

HISTON PARISH COUNCIL**Unconfirmed minutes**

Minutes of meeting held St Audreys Community Centre, St Audreys Close, Histon, Monday 11 December 2006 at 7.30 p.m.

Present:

Councillors: I M Parish (Chairman), M P Barrett, M C Cleaver, N S Davies (also District), A J Eade, J P Emmines,

I A Levitt, M J Mason (also District), M J Ruel

Clerk: Mrs A J Young

Cty Cllr Jenkins (in part)

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1 APOLOGIES FOR ABSENCE

134 Cllrs Jones (holiday); Munnelly (work); Wynn (holiday); Rose (holiday); Taylor (illness); Harris (illness)
Cty Cllr Bradney; Dist Cllr Chatfield

2 MEMBERS' DECLARATIONS OF INTERESTS

135 9 S/2158/06/F 16 Station Road planning application – Cllr Levitt declared prejudicial interest as works with objector

3 OPEN SESSION FOR THE PUBLIC

136 None present

4 MINUTES OF MEETING HELD ON 13 NOVEMBER 2006

137 Prop Cllr Ruel, sec Cllr Eade, all in favour, approved and signed. Also "In Committee" minutes

5 MATTERS ARISING FROM PREVIOUS MINUTES

138.1 Item 122.3 Risk Assessments 2 reports outstanding. Internal Auditor attended first part half yearly check, review need to be complete at next visit due January 2007. Cllr Emmines to meet Clerk in January to prepare **JPE**

138.2 Item 122.5 Sector Police Reports – emailed as received. Copy letter to Police from Youth Committee regarding police presence. Agreed to write to Inspector Ormerod expressing disappointment and concern over policy for patrol levels. Also to raise issues at Halloween and highlight issue of alcohol sold to underage purchasers locally. South Cambs Crime & Disorder Reduction Partnership newsletter received. Histon Neighbourhood Panel meeting held 6 December, notes received. Histon Neighbourhood Profile up-date emailed for all November 2006

138.3 Item 122.6 Training Session cancelled – to be re-arranged New Year

138.4 Item 123.5 SCDC Revised Code of Conduct Training Session Agreed Chairman to complete questionnaire, item regarding payment of fees left blank. Offer for Committee member to attend Council meeting or joint meeting of parishes noted. Agreed to comment Council would need to reconsider this once training session attended

138.5 Item 123.9 CALC District Association meeting held 22 November. Cllr Mason attended well-attended meeting. He believed it had provided a good grounding for District and Parish Councils for future. SCDC CGI results awaited

138.6 Item 126 Report on meeting with Impington PC and Cottenham PC representatives 27 November. Further meeting scheduled 10 January. Issue raised whether to respond to various issues as a group or individually, no consensus yet

138.7 Item 127.2 Traffic Surveys Impington PC had agreed to share the cost of any survey to maximum of £2,000 total. Not yet progressed, next HT&T Committee agenda item **HT&T Committee**

138.8 Item 127.3 Guided Bus Letter due from Bob Menzies re Histon Station and availability of various items following clearance e.g. sleepers, gatekeepers hut, bricks. Request for canopy by local group received. Following lengthy discussion on practicalities and noting Impington PC's own discussions on the subject, agreed to write to Village Society Chairman with approach for ideas, offering to arrange meeting if Village Society able to take on the project

138.9 Item 132.5 Website Cllr Barrett to contact Cllr Payne again to discuss how Histon PC could assist with site **MPB**

6 RECENT CORRESPONDENCE

139.1 Circulating file reports due from Cllr Rose and Cllr Ruel. Next file Cllr Taylor

139.2 County Councillors monthly reports Copied for all as received, report on Queens Speech forwarded by email

139.3 CALC Training details and Quality Council scheme funding opportunities. Chairman noted Quality Council scheme to become mandatory

139.4 CCC Temporary Signs for community or charity events Agreed to copy Cllr Davies for Feast Committee and Friends of the Rec. Discussion on the tolerance for charity and community groups and any affect on contravention by commercial outlets. Agreed to write to SCDC expressing concern

