

## **HISTON PARISH COUNCIL**

Minutes of meeting held St Audrey's Community Centre, St Audrey's Close, Histon,  
Monday 12<sup>th</sup> December 2011 7.30 p.m.

### **Present:**

Councillors: I M Parish (Chairman), J E Emmine (Vice Chairman) M Cleaver, N S Davies, J A Diplock, A J Eade, C J Foster, C L Jones, K E Heywood, D V Marston, R S Plumbly, E W Stonham  
Cty Cllrs J D Jenkins, S Gymer, 17 Members of public (16 in part)  
IPCllr H Abdullah (in part)

Clerk: Mrs A J Young

### **Power or Action**

#### **286 APOLOGIES FOR ABSENCE**

11/286 Cllrs I Levitt (work), D N Legge (personal), D J Thurman (personal). Dist Cllrs Mason and Chatfield

#### **287 MEMBERS' DECLARATIONS OF INTERESTS**

11/287 None received

#### **288 OPEN SESSION FOR THE PUBLIC**

11/288 Standing order suspended to allow residents present to address the Council regarding proposed use of land rear of Manor Park (Item 298) for skatepark. With agreement of Council, Chairman brought forward item 298 at this point and read Working Party report dated 8 December 2011 to meeting (**Appendix 1**). Correspondence figures to date updated and all mails and letters copied for Cllrs. The Working Party had spent approximately 5 hours discussing the proposals with residents in recent months.

Questions/Points raised:

Mrs B Turner, St Audrey's Close voiced concern over congregating youth at gate entrance to Manor Park; lack of supervision and close proximity to Guided Bus route

Resident of St Audreys Close had concerns over traffic and width of access

Mr M Davies, 4 Cooke Walk Impington drew attention to the obesity crisis and the need for sections of young people to engage and carry out healthy pursuits – BMXs, Skate boarding were examples and were not a "craze" but there was no-where in the village to do it

Mr Jeffery, Manor Park wished to see a consultation period and had concerns over health and safety issues, especially for the residents. The area he felt was currently a beautiful one for walkers

Mrs Fletcher, Manor Park acknowledged the merits of genuine skateboarders but feared other youngsters would gather to act in an anti-social manner. Police did not always react to reports. Felt the site was unsuitable as "tucked out the way"

Mr Allen, Manor Park queried why a skatepark was not included on the Recreation Ground in Impington. The Recreation Ground Management Committee Chairman explained the lessor had declined permission for the leased land, with no suitable site available on the Parish Council owned part. Cllr Davies felt this only highlighted the need for additional open space in Histon and Impington but felt the land at Manor Park was too isolated and had concerns over the lack of supervision there

Mrs Allen, Manor Park felt the site to be inappropriate and parents would be reluctant for their children to attend at this location

Mr Matthews, Manor Park fully encouraged facilities for youth but considered this to be the wrong location

Mrs Harrison, Manor Park considered a more public area was required and put forward ideas for the Recreation Ground, Parish Council owned land. Cllr Davies pointed out health and safety problems with cricket balls

Chairman re-instated standing orders for Council to discuss (see item 298)

#### **289 MINUTES OF MEETING HELD ON 14 NOVEMBER 2011**

11/289.1 Proposed Cllr Diplock, seconded Cllr Stonham, all in favour. Approved and signed as a correct record, including the "In Committee"

**290 MATTERS ARISING FROM PREVIOUS MEETING**

- 11/290.1 Outstanding Actions November 2011 provided for all including: Meeting planned with Whyatts; re-schedule required for SHLAA meeting; Tree works at The Green
- 290.2 Item 274.2 Police up-date any emails copied to all
- 290.3 Item 274.5 Histon Station Building Cty Cllr Jenkins reported on County Council's continuation on pursuing Compulsory Purchase. Leaseholders sought in short term. Anyone interested in re-starting the Station Design Group urged to contact Chairman
- 290.4 Item 275.2 Gritting Route for footpaths Volunteer gritter in receipt of equipment for trial
- 290.5 Item 275.3 Transport Modelling Workshop - report from Cllr Parish. Met with Cty and Dist Cllrs to look at models to determine traffic flows HCV Meeting – notes supplied to all
- 290.6 Item 275.6 CPALC District Association meeting held 22 November. CPALC AGM held 3 December, report copied to all
- 290.7 Item 282.3 Christmas Lights now in place
- 290.8 Item 282.6 Duck Viewing Platform reported at Environment Committee
- 290.9 Item 283.4 Blue Recycling bin will be sited in Impington, reported at Environment Committee
- 290.10 Item 283.5 BT Openreach up-date on resiting of apparatus. Cty Cllr Jenkins reported high speed Broadband due to become available in Histon and Impington early 2012. Users will need to contact their provider to engage

