



Neighbourhood Watch Scheme co-ordinator list received. To be deferred until new Beat Manager appointed.

**Power Action**

- 252.3 **Herald Contract Services** – start of year meeting held with Cllr Silk and Clerk. Copy of discussions available on request. Herald Contract Services had quoted to spray out verge over B1049 bridge 2-3 times a year at £75 per application. Agreed to request this service as part of this year’s contract. Cty Council to be advised this work to be carried out.
- 252.4 Histon & Impington On-Line up date from Chairman, web master, copied to all. News items welcome and diary of events now being kept.
- 252.5 **SCDC** Kitchen waste bins were now available from Oakington depot. Parish Council had no suitable storage area to offer more local collection.

**11 DISTRICT COUNCILLORS’ REPORT**

- 253 Cllr Davies reported a Special Cabinet meeting was due to consider South Cambs’ approach to the Guided Bus proposals.

**12 COUNTY COUNCILLOR REPORT**

- 254.1 Cty Cllr Gooden up-dated the Council on recent developments with the Highways Agency/Lone Tree Avenue residents. NIAB had agreed to attend the next meeting with Mr Chenery.
- 254.2 Cty Cllr Gooden was to meet Mrs Kearns (IVC) on 17 March. Discussion on funding issues for education followed.
- 254.3 Boundary Commission for England – Periodic Electoral Review of County Council. Parish Council agreed to comment objecting to the proposed 2 member division for “Cottenham” taking in also Histon and Impington. Council felt at least should be named “Histon and Impington”.

**13 FINANCE**

- 255.1 **Paid in:** SCDC Green Box collections £1,104.94, Burial Ground fees £21; Taylor Vinters fee for declaration £7
- 255.2 a) Financial Regulations. Prop Cllr Payne, sec Cllr Silk, all in favour to adopt, based on latest model from NALC
- 255.3 b) Risk Assessment. Copied to all, recommended by Internal Auditor. Noted. Cllr Lawton to consider with Clerk
- 255.4 c) Confirmed payment of accounts. Proposed Cllr Abdullah, seconded Cllr Lawton, all in favour
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|--|---------|
| Millennium Halls Limited <b><u>£1,000</u></b> Item 239.3   | £1,000  |
| Burial Ground expenses <b><u>£6.77</u></b> + VAT £0.61   | £7.38   |
| Administration and salaries <b><u>£980.72</u></b>  | £980.72 |
| Cambs Area Crime Prevention Panel <b><u>£100</u></b> Item 218.3 b)   | £100.00 |
| Thomson Webb & Corfield Solicitors fee Land fronting Station Stores <b><u>£7</u></b> (paid in amount refers) | £7.00   |
| d) Approve payment of outstanding accounts:  |         |
| CALC ABA Subscription <b><u>£46.50</u></b>   | £46.50  |
| CPRE Subscription (confirmed wish to renew) <b><u>£25</u></b>  | £25.00  |
| Histon Parish Council War Memorial Expenses 2003-04 <b><u>£176.50</u></b>                                    | £176.50 |
| Site & Maintenance Services Metal seat Bus Shelter Station Road <b><u>£175</u></b> + VAT £30.62              | £205.62 |
| SCDC Burial Ground non-domestic rates <b><u>£116.96</u></b>  | £116.96 |
| Back pay on 22 weeks for clerk September – January <b><u>£62.92</u></b>                                      | £62.92  |
| Histon Parish Council Quarterly expenses JSC <b><u>£2.70</u></b> Office requirements <b><u>£121.37</u></b>   | £124.07 |

**14 ANNUAL REVIEW OF INSURANCE**

- 256 Clerk’s report recommended increasing Fidelity to £125,000, all other cover to remain as is. Noted new Notice Board had been added to schedule. Zurich had quoted at £1006.11, but no comparison was available. Cornhill only other company known to supply Parish Council insurance cover. Prop Cllr Lawton, sec Cllr Waters, 6 in favour, 1 abstention to accept Zurich invoice and increase Fidelity. Agreed to request comparative quote from Cornhill for next year’s review.