139.5 SCDC Licencing South Cambs Safety Advisory Partnership Group (large groups in excess of 500 people)

139.6 National Council Report of Chief Executive on Development of the Sector (White paper). Chairman urged all to read

7 RECREATION GROUND MANAGEMENT COMMITTEE REPORT

140 No report. Next meeting due 24 January

8 RECREATION GROUND COMMITTEE REPORT

- 141.1 AGM had been adjourned to reconvene prior to Precept discussions due to becoming inquorate following declaration of prejudicial interests. Cllr Ruel spoke of the unsatisfactory and inconvenient situation which he felt was caused by a constitution failing to allow the Committee to work. Discussion followed on number of meetings in Council's diaries and frustrations regarding Histon PC's wish to discuss merger of the Councils. Cllr Ruel wished it minuted he had felt affronted by remarks after the adjournment
- 141.2 Cllrs Mason and Davies had attended November meeting of Impington PC and were asked to report on discussions held regarding the paper from Histon PC on cost duplications. Both felt that Impington PC had concerns over loss of identity. Clerk outlined plans for Impington PC members to meet and discuss the paper early in the New Year and to respond accordingly. Discussion followed on possibilities of referendum, administrations concerns, election timing and PWLB repayment agreements

9 PLANNING COMMITTEE REPORT

- 142.1 Minutes 23 November copied to all. Minutes not available for 5 December when 2 applications for 49 Station Road and land at Bishops Cycles, Station Road had been sole agenda item. Recommendations for refusal made. Next meeting due 21 December
- 142.2 Gypsy & Travellers Development Plan Document: Issues and Option Report 1 Thanks to Cllr Jones for responding on behalf of Council. All Councillors had had opportunity to contribute
- 142.3 CCC Park & Ride Relocation Statement received that application does not include wind turbine, to be submitted separately at later date
- 142.4 NWC Issues & Options Report Cambridge City Council advise Parish Council's report specifically relating to the County Council's Transport Strategy could not be dealt with as part of the consultation and had been forwarded to them for consideration. Agreed to challenge this
- 142.5 Tree Works Red Lion 27 High Street. SCDC Trees & Landscape Officer had written regarding removal of horse chestnut. Agreed Tree Warden Cllr Eade to contact her to discuss further **AJE**
- 142.6 SCDC Mutual Exchanges & S106 Restrictions Planning Committee agenda 21 December **Planning Committee**
- 142.7 Moor Drove Cllr Mason outlined recent events causing concern to neighbours and progress at SCDC towards an injunction. Reports of additional caravans and activity on a plot nearby resulting in a further court injunction being made. Both sites unlicensed without planning permission. Cllr Ruel advised he had visited the site twice that day and had not seen any evidence of increased caravans, he invited Cllrs to visit for themselves to see the current situation
- 142.8 S/2158/06/F S Alldred, 16 Station Rd, 2 storey extension to the rear Agreed 5 Cllrs to inspect at end of meeting and make recommendation to SCDC, due to timescales

10 HIGHWAYS TRAFFIC & TRANSPORT COMMITTEE REPORT

- 143.1 Meeting due 7 December postponed. Next meeting due 8 February
- 143.2 Chairman had written to Mr & Mrs Parr residents of New School Road regarding Safer Routes to Schools proposals and inviting a meeting. Next agenda **HT&T Committee**

11 ENVIRONMENT COMMITTEE REPORT

- 144.1 Next meeting due 26 February
- 144.2 County Council agreed to siting of dog bin in verge next to Play Area. Awaiting SCDC confirmation to be emptied.
- 144.3 Narrow Close Approach from resident regarding hedge maintenance and request to erect fence – referred her to County Council. Resident had since requested Parish Council discuss street lighting along that part of Lane. Cllrs confirmed area was shown on Definitive Map as No 8 public footpath. No budget available for street lighting. Agreed to respond accordingly
- 144.4 Quote to complete work on hedge on Allotments boundary Cllr Eade had met with Site & Maintenance Services to discuss completion of work. Cllr Emmine declared personal interest and did not take part or vote. Quote for £360 + VAT represented final part of work carried out by S&M on site. Prop Cllr Mason, sec Cllr Davies, all in favour, to accept. Included removal of large bough **SH&A Act 1908 ss23,26 42 – LGA 1972 s111**
- 144.5 Allotment Markers All agreed to spend up to £50 on new plot markers. Cllrs Mason and Eade to organise “
- 144.6 Black Gold Project report on work in Impington and Histon. Guns Lane included
- 144.7 Christmas Electricity Cllrs Barrett and Mason liaising with Churches for event 13 December

12 OTHER MATTERS

- 145 a) Youth Advisory Body Meeting held 6 December. Minutes to follow. Cllr Davies reported on work on Precept request; Sports Development issues; skatepark discussions. Meeting re Homefield Park to be arranged for interested parties for end of February

- 146 b) Land Drainage Report Cllr Mason reported on meeting with Cambridge Horizons attended by Cllr Payne and Cllr Mason. Cllr Payne had given presentation on Land Drainage North West of Cambridge City and implications of

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development at North West Cambridge on Histon and Impington. Further discussions planned, Parish Councils were requesting a catchment-wide study

