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## HISTON PARISH COUNCIL

PARISH OFFICE  
NEW ROAD  
IMPINGTON  
CAMBRIDGE  
CB24 9LU



2<sup>nd</sup> May 2007

### To members of the Council:

You are hereby summoned to attend the **ANNUAL GENERAL MEETING** of **HISTON PARISH COUNCIL** at St Audreys Community Centre, St Audreys Close, Histon, on **MONDAY 14<sup>TH</sup> MAY 2007** immediately following the **Annual Parish Meeting** for the purpose of transacting the following business.

## ANNUAL GENERAL MEETING – FULL COUNCIL AGENDA

**Please Note: Minutes and supporting notes may only be supplied to Councillors. Available on request from Clerk**

- |    |   |                 |
|----|---|-----------------|
| 1  | APOLOGIES FOR ABSENCE   |                 |
| 2  | MEMBERS' DECLARATIONS OF INTEREST for items on the agenda   |                 |
| 3  | ELECTION OF CHAIRMAN  | For<br>decision |
| 4  | ELECTION OF PROPER OFFICERS and COMMITTEES  | For<br>decision |
| 5  | ELECTION OF REPRESENTATIVES TO VARIOUS BODIES   | For<br>decision |
| 6  | TO SIGN AND APPROVE MINUTES OF MEETING TUESDAY 10 APRIL 2007 – minutes <u>attached</u>  | For<br>decision |
| 7  | MATTERS ARISING FROM PREVIOUS MINUTES (for information only)  |                 |
| 8  | RECENT CORRESPONDENCE RECEIVED  |                 |
| 9  | ANNUAL REPORTS FROM COMMITTEES and REPRESENTATIVES - <u>attached</u>  |                 |
| 10 | ANNUAL REPORTS FROM COUNTY COUNCILLORS - <u>attached</u>  |                 |
| 11 | TO RECEIVE RECREATION GROUND MANAGEMENT COMMITTEE REPORT – Unconfirmed minutes <u>attached</u> 21 March. Further meeting held 9 May. Next meeting due 20 June (Half Yearly meeting) |                 |
| 12 | TO RECEIVE PLANNING COMMITTEE REPORT – Minutes <u>attached</u> 29 March, 12 April and 26 April Next meeting due 10 May 2007   |                 |
| 13 | TO RECEIVE HIGHWAYS TRAFFIC & TRANSPORT COMMITTEE REPORT – Meeting held 3 May 2007  |                 |

14 TO CONSIDER OTHER MATTERS:

- (a) YOUTH ADVISORY BODY REPORT
  - (b) FEAST FAIR (S Whyatts) and FEAST MARKET ARRANGEMENTS / FLOWER FESTIVAL
  - (c) SAVE OUR STATION CAMPAIGN
  - (d) SCDC CAR PARK – see HT&T report
  - (e) MANORIAL WASTE RAILINGS AND LITTER BIN – replacement proposals
- Items for decision**

15 FINANCE AND ADMINISTRATION REPORTS

- a) To confirm payment of retrospective accounts
- b) To approve payment of outstanding accounts
- c) To report on amounts Paid In and Correspondence
- d) Arrangements for Audit
- e) Clerk's report May - attached

**Items for decision**

16 DATE AND PLACE OF NEXT MEETING: **Proposed MONDAY 11<sup>th</sup> JUNE 2007** St Audreys Community Centre, St Audreys Close, Histon 7.30 p.m.

17 DATES OF CONFIRMED COMMITTEE MEETINGS:

Wednesday 16 May Recreation Ground Management Committee "In Committee"  
TBC 7.30 p.m.

Thursday 17 May Environment Committee 7.30 p.m.

Thursday 24 May Planning Committee 7.30 p.m.

Wednesday 30 May Finance Committee 7.30 p.m.

Other meetings:

Wednesday 16 May Neighbourhood Police Panel – Recreation Centre Impington 7 p.m.  
for 7.30 p.m.

Monday 21 May Gypsy & Travellers Public Engagement meeting Robinson College 7 p.m.  
(Cllrs Mason and Jones to attend)

Monday 4 June Youth Committee

## **MAY 2007 ANNUAL GENERAL MEETING - AGENDA**

### **Item 7 MATTERS ARISING**

Item 5.1 Excelcare Matt Pickering had visited Parish Office and would contact Excelcare  
Item 5.2 Stagecoach meeting Any up-date  
Item 5.3 Police Reports copied to all on email. PCSO Jackie Page had visited Parish Office  
Item 5.6 Website Cllr Barrett to report  
Item 6.5 Draft Housing Strategy Report from Cllr Parish  
Item 9.2 Narrow Close Matt Pickering had file and would report back  
Item 9.4 Histon Feast Hire of Green to be taken as read. Letter of confirmation to be sent  
Item 10.4 Safer Routes to School Reported to HT&T  
Item 11.2 Air Quality Consultation Cllr Mason had liaised with SCDC on response  
Item 11.4 Joint Parishes Detailed in Planning minutes

### **Item 8 RECENT CORRESPONDENCE**

Circulating Files. Available on request  
County Councillor reports – agenda item 10  
Cambridge CVS Networks project details  
Open Gardens up-date  
CALC Bulletin for all; Details of First Liaison meeting with SCDC – 7 June 7.30 p.m. at Cambourne.  
2 from each Council maximum; Training opportunities 2007; CPALC SCambs Area agenda 30 May;  
Website improvements flyer; New Code of Conduct flyer; Smoke Free legislation 1 July 2007  
NALC Annual Conference details  
Communities and Local Government Model Code of Conduct Order – For Legal & Property agenda  
Zurich Municipal Annual Health & Safety Advisory Service – Seminar details  
Histon FC Chairman had sent letter of congratulations on promotion  
Premier Foods Response to letter regarding Barrel Field  
Yesteryear Road Run Letter of thanks from organisers

### **Item 15 FINANCE**

a) To confirm payment of accounts:

**Island Fire Protection** Fire extinguisher tests (office on formula) **£50.90** + VAT £8.90 = £59.80

**CALC** VAT Workshop for 2 Clerks **£30**

**Administration costs M1** **£1,042.86**

b) To approve payment of outstanding accounts:

**Impington Parish Council** Burial Ground expenses 2006/07 TBA

**BM Pest Solutions Ltd** Rat Baiting visit 25.4.07 including new station **£30** + VAT £5.25 = £35.25

**Roger Hovells** Office clean (formula) **£40**

**Print Out** Stationery (photocopier out of order for February meeting) **£42.20** + VAT £7.39 = £49.59

**Histon & Impington Recreation Ground** Office insurance share 1.4.07-31.3.08 **£170.50**

**CALC** Local Council Review subscription **£13.50**

**SCDC** Trade Waste bin **£117.15** + VAT £20.50 = £137.65

**Petty Cash**, imprest account

c) Paid in: SCDC Precept £60,000

Powergen advise Council now £195.69 in credit (estimate)

Invitation from EyeBee for membership £25 (free to registered charity)