

Clerk:  
Mrs A J Young  
Telephone/Fax:  
01223 235906  
E mail:  
clerk@hisimp.net

# HISTON PARISH COUNCIL



The Parish Office  
New Road  
Impington  
CAMBRIDGE  
CB24 9LU

**NOTICE OF MEETING:** Full Council  
**TIME:** 7.30 p.m.  
**DATE:** Monday 10<sup>th</sup> OCTOBER 2011  
**VENUE:** St Audrey's Community Centre, St Audrey's Close, Histon

All members of the Council are hereby summoned to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below

Mrs A Young - Clerk to Histon Parish Council  
4<sup>th</sup> October 2011

MEMBERS: 15

QUORUM: 5

## AGENDA

11/251	To receive and approve apologies for absence	
11/252	To receive declarations of interest a) Councillors to declare any personal interest in any items on the agenda b) Councillors to declare any personal and/or prejudicial interest in any items on the agenda and to inform the Chairman if they wish to speak on the matter during public participation	
11/253	<b>Public Participation</b> To allow up to 15 minutes for any members of the public and Councillors declaring a prejudicial interest to address the meeting in relation to any matter	
11/254	To approve minutes of meeting held 12 September 2011 - <u>attached</u>	<b>For decision</b>
11/255	<b>Matters Arising - for Information only</b> 11/255.1 <u>Outstanding actions</u> September 2011 list <u>attached</u> 255.2 <u>Item 240.2 Police Up-date</u> any emails copied to all 255.3 <u>Item 240.3 IVC Academy Status</u> – update 255.4 <u>Item 241.5 Histon Feast</u> notification of meeting 16 November. Meeting with Whyatts planned Autumn 2011 (see also 245.4) 255.5 <u>Item 244.2 SHLAA</u> meeting date set 2 November 255.6 <u>Item 245.5 Bridge to be painted October</u> materials claim to be made to CCC 255.7 <u>Item 245.10 Tree works</u> ordered and reported to Environment Committee 255.8 <u>Item 246.2 AJC meeting</u> cancelled 17 October 255.9 <u>Item 246.5 Lamp-post High Street</u> Response received declining move 255.10 <u>Item 246.7 Annual Street Light Maintenance</u> SCDC future responsibility	To note only
11/256	<b>Recent Correspondence Received</b> 11/256.1 Circulating file available for all 256.2 <u>Histon Station</u> update on meetings and reports of damage 256.3 <u>CPALC</u> AGM Saturday 3 December at Bluntisham – details received 256.4 <u>Boundary Commission for England</u> Consultation till 5 December 2011, request for communication of proposals 256.5 <u>SCDC</u> Decision Making briefing feedback	

11/256	<p><b>To receive Monthly reports from County and District Councillors</b></p> <p>11/256.1 County Councillor report <u>attached</u> if available</p> <p>256.2 District Councillor report <u>attached</u> if available</p>	
11/257	<p><b>To receive Recreation Ground Management Committee Report</b></p> <p>11/257.1 Next Management Meeting due 24 October 2011. Half Yearly Meeting due 29 November. <b>Proposal to re-arrange</b> meetings and budget reporting method for 2012-13</p> <p>257.2 Committee up-date</p>	<b>For decision</b>
11/258	<p><b>To receive Planning Committee Report</b></p> <p>11/258.1 Minutes 15 September 2011 <u>attached</u>. Meeting due 20 October</p> <p>258.2 Other Planning matters</p>	
11/259	<p><b>To receive Environment Committee Report</b></p> <p>11/259.1 Minutes 29 September 2011 <u>attached</u> if available</p> <p>259.2 To <b>confirm decisions</b> made at Committee</p> <p>259.3 To <b>suggest names</b> for land rear of Manor Park prior to grant applications</p> <p>259.4 To note attendance by resident at training for gritting paths 21 October, for report back to Council</p>	<b>For decision</b>
11/260	<p><b>Presentation and request from HICOP regarding siting of Community Orchard Project on land rear of Manor Park Histon – paper <u>attached</u></b></p>	
11/261	<p><b>Play Area Project, The Green – paper <u>attached</u> if available</b></p> <p><b>To accept the Motion:</b></p> <p><i>“Histon Parish Council welcomes the enthusiastic community response to The Green Play area development project proposals detailed in the Business plan presented to the Council by the project group.</i></p> <p><i>The Parish Council agrees to ;</i></p> <ul style="list-style-type: none"> <li>• <i>proceed with the redevelopment option retaining the present slide</i></li> <li>• <i>that TCL Landscapes are their preferred contractor</i></li> <li>• <i>apply to WREN for a grant application of £23,000 towards the current estimated project cost of £59500</i></li> <li>• <i>make a contribution of £33,000 towards the project cost to be financed from the existing designated capital fund held, capital budget contribution from financial year 2011/12 and planning benefits held. The exact breakdown to be decided once the outcome of the grant application is known and final costs known</i></li> <li>• <i>confirm its outline support in writing to WREN to support the grant application</i></li> <li>• <i>the project group seeking business sponsorship towards the cost of the project</i></li> </ul> <p><i>If the WREN grant application is not successful the play area design will need to be revisited and amended in line with funding available“</i> Proposed Cllr N S Davies</p>	<b>For decision</b>
11/262	<p><b>To Consider Other Matters</b></p> <p>11/262.1 <u>Youth Advisory Body report</u> Meeting due 3 October, notes to follow</p> <p>262.2 <u>Joining, Histon and Impington Parish Councils</u> up-date, open meeting held 22 September, meeting with SCDC held 4 October, Parish meeting due 14 October 7.30 p.m. at Recreation Ground</p> <p>262.3 <u>Community Facilities</u> – Chairman’s progress report, next Committee meeting due 24 October</p>	

