

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

Minutes of meeting held St Audreys Community Centre, St Audreys Close, Histon, Monday 10 April 2006 at 7.30 p.m.

**Present:**

Councillors: I M Parish (Chairman), A J Eade, P E Harris, I A Levitt, M J Mason (also District), J A Muncey (also District), F J Munnelly, C A Rose, M J Ruel, R K Wynn Dist Cllr J P Chatfield; Cty Cllrs Bradney, Jenkins (both in part)

Clerk: Mrs A J Young WPC Sandi Carrington (in part); 2 members of public

**Power Action**

**1 APOLOGIES FOR ABSENCE**

1 Cllrs Jones (holiday), Cleaver (personal), Davies (holiday), Barrett (work), Taylor (illness)

**2 MEMBERS' DECLARATIONS OF INTERESTS**

2 None

**3 OPEN SESSION FOR THE PUBLIC**

3 No questions at this time

**4 MINUTES OF MEETING HELD ON 13 MARCH 2006**

4 Prop Cllr Rose, sec Cllr Harris, all in favour, approved and signed.

**5 MATTERS ARISING FROM PREVIOUS MINUTES**

5.1 Item 177.3 Police emails forwarded to all on email. All agreed suspend standing orders for WPC Carrington to update Council on new Neighbourhood Panel, where some priorities had been identified and meetings and seminars organised. Work being undertaken on drug and alcohol misuse. Cllr Muncey and Cty Cllr Bradney, members of the panel had heard nothing since the initial meeting. Parish Council asked what would be next step. WP Carrington asked to follow up reports of fire attended by Fire Brigade at Moor Drove and enquire with Inspector Ormerod about planned speed survey along B1049. WPC Carrington left meeting. Standing orders reinstated

5.2 Item 178.3 CCC Environment & Community Services "Rights of Way Improvement Plan for Cambs" Report from Cllr Taylor deferred to next meeting **VAT**

5.3 Item 178.5 SCDC Finance & Resources "Standards Committee – Appointment of Parish Council Members" Cllr Payne did not wish to be nominated

5.4 Item 183.1 Grass Cutting Contract and War Memorial clean Report from Cllr Mason. Negotiation undertaken with War Memorial contractor to rectify problem with lettering following clean, Environment Committee to progress. Committee also negotiating with Cambridge Water regarding reinstatement of grass at memorial site. British Legion had advised they were working on proposals for the garden area **Environment Committee**

5.5 Item 183.2 Site Meeting on The Green Written report Cllrs Parish and Harris. Any questions deferred to May meeting **May agenda**

5.6 Item 183.3 Brook Working Party Report from Cllr Mason on 3 sessions undertaken, with thanks to all helpers. Fence erected to encourage grass growth. Small horse chestnut to receive emergency pruning and thinning work

**6 RECENT CORRESPONDENCE**

6.1 Circulation file with Cllr Barrett (March) and Cllr Cleaver (April). For report in May

6.2 County Cllrs Jenkins and Bradney had provided interesting April reports, copied for all. Discussion on paper from Cllr Jenkins "Planning Application Process, Transport Assessment and New Developments" (authors Graham Hughes/Mark Kemp CCC). Council expressed disappointment at lack of comment by CCC on crucial planning applications in Histon and Impington. Cty Cllr Jenkins to take back queries to CCC on their criteria **DJD**

6.3 CALC South Cambs Parishes Area minutes 2 March; Workshop for Chairmen 14 July £35; Financial Report (Pensions); SCDA Minutes/Agenda 31 May Cambourne 7.30pm including a draft Parish Councils Charter, to be copied to all; details of 3 training sessions for new Councillors

6.4 Greater Cambridge Partnership "Bride of Reeds" project

6.5 Village Green Bookings 13 May Opportunity Playgroup Stall on the Green; 17 May Stepping Stones Stall; 20 May Ladybird Play & Toddler Group Stall

6.6 Histon Feast request article on how monies allocated last year to be spent. Cllrs Mason/Parish to respond. Cllr Mason up-dated Council on possible changes to Stage II of Brook scheme following recent public health fears **MJM/IMP**

6.7 CCC "Crackdown on Illegal Signs to be Launched" paper provided

6.8 CCC "Consultations on Public Path Order applications under Highways Act 1980" new policy/consultative procedure

6.9 SCDC Training delivered by Cambridge CVS, details

6.10 Good Friday Service on the Green Cllr Barrett liaising with Church on electricity usage

6.11 Defra Clean Neighbourhoods & Environment Act 2005 a guide for Parish Councils

6.12 Notice of Poll 4 candidates 4 May 2006

**Power Action**

- 6.13 Royal Mail asking for views on proposed changes to CB1-5 postcodes. Council already agreed not to respond, all households having been consulted
- 6.14 Environment Committee to meet 11 May. Quotes received for hard standing area at entrance to Play Area

