

HISTON PARISH COUNCIL**Unconfirmed minutes**

Minutes of meeting held St Audreys Community Centre, St Audreys Close, Histon, Monday 10 October 2005 at 7.30 p.m.

Present:

Councillors: I M Parish (Chairman), R K Wynn (Vice Chairman), M P Barrett, M C Cleaver, N S Davies, P E Harris, M J Mason (also District), F J Munnelly, M J Ruel, V A Taylor

Dist Cllr J P Chatfield; Cty Cllr Jenkins PCSO Lee Page, Mr Alex Alexander CCC (in part) Clerk: A J Young

Power Action

1 APOLOGIES FOR ABSENCE

98 Cllrs Rose (personal), Jones (work), Eade (illness), Muncey (illness), Levitt (personal). Cty Cllr Bradney

2 MEMBERS' DECLARATIONS OF INTERESTS

99 None

3 OPEN SESSION FOR PUBLIC

100 No questions from the public

4 MINUTES OF MEETING HELD ON 12 SEPTEMBER 2005

101 Proposed Cllr Munnelly, sec Cllr Barrett, all in favour, approved and signed. All agreed to suspend standing orders and bring forward item 14 on agenda

14 PCSO LEE PAGE – POLICE REPORT

102 PCSO Page outlined his role as high visibility police presence in Histon and Impington. Following questions following discussed:

- Recent breaches in local ASBO order leading to curfew and tagging. An Acceptable Behaviour Contract (ABC) entered into with another local youth
- Information on 2 types of cash machine skimming devices. Incident reported on Histon ATM in September
- An isolated incident resulting in injury to resident on The Green following Feast Concert. PCSO Page felt additional lighting and/or increased Police foot patrols may be a deterrent in future
- Inspector Ormerod had confirmed a request had been made for B1049 speed figures in May 2005
- Police to increase Police presence Halloween and Guy Fawkes nights. Shops to be visited and advice given
- Number for reporting incidents remained at 0845 456 456 4
- 60+ calls logged regarding parking issues in Station Road (particularly facing wrong way at night) over a period of some months, sometimes leading to fixed penalty notices being issued by "reactive officers" based at the Station. Local officers would normally visit owners and discuss. Council noted the Highway Code did indicate that if facing the wrong way at night, potentially you could get a ticket because it is an offence
- Incident of car speeding over pedestrian crossing in High Street when on pedestrian phase
Agreed to bring forward part of item 10

10 HIGHWAYS TRAFFIC & TRANSPORT COMMITTEE REPORT Part 1 – Presentation On Proposed Footway/Cycleway at Meadow Road/Park Lane Histon (Cambridgeshire County Council)

103 Alex Alexander, CCC Project Manager, explained the proposal to install cycleway/footway from Histon to new Oakington to Girton footway/cycleway. Apologised for confusion leading to lack of consultation with Parish Councils to date. Discussion with Girton PC planned, followed by a meeting with AJC Chairman. He explained:

- funding was through GADG (growth area development grant, to be spent by 31.3.06) but would only cover existing cycleway to the bridge and the bridge itself (35%). Bridge to railway crossing (35% through to Histon Village and up-grade of existing (30%) would require separate funding with CCC committed to researching grant opportunities. GADG was also funding work on Oakington bridge.
- If Guided Bus proceeds, scheme would link into that
- more piping than anticipated due to proximity of ditch had enhanced costs
- Even for first phase road closure was required (4-5 weeks) with access for pedestrians and cyclists, although traffic lights a possibility (10-11 weeks). Oakington work on bridge also required a 2 week road closure, followed by 2 months work, and Histon work would therefore need to be complete before Christmas
- solar lights to be included if funding allows
- proposal to reduce speed limit Oakington/Girton to Histon to 40 mph. Parish Council support sought
- Part time road closure would present problems although not impossible
- illuminated "throttle" to be put in on railway crossing to ensure cyclist safety
- 2 trees to be removed from verge

Parish Council indicated:

- support for installation of cycleway/footway
- strong preference for off peak road closure only if road closure necessary
- support for reduction to 40 mph
- concern for trees and guarantee required of replacement of trees damaged
- site was in a flood zone
- confusion over different cycleway proposals for the route reported
- concern on width of proposed cycleway/footpath, at 1.8m. Mr Alexander to clarify, provide cross-section drawings
- concern on impact on traffic calming experimental scheme of road closure
- concern over urbanism (signage etc) in future
- concern over dangers of using the route if not finished

Mr Alexander to report back on road closure and width issues. Standing orders re-instated and returned to agenda

