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HISTON PARISH COUNCIL

PARISH OFFICE
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6th June 2007

To members of the Council:

You are hereby summoned to attend a meeting of **HISTON PARISH COUNCIL** at St Audrey's Community Centre, St Audrey's Close, Histon on **MONDAY 11TH JUNE 2007** commencing at 7.30 p.m. for the purpose of transacting the following business.

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 OPEN SESSION FOR THE PUBLIC standing orders to be suspended for 15 minutes if any public or press wish to speak
- 4 TO SIGN AND APPROVE MINUTES OF MEETING HELD 14 MAY 2007 (Annual General Meeting) – minutes attached **For decision**
- 5 MATTERS ARISING FROM PREVIOUS MINUTES (for information only) To accept
- 6 MATTERS ARISING FROM ANNUAL PARISH MEETING HELD 14 MAY 2007 To accept
- 7 RECENT CORRESPONDENCE RECEIVED To accept
- 8 TO RECEIVE RECREATION GROUND MANAGEMENT COMMITTEE REPORT – Meetings held 9 and 16 May 2007. Next meeting due 20 June to be followed immediately by Half Yearly Meeting of Recreation Ground Committee To note
- 9 TO RECEIVE PLANNING COMMITTEE REPORT – Minutes attached 10 May; 24 May 2007 Next meeting due 14 June To accept
Including acceptance of Policy on Affordable Housing, drawn up by Planning Committee members **For decision**
- 10 TO RECEIVE ENVIRONMENT COMMITTEE REPORT – Minutes attached 17 May 2007 To accept
Including recently received correspondence
- 11 PARISH BOUNDARY REVIEW – Position of Histon Parish Council **For decision**

- 12 TO CONSIDER OTHER MATTERS:
- (a) YOUTH ADVISORY BODY REPORT – Minutes attached 30 April 2007. Further meeting due 4 June To accept
 - (b) NARROW LANE – COUNTY COUNCIL REPORT (Item 28.6) To note
 - (c) HISTON FEAST MARKET – Confirmation of displays and rota To note
 - (d) HISTON HIGHWAYS TRAFFIC & TRANSPORT COMMITTEE issues. No meeting held, no minutes available 3 May. Next meeting due 28 June To note
 - (e) GUIDED BUSWAY Issues
 - (f) JOINT PARISHES MEETING UP-DATE – including agreement to proposed joint letter to County, District Councils, MPs **For decision**
- 13 FINANCE AND ADMINISTRATION REPORTS
- a) To confirm payment of retrospective accounts **For decision**
 - b) To approve payment of outstanding accounts **For decision**
 - c) To report on amounts Paid In
 - d) Finance Committee (**inquire**) – notes attached 30 May including Insurance Review To accept
 - e) Formal acceptance by Council of Audit Statement and Accounts - attached **For decision**
 - f) Clerk's report June - attached
 - g) Half Yearly Review of Donations - attached **For decision**
- 14 DATE AND PLACE OF NEXT MEETING: Proposed **MONDAY 9th JULY 2007** at St Audreys Community Centre, St Audreys Close, Histon, due to commence **7.30 p.m.** To note
- 15 DATES OF CONFIRMED COMMITTEE MEETINGS: To note
- Planning Committee – Thursday 14 June 2007
 Recreation Ground Committee Extra Ordinary "In Committee" meeting 6.30 p.m.
 Recreation Ground Half Yearly Committee 7.30 p.m.
 Followed immediately by Management Sub Committee meeting (Audit acceptance) – all 20 June 2007
 Highways Traffic & Transport Committee – Thursday 28 June 2007
 Planning Committee – Thursday 5 July 2007
- 16 "IN COMMITTEE" EMPLOYMENT WORKING GROUP REPORT/UP-DATE For report

JUNE 2007 AGENDA

Item 5 MATTERS ARISING

Item 23 All Councillors please check entry in Register of Interest and submit amendments

Item 26.1 Mrs Harris would be pleased to continue as Council representative to both the Day Centre and on the Village Warden Link Group

Item 28.1 Excelcare Site up-date

Item 28.3 Police Reports emailed to all as received. Cllr Emmines had attended Panel at Recreation Centre 16 May

Item 28.8 Safer Routes to School/Bollard design Report from Cllr Mason – no meeting had proved possible (see also item 39)

Item 28.9 Air Quality Consultation SCDC Response to Impington PC comments, copied for information

Item 29.3 Open Gardens County had given permission for signs on verges

Item 37 Save Our Station up-date

Item 6 MATTERS ARISING FROM APM

Items 21.1, 21.2, 21.3 Open Forum issues

Item 7 RECENT CORRESPONDENCE

Circulating Files. Available on request

County Councillor reports copied as received

Cambridge Water Co "Village Life Fund" awards

Kay Hitch Way Residents Association meetings – Parish Council representation

Cambridge Council for Voluntary Services Survey

Item 13 FINANCE and ADMINISTRATION

a) To confirm payment of retrospective accounts:

Administration M2 **£1109.46**

PWLB Freehold loan **£1415.05** 4 of 50

PWLB Office loan **£332.08** 3 of 50

b) To approve payment of outstanding accounts:

Taylor Vinters Legal advice **£339** + VAT £59.33 = £398.33

Age Concern Mobile Warden Scheme contribution **£1,549**

Danwood Group Limited Meter reading (on formula) **£57.40** + VAT £10.05 = £67.45

Histon Parish Council Burial Ground costs 2006 – 2007 **£2,454.87**

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

Denis Payne Domain name Histon.net **£8.89** + VAT £1.56 = £10.45

Site & Maintenance Services Dog Bin fabrication of posts, service and fix **£150** Fit new bin outer on Green **£38** + VAT £32.90 = £220.90

Site & Maintenance Services Emergency cleaning of play area **£200** + VAT £35 = £235

Petty Cash, imprest account

c) Paid in: HM Customs & Excise VAT Refund 2006-07 £1,915.09. Correspondence: Powergen now confirm Council £213 in credit