraisal showing 17% of respondents wishing to see a youth shelter provided, with youth initiatives ranking 5<sup>th</sup> in Parish Council spending priorities; possible uses for a brick built shelter after use as youth shelter no longer required or discontinued.
- 180.2 It was felt the Parish Council should now approach the youth with investigations made to date and a tentative design, along with the points made in the 5 letters, and ask them to address the issues and put forward their plans to raise money. Eventually prop Cllr Wynn, sec Cllr Carrington that **“Histon Parish Council accept the Manorial Waste as the site to move forward with a youth shelter”**. **9 in favour, 4 against**. It was then further prop Cllr Wynn, sec Cllr Carrington, that **“Histon Parish Council move forward with a meeting between the Working Party and the youth to discuss the nature and design of the proposed shelter.”** Cllrs Munnelly, Carrington and Muncey agreed to a request to represent the Council at the meeting, as the Working Party. Cllr Parish offered to chair the meeting. **11 in favour, 2 abstentions**. The Youth Committee (jointly with Impington Parish Council) to be kept informed of discussions. It was accepted the Parish Council could not hand this matter over to that Committee but needed to move in parallel. Cllr Harris wished her concern on design and site to be noted. No costings to be sought until further discussions had taken place.
- 180.3 Bus Project AGM 30 January. New fundraiser employed this year had raised £35,000 from donations and grants against a budgeted £10,000 although these sources now drying up. Lottery funding next step. Martin involved in vital work with other agencies and plans afoot to appoint new assistant.
- 180.4 IVC Youth Club Kate D’Arcy explains that the charge to Histon Parish Council for the academic year had been miscalculated. An extra £19.85 per term (total £59.55) was requested if Council felt fit. Prop Cllr Cole, sec Cllr Muncey, all in favour to pay this. Report from Kate copied to Youth Committee for consideration and report back to individual Councils.

## **8 Playground Inspector’s Report**

- 181.1 Inspector reported some maintenance work he had carried out on roundabout. Problems seen with a hole in the hedge; split in the tiles and bottles and glass. Bark to be ordered once weather improved.

## **9 Precept 2002 – 2003**

- 182.1 Precept Committee had met 19 January 2002 and a report was available with the recommendation of £65,000. It was clarified that projected reserves at end of next year would be in the order of £30,000.
- 182.2 Cllr Eade raised the issue of the proposed new fence between the Play Area and School field. It was felt that a £2,500 Special Projects budget, as suggested, was sufficient to cover any future proposal.
- 182.3 Prop Cllr Wynn, sec Cllr Matthews, all in favour, to accept the Committee’s recommendation to request a £65,000 Precept from South Cambs District Council. Chairman thanked Committee.

## **10 Recreation Ground Management Sub Committee Report**

- 183.1 Due to meet 13 February. Development Group had met twice, including meeting with user groups.

## **11 Legal & Property Committee Report**

- 184.1 Had met 23 January, notes not yet available. The Chairman reported that all obligations had been discharged on the Sec 52 land; Cable easement was due for re-negotiation in 2004.
- 184.2 Model Code of Conduct The Committee had looked at this and advised all Councillors they would be required to sign Register of Members’ Interests and Declarations of Acceptance of Office and

Undertaking within 2 months of adoption of the Parish Council Code of Conduct. The model code would be mandatory and although it could be extended, the advice was not to do so.

- 184.3 Chris Taylor, Legal Officer, SCDC copied to all, requested Council's views on proposed membership of Parish Sub Committee of Standards Committee, being 2 Parish Cllrs, 1 independent and 1 District Cllr. Prop Cllr Ruel, sec Cllr Mason, 11 in favour, 1 abstention, 1 not voting (Cllr Payne declared an interest as member of Committee). Cllr Payne reminded Council of need to identify a 'proper officer'.
- 184.4 Cllr Payne advised NALC guidelines would soon be published (to be copied to all). Cllr Mason stated that the Councillors should be aware the Register of Members' Interests would become a public document. Agreed as a March agenda item for adoption, as a formal notice of motion from the Chair.
- 184.5 Kortens Chairman advised he had held talks with Mr Starling at Kortens. The site was not "up for sale" but the management remained open to interested offers.

