

**MINUTES OF HISTON PARISH COUNCIL MEETING HELD MONDAY 14<sup>th</sup> MARCH 2005 7.30 P.M. AT ST AUDREYS COMMUNITY CENTRE, ST AUDREYS CLOSE, HISTON**

Councillors: I M Parish (Chairman), M P Barrett, N S Davies, A J Eade, P E Harris, c I Jones, I A Levitt, M J Mason (also District), J A Muncey (also District), F J Munnelly, C A Rose, M J Ruel  
 Dist Cllr J P Chatfield (in part)      Cty Cllr P D Gooden      Clerk: Mrs A J Young

**Power Action**

**1 APOLOGIES FOR ABSENCE**

172 Cllrs V A Taylor (illness) R K Wynn (working)

**2 MEMBERS' DECLARATIONS OF INTERESTS**

173 None

**3 OPEN SESSION FOR THE PUBLIC**

174 No questions

**4 MINUTES OF MEETING HELD ON 14 FEBRUARY 2005**

175 Prop Cllr Ruel, sec Cllr Eade, all in favour to accept and sign minutes

**5 MATTERS ARISING FROM PREVIOUS MINUTES**

176.1 Item 155 J P Chatfield Letter of resignation received. South Cambs District Council to be advised of vacancy

176.2 Item 159.1 Police Crime figures copied to all, with Histon Sector Newsletter. CBM PC Carrington to attend June meeting.

176.3 Item 160.2 CALC/Travellers Forum Cllr Ruel to attending meetings. He confirmed he had attended Forum 21 February and explained his professional strengths in forging links with minority communities. Contact had been made with Moor Drove residents and he was trying to learn more about the family and establish a dialogue. SCDC were to supply a report on Forums held when this would again be discussed on the agenda. Cllr Ruel to attend CALC Executive AGM 16 March on behalf of Council

**MJR**

176.4 Item 160.3 Modern.gov System papers copied for all

176.5 Item 162.1 Wet Pour quotes not yet accepted

176.6 Item 163.3 Local Networking meeting due 1 March cancelled, to be rearranged June

176.7 Item 169.5 Millennium Halls Cllr Jones confirmed letter to all residents had been delivered resulting in only 2 contact calls to Directors. It seemed likely the Limited Company would now fold, largely due to non-involvement by community members other than the Directors. Cllr Jones thanked Parish Council for backing the project who in turn thanked him for his efforts on their behalf. Files would be retained by Parish Council.

**6 RECENT CORRESPONDENCE**

177.1 Circulation file For February/March with Cllr Davies for report: London Boroughs may be parished; Co Op Bank were advertising an interest bearing current account for Councils; pension forum information relating to Council staff. Cllr Munnelly to report next circulating file.

**FJM**

177.2 CALC Workshop for New Councillors, Saturday 9 April at St Ives £30. Cllr Rose to attend

**CAR**

177.3 SCDC News Release regarding Council Tax decision, Band D increased to £140

177.4 Histon Library letter regarding oak noticeboard stored at Library. Clerk to inspect and report back

**Clerk**

177.5 Histon Junior School Invitation to attend to meet prospective new Head Teacher. Cllr Muncey to attend

**JAM**

177.6 Local mailing list : [the-hug.net/lists/listinfo/hisimp](http://the-hug.net/lists/listinfo/hisimp) available via website [www.hisimp.net](http://www.hisimp.net) New subscribers sought

**7 QUALITY COUNCIL SCHEME**

178 Clerk had provided a report from the CALC conference held 8 March. All agreed the Parish Council should be looking at working towards accreditation. Any possible common approach with Impington PC should be investigated. Conference also covered Data Protection Act, Freedom of Information Act and National Agreement for Local Council Clerks. All items to be referred to Legal & Property. Acknowledged a policy for retention of files should be drawn up and possibilities of improved facilities and resources in the new parish office considered.

**L&P Committee**

**8 RECREATION GROUND MANAGEMENT COMMITTEE REPORT**

179.1 Minutes 9 February 2005 copied for all. Further meeting held 9 March. Cllr Davies reported tractors were now repaired; Mr Campin now back at work

179.2 Development Group Cllr Davies confirmed 6 preferred contractors had been chosen for tender, closing date mid-April. A special meeting of the Recreation Ground Committee would be required at end of May. He confirmed no funds would be required to be brought forward for current year as suggested at Precept discussions. Discussions were on-going with Histon Hornets regarding annual charges.

- 179.3 Completion of purchase of freehold Impington Parish Council had obtained loan sanction approval for £82,000 from 1 April 2005 with a period of up to a month turnaround. A £8,000 deposit was required now with the

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remainder to follow within 14 days, for negotiation. Cllr Parish had concerns regarding the shared access with Histon Football Club, with access rights as freeholder required in any legal document. Cllrs Mason and Davies suggested a formal agreement should be drawn up for the repayment agreement, perhaps after the loan for the new development was confirmed, for cost reasons. Impington Parish Council Chairman had indicated a preference for an informal document. Following full discussion and points raised:

- Whether SCDC may grant legal costs if requested
- Call an extra ordinary meeting to discuss and pass a Resolution, or as part of April meeting or by delegated authority to Chairman, or Legal & Property Committee
- The need for all Councillors to have seen any Heads of Agreement (for the repayment to Impington PC) before signature

Agreed Chairman Cllr Parish to contact Cllr Payne to recommend Histon Parish Council's preference for a formal document to be in place. To be suggested to Impington PC that each Parish Council nominates 1 or 2 Councillors to meet with an equal number of Councillors to agree a wording, contact Cadburys Schweppes / King & Co to negotiate a completion date acceptable to the group. If Cadburys Schweppes insisted upon completion before the next meeting cycles, special meetings may need to be called to pass Resolutions on the signature of an agreement although it remained an option to wait until the larger loan was sanctioned.

