

**HISTON PARISH COUNCIL****Unconfirmed minutes**

Minutes of meeting held St Audreys Community Centre, St Audreys Close, Histon, Monday 13 February 2006 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, A J Eade, C L Jones, I A Levitt, M J Mason (also District), F J Munnelly, C A Rose, M J Ruel, V A Taylor Clerk: A J Young  
Paul Quigley, SCDC; Bob Menzies CCC; Impington PCllrs Payne and Nudds; 3 members of public

**Power Action****1 APOLOGIES FOR ABSENCE**

154 Cllr Harris (illness); Cty Cllr Bradney; Dist Cllr Chatfield. Cllr Muncey was absent

**2 MEMBERS' DECLARATIONS OF INTERESTS**

155 None

**3 OPEN SESSION FOR PUBLIC**

156 No questions

**4 MINUTES OF MEETING HELD ON 12 DECEMBER 2005**

157 Prop Cllr Rose, sec Cllr Barrett, all in favour, approved and signed

**5 MATTERS ARISING FROM PREVIOUS MINUTES**

158.1 Item 137.1 Church Street Cty Cllr Bradney was contacting Stagecoach **MB**

158.2 Item 137.4 Portable office sold back to original seller, buyer to collect by arrangement

158.3 Item 137.5 Police emails forwarded to all on e mail

158.4 Item 137.6 Kay Hitch Way Residents Group Cllrs Ruel and Harris to attend 23 February **MJR/PEH**

158.5 Item 137.10 Cycleway/Footway Girton to Histon Response awaited

158.6 Item 138.3 SCDC Taxicard scheme Impington not included in scheme

158.7 Item 142.2 NTL Wayleave finalised and cheque received £3,750

158.8 Item 147.1 Christmas Lights Report made to Environment Committee 2 February

158.9 Item 148.1 Broadband Not yet in place following problems with payment methods

158.10 Item 148.2 Shredder delivered and in use

158.11 Item 152.3 Day Centre Letter of thanks received

With agreement of Council, Chairman brought forward part of item 9, suspended standing orders and invited Mr Paul Quigley, Manager of Environmental Services at SCDC to address the meeting

**9 ENVIRONMENT COMMITTEE REPORT (1 OF 2)**

159.1 Mr Quigley up-dated Council District Council's decision, following Governments decision to cap, to cease funding maintenance and power costs of footway lights from April 2006, drawing attention to his letter 2 December and list of FAQ already supplied and discussed at Council in December. Some Councillors expressed disappointment at presumptions being made without consultation by Leaders. 36 lights in Histon affected (6 of which may be taken on by County Council. Meeting also heard 13 lights in Impington were affected, 4 of which may be taken by County, and points raised as follows:-

- Lights will be switched off and eventually removed if neither County nor Parish adopt responsibility. Until lights removed maintenance and insurance to remain with District Council
- If lights do not reach County criteria (e.g. 56m apart) Parish Council would need to consider paying County Council to maintain
- Parish Councils should investigate insurance position with insurers, including ownership issues regarding insurable interests
- No analysis had been carried out on cost comparisons for keeping with SCDC, members had already made decision to cease funding
- Parish Council may need to factor in a replacement fund, each costing in region of £700-£800. Mr Quigley to advise on lifetime expectancy. Estimated some 20 had been replaced of 1800 in the district over last 5 years.
- 25% Parish Councils had so far confirmed they would pay the costs involved, some others had set up working groups to consider which lights to be given priority.
- Mr Quigley agreed to look at whether District Council could act as a level of insurance, particularly replacement programmes
- Mr Quigley confirmed all SCDC press releases clearly state District Council had made decision to stop funding the service
- Some inaccuracies in number and locations seen – Mr Quigley agreed to provide map showing lights affected in Histon. Parish Councils advised to contact Mr Quigley direct with any challenge to County on criteria

- Funding sought with CALC for installation of additional lights to attempt to increase County Council takeover rate **Power Action**

Agreed next agenda with table of costs provided and up-dated information including map. Chairman summarised issues:

- Ownership
- On-going costs (capital)
- Insurance Public Liability
- Inaccuracies in inventory list

159.2 Mr Quigley then outlined an “Envirocrime” group formed within South Cambs to consider dog fouling; litter; flytipping; abandoned vehicles and anti-social behaviour, as a result of 2005 Clean Neighbourhoods & Environment Act. Aim to co-ordinate effective partnerships across agencies (e.g. Police, Fire, community groups, Parish Councils) using resources within District Council. Enforcement Officer employed. Following some specific questions, and discussion, Council thanked Mr Quigley for attending and he left meeting. Cty Cllr Jenkins left meeting Chairman brought forward part of item 10, presentation by Bob Menzies on Guided Bus “The Next Steps”