**15 RECENT CORRESPONDENCE**

- 257.1 Circulating file available: Histon Parish Council minutes and various magazines/leaflets. Councillors urged to read
- 257.2 SCDC Toolkit for Arts information. Copy to be ordered
- 257.3 Office of Deputy Prime Minister – Consultations on local investigation and determination of misconduct allegations, allowing some to be handled locally rather than by the Standards Board
- 257.4 NALC Legal Topic Note “Private Access to Council’s Recreation Ground”
- 257.5 CALC memo on VAT on Village Hall Building Works and CALC training and District Association papers. Histon PC had suggested a joint training “in-house session” in which Impington PC expressed interest. Clerk to seek clarity

from CALC on what changes would be required to present parish office after October 2004 (Disability Act)

257.6 Boundary Committee for England – Periodic Electoral Review of County Council – see item 254.3

257.7 Cambs County Council “Camlearn” details held on file

**Power Action**

257.8 Resignation received by Chairman from Christine Cole. Agreed to accept resignation, write a letter of appreciation for all the work she had put in over several years, and send small gift of flowers. Vacancy to be advertised in normal way

**16 OTHER MATTERS**

258.1 (a) Highways & Traffic

i) Notes 4 March copied for all and accepted

ii) Guided Bus Scheme Cllr Payne confirmed he and Histon Parish Cllr Mason were drawing up topics for objection on behalf of the Councils. He reported on a public meeting held in Histon on 12 March and a residents group from the Melvin Way area who were working together to object. Impington residents were to be encouraged as much as possible to make their own submissions.

iii) Other Highways Matters Pot holes reported to be forwarded to Stuart Mallott at County Council

258.2 (b) Youth Advisory Body

Notes of meeting held 25 February copied for all. Cllr Abdullah up-dated the Parish Council on progress with the skate club and successful Local Network Fund grant application. “No Voice No Choice” project had so far raised 8 distinct suggestions, including a café. Feasibility statements would be required in due course.

258.3 (c) Ways of Working Together

Chairman outlined history of suggested meeting. All in favour to move forward and arrange the first informal meeting with Histon Parish Council, facilitator to be Keith Barrand.

**DWP**

258.4 (d) Complaints/Grievance Procedures

Copied to all, based on national model recommended by NALC. Prop Cllr Starling, sec Cllr Abdullah, all in favour, to adopt for Impington Parish Council

**17 BURIAL GROUND**

259.1 (a) Fencing Quotes 2 quotes had been obtained by Burial ground Committee, for identical work on north boundary fence, using similar materials. Prop Cllr Unwin, sec Cllr Lawton, all in favour to accept quote from Site & Maintenance Services in sum of £928 + VAT. Work to be carried out in Summer 2004 and budgeted for.

259.2 (b) Provision of Power at Burial Ground Cllrs Silk and Starling had wished discussion to take place to give the Burial ground Committee a steer on the way forward. Clerk had reports on power provision supplied at sheds in Sawston and Fulbourn. Following discussion on alternatives, risks and costs, agreed to obtain exact quotes for installation of an electricity supply, for further report via the Burial Ground Committee. **Burial Gd Committee**

**18 RESOLUTION: “That Impington Parish Council agrees that the Recreation Ground Development Sub Committee shall submit an initial bid to Active England by 31<sup>st</sup> March 2004 based on the plans presented in the Development Sub Committee’s report in January 2003, and that the agreed capital project contribution from Impington / Histon Parish Councils shall not exceed £250,000”** Proposed Cllr M R Lawton

260.1 Cllr Davies was requested to outline recent discussions with the Football Foundation and the e mailed assurances from the Regional FA Facilities Manager that the application to Football Foundation would not be jeopardised by an application to Active England. He also outlined timetable involved in Active England process, culminating in delivery of building projects by September 2005, and also some of the criteria involved. Architects had suggested a 7% inflation rate on original costs stated in January 2003 would be prudent, which did not affect amount of £250,000 agreed by Parish Councils for development at Recreation Ground. He reiterated exact costs could not be certain until tenders were obtained. Stressed the need for some flexibility on reporting back to Councils due to tight timetable.

260.2 Following questions, clarified the original plan included a 16 m<sup>2</sup> office suitable for use by the parish council.

260.3 Prop Cllr Lawton, sec Cllr Unwin, put to the vote, all in favour

**19 ANNUAL GENERAL MEETING / ANNUAL PARISH MEETING**

261 Agreed to hold APM and AGM on 17 May 2004, commencing at 7 p.m. No guest speaker

**20 DATE & PLACE OF NEXT MEETING**

262 Next meeting Monday 19 April 2004 at St Andrew’s Church, Burgoynes Rd, Impington, commencing 7.30 p.m. This part of meeting closed 9.55 p.m.

As per standing order 36, under standing order 65, 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.