**IMP**

## 9 ENVIRONMENT COMMITTEE REPORT

- 180 Meeting due 22 March 2005. Chairman read list of correspondence received to date to be referred to Committee

## 10 HIGHWAYS TRAFFIC & TRANSPORT COMMITTEE REPORT

- 181.1 Minutes of meeting held 10 March 2005 copied for all and accepted. Next meeting 5 May 2005.
- 181.2 A14 Traffic Calming scheme. Noted the Area Joint Committee had agreed the trial scheme (Phase 2) for Station Road, and Councillors/public could inspect diagram at Parish office. Committee had already agreed to write to David Brace regarding traffic light phasing, parking spaces in High Street and other matters. Agreed now to request a copy of the whole programme for works in Histon and Impington, to be displayed on Notice Boards, website. Cllr Parish was preparing an article for the Histon & Impington Crier.

**IMP**

- 181.3 Inspector Ormerod Council noted letter from Police regarding enforcement of speeding limits

## 11 PLANNING COMMITTEE REPORT and OTHER PLANNING MATTERS

- 182.1 Minutes dated 24 February and 10 March copied for all and accepted. Next meeting due 31 March.
- 182.2 Area Transport Plan Thanks to Cllrs Mason, Barrett and Impington Parish Cllr Payne for this joint submission
- 182.3 Unwins Seeds site, outline planning permission for residential development Cllr Gooden confirmed he had declared a personal interest at Impington PC. Histon PC Planning Committee had agreed on 10 March to write to SCDC in support of a recommendation for refusal by Impington PC. A new deadline for response by SCDC had now been set at 31 March. Cllr Gooden stated some residents felt this application was of sufficient size to warrant a special awareness campaign in Histon and Impington, wider than Impington Lane / Hereward Close who had all been contacted by Denis Payne as an Impington Lane resident. Agreed by all that a joint press release be drawn up (Histon and Impington PCs) to be sent to the Cambridge Evening News as soon as possible.
- 182.4 Moor Drove Appeal Inquiry to re-open Thursday 14 April 10am at SCDC offices, expected to site for 2 days. Chairman is due to contact Taylor Vinters in the short term

**IMP**

- 182.5 Temporary planning permission Parish office, New Road An application had been lodged with SCDC for renewal.
- 182.6 Arbury Camp Cllr Gooden advised the school was again on the agenda. Cllr Mason felt the signature of the Sec 106 may become a lengthy matter with probable loss of affordable housing grant due to delays

## 12 OTHER MATTERS

- 183 a) Youth Advisory Body Report Notes 7 February 2005 copied for all and accepted. Dist Cllr Chatfield left meeting
- 184.1 b) East of England Plan Cllr Eade reported on a meeting held by CPRE on 22 February and provided a comprehensive note copied to all. Agreed to respond to the consultation based on this report and CALC suggestions
- 184.2 c) Standards Board "Code for the Future" consultation received for response by 17 June. Agreed to refer to Legal & Property Committee

**L&P Committee**

- 184.3 d) Risk Assessment Paper provided by clerk copied for all and accepted as a working paper for review in the short term by Finance Committee

**Finance Committee**

## 13 FINANCE

- 185.1 a) To confirm payment of accounts Prop Cllr Munnely, sec Cllr Muncey, all in favour:  
**Administration costs £953.33** M10 Administration

£953.33

	<b>Administration costs</b> <b>£1,066.36</b> M11 Administration	£1,066.36
	<b>SCDC Planning fees for temporary permission parish office renewal</b> <b>£55</b>	£55.00
185.2	b) <u>To approve payment of outstanding accounts</u> Prop Cllr Munnely, sec Cllr Muncey, all in favour: <b>Money Matters</b> Interim Internal audit fee <b>£13.50</b>	£13.50
		<b><u>Power Action</u></b>
	<b>CPRE</b> Annual subscription <b>£25</b>	£25.00
	<b>Danwood Group Limited</b> Photocopier reading (on formula) <b>£26.73</b> + VAT £4.68	£31.41
	<b>Petty Cash</b> , imprest account <b>£18.71</b>	£18.71
	<b>Histon Junior School</b> contribution. Cllr Davies declared a Prejudicial interest and left the room for this item £300 grant from SCDC, £700 from Children's Play Area Budget	£1,000
	<b>BT plc</b> Telephone for office, for formula payment <b>£96.55</b> + VAT £16.89	£113.44
	<b>Cambridge Water Co plc</b> Portable standpipe village green <b>£12.65</b>	£12.65
185.3	c) Paid in: SCDC Recycling credits £745.29. Following a query Dist Cllr Mason was asked to check with SCDC how the tax credits are proportioned out. It was understood a questionnaire may be forthcoming about use of credits by Parish Councils	<b>MJM</b>

#### **14 ARRANGEMENTS FOR ANNUAL PARISH MEETING / ANNUAL GENERAL MEETING**

- 186 Agreed APM and AGM to be held 9 May 2005 at Methodist Church hall. David Brace to be invited to attend to give a progress report on traffic calming measures in the villages. Cllr Rose volunteered to prepare advertising literature for the meetings
- CAR**

#### **15 DATE & PLACE OF NEXT MEETING**

- 187 Monday 11<sup>th</sup> April 2005, St Audreys Community Centre, St Audreys Close, Histon at 7.30 p.m.

Prior to closing the meeting at 9.20pm all agreed the Chairman be asked to write to Rev Hugh McCurdy, former Vicar of Histon, following his new appointment as Archdeacon for Huntingdon and Wisbech.