



Clerk: Mrs A J Young
Recreation Ground
New Road
Impington
Cambridge CB24 9LU

Telephone/fax: 01223 235906
Website: www.hisimp.net
E-mail: clerk@hisimp.net

NOTICE OF MEETING: HISTON & IMPINGTON PARISH COUNCIL

TIME: 7.30pm
DATE: **Monday 21st October 2013**
VENUE: Recreation Centre, New Road, Impington

All members of the Council are hereby summoned to attend for the purposes of considering and resolving the business to be transacted at the meeting, as set out below. Members of the public and press are invited to address the Council under the Public Participation item. Advance notice of questions would be appreciated

Mrs A Young - Clerk to Histon & Impington Parish Council

15th October 2013

MEMBERS: 19

QUORUM: 7

AGENDA FRONT SHEET

	Tea and Coffee will be offered from 7 p.m.	
13/081	To receive and approve apologies for absence	
13/082	To receive declarations of interests and dispensations <ul style="list-style-type: none"> - To receive declarations of pecuniary interest from Councillors on items on the agenda - To receive written requests for dispensations for disclosable pecuniary interests (if any) - To grant any new requests for dispensation as appropriate – <i>Cllr Neil Davies for Setting of Recreation Ground fees/terms & conditions</i> 	
13/083	Date (s) of next Committee Meetings <p>Environment Committee – 7.30 p.m. Tuesday 22 October Planning Committee, 7.30 p.m. Tuesday 29 October Planning Committee, 7.30 p.m. Tuesday 12 November Highways Committee, 7.30 p.m. Thursday 14 November</p> <u>Other events/meeting</u> <p>Informal Community Facilities meeting, 6.45 pm Wednesday 23 October Northstowe Forum, 7pm Wednesday 23 October, Cottenham VC Feast Presentation, 8pm Wednesday 23 October Speedwatch Training, 7pm Thursday 24 and Wednesday 30 October BONFIRE BURN 10k RUN, Sunday 3 November Bypass Farm Public Meeting, 7.30 p.m. Monday 4 November, H&Jr School WISER Electrical goods Door stop Collection, Thursday 7 November</p>	
13/084	Public Participation <p>To allow up to 15 minutes for any members of the public to address the meeting in relation to any matter on the agenda</p>	15 mins
13/085	To approve minutes of Meetings held 16 September and Extra Ordinary meeting 26 September 2013 – <u>attached</u>	For decision

AGENDA ITEMS

13/086	Matters Arising from previous meetings – for information only <u>Actions List</u> attached Any other matters arising <u>Item 069.1 Register of Interests</u> completed and returned for Cllrs Moulder and Dixon	5 mins To note only
13/087	Co-Option to Parish Council To fill 1 vacancy on Parish Council (Histon) by co-option , if nomination/s received Any written applications for co-option to be supplied to Councillors To full resulting vacancies: <ul style="list-style-type: none"> • Allotment Officer • Playground Inspector • Health & Safety Office • (2nd) Police Panel representative • Recreation Ground Committee • Environment Committee 	10 mins For decision All for decision
13/088	To receive Reports <ul style="list-style-type: none"> ➤ Monthly reports from County and District Councillors – <u>attached</u> ➤ Clerk's Report – page 1 <u>attached</u> ➤ Chairman's Report – <u>attached</u>, any up-date at meeting <u>Any other Committee Chair reports / items:</u> ➤ Environment Committee - Meeting due 22 October Note resignation of Janet Diplock from Committee – Ruth Moulder willing to stand for election for this vacancy Report on progress with Christmas lights 2013 Report on progress with Public Art plan ➤ Community Facilities Committee - Meeting due 12 December 	20 mins Any items for decision marked For decision
13/089	To accept Committee Reports, note actions and agree <ul style="list-style-type: none"> ➤ Planning Committee - draft minutes <u>attached</u> 8 and 15 October when available. Next meeting due 29 October To confirm co-option of Janet Diplock to Neighbourhood Plan Task & Finish Group. Report from meeting held 16 October ➤ Youth Committee – draft minutes <u>attached</u> 14 October, when available. Next meeting due 3 February 2014 Note vacancy for co-optee member ➤ Recreation Ground Committee – draft minutes <u>attached</u> 30 September. Next meeting due 25 November ➤ Employment Committee – draft "In Committee" minutes <u>attached</u> 3 October. Next meeting 5 December "In Committee" – recommendation arising from meeting ➤ Highways Committee – draft minutes <u>attached</u> 12 September. Next meeting due 14 November To accept A14 Working Party Terms of Reference - <u>attached</u> 	20 mins For decision For decision For decision

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AGENDA ITEMS

	<p>Report on meeting of Drainage Task & Finish meeting held 23 September</p> <p>To agree to delegate responsibility for input on "Bus Boost" scheme to Highways Chair</p> <p>Report on site meeting The Green 16 October re Street Light issues</p> <p>➤ Kings Meadows Committee – draft minutes <u>attached</u> 2 October. Next meeting due 4 December</p> <p>To confirm Christmas tree and lightings delegated costs up to £500</p>	<p>For decision</p> <p>For decision</p>
13/090	<p>To Receive Finance & Administration Report</p> <p>➤ To note payment of accounts under delegated approval</p> <p>➤ To approve payment of outstanding accounts due – see Clerk's Report page 2 and 3 <u>attached</u></p> <p>➤ To report on amounts paid in and other correspondence</p> <p>➤ To accept Finance, Legal & Administration Committee draft minutes 7 October - <u>attached</u></p> <p>To accept Review of Effectiveness of Internal Auditor - <u>attached</u></p> <p>To agree 2020 Project membership and Terms of Reference</p> <p>To review Standing Orders following changes to Code of Conduct – draft <u>attached</u> for acceptance, together with explanatory report</p> <p>➤ External Audit Statement 2013 – 14 – papers <u>attached</u></p> <p>➤ To agree expenditure for Poppy Wreath 2013 – Sec 137 expenditure</p> <p>➤ To consider request for £1,250 funding for WW1 Centenary events 2014</p>	<p>20 mins</p> <p>For decision</p> <p>For decision</p> <p>For decision</p> <p>For decision</p> <p>For decision</p> <p>For decision</p> <p>For decision</p>
13/091	<p>To receive Recent Correspondence</p> <p>➤ <u>Circulation File available</u></p> <p>➤ Half Marathon 2014 – request for support for temporary road closure order on route and traffic order to provide lights for crossing B1049 at Buxhall Farm</p> <p>➤ Mobile Warden meeting note 25 September – <u>attached</u></p> <p>➤ Review of Polling Districts and Places – comments by 13 November</p>	<p>5 mins</p> <p>For decision</p>
13/092	<p>Other Matters</p> <p>➤ To approve launch of Website as provided to all for comment. To agree to set up a Communication & Engagement Working Party, confirm membership and Terms of Reference and call first meeting – suggest 7 November 2013</p> <p>➤ To look at Community Calendar arrangements for new website</p>	<p>10 mins</p> <p>For decision</p>
13/093	To request Matters For Next Agenda	
13/094	Next Full Council: Histon & Impington Parish Council 7.30pm Monday 18th November 2013 – Recreation Centre, Recreation Ground, New Road, Impington	

Adrian

AGENDA ITEMS