

MINUTES OF HISTON PARISH COUNCIL MEETING HELD MONDAY 14th FEBRUARY 2005 7.30 P.M. AT ST AUDREYS COMMUNITY CENTRE, ST AUDREYS CLOSE, HISTON

Councillors: I M Parish (Chairman), R K Wynn (Vice Chairman), M P Barrett, N S Davies, A J Eade, P E Harris, M J Mason (also District), J A Muncey (also District), F J Munnelly, C A Rose, M J Ruel, V A Taylor
2 members of the public Clerk: Mrs A J Young

Power Action

1 APOLOGIES FOR ABSENCE

155 Cllrs C L Jones (illness), I A Levitt (personal); J P Chatfield (illness), Cty Cllr P D Gooden (personal). Cllr Chatfield was to resign from the Parish Council and agreed procedure for casual vacancy be followed as soon as possible.

2 MEMBERS' DECLARATIONS OF INTERESTS

156 None

3 OPEN SESSION FOR THE PUBLIC

157 No questions

4 MINUTES OF MEETING HELD ON 10 JANUARY 2005

158 Prop Cllr Ruel, sec Cllr Harris, all in favour to accept and sign minutes

5 MATTERS ARISING FROM PREVIOUS MINUTES

159.1 Item 143.1 Police Crime figures copied to all, with Histon Sector Newsletter. PCSO questionnaire from SCDC received and returned. Comment made on police in the village working in pairs rather than covering separate patches

159.2 Item 146.1 Cllr Rose Register of Interests completed and returned

6 RECENT CORRESPONDENCE

160.1 Circulation file For February/March with Cllr Davies for report

NSD

160.2 CALC Workshop for Chairmen 25 Feb £30; Workshop Employment Issues within Parish Councils 5 March £30; Charity Trustees and the Law 4 June £40; Conference on Quality Councils, Freedom of Information Act, Data Protection, launch of New Clerks Contract 8 March FOC (Clerk to attend, others welcome). Impington Cllr Payne wished to continue to stand for Standards Committee, Chairman proposed Histon PC support this nomination, all agreed. South Cambs District Association meeting 16 March including presentation by Gareth Jones on Gypsy & Traveller Issues. Cllr Mason stressed the importance of being represented to gain a good understanding of the legal issues. Cllr Ruel to attend, also attending Travellers Forum meeting at Cottenham VC on 21 February.

MJR

160.3 SCDC Finance and Resources Department The Modern.gov System – a new way to view the democratic process on website. To be copied for all

160.4 Royal British Legion Letter of thanks for the Council's participation in Remembrance Day Parade

160.5 Office of Deputy Prime Minister Freedom of Information Act 2000 information – copied for all

160.6 Electoral Commission Recommendations following periodic electoral review for County Council. Proposed Histon and Cottenham will be re-named "Cottenham Histon & Impington"

160.7 Cambs County Council Pensions Planning newsletter for staff

160.8 Histon Feast 2005 application made for funding for Village Green enhancement

160.9 Dist Cllr Chatfield various copy letters 30 January 2005 covering issues raised with him including parking, plastics recycling, Citi 7, footpath access, street lighting

160.10 ODPM Copy letter from resident inviting him to take part in a Government study on English Housing. 2 discussion documents supplied on "Vibrant Local Leadership" and "Citizen Engagement & Public Services" held on file

160.11 SCDC "Launch of the Community Strategy" Milton Country Park, 23 February 2005

160.12 Squirrels Toddler & Playgroup Letter advising the group had found a new venue at Baptist Church. Request for assistance in purchasing new storage sheds. Recreation Ground Development Group members expressed surprise as the Chair had recently re-confirmed their strong interest in using the pavilion once developed and points made by the Playgroup had been incorporated into Architects latest design. Moved Cllr Mason, all agreed, to advise Squirrels Parish Council's policy was to look at donations half yearly, June and December. Following reference by Squirrels to financial assistance given to Ladybird, it would be clarified this was as part of the moving expenses from Council's own premises and had come from Recreation Ground Development Group's personal budget.

