

**HISTON PARISH COUNCIL**

Minutes of meeting held St Audrey's Community Centre, Histon, Monday 10 November 2003

**Present:**

Councillors: I M Parish (Chairman), N S Davies (also District), J M Heinrich, C L Jones, I A Levitt,  
M J Mason, M J Ruel, V A Taylor, R K Wynn                      Cty Cllr P D Gooden      Clerk: Mrs A J Young

**1      Apologies for absence**

153.1 Cllrs Barrett, Chatfield, Eade, Harris, Muncey, Munnely (illness)

**2      Declarations of Interest**

154.1 None

**3      Minutes of Meeting held 13 October 2003**

155.1 Proposed Cllr Davies, sec Cllr Mason, all in favour, to accept as a true record and sign. Also to sign "in Committee" Legal & Property report 8 September.

**4      Matters Properly Arising Therefrom**

156.1 Item 130.3 Crime figures copied to all: burglary (6); fire/arson (2); criminal damage (9); theft (3); motor vehicle tampering (1). Local Consultation Group Histon Sector meeting held at IVC 28 October – report from Cllr Muncey deferred to December

156.2 Item 134.1 War Memorial Registration no progress as yet due to workload

156.3 Item 136.2 Enhancement at the Brook Parish Council, together with representative from Youth Committee/Impington PC had submitted a letter to the Crier following recent article. Information provided by Council had not been reported

156.4 Item 137.4 Footbridge on Green copy mails between Histon PC and County Council attached. Priority for May 2004. Agreed to prepare a report for the Junior School newsletter and other use pointing out the issues involved, of insurance and County responsibility

156.5 Item 148.2 IVC Youth Budget Cty Cllr Gooden had obtained information, copied to all, indicating the LEA would be recovering the remaining patch budget from IVC to pass onto the new patch manager

**5      Ways of 2 Councils Working Together**

157.1 Cllrs Parish and Davies confirmed informal discussions had taken place and it was agreed this should be raised as an agenda item at next Joint Standing Committee, 20 November. Cllr Ruel requested this remain an agenda item.

**6      Recent Correspondence**

158.1 Circulation File: Circulation File available **on request**: Including Impington Parish Council Minutes; CALC AGM Agenda; Railwatch; Public Sector Magazine; NALC Annual Review & Accounts; Countryside Voice; CPRE papers; Local Council Review including articles on BRINGING PLAY TO ALL, THIRD PARTY VAT IMPLICATIONS, A CODE FOR EMPLOYEES; Open Space magazine; Guide to Local Health Services; Clerks & Councils Direct; RailEast; Histon Sector newsletter

158.2 CALC. South Cambs District Association meeting 27 November agenda/minutes of 28 June, and Bulletin for all. Dist Council Planning Officers due to attend. All Councillors urged to attend.

158.3 Copy letter from SCDC to CALC re "Landscape Character Assessments" consultation due in New Year

158.4 Community Mobile Warden Scheme. Mail from Malcolm Ruel on behalf of the Committee asking the Parish Council to consider precepting a total £3,000 (with Impington) for next financial year

158.5 NHS Primary Care Trust. Feedback form for reply by 31 December. Improving Care Through Integration – a consultation document. Response to be made expressing concern over the Trust's role in the planning process

158.6 Valuation Office. Proposal to alter 2000 Rating List for Parish office. Start date of settlement period 1 Dec 2004 – target date for settlement 31 January 2005. Cllr Parish willing to attend hearing if required

158.7 Parish Council Office E mail from Cllr Davies requesting the Parish Council to consider the future location of the office in the near future, as an issue that may affect the precept.

- 158.8 South Cambs District Council Local Authorities (Members' Allowances((England) Regulations 2003. Susan May Democratic Services Manager at SCDC requested any Council wishing to pay allowances in the future to its members under the Regulations to advise her. This to include mileage allowance. Legal & Property previously asked to investigate and make recommendations. Lengthy debate on difference between allowances and expenses payments followed and options available for applying for permission now or in the future. Cty Cllr Gooden and Dist Cllr Davies gave some background on County and District Council members allowance schemes. Prop Cllr Jones, sec Cllr Mason, all agreed to apply to the panel for permission to pay if appropriate. Mention to be made of attendance at meetings, including on behalf of other bodies. Also to clarify that Histon PC currently precepts for a Chairman's allowance.

## **7 Environment Committee Report**

- 159.1 Minutes for meeting held 3 November copied to all, together with additional note from Cllr Mason (Chairman of Committee) and a drawing of Habitat Enhancement proposal due to commence end of November. Chairman thanked Cllr Mason for taking the role of Project Manager for the scheme. Volunteer labour was sought for planting, late December/early January.
- 159.2 Graffiti City Services had quoted for identified removal of graffiti in Histon at £269.40. AGREED to accept the quote, after clerk had checked with affected householders where possible.
- 159.3 Horse Chestnut Tree on Green. Acacia had supplied a report with a possible diagnosis of Phytophthora root disease, or possibly Guignardia Leaf Blotch. An assessment in early summer was recommended, but it seemed likely the tree would be lost and should therefore be precepted for.

