

HISTON PARISH COUNCIL**Unconfirmed minutes**

Minutes of meeting held Recreation Ground Centre, New Road, Impington, **Tuesday** 10 April 2007 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), J P Emmine, C J Foster, M J Mason (also District), F J Munnelly, C A Rose

Clerk: Mrs A J Young Dist Cllr J Chatfield (in part)

Power Action**1 APOLOGIES FOR ABSENCE**

1 Cllrs Jones (holiday); Levitt (work); Taylor (illness); Eade (personal); Ruel (personal). Cty Cllrs Jenkins and Bradney

2 MEMBERS' DECLARATIONS OF INTERESTS

2 None

3 OPEN SESSION FOR THE PUBLIC

3 None present

4 MINUTES OF MEETING HELD ON 12 MARCH 2007

4 Item 192 "Plumley" to read "Plumbly" in all 3 cases. With the amendment noted, prop Cllr Rose, sec Cllr Munnelly, all in favour, approved and signed. Also "In Committee" minutes

5 MATTERS ARISING FROM PREVIOUS MINUTES

5.1 Item 189.2 Clay Street Up-date on problems on site at Excelcare. Response from Mr Pickering County Council on verge and highways re-instatement. Chairman agreed to follow up again. No meeting with Excelcare yet agreed. Clerk to chase again. Reported road sweeper on site once a week had made some improvement, also drier conditions. Affect of run-off to gardens in area due to current ground levels discussed. Noted surveyor on site 10 April. **IMP**

5.2 Item 191.2 Stagecoach Dist Cllr Chatfield agreed to contact Stagecoach for up-date **JPC**

5.3 Item 191.3 Police Reports Forwarded to all when received. Neighbourhood Panel meeting notes 7 March. Neighbourhood Resources letter outlining changes from April, details from PCSO Page on secondment to IVC. Discussion on budgets for secondment and "Every Child Matters"

5.4 Item 192 Co-Option Cllr Foster had signed Register of Interests. Reported that Mr Plumbly now co-opted to Youth Committee. Chairman had written to Mr Plumbly thanking him for his interest

5.5 Item 193.4 Revised model code of conduct Report on this and SCDC Standards Committee from Cllr D Kelleway. To be emailed to all or available on request

5.6 Item 201 Website Histon Councillor required to up-date Histon PC items on website. IPCllr Payne had advised he was unable to maintain Histon portion of joint website after end of April. Cllr Barrett to meet Cllr Payne again to discuss the work required. Histon PC saw 2 distinct topics in learning the mechanics of up-loading and up-dating, and separately any debate on design/ purpose **MPB**

6 RECENT CORRESPONDENCE

6.1 Circulating Files. Available on request

6.2 County Councillor reports copied as received. Some concern expressed Cty Cllrs rarely attended Histon PC meetings. Chairman to contact both to discuss this. 2 reported noted, including Matt Bradney co-opted onto Cottenham Parish Council. Individual Councillors raised items on Infant School special needs closures; joint resignation of Messrs Walters and Stewart at CCC; political and retrospective nature of reports **IMP**

6.3 Christian Aid collection details provided

6.4 Cambs County Council Modernisation of Registration Service – comments by 29 April. Cllrs could comment via the website, copy of consultation papers available via Parish office

6.5 SCDC Draft Housing Strategy comments by 7 June. Chairman reviewing and would report back **IMP**

6.6 SCDC Public Consultation position April 2007. Noted Gypsy & Traveller preferred sites to be published in Autumn

7 RECREATION GROUND MANAGEMENT COMMITTEE REPORT

7.1 Meeting held 21 March, no minutes yet available. Next meeting due 9 May

7.2 Council congratulated Cllr Davies on recent activity leaflet provided for all households. Cllr Davies hoped activities would be well supported by the community, reminding Council the vision had always been increased activity at Recreation ground

7.3 Following queries, Cllr Davies confirmed Development Sub Committee had contacted King & Co for guidance on the lease with reference to possible provision of skatepark. Youth Committee intended to present a Resolution regarding this at half yearly meeting due 20 June. Histon PC requested early sight of any papers supporting such a resolution

8 PLANNING COMMITTEE REPORT

- 8.1 Noted minutes 7 March previously copied and accepted
- 8.2 Minutes 29 March not yet completed, although response for development 1 Aingers Road submitted to SCDC. Next meeting due 12 April
- 8.3 NIAB S/0349/07/F Park Farm, Villa Road, erection of glasshouses, farm buildings and research and development buildings Planning Committee members had inspected plans and clerk to request further extension to 16 April to enable responses to be formulated. Reported that Environment Agency had lodged an objection at SCDC
- 8.4 Etheldred House Cllr Mason had not yet heard back from the Building Control Department regarding ground levels

9 ENVIRONMENT COMMITTEE REPORT

- 9.1 Next meeting due 17 May. Initial discussion on correspondence received:
- 9.2 Narrow Close hedge maintenance Cllr Munnelly declared personal interest, resident of Narrow Close. Following discussion on history of non-adoption of part of Narrow Close by County Council, Cllrs Wynn and Mason to supply Parish Office with any supporting paperwork for onward transmission to Matthew Pickering CCC **RKW/MJM**
- 9.3 Memorial Seat Offers Letter received offering memorial seat on Village Green. Further offer expected. Council discussed alternative ways of memorial, including tree planting and seats elsewhere, Village Green being well-served
- 9.4 Histon Feast No request for hire of Village Green yet received
- 9.5 SCDC Grounds Maintenance Contract SCDC advised their contract had gone to SP Landscapes. Maps provided
- 9.6 SCDC Litter Bin and Dog Bins 5 options for future cleaning services provided by SCDC, with preferred option of District Council providing the full service to include provision and installation of bins. Comments invited

