

MINUTES OF HISTON PARISH COUNCIL MEETING HELD MONDAY 13th DECEMBER 2004 7.30 P.M. AT ST AUDREYS COMMUNITY CENTRE, ST AUDREYS CLOSE, HISTON

Councillors: I M Parish (Chairman), M P Barrett, J P Chatfield (also District), N S Davies, A J Eade, P E Harris, C L Jones, M J Mason (also District), J A Muncey (also District), F J Munnelly, M J Ruel, V A Taylor
 County Cllr P D Gooden Clerk: Mrs A J Young Community Beat Manager Sandi Carrington (in part)

Power Action

1 APOLOGIES FOR ABSENCE

124 Cllrs R K Wynn (working), I A Levitt (personal)

2 MEMBERS' DECLARATIONS OF INTERESTS

125 None

3 MINUTES OF MEETING HELD ON 8 NOVEMBER 2004

126 Prop Cllr Muncey, sec Cllr Harris, all in favour to accept and sign minutes

4 MATTERS ARISING FROM PREVIOUS MINUTES

127.1 Item 110.1 Police Crime figures for November: criminal damage (3); theft from motor vehicle (2); theft (3); fraud (3); possession cannabis (1); harassment (1). Also Sector Newsletter. Sandi Carrington, new CBM for Histon, Impington and Girton present. All agreed to suspend standing orders. PC Carrington introduced herself having worked at Histon Police Station for 4 years as Reactive officer and gave report on recorded crimes in Histon since the last Parish Council meeting. Questions followed on

- Advice given to shops / residents following burglaries
- Policy on shoplifting at various outlets
- Anti social behaviour patrol plans
- Possibility of "clear-up" statistics being provided to Parish Council

PC Carrington would attend Parish Council meetings quarterly. She was thanked for attendance and left the meeting. Standing orders re-instated

127.2 Item 110.5 Youth Committee budget Transfer of £7,633.67 had been made to Impington Parish Council No 2 account, being all precepted budget for Histon PC, together with grant income, less outgoings to date

127.3 Item 111.1 Circulation file report due from Cllr Barrett for January meeting

MPB

127.4 Item 111.9 CALC Training No bookings to date

127.5 Item 114.2 Local Development Framework Copy letter of comment from Village Society received and held on file

127.6 Item 117.2 Cottenham Parish Council Statement issued 21 November, reported to Council. Agreed Parish Council would not take any action on this at this stage. SCDC were looking to arrange a Travellers Liaison Forum and invited representatives from the Parish Council. Cllr Ruel agreed to represent Histon Parish Council

MJR

4 MINUTES OF SPECIAL GENERAL MEETING HELD ON 1 DECEMBER 2004

128 Following clarification that Cllr Mason was not present at the meeting, all agreed to accept as a true record of the "In Committee" meeting

5 VACANCY ON PARISH COUNCIL

129 SCDC had confirmed casual vacancy could be filled by co-option. One applicant had come forward. Agreed Chairman and Clerk to meet candidate with a view to co-option on 10 January.

Clerk/IMP

7 RECENT CORRESPONDENCE

130.1 SCDC Leaflets and flyers on Christmas waste and recycling arrangements. Green box collections would continue whilst green wheeled bin collections suspended until 25 January

130.2 Cambridgeshire Constabulary Up-date on progress with reorganisation of policing in Southern Division. Histon and Sawston sectors to merge and Neighbourhood Teams to be formed for each of 3 new sectors, including a designated Anti Social Behaviour officer

130.3 Cambs County Council Electoral Review. New proposals for naming "Cottenham and Impington", or "Cottenham, Histon and Impington". Agreed to re-iterate that Histon should form part of the new name

130.4 Cambs PSHE Service Impington Community Drug Policy Project – invitation to Launch event 18 January 2005. Responses required by 5 January

130.5 CALC Quality Council questionnaire for return by 23 December

130.6 Standards Board for England New guidance booklet "Local Investigations – guidance for monitoring officers and standards committees" received. 10 copies received of guidance on "Lobby Groups, dual-hatted members and the Code of Conduct" Copies also available www.standardsboard.co.uk. Appointments to Standards Board. Nominations sought by 24 December.

130.7 Environment Agency Flood Awareness Campaign details

Histon Parish Council

Power Action

- 130.8 Public Entertainment Licence copy letter of objection to SCDC from resident of Dwyer Joyce Close regarding Barley Mow and The Boot. No applications seen through the Parish Council, therefore contents noted. Cllr Muncey was on Licensing Committee at South Cambs
- 130.9 Histon & Impington Mobile Warden Scheme Income and expenditure details provided. Next meeting 11 May 2005. Minutes provided for 9 November 2004.
- 130.10 CCC Corporate Plan 2005 – 2009 Comments invited by 3 December, but still accepted up to 31 December
- 130.11 SCDC Parish Council Elections Confirmation of the date of the next elections for each Parish received. Both Histon and Impington being 2008.
- 130.12 Cambs & Peterborough Fire Authority Integrated Risk Management Plan 2005/06. Views sought by 17 January
- 130.13 Bus Project AGM 10 December. All members on e mail had been informed.
- 130.14 Red Lion, Transfer of Justices Licence notice of application received

