

HISTON PARISH COUNCIL**Annual Parish Meeting****Unconfirmed minutes**

Minutes of the meeting held at the Methodist Church Halls, Histon on Monday 9 May 2005 7.00 p.m.

Present:

Councillors: I M Parish (Chairman), M P Barrett, A J Eade, P E Harris, C L Jones, I A Levitt, M J Mason (also District), J A Muncey (also District), F J Munnely, C A Rose, M J Ruel, V A Taylor, R K Wynn
 Clerk: A J Young Mrs L Marsh, Assistant Clerk; 14 members of the public
 Dist Cllr J P Chatfield; Cty Cllr D J Jenkins

1 Welcome by the Chairman

16 The Chairman welcomed all to the 111th Annual Parish Meeting.

2 Apologies for Absence

17 Councillor N S Davies; Impington PC Chairman Denis Payne

18 Minutes of the Annual Parish Meeting held on 10 May 2004 and Matters Arising

33 All in agreement to accept Minutes as a true record. No matters arising

19 Chairman's Report of the Year to March 2005

34 The Chairman's report was given by Cllr I M Parish and is attached as Appendix 1 to these Minutes. A slide show on an environmental theme was given by Mike Mason, illustrating work on the Green, flooding maps and problems envisaged with work on the A14

20 Presentation of Accounts 2004 – 05

20 An unaudited summary of accounts for the previous year had been provided to all showing a balance brought forward of £83,772 and carried forward of £95,401. A short report outlining Precept estimates, larger expenditure items and audit timescales was given. All in favour Chairman's report and accounts be accepted.

6 Open Forum

21.1 The Chairman opened by thanking the 14 members of public present for attending and taking an interest in the Annual Parish Meeting. He mentioned that all parish council meetings were open to the public and the Parish Council strived all year to work on the community's behalf.

21.2 Mr Mike Mason asked the Chairman to outline the process leading to the purchase of the freehold of part of the Recreation Ground in the coming year, at a sealed bid cost of £80,000 to be shared with Impington PC. The Chairman explained that following unsuccessful attempts to negotiate purchase / gift the purchase from Cadburys Schweppes had been made to give security to the lease currently held with SCDC and to safeguard its future for the community. The cost was to be funded by PWLB finance. The extension to the Recreation Ground (set out as football pitches) was still on a 20 year lease held with Chivers Farms Limited

21.3 Mr Jack Black asked if a process was in place to monitor the effects of the traffic calming being installed by the County Council, to see if it was achieving its aim. Cllr Parish confirmed the County Council were taking traffic counts to assess the effectiveness of the experimental scheme in Station Road, but it would be difficult to assess the overall affect of the raised areas. He also confirmed the County Council had agreed to amend traffic light timings at the green junction in favour of the High Street phase.

21.4 Mr Chris Jones asked for an up-date on how much the Parish Councils had contributed to Local Development Plans during the year. Max Parish and Mike Mason gave details of the Local Development Framework process at SCDC and the Regional Spatial Strategy (East of England Plan)

21.5 Mrs Inger Eade queried the timescales for a decision on the Guided Bus scheme. It was confirmed the final decision lay with the Secretary of State, timescale unknown. Mr Mason hoped the Parish Council would join other objectors in contacting the Inspector regarding non-submission of a report to Government and the County Council to the Inquiry, showing what appeared to be serious flaws in approach

There being no further matters raised, this part of the meeting was closed at 8.05pm and some members of the public left the hall.

- 28 Proposed Cllr Munnelly, sec Cllr Rose, all in favour, approved and signed.