10 HIGHWAYS TRAFFIC & TRANSPORT COMMITTEE REPORT

- 10.1 Meeting due 5 April cancelled. Next meeting due 3 May
- 10.2 Guided Bus Regular meetings continued
- 10.3 Gatehouse Road now open, remaining work with traffic lights. Cty Cllr Jenkins to obtain cost budgets. Following comment on urbanisation, some discussion on possible re-generation tree planting **JDJ**
- 10.4 Safer Routes to School Cllr Mason/Clerk to meet Matthew Grout to discuss up to date position **MJM**
- 10.5 New School Road Chairman had met some residents 31 March to discuss situation with parking and verges. Chairman to provide written report and to investigate some points raised with Matthew Pickering **IMP**

11 OTHER MATTERS

- 11.1 a) Youth Advisory Body Minutes 5 March and 2 April copied to all and accepted
- 11.2 b) Air Quality Consultation Views sought on proposed boundary for Air Quality Management Area. Cllr Mason gave overview of history of the assessments, including position of monitoring points and station locally, and previous comments made via the process. Cllr Mason to prepare response and circulate for submission by 30 April **MJM**
- 11.3 c) Cambs County Council – disposal of property 13 Nuns Orchard Advance notification of disposal with offer to Parish Council to purchase at “Best consideration”. Cllr Parish declared personal interest as near neighbour. Agreed Parish Council had no interest in acquiring
- 11.4 d) Joint Parishes Meeting 2 April. Cllrs Parish and Mason reported on informal meeting to which Histon, Impington, Girton, Cottenham, Longstanton, Rampton, Oakington Parish Councils invited to discuss items of interest. Discussion largely on LDF period, pro bono, with a Planning lawyer planned for 19 April

12 FINANCE and ADMINISTRATION

- 12.1 To confirm payment of accounts Proposed Cllr Munnelly, sec Cllr Wynn, all in favour:
Before 1 April 2007:

Administration M12	£1033.95	£1,033.95
Youth Committee (No 2 account Impington PC) Yearly budget	£7,000	£7,000.00
Histon & Impington Recreation Ground Development SC	£39,975.00	£39,975
Impington Parish Council 46% of rate rebate on office	£490.82	£490.82
Glasdon UK Limited Dog bin for Play Area The Green	£209.88 + VAT £36.72 =	£246.60
Roger Hovells Cleaning office (for formula) x 2 March	£40	£40.00
Danwood Group Limited Copier reading (for formula)	£51.69 + VAT £9.05 =	£60.74
Site & Maintenance Locks posts for Green	£25 + VAT £4.37	£29.37
I A Levitt Stakes for allotment	£50.75	£50.75
Site & Maintenance Repairs to gate on play area	£51.20 + VAT £8.96	£60.16
Site & Maintenance Repairs to chestnut paling Play Area	£165 Removal of seat £28 + VAT £33.77	£226.77
<u>After 1 April 2007: PWLB</u> Pavilion loan (Histon share only) 3 of 50	£7,122.99	£7,122.99
PWLB Pavilion new completion loan 1 of 48	£461.81	£461.81

- 12.2 To approve payment of outstanding accounts Proposed Cllr Munnelly, sec Cllr Wynn, all in favour:
CALC Subscription £550.71 £550.71
SCDC Office rates (for formula with IPC and subject to rebate) £2153.40 **Power Action** £2,153.40
Histon & Impington Parish Councils Recreation ground 1st half payment £18,340.58 + 1st half sub contract out payments £2,650.75 = £20,991.33
(sub contract out will be higher in October once new contract in place, pension and NI yet to be claimed)
- 12.3 Paid In: Prior to 1 April 2007: Impington Parish Council – War Memorial payment £293.75 + Quarterly expenses £185.81; PWLB Loan £39,975; Histon & Impington Recreation Ground – repayment of cash flow loan £24,000; Histon & Impington Recreation Ground Barclaycard sales (cartridge) £73.47. After 1 April 2007: Impington Parish Council – Barclaycard sales £361
- 12.4 Internal Auditor and External Auditor Advertisement prepared for IA for 2007-08. Nick Sloman to carry out final IA within next month. External audit due 2 July 2007.
- 12.5 Draft Budgets Accepted by all for ratification at Finance Committee 30 May
- 12.6 Finance Committee agenda items to include: PWLB Bulk List; Insurance Claims; Asset Register Review. Agreed to write to Co-Op now regarding lorry which hit seat on Green, providing photos and witness details **MJM**
- 12.7 Clerks Report No extra report for April

13/14 DATE & PLACE OF NEXT MEETING and FORTHCOMING MEETINGS

- 13 Agreed next meeting Monday 14 May, being Annual Parish Meeting commencing at 7pm to be followed by Annual General Meeting immediately thereafter. St Audreys Community Centre, St Audreys Close, Histon. Agreed no guest speaker to be invited
- 14 Dates for forthcoming Committee meetings noted

This part of the meeting closed at 9.25 p.m. Under standing order 67, in view of the confidential nature of business about to be transacted, any public were asked to leave. Clerk was invited to remain