	<p>262.4 <u>Highways Matters</u> – HT&amp;T Committee meeting due 13 October</p> <p>262.5 <u>Mobile Warden Scheme meeting</u> due 5 October</p> <p>262.6 <u>Arrangements for Remembrance Sunday</u> 13 November, <b>including funding for wreath</b></p>	<b>For decision</b>
<b>11/263</b>	<p><b>To accept Finance and Administration Reports</b></p> <p>11/263.1 To confirm payment of retrospective accounts – <u>See Page 4</u></p> <p>263.2 <b>To approve payment</b> of outstanding accounts due – <u>See Page 4</u></p> <p>263.3 To report on amounts paid in and Correspondence – <u>See Page 4</u></p> <p>263.4 To accept Clerks report October 2011– <u>attached</u></p> <p>263.5 <u>Finance Committee</u> meeting due 19 October</p> <p>263.6 <u>Employment Appraisal report</u> “In Committee”</p>	<b>For decision</b>
<b>11/264</b>	<b>Matters for Next Agenda</b>	
<b>11/265</b>	<p><b>Date of next meeting (s)</b></p> <p>Highways Traffic &amp; Transport Committee – Thursday 13 October 7.30 p.m.  Finance Committee – Wednesday 19 October 7.30 p.m.  Planning Committee – Thursday 20 October 7.30 p.m.  Recreation Ground Management Committee – Monday 24 October (NB likely to be postponed)  SHLAA Meeting – Wednesday 2 November 7.30 p.m.  Planning Committee – Thursday 10 November 7.30 p.m.</p> <p><b><u>Full Council meeting – Monday 14<sup>th</sup> November 2011, St Audrey’s Community Centre, Histon 7.30 p.m.</u></b></p> <p>Other events / meetings:</p> <p>Police Liaison Panel – Tuesday 11 October Cottenham VC  Extra Ordinary Parish Meeting – Friday 14 October 7.30p.m. – Recreation Ground  IVCAcademy Pubic Meeting – Tuesday 18 October  Councillors Surgery – Friday 21 October 7 p.m.  Feast Presentation evening – Tuesday 1 November 7 p.m. Stable Rooms (Cllr Emmines to attend)</p>	
	<b>Close of Meeting</b>	

**Members of the public and press are welcome to attend the meeting**  
**Minutes and supporting notes may only be supplied to Councillors. Available on request**

## OCTOBER 2011 AGENDA

### **Item 263 FINANCE and ADMINISTRATION**

a) To confirm payment of retrospective accounts:

**PWLB** Pavilion loan 12 of 50 **£6,720.22** Completion loan 10 of 48 **£890.10** = £7,610.21

**Administration M6** **£2,480.46** (contracted out portion re-imbursed)

**BT plc** Telephone (on formula) **£129.05** + VAT £25.80 = £154.85

b) To approve payment of outstanding accounts:

**C J Foster** Expenses materials for painting fence and railings (CCC to be requested to reimburse) **£17.11** + VAT £3.42 = £20.53

**Site & Maintenance Services** Work on village pump drainage **£100** + VAT £20 = £120.00

**Danwood Financial Services** Quarterly photocopier (formula) **£66.09** + VAT £13.22 = £79.31

**Print Out** Stationery **£16.99** + VAT £3.40 = £20.39

**Buchans Landscapes** Grass cut verges 9 and 22 August **£677.82** + VAT £135.56b= £813.38

**SCDC** Sacks for litter pick (formula) **£35**

**Roger Hovells** Office cleans **£40**

**N S Davies** Play Area Project expenses claim **£9.93**

**ESPO** Stationery and equipment (some formula, some IPC, some RecGround) **£87.15** + VAT £17.43 = £104.58

**Balfour Beatty** Street light maintenance contract (if payable – TBC) **£683.28** + VAT £136.66 = £819.94

**Petty Cash** £ TBC

c) **Paid In:** M6 IPC Administration contracted out **£497.90**; SCDC 2<sup>nd</sup> half precept **£80,000**