Power Action

8 MATTERS ARISING FROM PREVIOUS MINUTES

- 29.1 Item 5.2 Police crime figures supplied, with Neighbourhood Watch meeting details. All figures are available on www.cambs.police.uk (Cam community)
- 29.2 Item 5.3 CALC Executive AGM report from Cllr Ruel on informative meeting regarding gypsies and planning law
- 29.3 Item 6.5 SCDC Small Business Rate Relief application made
- 29.4 Item 10 Ways of Working Together Due to meet to discuss employment issues. Legal & Property Committee had made suggestions, as to the future handling of employment matters jointly. Several Councillors stressed the importance of setting up a Committee or system quickly, and for any group managing employment matters to be experienced. Chairman undertook to discuss again with the Impington PC Chairman following their own Annual Meeting. General opinion was that 4 Councillors, 2 from each, was the most appropriate number. **IMP**
- 29.5 Item 15 County Councillors Council had written to Phil Gooden thanking him for his excellent service to the community as County Councillor. Standing orders were suspended to allow him to speak and accept the Council's comments. He congratulated Cllr Jenkins on his election, and the Chairman welcomed the same to his first meeting. The second County Councillor (Bradney) was not present. Standing orders re-instated

9 RECENT CORRESPONDENCE

- 30.1 Circulation File Cllr Levitt for report, who outlined a report on a defra scheme making £1 million available for Parish Plans. Next report from Cllr Ruel **MJR**
- 30.2 CALC "How & When To Archive Parish Council Papers" Sat 3 September 9.45-3pm £40, Clerk to attend and/or member of Legal & Property Committee; information on District Association Meetings (copied for all) **L&P Comm**
- 30.3 Cambs County Council – Climate Change Strategy questions or comments encouraged; Corporate Plan – "Cambridgeshire the Next Four Years"
- 30.4 CPRE – public meeting details 11 May
- 30.5 Dist Cllr Chatfield – copy letter re public toilets. Cllr Wynn outlined previous attempts to provide public toilets in Histon centre and problems seen in other villages with vandalism and noise. Dist Cllr Chatfield agreed to approach the public houses, library etc. regarding policy on use for public. Cllr Rose and others felt it not unreasonable that public houses should only allow use of toilets for customers purchasing a drink **JPC**
- 30.6 Village Green Bookings Mon 2 May – Nearly New Sale for Africa
- 30.7 Hastoe Housing Association Ltd – Seminar in Histon & Impington Pavilion 6 June 11.30am – 2.30 pm
- 30.8 Choir 2000 Plea for help with storage of community stage. Parish Council could not consider storage themselves due to lack of space/land but all members were asked to make enquiries within the community on the Choir 2000's behalf.
- 30.9 SCDC Public Entertainments Licence Junior School, Feast events

10 ANNUAL REPORTS FROM COMMITTEES AND REPRESENTATIVES

- 31 Copy available for all Councillors. Copies to be made available at Library, on website or by request at Parish office

11 RECREATION GROUND MANAGEMENT COMMITTEE REPORT

- 33.1 Minutes of meeting 13 April copied for all. Next meeting due 11 May to which all Councillors invited
- 33.2 Bids on tenders had been received. A briefing report would shortly be made
- 33.3 Agreement for purchase of freehold at Recreation Ground not yet signed

33 LEGAL & PROPERTY COMMITTEE REPORT

- 33.1 Minutes of meeting 19 April copied for all. Next meeting due 18 May
- 33.2 Code of Conduct/Standards Board Cllr Jones wished all members to take note of the Committee's emphasis on each Councillor's responsibility in declaring interests properly at all times. A response to the consultation from the Standards Board of England was being prepared by Cllr Parish for input by all. Following some discussion, all agreed to request CALC to take forward the matter of Indemnity for Councillors to NALC for discussion **IMP**

13 HIGHWAYS TRAFFIC & TRANSPORT COMMITTEE REPORT

- 34.1 Minutes dated 5 May copied to all. Noted a meeting to be arranged with David Brace to review completion of work on traffic calming scheme **H&T Comm**
- 34.2 A14 Consultation, joint response with Impington PC. HT & T Committee would be preparing a response, with any interested member urged to contribute via that Committee. A meeting on the Consultation only due 9 June.