5 MATERS ARISING FROM PREVIOUS MINUTES

- 104.1 Item 89.1 CALC Risk Assessment No Councillor able to attend
- 104.2 Item 92.7 Blue posts in Gatehouse Road – see Highways Traffic & Transport report
- 104.3 Item 93.4 Church Street Cty Cllr Bradney to contact the residents **CtyC MB**
- 104.4 Item 96.2 MAS Environmental Impington Parish Council had agreed to pay half the expenses costs
- 104.5 Item 96.3 SCDC Electronic transactions Clerk had not yet written

6 RECENT CORRESPONDENCE

- 105.1 Circulation file For October with Cllr Muncey for report **JAM**
- 105.2 CCC Priorities and Budget Strategy 2006 – 10 Questionnaire provided
- 105.3 CALC – Draft East of England Plan – Examination in Public representation South Cambs District Association minutes 15 Sept 2005 – nominations requested for outside bodies Quality Councils Success in grant application
- 105.4 Mobile Library – e mail from IPC plans for service at Vision Park. Cty Cllr Jenkins to take up with CCC **CtyC JDJ**
- 105.5 Tesco Express – Transfer of Justices Licence
- 105.6 Church Carols and Stalls invitation to take a stall at event on 14 December.

7 RECREATION GROUND MANAGEMENT COMMITTEE REPORT

- 106.1 Minutes of meetings 14 September copied for all. Cllrs Wynn and Davies clarified single side lights on MUGA recommended. Man. Committee discussed future modernisation work required on groundsmans house and budget
- 106.2 Recreation Ground Project Cllr Davies reported on progress, with second site meeting due 12 October. Moore Stephens had not yet given definitive response on outstanding VAT issues. Discussions in hand on issues re. MUGA markings. Early indications of budgets for 2006 – 2007 being drawn up showed some severe cost implications. Discussions with Youth Worker regarding Recreation Youth Club.
- 106.3 Heads of Agreement Cllr Parish to have the contract drawn up shortly following email exchanges **IMP / CLJ**

8 ENVIRONMENT COMMITTEE REPORT

- 107.1 Minutes of meeting held 4 October copied to all and accepted.
- 107.2 Agenda note on future use of Green resulted in discussion on new contract to be drawn up for Hire of Green by Whyatts Amusements for Feast Fair. All present felt Fair should visit Histon and be allowed to continue to arrive Tuesday before Feast Sunday 6pm and stay till following Wednesday morning, to open Friday with no Sunday opening. Felt the cost should be pro-rata day rate to give Mr Whyatt the choice of how early in the week the Fair arrived. Once metered electricity in place, a reading would show electric costs after the event. Admin costs and grass care may be a consideration. Environment Committee to now decide on new offer to be made. **Env Comm**
- 107.3 Up-date on electricity supply and Christmas lights Base for feeder pillar and trenching and ducting now complete. Cabinet to be fixed, live feed installed (edf) and Powergen contacted to supply meter and power. No meeting yet set with possible Christmas lights contractor.
- 107.4 Local Works Campaign for Sustainable Communities Bill. Committee to put Resolution to November meeting on support for the Bill. Copy of Resolution copied for all. **November agenda**

9 PLANNING COMMITTEE REPORT and OTHER PLANNING MATTERS

- 108.1 Minutes 29 September copied for all and accepted. Next meeting 13 October including application for 46 sheltered apartments in Kay Hitch Way and 7 houses adjacent to 102 Cottenham Road.
- 108.2 Informal meeting on Northstowe due 11 October with decision on response at Planning meeting 13 October

10 HIGHWAYS TRAFFIC & TRANSPORT COMMITTEE REPORT (part 2)

Histon Parish Council

109.1 Minutes 6 October copied to all and accepted, including Appendix showing discussion with David Brace on 15 October and agreement to:

Power Action

- Carry out further surveys and pollution checks
- Install a box turning right into Green from Rose & Crown
- Move kerb at Station Road/High Street junction to allow left turn filter
- Paint out white lines outside estate agents
- Remove parking bay from Kay Hitch Way nib area of cycleway

109.2 Agreed to propose a joint meeting of Parish Councils for 10 November, following public meeting 3 November.

109.3 Flyer and poster to be prepared for public meeting. Cllr Parish to Chair. Cllr Barrett to organise posters

109.4 Cty Cllr Bradney had worked on leaflet but unclear if to proceed. Prop Cllr Davies, sec Cllr Harris, all in favour that Histon PC pay up to £250 to distribute the A5 flyer advertising the meeting if mechanism found, printed by Print Out. Cllr Parish to discuss IPC's requirements. ***LGA 1972 Sec 111 (Subsidiary powers to help discharge functions)/LGA 1986 s5***