- 147 c) Church Halls – Information Up-date Cllr Davies outlined informal discussions held over last few months, with further meeting planned January. Parish Councils to expect letter requesting budget allowance for feasibility study
- 148 d) Poors Land Charity Cllr Ruel reported all processes complete for new scheme, seal awaited. Existing Trustees to meet to reconstitute the charity with nomination from Impington PC for Trustee received

13 FINANCE and ADMINISTRATION

- 149.1 To confirm payment of accounts Proposed Cllr Davies, sec Cllr Emmines, all in favour:
- | | |
|--|-----------|
| Administration M8 £1,033.95 | £1,033.95 |
| PWLB Rec freehold loan 3 of 50 Histon share only £1,468.63 | £1,468.63 |
| PWLB Parish office loan 2 of 50 Histon only £335.65 | £335.65 |
| Barclaycard (October 2 of 2) £37.38 + VAT £6.36 Tiscali (formula) | |
| Stationery (some formula, some Rec) = | £43.74 |
| Barclaycard (November) £16.34 + VAT £2.80 Tiscali (formula) = | £19.14 |
| Barclaycard (December 1 of 2) £16.34 + VAT £2.80 Tiscali (formula) = | £19.14 |
- 149.2 To approve payment of outstanding accounts Prop Cllr Davies, sec Cllr Emmines, all in favour:
- | | |
|---|---------|
| Steve Unwin Computer expenses (hard drive and case) £15.47 | £15.47 |
| Danwood Group Limited Photocopy meter reading (formula) £43.21 + VAT £7.56 = | £50.77 |
| Adam Scott Gardening work at War Memorial and Narrow Lane £385 | £385.00 |
| Site & Maintenance Services Repairs to posts at The Green £100 + VAT £17.50 = £117.50; Litter bin liner collection for clean £38 + VAT £6.65 = £44.65; Fit dog bin from stock Home Close £25 + VAT £4.37 = £29.37; Repair to dog bin lock Narrow Lane £12.50 + VAT £2.18 = £14.68; Reset gates to play area £85 + VAT £14.87 = £99.87; Remove tree guards Village Green and clear broken tree and ivy from fence at play area £98 + VAT £17.15 = £115.15 | |
| Total of £358.50 + VAT £62.72 = | £421.22 |
| SLCC Annual subscription (formula) £135 | £135.00 |
| Roger Hovells Office clean (formula) 1.11.06 and 15.11.06 £40 | £40.00 |
| IRS Limited Office signs (formula) £191.21 + VAT £33.46 = | £224.67 |
| BM Pest Solutions Limited Re-bait existing stations at Green and replace £37.25 + VAT £6.52 = | £43.77 |
- 149.3 Paid In: Histon & Impington Rec Ground (Re ESPO) £14.89
- 149.4 Clerks Report: Site & Maintenance emergency works reported; Tree Licence details chased and acknowledgement received; Christmas lights erected, timer on 4.30 p.m. to 12.30 a.m. Keys available from Clerk if wish to change. To be taken down 3rd January or afterwards; Marjorie Bebbington, ex-Clerk of Histon PC poorly and in hospital at present; Best wishes also to Councillor Pearl Harris, in hospital following an operation; Office would be closed from Thursday 21 December for the Festive break.
- 149.5 Precept Process and Finance Committee Finance Committee to meet 20 January. Decision on precept request February agenda. All requests for inclusions in draft figures to clerk by 28 December.
- 149.6 Cost Duplications see Recreation ground agenda item 8
- 149.7 Half Yearly Review of Donations Paper provided showing spend to date and requests received. Prop Cllr Davies, sec Cllr Mason, all in favour, that Histon Parish Council in accordance with its powers under **sections 137 and 139 of the Local Government Act 1972**, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure:- “to donate £150 to Histon and Impington Day Centre from Community Support budget .” Agreed not to donate to Bobby Scheme

14 DATE & PLACE OF NEXT MEETING

- 150 Following a vote, prop Cllr Ruel, sec Cllr Parish, 5 in favour 4 against to hold meeting Monday 8th January 2007 at 7.30 p.m. at St Audrey’s Community Centre, St Audrey’s Close, Histon
- 151 Dates for forthcoming Committee meetings noted

9 PLANNING COMMITTEE (deferred item)

- 152 S/2158/06/F S Allred, 16 Station Rd, 2 storey extension to the rear Cllrs Emmines, Cleaver, Parish, Mason and Eade inspected plans. Copy of letter of objection held on file. All AGREED to **RECOMMEND APPROVAL** noting neighbours concerns about loss of light

This part of the meeting closed at 9.40 p.m. Under standing order 67, in view of the confidential nature of business about to be transacted, any public, County and District Councillors were asked to leave. Clerk was invited to remain