June agenda

160.13 Railway Development Society has requested nominations for their Board by 28 February 2005

7 RECREATION GROUND MANAGEMENT COMMITTEE REPORT

161.1 Minutes 10 November 2004 copied for all. Cllr Wynn outlined discussions at meeting held 9 February, covering sick leave and cover for groundsman, and the new development.

- 161.2 Cllr Davies advised a notice had appeared in Cambridge Evening News 14 February for contractors to express interest in the tender for development work, with tenders to close by beginning of April, followed by a tender appraisal period of some 6 weeks. Definite costs of project would be known mid-May. He up-dated Council on grant applications, **Power Action** including possible revenue funding for an activity planner. £640,000 had been raised to date including a recent grant from Garfield Weston Foundation of £5,000. An outstanding Sport England grant remained important for increased sports court costs. Discussion on process for opening tenders and possible prioritising decision took place.
- 161.3 It was confirmed 2 tractors were with Ernest Doe for repair / service

8 ENVIRONMENT COMMITTEE REPORT

- 162.1 Wet Pour Quotes for Childrens Play Area, The Green 3 quotes had been received. Agreed Cllrs Munnelly, Barrett and Mason be empowered to approach all 3 companies for references / examples of other work in the area, to select a contractor and make an order for the work, as remedial work was otherwise urgently required on swing surface. Work to be carried out as soon as possible **FJM/MPB/MJM LGA 1976s19**
- 162.2 Section 52 / War Memorial Garden Mr Farr did not wish to quote for season 2005 – 2006. One quote only from Mr A Scott, AS Gardening Services at a price of £350 (last year £356). All agreed to accept this quote. **WMAct 1923s1 / PHAct 1987 s164**
- 162.3 Histon & Impington Council of Churches request use of Village Green for a service on Good Friday 25 March and electricity supply for PA. Agreed to respond agreeing to use of Green but advising the Council were not funding any electricity supply at present pending a review of electricity provision on the Green (with plans in place to install a proper metered supply and new looms of lighting). Cost to provide a supply for an event was currently £42 + VAT plus actual usage.
- 162.4 All Other Correspondence to be referred to Environment Committee meeting 22 March: Green bin collection; ROSPA inspection; Brownie Pack Tree Planning offer; Youth Group Community work offers; land adjacent 1 Parlour Close; quote for renovation of seat on Green; request for treatment to seat on School Hill island; defra ‘Clean Neighbourhoods & Environment Bill’; removal of dog bin at Narrow Close – complaint. **Env Committee 22 March**

9 PLANNING COMMITTEE REPORT and OTHER PLANNING MATTERS

- 163.1 Minutes dated 20 January and 3 February copied and accepted. Next meeting due 24 February.
- 163.2 Planning Appeal, land adjacent Moor Drove, Cottenham Road letter from Taylor Vinters enclosing details of flood risk assessment now required. Proofs of Evidence for re-convened Appeal on 11 April due in by end March. Chairman to contact Solicitors in this respect. Final invoice for payment enclosed. **IMP / LGA1972 s222**
- 163.3 Cottenham PC – Local Networking meeting due 1 March at Swavesey. Agenda supplied, 2 per parish maximum
- 163.4 Arbury Camp Section 106 agreement Dist Cllrs due to attend meeting with major landowner Gallaghers Estates and Unex. Problems seen with signature of Section 106, affordable housing funding, and consequently planning permission, outlined
- 163.5 Premier Foods Cllrs Rose and Barrett had met with Premier Foods managers and SCDC EHO Officer, together with resident of New School Road. Notes of meeting held 8 February copied for all. Felt to have been a useful meeting with PF keen to attempt to resolve issues raised and a further date to be set with another New School Road resident to discuss his specific issues. Proposed Cllr Mason, sec Cllr Rose, all in favour, to suspend standing orders to allow residents present to take part in this item. Residents of Somerset Road described problems particularly with noise from the site. The issue of smells was discussed and work recently carried out on the foul sewer main. Agreed to write to PF listing actions agreed, asking for confirmation when completed. PF asked Mr Ray Vidler be contacted each time smells or noise noticed in order that specific causes might be identified. Standing orders re-instated. **CAR/MPB**
- 163.6 S/O167/05/F Mr P Owers, 19 Clay Street – extension. 4 Cllrs inspected plans and all agreed to Recommend Approval. Agreed Cllr Barrett would sign blue forms