109.5 Chairman requested all Councillors to read files of letters received from residents prior to 3 November **All Cllrs**

109.6 **Cambs County Council Bus Service Tenders April 2006** Agreed to write in support of Service 110 to Ely as a very popular, well used service. All existing pick up points felt to be satisfactory. **Changes to Local Bus Services** held on file. No Histon services included

11 LEGAL & PROPERTY COMMITTEE REPORT

110.1 Minutes 28 September copied to all and accepted. Next meeting 23 November.

12 OTHER MATTERS

a) Youth

111.1 **Youth Advisory Body** report. 3 sets of minutes July – October copied to all and accepted. Mins 12 July - noted land near Barrel Field was a County Council owned area not SCDC. Parish Council thanked Brenda Soar for all her time and effort following her resignation from the Advisory Body Committee

111.2 Cllr Davies reported new youth worker Andrea Cramp extremely focused and good potential for youth provision

b) Employment

112 Meeting with IPC representatives due 19 October 2005

c) Arrangements for Remembrance Sunday

113 Agreed to purchase wreath for Chairman to lay at ceremony 13 November 9.30am at War Memorial to be followed by service at Salvation Army Hall ***IMP LGA 1972 s 15(5) and 35 (5) Chairmans allowance***

d) Safer Routes to School

114 Cllr Mason confirmed Simon Leher and David Lyons to liaise with David Brace on crossing patrol issues arising from traffic calming scheme. Affects of scheme under assessment and discussions continued on provision of kerb and turning for Green. Comments on any benefits seen due to traffic calming from SRTS team expected

13 FINANCE

115.1 a) **To confirm payment of accounts** Proposed Cllr Mason, seconded Cllr Munnelly, all in favour
Administration costs £1,313.32 (including £39.95 filing overtime payments) M6 Administration and M4-6
 Recreation Ground sub contract payments £1,313.32

Impington Parish Council Business rate rebate on parish office (formula) **£127.50** £127.50

115.2 b) **To approve payment of outstanding accounts** Prop Cllr Mason, sec Cllr Munnelly, all in favour

Histon & Impington Recreation Ground second half payment **£9,792.53**

+ Litter Pick half year **£1,300** £11,092.53

Denis Payne Website costs **£42.55** + VAT £7.45 £50.00

LGA 1972 s142

Site & Maintenance Services hedges at Allotment site **£360** + VAT £63 £423.00

Site & Maintenance Services Refit seat to Green following renovation **£245** + VAT £42.87 £287.87

Print Out JSC copying **£26.23** Histon Parish Council copying and stationery **£33.10**
 = £59.33 + vat £10.38 £69.71

Age Concern Mobile Warden Scheme 05-06 (***Sec 137 payment*** agreed at Precept, not accepted as invoice)

£1,500 £1,500.00

Petty Cash, imprest account, **£36.91** £36.91

115.3 **Paid In:** Allotment Rents £82 and £16; Impington Parish Council quarterly charges to Sept 05 £99.39; Impington PC Guided Bus expenses share £212.50; Allotment rents £26; Histon & Impington Recreation Ground Development – repayment of advance £10,732 PWLB payment of £331,000 less fees due 6 October 2005, for immediate same day transfer to Development Group account

- 115.4 PWLB Funds First tranche of (joint) loan funds of some £331,000 less fees had been received and transferred same day to Recreation ground Development Group, fidelity insurance cover in place. Repayments on EIP with first instalment principal £6,620 due 5 April 2006.
- 115.5 Finance Committee 21 September Minutes copied to all and accepted. Proposed Cllr Wynn, seconded Cllr Cleaver, all in favour to raise works provision in Financial Regulations from £300 to £500. Noted a Councillor would be required **Power Action** to check asset register each May. IPC to be approached re. future of portacabin office at meeting 17 October.
- 115.6 Half Yearly Position Noting figures did not show youth committee funds held by IPC and an estimated income of £3,750 was uncertain, all accepted report showing estimated available balance as at 31 March 2006 of £48,611, with additional funding for parish office now identified taken as loan. Chairman indicated a belief that furnishing costs for parish office must be properly budgeted for.
- 115.7 SCDC Recycling Credits were likely to be withheld from 2006. Dist Cllr Chatfield agreed to take the Parish Council's great disappointment back to the District Council. **D Cllr JPC**

15 DATE & PLACE OF NEXT MEETING

116 Monday 14th November 2005, St Audreys Community Centre, St Audreys Close, Histon, 7.30 p.m.

Meeting formally closed at 10.20 p.m.