**7 SCDC CAR PARK**

- 7 All Cllrs provided with papers showing current position, with SCDC offering peppercorn lease including responsibility for maintenance and payment of rates. Letter from SCDC answering specific questions on maintenance costs and access copied for all. Further information to be provided after 5 May. Following discussion on costs as a percentage of Histon PCs precept charge (calculated at 3.4%); loss of rate rebate; action of other villages in similar situation; use of car park currently and benefits seen; payments already made from rates with no repayment/decrease suggested; administrative load issues; non-benefit of leasehold; recent loans taken out by Parish Council; AGREED with all in favour to respond that Parish Council sees a real need to retain it, as a designated Rural centre, as a public car park in the village. However, Parish Council does not have the funds and cannot increase precept at this stage by 3.4%. Also still some issues on unanswered questions on costs of acquiring it. All Dist Cllrs asked to do everything possible to ensure District Council did not sell car park privately.

**8 PUBLIC CONSULTATION ON PROPOSALS TO CHANGE LOCAL ELECTION SYSTEM**

- 8 Views sought by SCDC on proposals to move to all-out District Council elections, not by thirds. Following full discussion and suggestions on advantages of each system, 6 in favour, to recommend retention of the election by thirds system, 2 against and 1 abstention.

**9 RECREATION GROUND MANAGEMENT COMMITTEE REPORT**

- 9.1 Cllr Wynn reported on meeting held 8 March including parking issues in Fieldstead Road. Next meeting 19 April
- 9.2 Cllr Munnely reported the development scheduled to complete on time 22 April. A fundraising souvenir programme published by Friends of the Rec. Steve Campin named local and regional FA Groundsman of the Year and would go forward to national final.
- 9.3 VAT Issues Cllr Parish to put together a paper for all Councillors explaining an overclaim on VAT by the Rec Ground Management Committee over a number of years. Some £8,500 appeared to be owed to the Customs & Excise and would need to be found from reserves. Cllr Parish recommending to Management Committee that professional advice be sought to advise on this calculation and for future processes

**10 PLANNING COMMITTEE REPORT**

- 10.1 Minutes dated 16 March and 6 April copied for all. Cllr Barrett to sign as correct. Next meeting due 27 April. Cllr Parish referred Council to decision at SCDC to give delegated approval to a 63 bedroom care home at Chivers Way and conditions to be negotiated. Appeal for 53 Cottenham Road, 7 houses had now been withdrawn. Appeals outstanding on Unwins Properties Limited, Unwins site, Impington Lane (27 April) and Bovis Homes 46 retirement homes (site visit due 25 April)

**11 HIGHWAYS TRAFFIC & TRANSPORT COMMITTEE REPORT**

- 11.1 Minutes 6 April copied for all and accepted. To be signed as correct.
- 11.2 Prop Cllr Parish, sec Cllr Mason, all agreed, to suspend standing orders to allow residents to speak. Photos of damage to verge in New School Road and letters from residents of New School Road circulated. HT&T Committee reported plastic bollards had been installed by CCC without consultation locally. Some had now been knocked down. Cty Cllrs had been requested to convene a meeting between schools, residents, SRTS team, and Councils to discuss the issues and agree a best course of action. All New School Road residents would be advised of arrangements. Discussion followed on parking in New School Road by Centre of Excellence staff/visitors and Infant School parent parking; inconsiderate parking at junction with Station Road; lack of turning area/hard standing surface; double yellow lines. Standing orders reinstated. **Cty Cllrs MB/JDJ**
- 11.3 AJC 6 March "Alternative Traffic Management Measures Station Road, Histon and Impington" copied for all

**12 OTHER MATTERS**

- 12 a) Youth Advisory Body report. Minutes copied for all 4 April 2006. All Cllrs urged to consider taking a role on the Committee or suggesting same to interested residents
- 13.1 b) SCDC Footway Lighting – SCDC Response to Resolution Papers supplied outlining previous decision, correspondence with SCDC and response from Mr Quigley that certain conditions could not be complied with.

- 13.2 Cllr Mason declared a personal interest relating to a Standards Board complain now discharged. Cllr Harris declared a personal interest due to home address.