8 RECREATION GROUND COMMITTEE REPORT and MANAGEMENT COMMITTEE REPORT

- 131.1 Chairman reported on Recreation Ground Committee meeting held 9 December and close voting resulting in a resolution to bid for the purchase of the freehold interest of the Recreation ground. Impington Parish Council had made a separate bid for the freehold of the Copse. SCDC Legal Officer had confirmed no further action was planned by them; Cadburys Schweppes Chairman had advised the Copse had been withdrawn from the package at this time; Bidwells were now asking for best and final offers, and other information, by 16 December. Recreation Ground Committee now to confirm their bid as best and final. **Rec Ground Committee LGA 1972 ss 14, 124**
- 131.2 Some lengthy discussion on how the funds would be raised followed, and agreed Finance Committee to meet to prepare an option paper. Noted that Precept would need to be set by February meeting. Possibility of taking funds from reserves and replacing with a longer term strategy discussed.
- 131.3 District Councillors agreed to approach SCDC to ask for a contribution towards the freehold, as first leaseholder, and to investigate a loan from SCDC to be repaid over several precepts; disappointment that Cadburys Schweppes were not able to appreciate the benefits of local good feeling
- 131.4 Minutes of Recreation Ground Committee 1 December 2004 and Management Committee 10 November 2004 to be provided to all in due course

9 ENVIRONMENT COMMITTEE REPORT

- 132.1 A quote from Site & Maintenance Services for £550 to carry out work at Gatehouse Road to the Environment Committee's amended specification had been accepted and work had commenced.
- 132.2 Environment Committee due to meet 11 January when quotes for wet pour at Children's Play Area would be discussed.

10 PLANNING COMMITTEE REPORT and OTHER PLANNING MATTERS

- 133.1 Minutes dated 25 November copied and accepted. Next meeting 16 December
- 133.2 Appeals 44 Station Road, additional representations had been made; 3-5 Station Road, appeal pending to be discussed on 16 December; Moor Drove, appeal to re-convene 14 December at Cambourne

11 OTHER MATTERS

- 134.1 a) Youth Advisory Body report. No notes yet received. Precept request provided
- 134.2 b) Traffic & Transport Rapid Transit Scheme Inquiry Cllr Mason reported on end of Inquiry. He praised Councils' witness on noise, Mr Mike Stigwood and RAGBUS representatives Mr Ian Sanderson and Dr Dupere who had worked with the Parish Councils. The question of all Rapid Transit Inquiry expenses re-imburement was raised. Cllr Mason declared an interest and took no further part in the discussion. Agreed to write to Messrs Stigwood, Sanderson and Dupere thanking them for their support and offering to reimburse Mr Stigwood's expenses. Cllr Mason's own expenses in connection with the Public Inquiry would also be re-imbursed. **LGA 1972 s222 (1)(b)**
- 134.3 A14 Rat Run Scheme Area Joint Committee had met 13 December but decision on acceptance of Phase 2 had not been on agenda. Petition against the scheme in Station Road (north) from the garage in Station Road had been on the agenda but no-one present to speak to it. Dist Cllr Mason and Cty Cllr Gooden had spoken against the petition, and Dist Cllr Chatfield had provided a written report. Safer Routes to Schools Project officer had written letter of support for the scheme. Phase 1 to commence in January, Phase 2 to be for decision by AJC on 28 January 2005. Cty Cllr Gooden was asked to ensure the CCC were aware of the Parish Council's concern that residents were not inconvenienced by delays at County Council in making decisions, the original date set having been November 2004. It was clarified the 20 mph advisory limit at Histon Junior School was included in Phase 1 of the scheme, although some publicity had suggested to the contrary. Any leaflet to be produced by the HT & T Committee on the final scheme would not be appropriate until after 28 January 2005. **PDG / HT&T Committee**
- 134.4 CCC Notices of Proposed Orders received – removal of 2 existing waiting bays Histon High Street, replaced by extended length of no waiting at any time, and intention to install flat topped road humps Station Road and High Street