## 10 HIGHWAYS TRAFFIC & TRANSPORT COMMITTEE REPORT (1 OF 2)

160 Mr Menzies provided a County Council pack on Guided Buses for all (Appendix 1). Questions and discussion on:

- 7am – 7pm. 10 minute frequency expected
- 3 tenderers in discussions
- 80-90% expected to be Government grant funded; rest from developers along route. No subsidy from Council Tax payments. Cost in region of £86m +
- Fares not expected to be more than current prices
- Preparation costs mainly developer and grant funded. Some officer time from Council tax payers
- Arbury Park Sec 106 NCATP £2 million contribution. Clarified could be used for anything to do with guided bus
- All footpaths will remain accessible; maintenance track expected to be gravel type path
- Measures for removal of on-street parking mainly in Station Road, Cambridge. Other areas being looked at
- Noise issues to be addressed by possible use of a micro texture, pre-cast beams and skid resistant coating
- Analysis showed no junctions to be run on traffic lights will have capacity problems
- Construction methods yet to be agreed, hoped to bring beams along guideway or along maintenance tracks, not roads. Some routes to be prohibited and work times to run under code of construction
- Councillors stressed Histon and Impington people felt they would get little value from scheme and concerns over infrastructure plans
- Mr Menzies outlined bus priority measures being considered
- Turning space at junction
- City7 services to remain as current; some extra services to be considered
- Interchange concerns and route perception, including National Cycle Route 51 plans. Confirmed a cycleway would run alongside the guided busway all the way through Histon
- RAGBUS requested support from Parish Council to facilitate their inclusion in liaison groups when critical decisions being made. Mr Menzies confirmed RAGBUS would be invited to all meetings to develop detailed designs along with Parish Councils

Mr Menzies hoped to be invited back once contractor appointed. He was thanked and left meeting, along with 2 residents and Impington PCllrs Payne and Nudds. Chairman returned to agenda and re-instated standing orders

## 6 RECENT CORRESPONDENCE

- 161.1 Circulation file For November/December with Cllr Parish, file for January/February with Cllr Wynn. March report
- 161.2 Following “Local Councillor Group” meeting, first monthly report from Cty Cllr Jenkins copied for all; Cllr Mason mailed Cllrs from Group with contribution on Northstowe, LDF, Kay Hitch Way Bovis appeal, Water Lane culvert
- 161.3 CALC “Capping Proposals of SCDC” letter requesting feedback on Council’s position; Training New Councillors or Refresher Training Sat 18 March £35; Quality Status news; South Cambs area agenda Thursday 2 March including request for nominations to County Executive
- 161.4 Royal Mail Proposed changes to CB1 – 5 postcode addresses, consultation ending 15 May
- 161.5 Histon & Impington Fireworks Extravaganza report from organisers
- 161.6 Rev James Blandford-Baker Invitation to all Cllrs to service of Institution and Induction 27 February Histon Church
- 161.7 CCC “Summer Reading Challenge 2006” request for support. June agenda **June agenda**

## 7 RECREATION GROUND MANAGEMENT COMMITTEE REPORT

- 162.1 Minutes 9 November copied to all. Further meeting 8 February. Cllr Wynn reported on plans for up-grading house
- 162.2 Cllr Davies up-dated on development project. Pavilion due to be finished 22 April, 3 weeks later than scheduled.
- 162.3 Recreation Ground Activity Co-Ordinator post, funded by Sport England, currently being advertised as self employed. Management Committee had agreed Development Group to direct successful applicant in first year at least. Contract to enable handover to Management Committee in due course

- 162.4 Discussion with SCDC Arts regarding grant for clock on recreation centre on-going. No cost to Parish Councils  
 162.5 Opening celebrations planned for Bank Holiday weekend 29 April – 1 May. All current Parish Councillors to be invited to formal opening 1 May

**Power Action**

- 162.6 Cllr Mason indicated poor standard of turf laying in front of MUGA. Cllr Davies to investigate. MUGA and hard court now in use and appreciated by users. Cllr Mason gave **formal vote of thanks** to all members of Rec Ground Management Committee and Development Committee and the Rec Ground Clerk Lynda Marsh for tremendous amount of hard work put in on the new development

