

**MINUTES OF HISTON PARISH COUNCIL MEETING HELD MONDAY 9 FEBRUARY 2004 7.30P.M. AT ST AUDREYS COMMUNITY CENTRE, HISTON**

Councillors: I M Parish (Chairman) R K Wynn (Vice Chairman), M P Barrett, J P Chatfield, N S Davies (also District), A J Eade, P E Harris, J M Heinrich, C L Jones, I A Levitt, M J Mason, J A Muncey, F J Munnely, M J Ruel, V A Taylor  
Cty Cllr P D Gooden Clerk: Mrs A J Young Mr P Smith and Impington PCllr M Withers (in part)

**Power Action**

**1 APOLOGIES FOR ABSENCE**

212 None

**2 MEMBERS' DECLARATIONS OF INTERESTS**

213 None

**3 MINUTES OF MEETING HELD ON 12 JANUARY 2004**

214 Prop Cllr Munnely, sec Cllr Harris, approved and signed

**4 MATTERS ARISING FROM PREVIOUS MINUTES**

- 215.1 a) Item 197.1 Police Consultation Group meeting Item 197.1 Police Consultation Group meeting Next meeting 17 February at Cottenham VC. Notes 28 October copied for all. Crime figures January: Burglary (2), Assault (2), theft (1), criminal damage (8). Newsletter copied for all, note Inspector Howell to retire this month. Community Safety Partnership papers placed in circulating file
- 215.2 Item 197.2 War Memorial Registration Clerk and Chairman to meet to progress **IMP**
- 215.3 Item 197.3 Northstowe Acknowledgement received from SCDC. Cty Cllr Gooden reported no response from Mark Vigor at present. Dist Cllr Davies to contact Jane Green, Project Officer for Northstowe. **NSD**

**5 RECENT CORRESPONDENCE**

- 216.1 Circulation File available on request: CPRE papers; Harvest; The Clerk Feb 04; Rail East
- 216.2 CALC Training schedule dates supplied for all, especially Planning Process 8 May £30 per Councillor
- 216.3 IVC Chairman read from letters signed by J Kearns, IVC, Vicki Lant, CCC, Impington Workplace Nursery and Squirrels Toddler & Playgroup concerning planned relocation of all users of Youth Centre to make space for 6<sup>th</sup> Form students due to budgetary pressure and changes within the nursery. Following long discussion on the community college aspect of the college over many years, also comments from some on the excellent education offered, including the chance to study the IB locally, Council voiced disappointment in a lack of communication from the Governing Body. There was also concern that the college would reportedly not be available for general hire at weekends. Clerk agreed to prepare a report on discussions held with the Warden regarding decisions made by the Governors, and all agreed Impington PC to be approached with a view to inviting the Chair of Governors and Warden to make a presentation. Chairman reported Toy Library were seeking storage for toys as a result of notice to leave youth centre.
- 216.4 SCDC Recreation Audit and Needs Survey – comments by 27 February. Cllr Mason agreed to inspect. Cllr Davies commented on map provided which showed total lack of play and recreational space in the parishes. **MJM**

**6 ENVIRONMENT COMMITTEE REPORT**

- 217.1 Minutes copied for all. Mrs Whatt had since applied for hire of the Green 30<sup>th</sup> June to 7<sup>th</sup> July.
- 217.2 Scouts have asked to use Green 24 April for St Georges Day parade, with possibly 500 present. Agreed to respond agreeing to booking, stressing parking issues and confirming the fence round the brook would remain in place.
- 217.3 Gareth Guest, CCC indicated a timetable for repair of the bridge. Agreed to meet on site to discuss.
- 217.4 Parish Council noted the agreement to order a litter bin to match the youth shelter, to be fitted by Site & Maintenance (verbal quote requested first) when received. Cost of £290 + VAT + carriage.

**7 HIGHWAYS TRAFFIC & TRANSPORT COMMITTEE REPORT**

- 218.1 Minutes dated 5 February copied for all and accepted.
- 218.2 a) Rapid Transit Parish Council had sought advice on their facilitating role in helping residents understand the issues of compensation/negotiation. Neither NALC nor SCDC had been able to advise. Copy of Transport & Works Act papers to be delivered to parish office w/c 16 February if passed at County Council on 11 February.
- 218.3 b) Correspondence discussed at meeting 5 February  
110 Histon to Ely Bus Clarified County Council had not set a timescale for decision on whether to re-tender.