## 12 Highways, Traffic & Transport Committee Report

- 185.1 No further meeting had yet taken place
- 185.2 Cllr Eade impressed the urgency of the situation with factory signage, a French lorry having very recently damaged a pier and railings near to School Hill/Manorial Waste
- 185.3 Cambs County Council details of restructuring Highways & Engineering Division. Clerk and Chairman to write seeking assurances that service to be received would not be less than currently enjoyed.
- 185.4 SCDC. Public car park, High Street. Mr Stratford writes with up-date.
- 185.5 Cambs County Council. Philip Sharp provides copy of order to come into operation 12 February concerning removal of one bay in High Street, replacing with stretch of "no waiting at any time"
- 185.6 Fax to Mr Thornton sent re various areas in Histon requiring attention
- 185.7 All above items referred to Committee for future action / note

## 13 Planning

- 186.1 Planning List copied to all.
- 186.2 Rear of 73 Park Lane copy letter from neighbour held on file
- 186.3 Wood Frampton, Chartered Town Planning Consultants. Letter to JSC re Gallaghers Estates Arbury Camp. JSC had written responding to the Development Framework Plan
- 186.4 Joint meeting for Gallaghers to speak to Councils re Arbury Park application Tue 26 February.
- 186.5 Cambs County Council. New consultation arrangements for applications determined by County.
- 186.6 Cottenham Village Design Group. Meeting 13 February re proposed new town Oakington/Longstanton.
- 186.7 SCDC confirm receipt of application for temporary portable office at the Recreation Ground.
- 186.8 SCDC. Notice of appeal by Mr R Dias 44 Station Road against conditions 5 & 6 of permission S/0850/98/F to allow hot food counter take away service. 3 copies of representations to be received by Planning Inspectorate by 8 March. AGREED Council to summarise views over last 7-8 years.

## 14 Accounts

- 187.1 Paid In: £1,334.78 SCDC re Recycling payment (actually paid in £2669.56 with balancing cheque to IPC of £1,334.78 resulting in income of £1,334.78 for Histon Parish Council).
- 188.1 Retrospective payments L Marsh administration December/January **£149.50**
- 188.2 Prop Cllr Muncey, seconded Cllr Ruel, all in favour, to accept this payment
- 189.1 Current payments Open Spaces Society subscription **£27.50** £27.50
- 189.2 Eastern Contracting Connection to electricity box The Green **£29.60** + VAT £5.18 £34.78
- 189.3 Acacia Tree Surgery New School Road and School Hill Tree work **£392** + VAT £68.60 £460.60
- 189.4 Site & Maintenance Services Broken lock Notice Board School Hill **£30** + VAT £5.25 £35.25
- 189.5 Photocopying & Litho (Cambridge) Ltd Meter reading **£54.67** + VAT £9.57 £64.24
- 189.6 Cash Petty cash imprest account **£24.78** £24.78
- 189.7 Prop Cllr Muncey, seconded Cllr Ruel, all in favour, to pay these accounts
- 190.1 All agreed an order to replace rotten wood on top of School Hill Notice Board, payment of £30 + VAT

## 15 Date & Place of Next Meeting

- 191.1 **Monday 11 March 2002**, 7.30pm at St Audrey's Community Centre, St Audrey's Close, Histon.

The Chairman formally closed the meeting at 22.15

## HISTON PARISH COUNCIL

Minutes of meeting held St Audrey's Community Rooms, Histon, on Monday 11 March 2002 7.30 p.m.

### **Present:**

Councillors: I M Parish (Chairman), M J Mason (Vice Chairman), S D Carrington, J P Chatfield, N S Davies (also District), A J Eade, P E Harris, P C Matthews, F J Munnelly, M J Ruel, R K Wynn  
 County Councillor P D Gooden; Dist Cllr J P Teague Clerk: Mrs A J Young  
 Members of the Histon Neighbourhood Watch Group

### **1 Apologies for absence**

192.1 Cllr C M Cole (illness). Cllr J A Muncey was absent.

### **2 Minutes of the Meeting held on 11<sup>th</sup> February 2002**

193.1 Prop Cllr Carrington, sec Cllr Munnelly, all in favour, to accept the Minutes as a true record.

### **3 Matters Properly Arising Therefrom**

194.1 Item 176.1 Community Safety South Cambs notes now received, to be circulated.

194.2 Item 176.2 Junior School. Copies of documents to be available May/June. SCDC Crime & Disorder Partnership funding application form held on file.

194.3 Item 176.5 February Crime figures: Burglary (1); Common violence (2); criminal damage (2); theft from vehicle (5); theft of cycle (1). Sector Newsletter circulated. Cambs Constabulary offer to attend village functions to promote Special Constabulary recruitment and give Crime Prevention advice.