**8 PLANNING COMMITTEE REPORT and OTHER PLANNING MATTERS**

- 163.1 Minutes 15 December, 5 January, 2 and 9 February copied to all, accepted, Cllr Barrett to sign as correct. Next meeting 23 February  
 163.2 Minutes 9 February outlined suggested response to application from Carebase S /0116/06/F 63 bedroom care home off Chivers Way. All agreed to respond Recommending Refusal for reasons stated

**9 ENVIRONMENT COMMITTEE REPORT**

- 164.1 Minutes 2 February copied to all and accepted. Cllr Mason to sign as correct. Next meeting 11 May. Noted Cllrs Parish and Harris to attend site meeting on The Green; electric box on Green was Parish Council owned **IMP/PEH**  
 164.2 Grass Cutting Tenders Deferred to item 16 "In Committee"  
 164.3 War Memorial/Section 52 Land Mr Adam Scott had quoted £385 for next year, having carried out work to Council's satisfaction in 2005-06 at £350. Prop Cllr Mason, sec Cllr Munnely all in favour to accept  
 164.4 SCDC Footway Lighting response to SCDC. Deferred to March agenda **March agenda**  
 164.5 Cllr Taylor reported flytipping in Guns Lane. Tree works currently being carried out in Park Lane by Acacia for Rowleys Farm. Walkabout notes to be available shortly **VAT/JAM**

**10 HIGHWAYS TRAFFIC & TRANSPORT COMMITTEE REPORT**

- 165.1 Next meeting 16 February. Cllrs Parish and Rose to consider business with IPC representatives **IMP/CAR**  
 165.2 Cllr Parish reported on 2 meetings with Richard Preston, CCC, attended by Police representatives, Parish Council, Safer Routes to School, Dist & Cty Cllrs. Discussion held on SRTS planned measures and possible crossing provision at the Green. Further meeting due late February. Discussion also at meeting on possible double yellow lines provision in Station Road  
 165.3 Parking Cllr Parish to draft letter to be considered for delivery to householders and inclusion in the Crier, a polite notice advising on considerate parking methods and night-time parking laws **IMP**  
 Cllr Mason moved that item 12 be brought forward on agenda due to lateness of hour. All agreed

**12 FINANCE**

- 166.1 a) To confirm payment of retrospective accounts, prop Cllr Munnely, sec Cllr Jones, all in favour:
- |   |            |
|---|------------|
| <b>St Audreys Close Room hire</b> <b>£240</b>   | £240.00    |
| <b>Administration costs M9</b> <b>£1,438.67</b>   | £1,438.67  |
| <b>BT plc</b> Phone costs (for payment on formula) <b>£137.54</b> + VAT £24.06 =                          | £161.60    |
| <b>Royal British Legion Donation Sec 137</b> <b>£23.50</b>  | £23.50     |
| <b>Histon &amp; Impington Day Centre</b> Community Support <b>Sec 137</b> <b>£100</b>                     | £100.00    |
| <b>Danwood Group Limited</b> Photocopying meter reading (for payment formula) <b>£54.70</b> + VAT £9.57 = | £64.27     |
| <b>Print Out HT&amp;T</b> copying <b>£41.30</b> Council copying <b>£32.60</b> + VAT £5.71 =               | £79.61     |
| <b>SCDC Pest Control The Green</b> <b>£35</b> + VAT £6.13 =   | £41.13     |
| <b>Jaggard Electrical Limited</b> Christmas lights provision and erection <b>£1,830</b>                   | £1,830.00  |
| <b>A J Young</b> Expenses for laminator (for formula) <b>£14.96</b> + VAT £2.62 =                         | £17.58     |
| <b>Petty Cash</b> Imprest account <b>£45.09</b>   | £45.09     |
| <b>Jaggard Electrical Limited</b> Dismantle lights and supply boxing <b>£185</b>                          | £185.00    |
| <b>Danwood Group Limited</b> Photocopying meter reading (formula) <b>£24.03</b> + VAT £4.21 =             | £28.24     |
| <b>M Gill</b> Returfing at The Green <b>£90</b>   | £90.00     |
| <b>N Unwin</b> Allotment site – back to allotment from grassed <b>£45</b>                                 | £45.00     |
| <b>Print Out</b> JSC for flooding dossier (formula) <b>£21.42</b> + VAT £3.75 =                           | £25.17     |
| <b>Administration costs M10</b> <b>£1,023.12</b>  | £1,023.12  |
| <b>Histon &amp; Impington Recreation ground Development</b> Outstanding office payment <b>£33,600</b>     | £33,600.00 |
- 166.2 b) To approve payment of outstanding accounts, prop Cllr Munnely, sec Cllr Jones, all in favour:
- |  |         |
|--|---------|
| <b>SCDC Trade waste collection</b> <b>£105</b> + VAT £18.38 =  | £123.38 |
| <b>Site &amp; Maintenance Services</b> White post replacement Village Green <b>£35</b> + VAT £6.12 = | £41.12  |
| Prop Cllr Mason, sec Cllr Wynn, all in favour to renew following 3 subscriptions:                    |         |
| <b>CALC Local Council Review Subscription</b> <b>£14</b>   | £14.00  |
| <b>Open Spaces Society Subscription</b> <b>£30</b>   | £30.00  |