**Power Action**

- 13.3 Following many opinions and comment, and reference to Parish Councils standing orders, Chairman asked 5 Councillors willing to propose a change to the motion passed in March. 5 indicated so and proposed Cllr Munnelly, sec Cllr Eade, 5 in favour, 3 against and 2 abstentions that the motion be altered to strike item 4 and read:  
 "That the Parish Council advises the District Council:  
 1 The Council is appalled by the way that the District Council has handled the ultimatum and do not believe they have gone about it in the right way  
 2 The Council feels it cannot let the community down by allowing the District Council to switch the lights off  
 3 If the Council were to agree to cover the power and the routine maintenance it would do so on the condition that SCDC guarantee they will cover the insurance and replacement costs"
- 13.4 Agreed a press statement would be issued as soon as possible. Cllrs Parish and Barrett had agreed to draw up an inventory to send to District Council **IMP/MPB**
- 14.1 c) **Bookings and Arrangements for Histon Feast 2006** Feast Chairman had written asking for bookings for Feast Week, to include a new item for a (possible) disco Wednesday 5 July. Agreed to set up a meeting with members of the Environment Committee to discuss **Environment Committee**
- 14.2 Histon Baptist Church requested use of electricity for open air service 9 July. Agreed to ask Cllr Barrett to liaise with organiser **MPB**
- 14.3 Mrs L Munnelly had agreed to provide flower display for Festival on behalf of Histon PC, expenses to be reimbursed

**13 FINANCE**

- 15.1 a) **To confirm payment of accounts** Proposed Cllr Mason, sec Cllr Muncey, all in favour:  
 Prior to 1 April 2006:  
**BT plc** Telephone (for formula) **£112.63** + VAT £19.71 = £132.34  
**Administration costs M11** **£1,771.35** £1,771.35  
**Hillarys Blinds** blinds for office (on formula) **£255.32** + VAT £44.68 = £300.00  
**Bob Price Removals** Office move 13 March (on formula) **£240** £240.00  
**A B Technology** Shredder oil **£17.71** + VAT £3.10 = £20.81  
**Powergen** Christmas lights reading and standing charge **£276.43** £276.43  
**Impington Parish Council** Youth budget transfer 2005 – 2006 **£6,000** £6,000.00 (transfer only)  
**Barclaycard** (charge by direct debit) **£12** £12.00  
 After 1 April 2006:  
**PWLB** £331k First payment of 50 (Histon PC share only) **£7,519.08** £7,519.08
- 15.2 b) **To approve payment of outstanding accounts** Prop Cllr Mason, sec Cllr Muncey, all in favour:  
**Danwood Group Limited** Photocopying meter reading **£30** + VAT £5.25 = £35.25  
**Histon & Impington Recreation Gd** First payment of request **£14,040.12** + litter pick 1 of 2 **£1,352** = £15,392.12  
**CALC** (all agreed to renew subscription) **£529.24** £529.24  
**Petty Cash**, imprest account, **£19.87** £19.87
- 15.3 c) Paid in: Prior to 1 April: Impington Parish Council quarterly charge to 20 March **£288.03** Impington PC quarterly charge to 29 March **£250.23**; Impington Parish Council War Memorial payment 2005 – 2006 **£177.50** After 1 April: Premier Space Limited Portable office purchase **£2,250** (50% to be paid to Impington Parish Council in repayment - £1,125)
- 15.4 d) Correspondence received. Portable Office sold. Retention of Title to new owners once cheque cleared. Half of payment to be made to IPC
- 15.5 e) Clerks Report: Computer and Broadband up-date; Zurich Health & Safety service; Zurich policy changes; Free Finance Training details; vermin at The Brook
- 15.6 f) PWLB Report. Cllr Parish reported the interest element of PWLB loan for the development and parish office had not been included in the sum used to set Precept at any of the Committee stages. This would increase the budget for PWLB by over £7,500 p.a. The Finance Committee would work to ensure such errors did not go unnoticed again. Cllr Ruel left the meeting
- 15.7 g) List of Draft Budgets – to go to Finance Committee 4 May. For approval at AGM **Finance Committee**

**14 DATE & PLACE OF NEXT MEETING**

- 16 Annual Parish Meeting followed by Annual General Meeting. Monday 8<sup>th</sup> May 2006, Recreation Centre, New Road, Impington, from 7.00 p.m.

This part of meeting closed at 10.30 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, and Cllr Wynn were temporarily excluded and they were instructed to withdraw. Clerk was invited to remain

**Power Action**

**9 RECREATION GROUND MANAGEMENT COMMITTEE – “In Committee Item”**

- 17 Chairman and Impington PC Chairman had written to the Rec Ground Management Committee Chairman for 25 years to congratulate him on this achievement. As discussed at Precept and budgeted for under Chairman’s allowance, a gift had been organised, a commissioned painting by Alan Eade, Cllr Eade declared a prejudicial interest and would be presented to Cllr Wynn on 1 May prior to Rec Ground official opening ceremony. Joint budget of £200 had been set aside, painting to cost £150 with Histon’s share to be 54%. All confirmed acceptance of this

**LGA 1972 s 15(5) and 35 (5)**

Meeting formally closed 10.35 p.m.