**7 PLANNING COMMITTEE REPORT and OTHER PLANNING MATTERS**

- 219.1 Minutes dated 15 January and 5 February copied for all and accepted

Histon Parish Council

- 219.2 Moor Drove, Cottenham Road Application made to High Court to have Injunction set aside. Council disappointed District Council had not previously taken persons in breach of Injunction into Court. Some discussion on site at Milton (A14) took place. Agreed to respond to SCDC on last paragraph of reasons on Refusal decision notice S/2230/03 expressing extreme disappointment at the wording.
- 219.3 Arbury Camp Jane Thompson SCDC to attend Impington PC meeting 16 February to up-date Parish Council on the financial proposals of proposed Section 106 agreement. Cty Cllr Gooden confirmed the primary school was now back in the proposal. He gave some up-dated details on the Section 106 draft, the NCATP contribution; proposed cycle bridge contribution and proposals for purchase of the RTS route by County or promoter.
- 219.4 Site with access off Kay Hitch Way Decision notice not yet served. Highways Traffic & Transport had looked at some complications with the proposed cycle route, previously to follow the Rapid Transit route.
- 219.5 Agreed to seek a meeting with District Council Chief Executive, Director of Planning and also the County Chief Executive for Cllrs to discuss recent problems.

## 9 OTHER MATTERS

- 220.1 a) Youth Advisory Body report. Notes 5 January copied for all
- 220.2 No Voice, No Choice Cllr Davies outlined the project, which Council had agreed to support in principle at January meeting. Proposed Cllr Mason, all in favour, for standing orders to be suspended to allow Peter Smith, SCDC Project co-ordinator, to address Council. Mr Smith outlined the Project, felt to be ambitious, challenging and quick. Parish Council were required to fund the project with £2,000; appoint one or more members to act as contact to work with the co-ordinator and other members of the Parish Council; work in partnership with other community groups, specifically Histon & Impington Youth Committee and actively participate in the project. SCDC to provide £3,000, to be used by May 2<sup>nd</sup> 2005 for a feasible scheme identified by a young persons' voting process. Following questions and statements from Mr Smith that SCDC would be supportive after the vote process; clarification that a commitment to work for the clerk or admin staff was not mentioned in the agreement; Histon were a pilot project and funding was not required until year 2004-05, proposed Cllr Davies, seconded Cllr Jones, all in favour that "Histon Parish Council approves the signing of the contract between Histon Parish Council and SCDC for the No Voice No Choice project". Clarified by Chairman not a spending motion at this stage. Cllrs Muncey, Davies and Jones agreed to be appointed as contacts as required by the agreement. Standing orders re-instated and Mr Smith was thanked and left the meeting.
- JAM/NSD/CLJ Local Gov (Misc Prov) Act 1976 s 19***
- 220.3 Youth Shelter Chairman reported receipt of letters of objection to the siting of the shelter at School Hill. He was responding individually and would copy Parish Council. Chairman to contact PC Baker to discuss youth shelter. Notice Board in front of site vandalised. All agreed Site & Maintenance to be asked to repair as soon as possible. **IMP**
- 221 b) Millennium Halls Project – up-date  
Cllr Jones Histon PC representative on Millennium Halls Limited group, had supplied a written report copied to all. He expanded on this, outlining grant funding possibilities and promotion work required. Cllr Jones answered questions, clarifying: Flexibility shown in inclusion of parish office in plans, the group being anxious no assumptions being made; it was not believed parish office rental was vital to income; income aspect had not been fully revisited; dedicated person to run centre no longer included in proposals; reduction from 2 storey to single storey; 2007 an estimated target for delivery; architects reviewing requirement to retain façade; A regular up-date, every 2-3 months would be made to the Parish Council; No funds required from Histon Parish Council at this stage
- 222 c) Ladbybird Playgroup  
Both Histon and Impington PC Chairmen had received a letter from the Playgroup requesting help with relocation costs during development planning and work at pavilion. Following meetings with Parish Council representatives, request had been made for £500 assistance from Histon PC to help in shed costs. This cost included in Special Projects budget for Precept purposes. Following discussion prop Cllr Davies, sec Cllr Munnely, all in favour to provide £500 in new financial year towards the moving costs of Ladybird. Agreed this amount should be shown in Development Group costs and could be deducted from second payment to Recreation ground in October 2004.
- Local Govt (Misc Provs) Act 1976 s19 and LGA 1972, s111***
- 223 d) Quote for office door  
1 quote obtained for necessary safety work, as specified and prepared by Cllr Wynn. Agreed to attempt to obtain comparative quote, but after reference to Impington PC on 16 February to instruct a contractor of choice of Clerk and Vice Chairman. All agreed a key cabinet should be purchased for the office as soon as possible. **RKW**
- 224 e) Recreation Ground Management Committee  
Minutes for meeting held 18 November 2003 copied for all and accepted. Next meeting due 11 February.