<b>Cambs ACRE Subscription</b> <b>£25.00</b>	£25.00
<b>Island Fire Protection Limited</b> Extinguisher checks for office (formula) <b>£52.63</b> + VAT £9.21 =	£61.84
<b>CPRE</b> Planning workshop (training) Cllr Barrett <b>£12.50</b>	£12.50
<b>Petty Cash</b> , imprest account, <b>£20.88</b>	£20.88

**Power Action**

- 166.3 c) Paid In: ntl Wayleave payment Village Green £3,750; Impington Parish Council Quarterly payment £157.35; SCDC Newsletter payment to September £838.97
- 166.4 d) Correspondence. Cambridgeshire Police Authority budget consultation details; County Council budgets for 2006/07 "Your Services, Your Choice"
- 166.5 e) To consider acceptance of recommendation of Finance Committee to request Precept from SCDC in the sum of £88,200. Noted Tax Base for 2006-07 Histon 1765.6 Impington 1504. Notes from clerk copied for all, together with Report from Finance Committee Chairman Cllr Parish (Appendix 2). Confirmed capital reserves now spent on construction of parish office and returned to NIL. The expected reserves of £68,825 represented a 78% precept, the auditors recommended 100% at present. The loss of recycling credits from SCDC from April 2006 would have its own impact. Cllr Rose confirmed an amount of £500 remained in the Red Lion fund
- 166.6 Discussion on future plans for topping up reserves followed, with Finance Committee working on 3 year plan. Noted recommendation of £88,200 represented a 4% increase and discussion followed on whether to alter this to 5%. Prop Cllr Mason, sec Cllr Wynn, all in favour to accept Committee recommendation and request a Precept from SCDC for 2006-07 of £88,200. Thanks to Finance Committee for work involved.
- 166.7 f) Clerks Report  
Order given for steam clean of bus shelter in Cottenham Road at £17.50
- 166.8 Removals for office move. Quotes received for £350 + VAT (Proctors) and £240 (No VAT) (Bob Price). Prop Cllr Parish, sec Cllr Wynn to accept Bob price, to be formula with IPC. **LGA 1972 s133**
- 166.9 CALC had confirmed 4% increase in fees 2006-07
- 166.10 HM Revenue & Customs had clarified VAT charging rules for sale of portacabin
- 166.11 SCDC Clerk to apply for rate relief on parish office payment for 2006-07 if appropriate

**13 OFFICE OF DEPUTY PRIME MINISTER "Standards of Conduct in English Local Government"**

- 167 Deferred to March agenda. Chairman returned to item 11

**11 OTHER MATTERS**a) Youth

- 168.1 Youth Advisory Body report. Minutes and papers for 5 December, 9 January and 6 February copied for all
- 168.2 Noted Monday and Tuesday youth club to be combined for staffing reasons. Actions were in hand to avoid local disturbance. Member of public left meeting

b) SCDC Car Park, High Street

- 169.1 Cllr Mason had attended SCDC portfolio meeting when decision deferred on future of site following Parish Council's request they be paid a maintenance sum to take over responsibility. Lands Officer SCDC now asked Parish Council to discuss possibilities of a lease or deferred payment and reconsider their position for report at next Portfolio meeting due 8 March. Clarified that right of way over access road would be conveyed to any new owner and land would be covenanted for use as car park only. All agreed to refer to Legal & Property Committee meeting due 1 March, advising SCDC no discussion or decision could take place till then **L&P Committee**

**14 DATE & PLACE OF NEXT MEETING**

- 170 Monday 13<sup>th</sup> March 2006, St Audreys Community Centre, St Audreys Close, Histon, 7.30 p.m.

This part of meeting closed at 10.35 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