10 OTHER MATTERS

- 164 a) Youth Advisory Body Report Connections Bus Project invoice for Autumn Term 2004 (£550) presented to Youth Committee and paid from Impington No 2 account. Usage had increased. Notes for 6 December 2004 copied for all. Further meeting had taken place 7 February 2005. Clarified Julian Ayres is the new Patch Co-Ordinator based at Cottenham VC, and a budget of £108,000 **included** salaries. Youth Shelter confirmed no plans had been agreed for lighting or path. PC would wish to see a review over the summer months of usage before any further spending made.
- 165.1 b) Highways Traffic & Transport Guided Bus Cllr Mason confirmed a site inspection had taken place with the Inspector on 26 January, with visits to Pease Way, Melvin Way and the stables. Cycleway issues had been explored together with concerns over width at some points on the route; Citi7 details; loss of Histon Station. Agreed to write to Secretary of State regarding a post-Inquiry document (Ove Arup ‘B’) not submitted at appropriate stage of Inquiry. Also agreed to write to Chief Executive of County Council regarding spend to date, from tax payers money.
- 165.2 A14 Rat Run Scheme – signs advising Stage 1 had been erected, work commenced 31 January. Area Joint Committee had still not made a decision on Phase 11, decision expected end March. Traffic light phasing remained an issue and surveys were being carried out on the source of traffic turning into Station Road from Co-Op junction.

- 165.3 CCC – Traffic Order had been made 7 February to come into operation 28 February to replace 30 minute parking spaces outside Estate Agents in High Street with ‘No Waiting’.
- 165.4 Safer Routes to School Report from CCC SRTS Project Officer Simon Leher, giving comments on A14 Traffic Calming scheme. PC concerned they would be kept informed, noting County Cllr Gooden was on the working group. **Power Action**
- 165.5 Camb City Council, consultation on Cambridge and South Cambs Area Transport Plans comments due by 3 March. Agreed to consider on next Planning agenda 24 February **Planning Comm 24 February**
- 165.6 HCV Route Manager, CCC, Robert Roweth Cllr Parish, Chairman had met with Mr Roweth to look at HGV movements within Histon. A report of meeting on 9 February copied for all and Impington PC. Mr Roweth had since written confirming actions taken / planned to encourage improvements with deliveries at Tesco and Co Op.
- 166 c) East of England Plan Consultation Cllrs noted public meetings due 16 and 22 February. Agreed Cllrs Mason and Eade would prepare a recommended response to Consultation and circulate to all for comments to be submitted to EERA by 16 March. CALC encouraged response pointing out areas of infrastructure, sustainability, transport and water issues may require specific comment. **MJM / AJE**
- 167 d) Quality Council Scheme deferred to March agenda **March agenda**
- 168 e) Freedom of Information Act papers from ODPM and NALC copied to all. Confirmed Clerk would be the qualified person for purpose of Section 36 providing for exemptions from disclosure. In the Clerk’s absence, this would be Chairman. Any issues arising from the papers to be raised at next meeting

