

HISTON PARISH COUNCIL

Unconfirmed minutes

Minutes of meeting held St Audreys Community Centre, St Audreys Close, Histon, Monday 9 October 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 (also District), A J Eade, J P Emmine, M J Mason (also District), F J Munnelly (in part), C A Rose, M J Ruel, V A Taylor

Clerk: Mrs A J Young

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1 APOLOGIES FOR ABSENCE

101 Cllrs Levitt (personal); Jones (working); Harris (illness). Cllr Munnelly would be late. Dist Cllr Chatfield, Cty Cllrs Bradney and Jenkins

2 MEMBERS' DECLARATIONS OF INTERESTS

102 13b) Cllr Eade Prejudicial interest (expenses claim); 7 Cllr Davies Personal interest (Histon Hornets Manager)

3 OPEN SESSION FOR THE PUBLIC

103 No public present

4 MINUTES OF MEETING HELD ON 11 SEPTEMBER 2006

104 Item 94 delete "and the Vicar" alter "1 Histon PCC" to "2 Histon PCC". With these amendments, prop Cllr Ruel, sec Cllr Rose, all in favour, approved and signed

5 MATTERS ARISING FROM PREVIOUS MINUTES

105.1 Item 86.3 IVC Sports Department No new arrangements for visit to Impington PC

105.2 Item 88.4 CALC AGM 14 October All Cllrs/Clerk urged to attend. Cllr Parish made recommendations for changes to Draft Constitution. All agreed Cllr Mason and any other Cllrs attending to present 5 of these recommendations on behalf of the Council, Cllr Parish to produce paper and send to CALC prior to meeting **MJM / IMP**

105.3 Item 88.7 Funding Fair Cllr Davies had attended useful session

105.4 Item 94 Poorsland Charity Notice of Scheme made

105.5 Item 99.6 Risk Assessments All assessments provided to individual groups of Councillors for review. 2 sections outstanding. Cllr Emmine to work with Clerk to provide single final report

105.6 Items 99.7 and 99.8 Signage and Racking now on order. Racking to be delivered 19 October. Need for second/replacement post box for office highlighted

105.7 Item 99.9 Parish Plan Cllr Barrett outlined discussion at first informal meeting and to send links to all. Cllr Payne, Impington PC, had provided report on brainstorming event held 7 October. Council discussed several items raised, including split (parish) governance and felt wider debate required on this topic. Noted report being worked on by Finance Committee on cost duplications, to be copied to Histon and Impington PCs once complete. Council noted invitation from SCDC to Community Strategy event 15 November and ACRE Open evenings due 2nd and 14th November, all Cllrs interested to contact Clerk **All Councillors**

105.8 Cllr Munnelly arrived at meeting

6 RECENT CORRESPONDENCE

106.1 Circulating Files. Circulating file report from Cllr Jones copied for all. October file with Cllr Levitt

106.2 County Councillors monthly reports Copied for all

106.3 Police e-mails forwarded to all – including details Neighbourhood Watch event 19 October, Neighbourhood Panel meeting 11 October

106.4 SCDC Agendas Item 28 September on collection of plastics (raised by Cllr Chatfield)

106.5 CALC New Constitution Proposals (agenda AGM 14 October refers) and proposed affiliation fees; Councillor Professional Training details; Internal auditor Role; Accounts and VAT workshop, Bulletin supplied for all

106.6 Impington Parish Council Training session at Recreation Centre, Saturday 2nd December. Places available £15 per Councillor. Cllr D Payne preparing agenda to be copied to all and for booking by those wishing to take part

106.7 Cambs County Council Cambridgeshire Waste Private Finance Initiative Project

7 RECREATION GROUND MANAGEMENT COMMITTEE REPORT

107.1 Minutes 12 July copied in September. Next meeting 11 October. Cllr Wynn confirmed "In Committee" Recreation Ground employment matters on agenda

107.2 Resolutions deferred from September meeting: "Histon Parish Council agrees to provide up to £21,600 of additional funding for the Recreation Ground Project out of a joint total amount of up to £40,000 with Impington Parish Council

to meet the current estimated shortfall of the Histon & Impington Recreation Ground project” Proposed Cllr Davies, seconded Cllr Wynn, AND “That in line with Public Works Loan Board regulations, Histon Parish Council agree to apply for PWLB finance, for the funding of the remaining cost of the Histon & Impington Recreation Ground project

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of up to £40,000 over 25 years, on the understanding that Impington Parish Council will make repayments for any portion relating to their share over that time, on the current formula, to be properly documented in line with all previous PWLB loans”. Proposed Cllr Davies, seconded Cllr Wynn. Cllr Davies supplied cashflow statement position indicating £40,000 would be sufficient and pointed out contingencies included; VAT position following advice received and a payment of £6,200 owed to the Development account by the Recreation Ground account. Resolutions taken in turn and all in favour to accept. Clarified percentage would change annually but formula remained the same (Band D properties)