## 10 FINANCE

- 225.1 a) To approve submission of precept request £73,500 Chairman's report copied for all. Accounts sheets showing apportionment to Committees provided for all. Following discussion on administrative budget being higher than likely required, probable increase in CPA budget to be set for 04-05 and possibility of using capital projects such as repair of

play equipment and other virement routes, prop Cllr Parish, sec Cllr Mason, all in favour to accept recommendation. Chairman pointed out a budget for Christmas lights had not been included as the Precept

**Power Action**

Committee were recommending looking elsewhere for funding, again referred to capital fund possibilities. Following questions on process for precepting from SCDC and capping issues and limited possibilities for increasing income, Chairman pointed out the parish part of the precept increase for a Band D was approximately £3.70 p.a.

225.2 Consultation paper on Cambs Police Authority held on file indicating likely use of 15% and details of new precepting authority Cambs Fire & Rescue Service.

225.3 Agreed next agenda item Finance Committee and Financial Regulations.

226 b) To confirm payment of accounts Prop Cllr Muncey, sec Cllr Jones, all in favour:  
Hagemeyer UK Ltd, waders for Village Green scheme £111.30 + VAT £19.48 = £130.78  
W T Burdens, wire/netting for Village Green scheme £401.10 + VAT £70.19 = £471.29  
Administration costs £1478.88  
CALC Training course for Clerk £30

227 c) To approve payment of outstanding accounts Prop Cllr Muncey, sec Cllr Jones, all in favour:  
Fire Protection Service, testing fire extinguisher in office £21.80 + VAT £3.81 = £25.61  
Danwood Group Ltd, photocopier reading £15.13 + VAT £2.65 = £17.78  
Connections Bus Project, 12 weeks Sept – December 03 (Histon formula only) £322.20  
(Report of visits copied for all)  
David Ogilvie Engineering Ltd, youth shelter £5100 + VAT £892.50 = £5992.50  
Norman Unwin, allotment cut Gatehouse Road £35  
Open Spaces Society, subscription (if wish to renew) £30  
Print Out, stationery and copying £37.61 + VAT £6.58 = £44.19  
Cambridge City Council, graffiti removal £269.40 + VAT £47.15 = £316.55  
Site & Maintenance, fence Play Area £2145 + padlock £5 + VAT £376.25 = £2,526.25  
SCDC, 21 day payment invoice, Trade Waste bin quarter payment £99 + VAT £17.33 = £116.33  
Petty Cash, imprest account £19.09

228 d) Paid in: £1,000 South Cambs District Council grant for Village Green Enhancement

**11 RESOLUTION *That Histon Parish Council wish to pay travelling expenses, previously paid under the provisions of section 174 of the Local Government Act 1972, to be paid from 13<sup>th</sup> January 2004, under the Local Authorities (Members' Allowances) (England) Regulations 2003, which derive from the Local Government Act 2000.***  
**Proposed Cllr I M Parish.**

229 Seconded Cllr Mason, all in favour, that this enabling motion be passed

**12 RESOLUTION CONCERNING CONDITION OF CLERK'S SERVICE**

230 To be held "In Committee" at end of meeting. All in agreement.

**12 RESOLUTION : "*GUIDED BUS SCHEME –That in conjunction with Impington Parish Council, Histon Parish Council resolves-***  
***- to take a robust line in objecting, where appropriate, to the whole scheme (or elements thereof), both in written representation and, if relevant, in appearing at anticipated Public Inquiry;***  
***- to negotiate amendments to the scheme, should it proceed, to ameliorate the impact of the scheme on individuals and the community as a whole;***  
***- to support individuals affected and assist them, within the limits of the Councils powers, in gaining the maximum compensation for any losses that may arise"*** Proposed Cllr M J Mason

231.1 Cllr Mason spoke to the motion, advising this Resolution had been passed at Impington PC in January 2004. Cllr Ruel was concerned that no grounds for objection were given. Following discussion on the fluidity of the proposals and the Councils' holding responses already put into County on the scheme, the guideway system in Ipswich, latest reports on the scheme, sec Cllr Davies, 12 in favour, 2 abstentions, that the Resolution be passed, after deletion of "individuals" and insertion of "residents". It was noted that applications for the TWO Act was likely imminently and would be followed by a 42 day consultation period.