**291 RECENT CORRESPONDENCE RECEIVED**

- 11/291.1 Circulating file available for all
- 291.2 Letter of concern regarding public disorder at venue in Histon. Police and British Legion had been contacted and resident confirmed acceptance of measures in place to avoid recurrence
- 291.3 Cllr Thurman would be leaving the area soon and be no longer eligible to stand as Cllr
- 291.4 IVC Meeting with public 10 January 2012 7pm, re Academy Status. Details received

**292 MONTHLY REPORTS FROM COUNTY AND DISTRICT COUNCILLORS**

- 11/292.1 Monthly report from County Cllr Gymer copied to all and accepted covering: Environmental Services; Children and Young People's services; Histon Library opening times; Forthcoming meeting and events. Cllr Gymer reported on the sudden sad passing of Cottenham Parish Council Clerk Julie Groves
- 292.2 Monthly report from Dist Cllr Mason copied to all and accepted covering: Bus Services; Guided Bus Safety Issues; In Your Patch meeting Shire Hall; Cycle Crossing B1049/A14; Planning Enforcement Issues; SCDC Scrutiny Committee; Orchard Park Partners Meeting; Council Meeting 24 November

**293 RECREATION GROUND MANAGEMENT COMMITTEE REPORT**

- 11/293.1 Draft Management meeting minutes 7 November 2011 and Half Yearly Meeting 15 December copied to all and accepted. Next Management meeting due 23 January 2012
- 293.2 Cllr Davies reported on plans to stage on Olympic Celebrations Event 6 July 2012. Friends of the Recreation Ground working with schools to organise

**294 PLANNING COMMITTEE**

- 11/294.1 Minutes 10 November and 24 November 2011 copied to all and accepted. Next meeting due 15 December 2011.

**295 HIGHWAYS, TRAFFIC & TRANSPORT COMMITTEE**

- 11/295.1 Meeting 1 December inquorate. Informal discussions with Cty Cllr Gymer had taken place. Notes to follow
- 295.2 Noted bids for up to £10k for minor highways works (with minimum 10% contribution) to be placed by 1 February 2012. Highways Traffic and Transport Committee to consider at re-scheduled meeting 26 January. Input from Council members welcome **HT&T Committee**
- 295.3 Noted County Council had £38,000 of Section 106 Highways moneys from Brackenburg Manor development Histon. To be spent by 1 April 2012. Mike Davies supplied

suggestions for use, Cllr Jenkins and Cllr Parish to meet 13 December to discuss further. Concern over need for transparency over Section 106 Highways funds. Cllr Parish to investigate

**IMP / JDJ**

295.4 Letter from resident regarding danger to cyclists at junction The Green/Station Road/High Street. Discussion on previous attempts to install crossing at this point, and ideas for central island and one way system

295.5 In view of all items 295.2 – 295.4 Cllr Parish to raise with Mike Davies 13 December 2011; asking for liaison with Ian Greasley to look at best way to spend money available productively in Histon

**IMP**

295.6 Decision on whether to consult on a proposal to apply to County Council to reduce speed limit between The Green and junction Glebe Way and Cottenham Road to 30 mph - cost to Parish Council could be in region of £2,000. Cllr Parish and Diplock had surveyed stretch of road. Mike Davies had indicated the 40 mph signs taken down when lights replaced for cycleway now ready to re-install. **Agreed** Cllr Parish to ask him for this to be on hold pending further thought on 30 mph limit requirements. **Agreed** needed consultation via HI Courier January 2012 and option to extend further to outskirts of village should be considered. Issue of 20 mph in village roads raised

**IMP**

## **296 COMMUNITY FACILITIES REPORT**

11/296.1 Draft notes of inquorate session held 8 December 2011 provided for all. Noted wish to reduce quorum to 3 from 4, supported by Histon Parish Council. Noted proposed Open Meeting 29 February 2012

296.2 Replacement member for David Thurman required

## **297 ENVIRONMENT COMMITTEE REPORT**

11/297.1 Minutes 8 December copied to all and accepted

297.2 County Council Street Lighting Revised process for providing Council with information on PFI project opportunities for Parish Councils to adopt lights lost following 10% reduction in light replacements. Comment requested. Also to confirm acceptance of standard column design for white light source for replacement project, with any additional costs for capital or maintenance to be borne by the Parish Council. Parish Council feel standard is not acceptable for Conservation Area e.g. The Green. **Agreed** to respond that Council accept the new modern standard but wish to reserve the right if it is felt the replacement does not fit in with the environment to leave it in place or replace with something more in keeping on a "case by case" basis. Parish Council could not support funding of any lost columns