14 PLANNING COMMITTEE REPORT and OTHER PLANNING MATTERS

- 35.1 Minutes dated 21 April and 5 May copied for all and accepted.
 35.2 S/2032/04 Buck 28 High Street and adjacent access road Council noted 19 conditions on granting of application.
 Copies available from Clerk

Power Action

- 35.3 S/0583/05/CAC Bishops of Histon Council noted the demolition of existing cycle shop was recommended by SCDC for approval. The erection of 2 houses and a bungalow not yet for decision
 35.4 Stansted Airport and the Environment Noise Directive information received from “Stop Stansted Expansion”. Chairman commented on possible link with the A14 Consultation
 35.5 Unex, Arbury Camp Some discussion followed on noise as a possible factor for refusal

15 OTHER MATTERS

a) Youth

- 36.1 Youth Advisory Body report. Notes for meeting held 7 March and 25 April copied to all.
 36.2 Youth Shelter Youth Committee had advised of plans to install a concrete path to the shelter. Members outlined concerns over usage, materials and possible parking of motorbikes. Council felt it had already been established that they did not wish to see any further spend on youth shelter until usage had been assessed. Committee to be advised
 36.3 Connections Bus Project would no longer be attending Histon following decrease in numbers and increase in costs. This to be reviewed
 36.4 Youth Worker Cllr Davies had advised a meeting was to take place 13 May regarding work in the community and at IVC

b) Grass Contract Review

- 37 Grass contract due for review this year. Environment Committee representatives had written to the contractor regarding recent cuts. Response awaited. Committee to look at separating Manorial Waste from other work in future

c) Feast Arrangements

- 38.1 Feast Market 9 July 2005 Agreed to join with Impington PC and prepare displays for Feast Market tent. Following displays to be considered:
- Traffic calming – HT & T Committee, David Brace to be asked for information
 - A14 Consultation – Cllr Mason
 - Guided Bus – Cllrs Mason / Parish
 - Brook enhancement – Cllr Mason (if recent information to hand by then)
 - Christmas Lights plans – Cllrs Parish / Munnely
 - Village Warden Scheme – Cllr Ruel
 - Recreation Ground development – Cllr Unwin (Impington)
- Cllr Jones highlighted need for a volunteer to prepare a newsletter as discussed at the Legal & Property Committee under Quality Council scheme, if Council felt appropriate. This could be available at Feast Market if required.
- 38.2 All Councillors to e mail Clerk if unavailable for tent rota to man the tent throughout the morning **All Councillors**

16 FINANCE

- 39.1 a) To confirm payment of accounts Prop Cllr Jones, sec Cllr Wynn , all in favour:
Administration costs £1,018.20 £1,018.20
- 39.2 b) To approve payment of outstanding accounts, Prop Cllr , sec Cllr , all in favour:
Histon & Impington Recreation Ground Committee 1st half payment **£15,158.54** +
 Litter Pick payment **£1,300** = £16,458.54
Print Out Stationery and copying **£19.10** + VAT £3.34 = £22.44
SCDC Quarterly charge trade waste bin **£105** + VAT £18.38 = £123.38
Cambridge Water plc portable meter standpipe charge Village Green **£3.05** £3.05
Danwood Group Limited Meter reading photocopier **£39.94** + VAT £6.99 = £46.93
Money Matters Accounts training (on formula) **£47.25** £47.25
Playground Management Limited Rospa inspection **£62** + VAT £10.85 £72.85
Petty Cash, imprest account **£21.00** £21.00
- 39.3 c) Paid in: SCDC 1st Half Precept £42,400; VAT Refund Customs & Excise £1,612.54
 39.4 d) Audit. To be advertised 17 May, inspection 1 June to 29 June. Called for audit 1 July. Chairman noted grants were to be counted as income and queried the 2 Councils’ status next year following payment for the freehold of the Rec and any development at Recreation Ground / Parish office
 39.5 Finance Committee 25 May to include analysis of Profit and Loss v Actual figures obtained from Quickbooks system

17 DATE & PLACE OF NEXT MEETING

40 Monday 13th June 2005, St Audreys Community Centre, St Audreys Close, Histon, 7.30 p.m.

Meeting was formally closed at 9.35 p.m.