8 PLANNING COMMITTEE REPORT

- 108.1 Minutes 7 and 21 September copied to all. Next meeting due 12 October. Noted Cllr Emmine present at meeting held 21 September
- 108.2 Cllr Mason pointed out 2 consultations currently running: Gypsy & Travellers (District consultation) and North West Cambridge Area Action Plan. Both agenda items 12 October. Joint responses with Impington PC to be discussed
- 108.3 LDF Green Belt policy amendment suggested. Council agreed to delegate response to Cllrs Mason and Parish for consultation with Impington PC and response due 11 October
- 108.4 Northstowe Member briefings continued – Education 10 October. Northstowe Area Action Plan programme for Examination received. Cllr Mason confirmed up to 10,000 properties, not 8,000 as previously reported
- 108.5 SCDC – Sustainable Community Strategy Workshop 15 November. Agenda Planning 12 October.
- 108.6 Arbury Park Cycling meeting with CCC 6 October. Cllr Mason had attended. Matters raised at CCC Scrutiny Committee after criticism over B1049 junction (Kings Hedges Road) and dangerous cycling facilities

9 HIGHWAYS TRAFFIC & TRANSPORT COMMITTEE REPORT

- 109.1 Minutes 5 October copied for all. Next meeting 9 November
- 109.2 Cllr Parish reported: Park & Ride (including new traffic figures supplied); Walkabout lists, all areas of concern to be referred to Cllr Rose; double yellow lines in Station Rd; request on behalf of Histon PC for extension of lines

10 LEGAL & PROPERTY COMMITTEE REPORT

- 110.1 Minutes 27 September copied to all and accepted.
- 110.2 Noted new Byelaws to be drawn up

11 ENVIRONMENT COMMITTEE REPORT

- 111.1 Minutes 25 September copied to all and accepted. Next meeting due 30 October
- 111.2 Noted weed sprays requested War Memorial and Manorial Waste; emergency tree work on order War Memorial; plans to install dog bin at The Green; access issues at The Green
- 111.3 Christmas Lights Cllrs Mason and Munnely had met and drawn up proposed route for extra supply. Meeting to be arranged with Jaggard Eletricals and quotes sought for work required. Cambs County Council had agreed use of bridge for cables. Confirmed an RCD in placer

12 OTHER MATTERS

- 112 a) Youth Advisory Body meeting due 10 October. LNF grant £6,500 awarded for development at youth sports club
- 113 b) Arrangements for Remembrance Sunday Agreed to purchase wreath for Chairman to lay at service. Buchans Landscaping had been requested to cut grass week before the service **LGA 1972 Sec 137**
- 114 c) Nomination of Community Governor – Early Years Centre Clerk to Governors had written inviting nomination from Histon PC and offering to show members of the Council round centre. All agreed to nominate Cllr Ruel

13 FINANCE and ADMINISTRATION

- 115.1 To confirm payment of accounts Proposed Cllr Mason, sec Cllr Davies, all in favour
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|---|-----------|
| BT plc Telephone Bill (for formula) £94.49 + VAT £16.53 = | £111.02 |
| Administration Costs M6 £1,322 (including Rec Ground re-imburement) | £1,322.00 |
| Barclaycard (Sept) Tiscali and office requirements (formula, some Rec Ground) £37.38 + VAT £6.36 = | £43.74 |
- 115.2 To approve payment of outstanding accounts. Cllr Eade declared a Prejudicial interest (expenses claim) and left the room Prop Cllr Mason, sec Cllr Davies, all in favour:
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|---|------------|
| Danwood Group Limited Photocopier reading (for formula) £37.98 + VAT £6.65 = | £44.63 |
| Histon & Impington Recreation Ground Second half precept plus Litter Pick £14,040.12 + £1,352 = | £15,392.12 |
| R Hovells Office cleans x 3 £55 | £55.00 |
| A J Eade Expenses for renovation of mapboard £22.19 + VAT £3.88 = | £26.07 |

Buchans Landscaping and Grounds Cut No 8 and Epicormic growth **£142.50** + VAT £24.94 = £167.44

Petty Cash, imprest account, **£37.56** £37.56

Cllr Eade returned to the meeting

115.3 Paid in: H&I Recreation Ground £8.46

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115.4 Correspondence Open Gardens in Histon and Impington Letter of thanks for donation of £75, 14 gardens signed up to date for event in 2007.

115.5 Clerks report Up-date on Audit – additional information supplied to Moore Stephens. Final certificate awaited; Allotment fees requested, to be banked when received; Resident has offered to attend office once a week and help with sorting and archiving papers; Resident reported diseased Horse Chestnut on war memorial site – Cllr Eade recommended no action this year, for review after new foliage forms. Similar problems reported with Guides Memorial tree on Village Green; Clerk to organise clear up on frontage of allotments – once bagged up Cllrs Emmines/Eade will collect. Hardcore to be arranged for gated entrance

115.6 Half Yearly Position all accepted report showing estimated available balance as at 31 March 2007 of £66,042, with any additional funding required for recreation ground development assumed as loan.

115.7 Finance Committee Minutes 20 September copied for all. Next meeting 6 November. Noted Risk Assessment review issues; cost duplication report due; all Committees to consider budgets and 3 year plans **All Committees**

14 DATE & PLACE OF NEXT MEETING

116 Monday 13th November 2006 at 7.30 p.m. at St Audrey's Community Centre, St Audrey's Close, Histon

Meeting formally closed at 9.30 p.m.