297.3 Duck Viewing Platform Congratulations expressed to Cllr Foster for project, with lecterns and opening ceremony well- advanced

## **298 WORKING PARTY – Rear of Manor Park Histon**

11/298.1 Following input under item 288, Chairman had re-instated standing orders

Chairman advised:

- Police Architectural Liaison Officer report awaited. Verbal confirmation the local Police consider site suitable
- Lease not yet signed
- Concrete skatepark equipment would probably require planning permission – residents would be able to comment on such an application

Cllr Davies outlined dilemmas covering the need for a skatepark and the site itself. He suggested any decision be delayed until new Council elected in May 2012

Cllr Marston queried whether any other viable options existed. Land north of village envelope could be coming forward as open space. To reconfigure the existing Recreation Ground would spoil the balance of current club usage

Cllr Parish noted comments from residents on current anti-social behaviour issues in the location unrelated to skateboarding and felt it important to address those separately. He felt

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the main issue may be noise related and noted a report on skatepark installation provided by residents in Somerset Road which was helpful. Also noted many years of work by Youth Committee to try and find a site for such a facility and the recognition of safeguards required Cllr Jones queried whether inclusion of community orchard may restrict use of land for other leisure uses

Proposed Cllr Parish, seconded Cllr Emmines to **approve** orchard project to go ahead if and when lease is signed. 10 in favour 2 against

Proposed Cllr Marston, seconded Cllr Stonham to **defer decision** on skatepark inclusion pending further consultation, for an agenda item early in the new year. 9 in favour, 2 abstentions, Chairman did not vote

**New year agenda**

Residents left the meeting, one remaining for rest of meeting

- 298.2 Authorise Signing of Lease All **agreed** to delegate to Chairman, Vice Chairman and Clerk to arrange for signature of lease once requested changes made via Solicitor **IMP/JPE**

## **299 OTHER MATTERS**

- 11/299.1 Youth Advisory Body report Meeting held 28 November, notes provided to all. Next meeting due 6 February 2012. Indication was that Histon Parish Council budget request would be £2,000+ less than previous year for 2012-13
- 299.2 Grouping Working party had put forward suggested changes to draft order, most of which had been accepted. SCDC Legal Officer maintain position that 2 elections would be required, pro bono expert advice indicated not. If to take matter further expert "paid for" advice required, with an offer to cap at 3 hours, £1,000. All **agreed** challenge was necessary to ensure best for the parishes in terms of ease of governance. Election costs via SCDC in region of £2,000 - £3,000 each. Noted, however, that once grouped a Council could apply for a Community Governance Review after 12 months to form a single parish. **Agreed** under Clerk's delegation a spend of up to £500 for HPC share of expert advice, all in favour. Cllr Davies confirmed wish to remain on Working Party for Grouping **LGA 1972 s111**
- 299.3 Poorland Charity Report Cllr Parish gave report on work of the Trustees, being HPC representative together with Cllr Cleaver. IPC also now newly represented by Cllr D Payne. Details of revenue stream to be spent annually of some £2,500 given. Grants available now to all Histon and Impington disadvantaged persons of all ages. Allotment site in Cottenham Road continued as a revenue earner, together with investments. A recent plotters' meeting attracted 80% of users and discussed among other things water provision with a bore hole costed up to £5,000. Payback through increased rents may take some 12-20 years. Charity Commission had confirmed would be acceptable use of funds, but any opinion from Parish Councillors welcomed by Cllrs Parish and Cleaver. Accounts to be circulated in due course for information **IMP**
- 299.4 Burial Ground Review of policies underway. IPC Environment Committee due to adopt next Committee meeting 7 February 2012. **Agreed** Clerk to circulate suggested policies to HPCllrs prior to that date for comments/opinion
- 299.5 Car Park Signs All **agreed** to purchase 2 suitable legal signs from IRS for Car Park at maximum cost of £250, to be fitted by Council contractor