11 FINANCE

- 169.1 a) To confirm payment of accounts Prop Cllr Ruel, sec Cllr Muncey, all in favour:
Administration costs £1,040.21 M9 Administration £1,040.21
- 169.2 b) To approve payment of outstanding accounts Prop Cllr Ruel, sec Cllr Muncey, all in favour:
SLCC Subscription as agreed January 2005 **£91** £91.00
Site & Maintenance Services Seat collection from the Green, remove to workshop **£12** + VAT £2.10, Fencing on the Play Area **£150** + VAT £26.25 £190.35
Alfred McAlpine Supply of electricity Christmas Carols **£42.50** + VAT £7.44 £49.94
Taylor Vinters Solicitors fees Planning Appeal Moor Drove **£1,546.17** + VAT £270.57 £1,816.74
Open Spaces Society Annual Subscription (all agreed to renew) **£30** £30.00
SCDC Trade Waste Quarterly charge **£102** + VAT £17.85 £119.85
Print Out Stationery and printing Histon Parish Council **£73.31** JSC (including Guided Bus **£140.16** (total £213.47)+ VAT £37.36 £250.83
Island Fire Protection Ltd Service charge extinguisher office (on formula) **£33.78** + VAT £5.91 £39.69
Danwood Group Ltd Photocopier meter reading (formula) **£20.67** + VAT £3.62 £24.29
E.ON Energy Electricity Income Account Feast Week energy charge 2003 **£10.69** + VAT 54p £11.23
CALC Affiliation fee 2005 – 2006 **£508.89** following discount for early payment +
Local Council Review subscription **£13** These items would be paid April 2005 if CALC agreed £521.89
- 169.3 c) Paid In: Impington Parish Council Quarterly expenses £144.53
- 169.4 e) Precept 2005 – 2006 A comprehensive letter addressed to the residents of Histon and Impington for Millennium Halls Group stated they had commenced procedures to dissolve the company. Minutes Precept Committee 15 January and Finance Committee 18 January copied to all, together with a report from Cllr Parish, Chairman. A history sheet prepared by Chairman showing figures since 1991 handed out at meeting. Report showed a recommendation from Precept Committee of a Precept request to South Cambridgeshire District Council of £91,050 (23.9% increase)
- 169.5 Full discussion took place on the following capital expenditure items:
- Parish office costs, recommendation being to pay out of reserves (£33,600)
 - Electricity supply and Christmas lights infrastructure (£7,400)
 - Brook Renovation Stage II (£3,750)
 - Millennium Halls (£12,500) Still a commitment if Company was not in fact dissolved
- Cllr Rose outlined concerns that reserves may be low with figures as given (£41,863). Following discussion on budgets to be set, and whether to cut any headings, proposed Cllr Mason, seconded Cllr Davies, to request precept of £84,800 from SCDC (a 15.4% rise). This could have the effect of reducing reserves, but was dependent on whether Millennium Halls Group dissolved. An amendment proposed Cllr Wynn, seconded Cllr Ruel to request precept of £78,550 (a 6.9% rise). Taking amendment first, 2 in favour, 8 against, 1 abstention. Returning to original, 10 in favour, 1 against to request £84,800 precept from SCDC for year 2005 – 2006.
- 169.6 Public Works Loan Board The issue of a Band D formula share of £80,000 (freehold purchase of Recreation Ground) and £250,000 (pavilion development) funding, including mechanics of any loan, was not yet agreed. Figures were given, as previously requested by Council, for PWLB rates for £80,000 over 15, 20 and 25 years. Recommendation from Precept Committee was for the freehold loan to be taken over 25 years, a decision already made by Impington Parish Council for their share. Legal issues regarding repayment schemes; advantages and disadvantages of separate loans approaches –v- joint approach debated. Chairman stated his personal preference to take a loan on percentage of the whole £330,000 now, but acknowledged this would be premature as full costs of development work were not yet confirmed. Cllr Mason spoke in favour of taking a separate loan from Impington PC, Cllr Davies, supported by Cllr

Ruel, spoke in favour of equity for the taxpayer by taking a joint approach. Following further input from Cllr Mason on any contract, proposed Cllr Davies, seconded Cllr Wynn that ‘Histon Parish Council agree that Impington Parish Council apply for borrowing approval for PWLB finance for the purchase of the freehold land on the Recreation Ground of up to the purchase price to include legal fees, of £82,000 over a 25 year period and that Histon Parish Council will pay their annual repayments based on the current Band D formula or its successor. This on the

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understanding that the sale contract established joint ownership and the agreement under which it is financed is also included in the contract.” All in favour and agreed.

LGA1972 s 123-131

- 169.7 Finance Committee notes 18 January. Council noted Scottish Widows Treasury Tracker account had been recommended and confirmed acceptance of this recommendation. Recommendation of provision of Charge Card to be March agenda item.

March agenda

12 DATE & PLACE OF NEXT MEETING

- 170 Monday 14th March 2005, St Audreys Community Centre, St Audreys Close, Histon at 7.30 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 was invited to remain

This part of the meeting formally closed 10.44 p.m.