

WISTOW PARISH COUNCIL

Clerk: Mrs P Coles, Porch House, Manor Street, Wistow, PE28 2QB

E-mail: parishclerk@wistovillage.info

NOTICE OF MEETING	Full Council
TIME	7.00 pm
DATE	Tuesday, 30 th March 2010
VENUE	Village Hall, Manor Street, Wistow
MEMBERS	7
QUORUM	3

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 welcome to address the Council at its Open Forum for the first 10 minutes of the meeting time.

Mrs P Coles, Clerk to Wistow Parish Council, 25th March 2010

A G E N D A

- 1. To receive and approve Apologies for Absence**
- 2. To receive Declarations of Interest**
 - a) Councillors to declare any personal interest in any items on the agenda
 - b) Councillors to declare any personal and/or prejudicial interest in any items on the agenda and to inform the Chairman if they wish to speak on the matter during public participation.
- 3. Public Participation**

To allow 10 minutes for any members of the public and Councillors declaring a prejudicial interest to address the meeting in relation to the business to be transacted at that meeting.
- 4. To approve the Minutes of the Meeting on 23rd February 2010.**
- 5. Matters for information only**
 - Rural Services Community news
 - Grass cutting quote from HDC
 - Glasdons – Products for Local Councils
 - Energy Saving Trust – Green Communities
 - COPE newsletter March 2010
 - Park Leisure brochure
 - ACRE newsletter Spring 2010
 - Me a District Councillor
 - Future jobs fund - CPALC

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6. **Community Liaison Officer**
Any Police or Crime issues to be discussed?
Neighbourhood Forum confirmed for 20th April at Ramsey Community Centre at 7pm
ANPR day, 12th March, report on success rates

7. **To receive reports from County and District Councillors**
Mr V Lucas
Mr P Bucknell
Mr P Ward

8. **Finance**
 - a) to approve the Financial Statement
 - b) to approve payment of outstanding amounts :
Mrs P Coles – November salary (rates as per minute no. 8e
of the meeting dated the 15/12/09) £320.55
HDC Estates management rent for Playing Field £ 100.00
CCC Streetlighting and maintenance £ 684.16
RP and SD Burton – allotment hedge cutting £1116.25
Cambridge Water – cemetery stand pipe £ 15.14
Leisure Logs – installation of pathway £3784.68
Leisure Logs – installation of extra pathway £1880.00
 - c) to review cash flow and resolve anticipated issues
£15,200 received from Playfunding grant
 - d) discuss and agree on earmarked funds to be carried over
to the next financial year
Earmarked funds consist of residue of £5,000 for playground
£1500 for Parish Plan matters
£300 grant from Parish Path Partnership
£700 training fund
£200 allocated from salt spreaders to bins

9. **Correspondence**
Verbal response from Stagecoach following our letter of 1/2/10
Response from Mrs Barker regarding funds and equipment from Youth Club
CCC – Village grass cutting contribution asking for acceptance and invoice
Audit Papers from Moore Stephens
Email from Paul Turner regarding the clock and other matters
Email from Mrs Walker offering support to village shop
EACH asking for a donation and invitation to Open Day
HDC – Local Development Framework Consultation

10. **To consider any Planning Applications received**
None received

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11. **Review of Parish Plan with Cambridgeshire Acre**
To discuss and review the Parish Plan and to determine the next step and timetables.
12. **Wistow In Bloom**
A new committee has been formed and Mrs Telling will attend to discuss their plans for the village planting.
13. **Standing Orders and Financial Regulations**
To resolve that service of summons on councillors confirming the time, date, venue and the agenda for a meeting by delivery or post at their residences at least 3 clear days before a meeting is not expedient, therefore to electronically serve on councillors a summons confirming the time, date, venue and the agenda of a meeting of the Council and a meeting of a committee and a subcommittee at least 3 clear days before the meeting provided any such email contains the electronic signature and title of the Proper Officer.’

To approve and adopt Standing Orders and Financial Regulations
14. **ROSPA Report/Safety Inspection of Playground**
Following the completion of works at the Playground, a safety inspection should be arranged and any outstanding work from previous inspection completed.
Three quotations have been received for the inspections.
15. **OPEN MEETING TUESDAY 27TH APRIL 2010**
Confirm arrangements for open meeting and allocate delivery of reports.
16. **ELECTIONS 6TH MAY 2010 OR 27TH MAY 2010**
Review of paperwork and arrangements
17. **Parish Plan Action Plan Working Parties Feedback and Updates**
Firstly to discuss review of Parish Plan and timetable for update. Cambridge Acre can offer advice on how to proceed with review.
 - a- Traffic and Road Issues Ms Rice/Ms Robinson/Mr Carter
Harris Lane – report on ditch issues and letter from Luminus
Raveley Road update
 - b- Litter Ms Robinson
 - c- Countryside Mr Cook/Mr Carter
Update on waymarkers and meeting with County Paths Partnership
Confirmation on course attendance
 - d- Leisure facilities Dr Farrar/Mr Williams
Update on playground
Update on phone box maintenance costs
 - e- Village Hall Mr Leigh/Mr Cook
Planning permission now granted

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18. a- Grants Mr Bucknell
Woodford Community and Environmental Fund
b- Wistow Bridge Mr Leigh/Clerk
Update on outstanding issues
c – Allotments All
Costs to register land
Set deadline for applications for available plots and who would be eligible
19. **Items for the Wistow Warbler and Wistow Web site.**
To inform Mr Dransfield and Dr Farrar of relevant articles and to discuss any communication issues.
20. **Monthly audit** – nominee for next meeting
Mr Carter is our auditor for this month
21. **Matters for future consideration**
22. **Date of next meeting**

Close of meeting

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