194.4 Item 176.7 Feast Fair Mrs Whyatt advised that inflation rate as at 1 Feb was 1.4% and hire charge would be increased accordingly to £105.96 with £10 discount for early payment. Additional letter from Rev H McCurdy concerning Sunday opening held on file. Letter from Health & Safety Executive asking for details of fairground events to be held within parish boundaries.

194.5 Item 176.9 Mr Peck advised Council he was being forced to give up work through ill health. A specification had been drawn up and advertisement supplied for the Histon & Impington Crier but a contractor would be required as soon as possible to tend the War Memorial and Sec 52 land in Narrow Lane. This to include litter picking fortnightly.

194.6 Item 178.8 CALC clerks training had commenced with session on Community Action.

194.7 Item 179.1 Appraisal Public meeting Saturday 18 May at Histon Junior School. A meeting with the Crier editor had been very successful with some 20-25 residents attending. Mrs Elizabeth Fraser of Histon had offered to act as community co-ordinator. Copy deadline dates had been obtained.

### **4 Co-Option to Parish Council**

195.1 Co-option to Parish Council for vacancy caused by resignation of George Mackay. No-one had come forward. Deferred to April agenda.

195.2 Chairman advised Denis Payne had regrettably resigned from Histon Parish Council. There were therefore two vacancies. Discussion took place on the need to now prioritise items coming into the Council in view of ever-increasing workloads being seen on both Councillors and Clerks, with 3 large consultation documents needing responses this month. Possibilities for a review on how the 2 Parish Councils of Histon and Impington work together were also again raised, particularly through the use of further joint committees. Chairman stressed that Histon Parish Council performed well under the pressures being seen and thanked the County Cllr and Dist Cllrs for good support given. Cllr Ruel supported the idea of an article for the new Histon & Impington Crier on Parish Council issues to encourage new membership in the future.

### **5 Recent Correspondence**

196.1 Circulating File: Various leaflets and documents inc: Impington PC agenda and minutes; Recreation Ground agenda & minutes; Local Council Review March; South Cambs Primary Care Group newsletter; Guide to Organising Safe Events; Open Space Newsletter Spring; various leaflets

196.2 Zurich Municipal – revised policy showing increased Fidelity Guarantee to £103,000. Additional premium waived until renewal date

196.3 Cty Cllr Gooden had received a request for a District Council owned bench to be removed from Glebe Way. Some Councillors were concerned at the prospect of losing another seat.

- 196.4 Yesteryear Road Run. Thanking Council for allowing parade through Histon in September. £7,000 had been raised in total for MAGPAS. Next run due 21 April.
- 196.5 CRS Limited – Application for Transfer of Off Licence
- 196.6 Village Green booking. Stepping Stones Playgroup Cake stall and stall on green Friday 24 May
- 196.7 Cambs County Council. Copy of new agreement to be introduced for all new dog bins to be attached to street light columns. Clarification was being sought.
- 196.8 CALC. South Cambs District Association minutes and other papers held on file.
- 196.9 Histon Baptist Church. Letter from Mr D Mudd regarding fundraising for new roof copied for all. Agreed to suggest WREN as a possible source of funding and consider under Donations in June.
- 196.10 ARUP superCAM Environmental Impact Assessment draft Scoping report. (Guided Bus). Comments required by 29 March. Cllr Mason had looked through the report with Mr Wilkinson, Parish Council's Transport officer. Joint Standing Committee yet to comment. Cllr Mason reported on the affect to people regularly using the "Girton" footpath for recreation were the guided bus scheme to go forward and also on the flooding issues. All Cllrs were urged to contact Cllr Mason for their own input. Cllrs Mason and Chatfield had visited the exhibition for superCAM. It was reported residents of Manor Park, Melvin Way, Somerset Road and Pepys Terrace had all received letters from a Chartered Surveyors offering to look at compensation for homeowners on the proposed guided bus route.
- 196.11 Town & Country Planning Association Stakeholder Involvement in RPG – comments required by 15 March. Cllr Mason to respond.

## **6 Youth Shelter Working Party and Youth Committee Reports**

- 197.1 Working Party had not met with representatives of the youth. Clerk to arrange as soon as possible.
- 197.2 A further letter had been received from Mr Garside. Chairman to contact him for a meeting to discuss.
- 197.3 Joint Committee had met with representatives of Milton Parish Council Youth Committee and a report was available, to be copied to Working Party. Cllrs Ruel and Davies had attended. It was accepted this report related to a youth club, not a youth shelter, but Cllr Ruel urged caution on proceeding with the provision of a shelter until the Youth Committee had developed its ideas further. Chairman reminded Council of decision taken in March to meet with the youth to discuss possible nature and design of a youth shelter.