231.2 Highways Traffic & Transport Committee had discussed issuing a leaflet to all residents strongly affected along the proposed route. Cllr Payne had produced a discussion document and all agreed to produce a flyer, jointly with Impington, for delivery to 100-200 residents along the line, pointing out the process and to consider chairing a public meeting with a view to encouraging a group to be formed to represent those resident affected. **LGA1972 s 142**

**14 PARISH OFFICE - FUTURE**

232.1 Report had been provided by Development Sub Committee and also up-date report from Millennium Halls Limited. Cllrs Davies and Munnely again outlined the current situation with Football Foundation grant application. Cllr Jones answered questions on plans for including a parish office at the Millennium Halls. Other options were discussed and Histon Parish Council

logical reasoning given for siting of a parish office to include an office for the Recreation ground Committee. Finally prop Cllr Davies, sec Cllr Munnelly that the Council 'give an indication that Histon Parish Council wish to proceed

**Power Action**

with the addition of a parish office on the back of the pavilion development as outlined in the Development Sub Committee report dated January 2004" 5 in favour, 6 against, 3 abstentions.

- 232.2 Cllr Munnelly reminded Council the planning permission for the temporary office expired February 2005 and the Development Group would require the site currently used for car parking at that time. Council were recommended to give this urgent consideration.
- 232.3 It was clarified Impington PC had not yet made a decision on the issue of a parish office at the pavilion. A Working Party had been formed to consider and possibilities of a joint Working Party were mentioned.

**15 WAYS OF WORKING TOGETHER**

- 233 Deferred to next meeting

**16 PROPOSED EASEMENTS ON THE GREEN**

- 234 To be held "In Committee" at end of meeting. All in agreement.

**17 DATE OF APRIL MEETING**

- 235 Agreed would be TUESDAY 13 April as Monday 12 April was a Bank Holiday, Easter Monday

**18 DATE & PLACE OF NEXT MEETING**

- 236 Monday 8 March 2004, St Audrey's Community Centre, St Audreys Close, Histon at 7.30 p.m.

This part of the meeting was formally closed at 10.40 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. Clerk invited to remain.

Cty Cllr Gooden left the meeting

**“IN COMMITTEE” MONDAY 9 FEBRUARY 2004****16 PROPOSED EASEMENTS ON THE GREEN**

- 237 Cllr Mason outlined recent negotiations with Cambridge Water Co and Hogger Homes and reminded Council of the legal position at the Village Green and the reasons why legal easement agreements had been concluded in the past. Hogger Homes had indicated a willingness to pay an easement. Cllr Mason advised to pursue the precedent with Cambridge Water Co may lead to legal costs being incurred by Council. Agreed to allow up to £1,000 legal costs on pursuing any appropriate negotiation with Cambridge Water Co.

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. Clerk invited to remain. Clerk left the meeting

- 12 RESOLUTION: *“That, as confirmed “In Committee” November 2003 Min. 172.1, Mrs Angela Young be specified as a member of the Local Government Pension Scheme Regulations 1997. That all necessary steps be taken in conjunction with the Cambridgeshire County Council, the appropriate administering authority, to carry the resolution into effect”* Proposed Cllr I M Parish.**

- 238 Cllr Parish explained that a formal resolution in the format outlined in the resolution was required by the LGPS Administrator at County Hall before the Clerk could be accepted into the scheme. The Parish Council had also agreed to offer membership of the scheme with effect from the Clerk’s starting date. This had been backdated to 1<sup>st</sup> September. As the information received from the Administrator did not seem to preclude back dated membership but stated that interest would be charged on late payment of sums due Cllr Parish noted that it was possible that an interest charge would become due, estimated at not more than £200, for the joining to be back dated. It was agreed to confirm back dated membership and the possible charges arising. The resolution seconded by Cllr Mason was passed unanimously.

Closed 11 p.m.