## **300 FINANCE & ADMINISTRATION**

- 11/300.1 To confirm payment of retrospective accounts, prop Cllr Davies, sec Cllr Jones, all in favour
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|--|-----------|
| <b>Administration M8</b> <b>£2,238.31</b> (contracted out portion re-imbursed) =                                 | £2,238.31 |
| <b>PWLB</b> Office payment 12 of 50 <b>£299.92</b> =   | £299.92   |
| <b>PWLB</b> Freehold 13 of 50 <b>£1,478.15</b> =   | £1,478.15 |
| <b>Friends of Histon &amp; Impington Rec</b> Queen's Jubilee Special Project payment <b>£500</b> =               | £500      |
| <b>E-On</b> Feeder pillar reading electricity <b>£21.98</b> =  | £21.98    |
| <b>Histon and Impington Recreation Ground</b> Re Football Foundation grant paid direct to HPC <b>£1,011</b> =    | £1,011.00 |
| <b>Barclaycard</b> Office expenses (formula) <b>£22.76</b> Rec Gd Stationery (to be re-imbursed) <b>£26.27</b> = | £49.03    |

**Power or Action**

- 300.2 To approve payment of outstanding accounts, proposed Cllr Davies, sec Cllr Jones:  
**Roger Hovells** Office cleans (for formula) **£40.00** = £40.00  
**Roger Hovells** Bus Shelter cleans **£17.50** = £17.50  
**Danwood Group Limited** Photocopier reading (on formula) **£66.08** + VAT £13.22 = £79.30  
**Site & Maintenance Services** Fit posts to bank on Green **£150** + VAT £30 = £180.00  
**Adam Scott** 2<sup>nd</sup> payment annual charge for maintenance to Sec 52 land and War Memorial garden **£210** = £210.00  
**Print Out** Stationery **£16.99** + VAT £3.40 = £20.39  
**Buchans Landscapes** Grass cuts **£677.82** Leaf clearance **£333.06** Basal growth clearance **£74** Playground hedge cut **£153.31** + VAT £247.63 = £1,485.82  
**SLCC** Clerk Subscription (formula reduced based on annual salary) **£157** = £157.00  
**Corpus Christi College** Time management training (formula) **£121.50** = £121.50  
**Site & Maintenance Services** Remove damaged bollard at The Green **£60.00** + VAT £12.00 = 72.00  
**Histon & Impington Recreation Ground** 12 New Road – 7<sup>th</sup> Claim to 8.12.11 **£2,424.17** = £2,424.17  
**ESPO** Stationery, whiteboard (formula and Rec Gd) **£66.25** + VAT £13.25 = £79.50  
**Barclaycard** Office expenses (formula) **£22.76** Rec Gd postage and Pitchcare **£128.55** + VAT £15.97 = £167.28  
**Print Out** Stationery **£13.60** + VAT £2.72 = £16.32  
**Petty Cash** **£46.74** £46.74
- 300.3 **Paid In:** Football Foundation Grant (paid out immediately to Recreation Ground) £1,011; IPC Contracted out admin £497.90 M8; CCC- Grass Cutting 2011 £1,012.50
- 300.4 **Clerk's Report** December provided for all and accepted covering: Bellway Homes confirm application due to be submitted to SCDC on former SAICA Site, Villa Road; Clerk's delegated spend – Time Management course; Site and Maintenance work to Brook banks (with agreement of Environment Committee Chairman); Site and Maintenance making bollard safe; remedial work to electric box on pump to facilitate lighting of tree lights
- 300.5 **Precept Meeting** due Saturday 7 January 2012 9.30 a.m., All welcome.  
All Committees had provided budget requests except Highways Traffic and Transport to date. Precept request to be provided to SCDC by 14 February latest **HT&T Committee**
- 300.6 **Donations** Requests received from Victim Support and Over Day Centre Association. All **agreed** could not support donations for these on this occasion. Request from Histon & Impington Day Centre towards running costs, proposed Cllr Davies, seconded Cllr Jones all in favour that "Histon Parish Council in accordance with its powers under **sections 137 and 139 of the Local Government Act 1972**, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure:- "to donate £150 to Histon & Impington Day Centre from the Community Support Budget"  
Room Hire payment in lieu for St Audrey's Centre deferred to next agenda
- 300.7 **Section 106 Indemnity Form** 1 Cottenham Road, Histon. Resolved to authorise signature by Chairman and Vice Chairman for payment of £3,104.38 for off-site provision of Public Open Space **IMP/JPE**
- 300.8 **Employment Appraisal report** held "In Committee".

**301 ITEMS FOR NEXT AGENDA**

11/301 Older Persons Co-Ordinator up-date; Room Hire

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

11/302 Agreed next meeting **Monday 13<sup>th</sup> February 2012**, St Audrey's Community room **7.30 p.m.**  
Dates for forthcoming Committee meetings noted. All items of urgency to form part of Planning Committee agendas currently scheduled for 12 January and 2 February 2012.  
Council confirmed Chairman attendance at monthly Councillor Surgeries organised by County Councillors not necessary  
This part of the meeting closed 9.40 p.m. Member of public left meeting