## **7 Playground Inspector's Report**

- 198.1 Cllr Carrington reported no problems with equipment. A hole in the hedge required blocking and bark was due for delivery 15 March.

## **8 Joint Standing Committee Report**

- 199.1 Chairman read out report on meeting held 5 March which was accepted.
- 199.2 Planning: Delivering a Fundamental Change green paper Any Councillor wanting to comment to do so via Cllr Payne of Impington who was putting together a brief objection regarding the loss of role of Parish Councillors, after discussion with Cllr Mason. Cllrs asked that the full Council be kept informed of any submission made. Dist Cllr Davies supported the need for local input to continue.

## **9 Recreation Ground Management Sub Committee Report**

- 200.1 Minutes of meeting 13 February copied to all. Further meeting due 13 March.

## **10 Highways, Traffic & Transport Committee Report**

- 201.1 Had met 7 March. Verbal report from Cllrs Matthews and Parish on discussions held. The Committee were urged to chase County Council on proposed factory signs following more damage to grass and kerbs in School Hill. Suggestion made that Chivers be advised of the problems being seen and invited to attend any site visit. The Committee had agreed to write to South Cambs District Council asking for a notice in the car park stating 2 hours waiting with no return within 60 minutes thereafter. It was acknowledged that parking could become a huge issue for Histon if the superCAM scheme progressed.
- 201.2 At this point, Chairman requested under standing order 16 item 14 be brought forward to enable residents present to speak to Council. All AGREED. Standing orders were suspended.

## **15 Neighbourhood Watch Open Forum**

- 202.1 A recent meeting of the Neighbourhood Watch group had resulted in a request to speak at the Parish Council meeting on current issues of concern. Mrs Coe, for the Greenleas Estate explained these issues were: insufficient lighting provision, particularly along footpaths; limited opening hours at Histon Police Station; youth crime levels; low level of police presence seen; lack of Neighbourhood Watch meetings held at Histon Police Station. In turn, members of the Parish Council reminded those present of 2 vacancies on the Council. Cllr Harris recommended members to attend the regular Police Authority meetings. An official link between Neighbourhood Watch and Parish Council was hoped for.
- 202.2 Chairman explained street lighting was the responsibility of Cambs County Council although the Parish Council could under certain circumstances provide footway lighting columns. Agreed that if the Neighbourhood Watch co-ordinators identified some areas the Parish Council could bring these to the attention of County Council. The problem of overhanging trees was also discussed and residents reminded that any member of the public could, and should, report lights as out by phoning the number on the column. Cllr Gooden was introduced to those present and was happy to receive any request for help on street light issues as County Councillor for Histon and Impington.
- 202.3 Opening Hours Histon Police Station Council advised they had previously approached the Station about increased operation hours and had succeeded in a 3 month trial of evening opening. However, the trial had shown very limited use of what was a costly exercise.
- 202.4 Youth Crime Levels Work being carried out by the Youth Working Party and the joint Youth Committee with Impington Parish Council was outlined.
- 202.5 Police Presence Some details were shared on shifts worked by CBO PC Wade and problems locally this caused, and discussions held between the Parish Council and Police in the past when the issue had always come back to a lack of funding. Target rates for detection and actual rates, as published in the Police newsletter were noted.
- 202.6 Neighbourhood Watch meetings at Police Station Parish Council agreed to take up the issue of a need for increased meetings on behalf of the residents. Parish Council stated their belief that PC Wade had a commitment to community work in Histon and Impington.
- 202.7 Standing orders were reinstated after the Parish Council confirmed the public were welcome to attend Parish Council meetings and periodic visits from Neighbourhood Watch members as an agenda item would be welcome. Residents were reminded that PC Wade attended Parish Council meetings on a quarterly basis and this may be an appropriate time for Neighbourhood Watch items to be raised.