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

- 160.1 Meeting had taken place 6 November. Minutes to be made available next month. Clerk and Chairman outlined discussions on Council's wish to draw up its own Local Transport Plan; the County's offer of a progress meeting on Rapid Transit System; a proposed site visit with County Cycling Officer to look at cycle land provision on B1049. After due regard to the Committee's recommendation on the RTS update, AGREED to accept the County's invitation and invite them to present a focussed progress report at next Parish Council meeting due 8 December.
- 160.2 Dist Cllr Davies advised Gallaghers had now indicated a willingness to put £150,000 towards the proposed new footbridge. A Project Group for Northstowe was being formed on South Cambs. It appeared the question of the actual site of Northstowe remained. Discussion took place on the need to "flag up" the Council's concerns regarding the traffic implications from Northstowe on the villages of Histon and Impington, with traffic to the Science Park certain to come through. It was noted that in the Councils' representation to the EIP, no access from the New Town into Oakington High Street was stated, but traffic lights now in place indicated this would not be the case. AGREED to write to Mr Hussell reporting on discussions held at Council, stating Parish Council wish to be involved, with input in particular regard to the regulation of traffic from the Northstowe development through our village.
- 160.3 Cast.Iron had provided details of meetings being held in Cambridgeshire during November/December.

## **9 Recreation Ground Management Committee**

- 161.1 Minutes of meeting held 8 October copied for all.
- 161.2 AGM due 3 December 2003

## **10 Joint Standing Committee Report**

- 162.1 Notes copied to all of meeting held 21 October 2003 and accepted.
- 162.2 Next meeting due 20 November

## **11 Planning Committee Reports and other Planning Matters**

- 163.1 Minutes for meeting held 30 October were copied to all and accepted.
- 163.2 Taylor Woodrow. Development off Kay Hitch Way Draft Section 106 agreement received from SCDC including Public Open Space proposals. Planning Committee to consider, for reference to Legal & Property Committee if appropriate. Some discussion took place on education provision and the fact the school at Arbury Camp was currently under review. No response as yet from SCDC on legal issues

raised in the Parish Council's response to the application. Parish Council would request 3 minutes at Planning Committee (likely 3.12.03)

- 163.3 Etheldred House – Appeal based on non-determination by SCDC. Following discussion AGREED to consider requesting a meeting with SCDC officers in due course. In the meantime a letter of concern had been sent to Mr Hussell

## 12 Accounts

- 164.1 **To be Paid In: Zurich Municipal** Insurance refund due to alteration in cover **£29.34**; Payment from Mr R K Wynn for purchase of screen (to be taken off of Asset List) **£15**
- 165.1 **Retrospective payments: M L Young** Exp (First Aid Kit) to be formula **£22.95** + VAT £4.02 = £26.97
- 165.2 **L M Marsh** admin costs "In Committee" after meeting See "In Committee"
- 165.3 Proposed Cllr Mason, sec Cllr Davies, all in favour, to accept these payments
- Current payments:**
- 166.1 **Danwood Group Ltd** copier meter reading (to be formula) **£25.80** + VAT £4.52 = £30.32
- 166.2 **D W Payne** expenses for virus checker (to be on formula) **£20** + VAT £3.50 = £23.50
- 166.3 **Roger Hovells** Office clean (to be on formula) **£25** £25.00
- 166.4 **SCDC Trade Waste Bin Histon High Street** **£99** + VAT £17.33 £116.33
- 166.5 **Playground Management Limited** Play Area inspection ROSPA **£61.50** + VAT £10.76 = £72.26
- 166.6 **RBL Poppy Appeal Wreath** **£15** S137 donation (prop Cllr Mason, sec Cllr Davies) **£15** £30.00
- 166.7 **Site & Maintenance Services** Replace of dog bin Pages Close **£18** + VAT £3.15 = £21.15
- 166.8 **Petty Cash** Imprest account **£24.09** £24.09
- 166.9 Prop Cllr Mason, sec Cllr Davies, all in favour to pay these accounts
- 167.1 Financial Regulations/Setting up of Finance Committee Informal discussions had taken place between Cllrs Parish and Davies. AGREED to defer to December meeting

## 13 Youth Committee (advisory body) Report

- 168.1 Cllr Davies reported on recent discussions on youth provision in Histon and Impington and the views of the Warden and the Governing Body at IVC. He felt the Parish Council should now address their own priority issues with regard to youth work and the District Council should be working with them for a strategy into rural community. It was noted IVC had not responded to the request for a meeting with the Histon PC IVC co-ordinator, now Cllr Jones, previously Cllr Munnely. Youth Committee were urged to seek a meeting with Steve White, Head of Youth Service at County Council, to seek reassurances the patch budget previously provided to IVC would not be lost. The lack of publicity given to the current situation at IVC was a concern.

## 14 Youth Shelter – Quotes for Base and Litter Bin

- 169.1 Further quotes for the base work had been sought but not supplied. Youth Shelter was on order and agreed to now accept the one quote received from Site & Maintenance Services in the sum of £586 + VAT. AGREED to proceed with purchasing the standard litter bin (vandal resistant) from Broxap for fitting once the shelter in place.

## 15 Police Community Support Officers

- 170.1 Cottenham Parish Council had invited Histon PC to attend a meeting, together with other Parish Council representatives to discuss possibilities of employing PCSOs. Various views were expressed on the principle of this and the issues involved. Cllr Davies again pointed out his hope that the Parish Councils could provide an overview on priorities, whether revenue or capital. Following some debate on particular parishes having unique problems, prop Cllr Ruel, sec Cllr Mason, all in favour and AGREED to respond to Cottenham PC explaining Histon PC did not feel PCSOs was the right route for Histon, but would welcome the chance to meet them and other Councils in the locality to discuss the current problems being seen.

## 16 Date & Place of Next Meeting

- 171.1 Monday 8 December 2003 7.30 p.m. at St Audreys Community Centre, St Audreys Close, Histon.

This part of the meeting was formally closed at 9.50 p.m.

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.