- Power Action**
- 134.5 Winders Lane Resident of Clay Street had requested a one-way order in Winders Lane following recent minor accidents. All Councillors agreed Winders Lane had its own special nature with regard to traffic flow and should remain as is. Chairman to respond to resident. **IMP**
- 134.6 c) Quality Councils Copy of booklet describing process copied to all. Agreed Chairman and Clerk to produce report on how quality status could be achieved and the best way forward for Histon Parish Council. Cllr Harris pointed out a comment on p 30 that 'the Government has already hinted at further developing the scheme, possibly with new incentives and areas of activity for Quality Councils'. Cllr Ruel warned Council that the next election in 2008 would need 100% elected members on re-accreditation. **Clerk / IMP**
- 134.7 d) Parish office Following discussion, agreed to withdraw previous appeal against rateable value on parish office
- 134.8 e) Standpipe Policy Cllr Mason outlined current usage of standpipe, for watering in of plants and the Fair's use during Feast week. Cambridge Water Co now intended to charge during 2005 a fixed annual fee of £293.75 and a £250 refundable deposit. All agreed Cllr Mason to organise relinquishing the standpipe and to re-hire on a monthly basis (£88.13 p.m.) when required. This charge to be re-charged to the Fair **MJM**
- 134.9 f) Ways of Working Together Cllrs Davies and Ruel reported a recommendation was to be made to each Parish Council for a future agenda item

12 FINANCE

- 135.1 a) To confirm payment of accounts Prop Cllr Munnely, sec Cllr Muncey, all in favour:
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| Administration costs £1,069.17 M8 Administration | £1,069.17 |
| District Land Registry Search for land at Parlour Close £4.00 | £4.00 |
| South Cambs District Council No Voice No Choice payment – kitchen equipment £478.24 | £478.24 |
| Impington Parish Council Transfer to No 2 account (youth committee budget) £7,633.67 | £7,633.67 |
- 135.2 b) To approve payment of outstanding accounts Prop Cllr Munnely, sec Cllr Muncey, all in favour:
- | | |
|---|---------|
| A J Young Payment for Virus subscription - expenses £20.57 | £20.57 |
| Site & Maintenance Services Broken post round Green £58 + VAT £10.15 | £68.15 |
| Site & Maintenance Services Painting swing framework £220 + VAT £38.50 | £258.50 |
| Site & Maintenance Services Install litter bin War Memorial £50 + VAT £8.75 | £58.75 |
| Site & Maintenance Services Replace dog bin Narrow Lane £65 + VAT £11.37 | £76.37 |
| Norman Unwin Allotment cut £25 | £25.00 |
| Cambridgeshire Acre (all in favour to renew subscription) £25 (no increase) | £25.00 |
| Moore Stephens Annual audit fee £350 + VAT £61.25 | £411.25 |
| Danwood Group Limited copier meter reading (formula) £28.94 + VAT £5.06 | £34.00 |
| ESPO Litter bin for War Memorial £100 + VAT £17.50 | £117.50 |
| British Telecom plc Telephone costs £110.74 + VAT £19.37 | £130.11 |
- 135.3 c) Paid in: G Campbell, half payment towards allotment plough £12.50
- 135.4 d) Audit Report. External Auditor's certificate and opinion copied to all. Audit certificate was unqualified. Matters regarding Assistant Clerk employment status drawn to the attention of Council. Cllr Parish confirmed the Assistant Clerk was to be employed with effect from 1 January 2005
- 135.5 Finance Committee to hold Precept discussions Saturday 15 January, for recommendation to Full Council at February meeting. Any member wishing to attend as co-optee to contact the Clerk.

9 FUTURE PROCESS FOR JOINT REPRESENTATIONS

- 136 Cllr Ruel had requested as agenda item (Item 114.2). He re-iterated concerns about processes in place for joint responses to important consultations, whilst acknowledging the good work put into the recent LDF consultation by Cllr Payne and members of the JSC. Discussion took place on the time-consuming nature of recent consultations but it was acknowledged there was a need for a discussion to take place within each Parish Council to get a sense of the individual Council's view. Several suggestions were raised including meetings to review and debate the LDF submission; a joint pre-draft LDF meeting; a post SCDC draft LDF meeting; presentation by JSC to the individual Parish Councils, an extra HPC meeting early in New Year to look at LDF issues. It was noted that the Parish Council hoped to consider the idea of a Parish Plan on a future agenda.

14 HALF YEARLY REVIEW OF DONATIONS and ROOM HIRE DONATION

- 137.1 Donations Report showing balance in budget of £236.50 supplied for all. 2 applications received from Open Spaces Society and Histon & Impington Day Centre. Prop Cllr Harris, sec Cllr Chatfield, 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 £250 to Histon & Impington Day Centre'

LGA 1972 Sec 137

- 137.2 The possibility of a separate budget in future for all spending concerning the elderly as with the current youth budget was raised
- 137.3 Room Hire Prop Cllr Ruel, sec Cllr Mason, all in favour to donate £240 in lieu of Room Hire charges for the 12 months meetings at St Audreys Close Community Centre **LGA 1972 Sec 137**

15 DATE & PLACE OF NEXT MEETING

- 138 Monday 10th January 2005, St Audreys Community Centre, St Audreys Close, Histon at 7.30 p.m. Agreed a basic agenda only

“In Committee” Item 16 was unnecessary due discussion to Item 12 d)
Meeting formally closed 10.05 p.m.

Chairman wished all present a Merry Christmas and the Council a prosperous and interesting 2005