## 11 Planning

- 203.1 List of applications, acceptances and refusals copied with agenda.
- 203.2 Letter from Mr P Rayment re Local Plan / Arbury Park / Oakington copied for all
- 203.3 Papers supplied by Impington PC “Arbury Camp–Planning” and other informal notes copied for all
- 203.4 CPRE. Invitation to subscribe at £25 pa in view of green paper “Planning; Delivering a fundamental change” Cllr Eade spoke in support of subscribing. Prop Cllr Parish, sec Cllr Ruel, all in favour.
- 203.5 Cambs County Council – newsletter on Longstanton & Oakington proposed new settlement. – 3 copies available for Councillors. Libraries and post offices had copies. Dist Cllr Davies felt Parish Council should be represented on the Technical Liaison Working Group on the Longstanton/Oakington proposal. Agreed Dist Cllr Davies would ensure a representative was invited in future.
- 203.6 Tree works. The Gables, High Street. Tree Warden had no objection.
- 203.7 Presentation by Gallaghers 26 Feb. Cllrs Cole, Payne, Wynn, Mason, Davies, Muncey, and Eade (in part) had been present. Cllr Mason expressed his belief that the broader issue of development on this site was not yet being addressed by the Parish Councils as this affected them both in terms of recreation and open space maintenance costs. Full discussion took place on the planning history of Arbury Camps, specifically:
- the site is Cambridge Northern Fringe Police area; not Histon & Impington, despite being in the parish of Impington
  - The 900 houses will not count towards the District housing in the current South Cambs figures
  - The Green Belt designation is already lost
  - The re-designation of Histon & Impington as Rural Growth is a separate issue to CNF policy – in the Local Plan, not Structure Plan
  - Dist Cllr Simon Kime first suggested mixed use site, housing and business
  - South Cambs formulated the proposals late in the Local Plan process
  - As currently stands, all the housing will pay the parish rate

- CNF Working Group superseded by City and South Cambs Environmental Transport Group. Dist Cllr Teague and Cty Cllr Gooden remained resolute that the proposals had not yet been approved and the parishes should try to stop it happening at all. Cllrs Parish and Mason felt the plan was extremely likely to go through on outline and as such the local Councils should be planning to get the best deal from selective items e.g. traffic and recreation.

- 203.8 44 Station Road, Appeal Letter of support from District Councillor re Parish Council submission.
- 203.9 Development Control Committee letter detailing introduction of public speaking at meetings
- 203.10 50 Narrow Lane Copy letter to SCDC Planning re application held on file
- 203.11 Portable Parish Office at New Road, Impington. Agreed Parish Council Chairman could authorise spending within the total budget set by Histon. Security aspect to be looked at in due course.
- 203.12 Structure Plan meeting dates supplied
- 203.13 superCAM details of exhibitions received.

## **12 Accounts**

- 204.1 Paid In: Nil
- 205.1 Retrospective payments Nil
- 206.1 Current payments **TXU Energi** Christmas light electricity supply **£10.80** + VAT £1.89 £12.69
- 206.2 **Print Out** Stationery **£14** Joint Standing Committee **£5.06** + VAT £3.34 £22.40
- 206.3 **Site & Maintenance Services** Replace top of notice board **£30** + VAT £5.25 £35.25
- 206.4 **A J Young** Expenses for ink for printer **£49.99** + VAT £8.75 £58.74
- 206.5 **CPRE** Subscription **£25** £25.00
- 206.6 **Ravenstock MSG Limited** 50% deposit office and furniture **£4909.14** + VAT £859.10 £5,768.24  
To be split 50/50 with Impington PC
- 206.7 Prop Cllr Mason seconded Cllr Carrington, all in favour, to pay these accounts

## **13 Proposed Adoption of Parish Council Model Code of Conduct**

- 207.1 Further to Min 184.2, prop Cllr Parish, sec Cllr Davies, 9 in favour, 2 abstentions to so adopt.
- 207.2 Prop Cllr Carrington, sec Cllr Davies, all in favour Clerk be Proper Officer for purposes of adoption.

## **15 Arrangements for APM / AGM**

- 208.1 After full discussion on possible speakers and whether to hold the meeting separately or on the same night, finally agreed to hold one meeting on 13 May at the Methodist Church hall. Mrs Whitehead of the Village Society would be asked to make a short presentation on the History of Histon with slides during the Annual Parish Meeting.

## **16 Date & Place of Next Meeting**

- 209.1 **Monday 8 April 2002**, 7.30pm at St Audrey's Community Centre, St Audrey's Close, Histon.

As per standing order 36, under standing order 64, in view of the confidential nature of business about to be transacted, any public, County and District Councillors were temporarily excluded and they were instructed to withdraw.

The Chairman declared this part of the meeting closed at 22.22