

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	Following the Annual General Meeting
DATE	Tuesday, 31 st May 2016
VENUE	Village Hall, Manor Street, Wistow
MEMBERS	5
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.

Patsy Coles Mrs Patsy Coles, Clerk to Wistow Parish Council, 23rd April 2016

A G E N D A

2016/17-19 To receive and approve Apologies for Absence

2016/17-20 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.

2016/17-21 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.

2016/17-22 Approve the Minutes of the Parish Council Meeting on 26th April 2016

2016/17-23 Matters for information only

- 2016/17-23.1 Transforming lives briefing,
- 2016/17-23.2 Hunts Forum training, info on Amey funding, Etheldreda community awards, bid writers workshop and Heritage Lottery fund surgery
- 2016/17-23.3 Neighbourhood and Community Planning guide from HDC
- 2016/17-23.4 Communication material for A14 to Huntingdon scheme
- 2016/17-23.5 Cambs Community Fair, 7th June in the Burgess Hall
- 2016/17-23.6 Acre news
- 2016/17-23.7 CCC Parish News
- 2016/17-23.8 Untold Theatre Company
- 2016/17-23.9 Invest Huntingdonshire website launch
- 2016/17-23.10 Tour of Cambridgeshire 4th and 5th June, involving road closures.
- 2016/17-23.11 Annual Public Health report

This notice must be left at or sent by post or email to the usual place of residence of every member of the council three clear days at least before the Meeting.

2016/17-24 Policing Matters

- 2016/17-24.1 Speedwatch Update and training.
- 2016/17-24.2 ECops updates (various)
- 2016/17-24.3 Update on Crime Figures and any other matters
- 2016/17-24.4 Message from Sir Graham Bright on leaving PCC office

2016/17-25 To receive reports from County and District – Mr M Tew, Mr P Bucknell and Mrs J Tavener

2016/17-26 Finance

- a) to approve the Financial Statement and Cashflow for May
- b) to approve payment of outstanding amounts
 - CGM grass cutting £1500.00
 - Mrs P Coles, salary £285.51
 - Mrs P Coles, expenses £44.43
 - Mrs R Moore, internal audit £50.00

2016/17-26 c) Income in May, invoice raised to CCC for grass cutting £474.33

2016/17-27 Correspondence

- 2016/17-27.1 Invitation to Heritage Lottery Green spaces event on 1st July.
- 2016/17-27.2 Electoral review of Cambridgeshire- draft recommendations

2016/17-28 To consider any Planning Applications received and planning related issues

- 2016/17-28.1 Chestnuts Farm, Church Street , Wistow (ref 16/00773/HHFUL) Proposed replacement garage and store.
- 2016/17-28.2 Response regarding planning permission and height of wall in Harris Lane.
- 2016/17-28.3 Correspondence regarding new planning system
- 2016/17-28.4 Registering a Community Asset

2016/17-29 Highways Report/Traffic Matters

- 2016/17-29.1 Review of MVAS purchase
- 2016/17-29.2 Review of CCTV
- 2016/17-29.3 Invitation to Highways open days, Monday 18th July in Huntingdon
- 2016/17-29.4 Any other outstanding issues

2016/17-30 Maintenance Issues

- 2016/17-30.1 Playground – any outstanding matters – progress on work from annual inspection
- 2016/17-30.2 Playground rota/risk assessment forms, Mr Leigh - May .

2016/17-31 Annual Audit

- 2016/17-31.1 Mrs Moore has now carried out the internal audit
- 2016/17-31.2 To approve the accounts and confirm they truly reflect the financial position
- 2016/17-31.3 To approve the account statements shown in the annual return
- 2016/17-31.4 To read and approve the annual governance statement

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2016/17-32 Administration Matters

2016/17-32.1 Complaints procedure review

2016/17-32.2 Progress on Vacancies

2016/17-32.3 Survey on streetlighting

2016/17-32.4 Consider and approve CAPALC membership renewal at a cost of £210.81

2016/17-33 Working Parties Feedback and Updates

a- Litter

Mr MacInnes

b- Countryside

Mr Gregory

c- Village Hall

Mr MacInnes/Mr Carter

2016/17-34 Items for the Wistow Warbler and Wistow Web site.

To inform Mr Williams and Dr Farrar of relevant articles

2016/17-34.1 Review of website

2016/17-35 Monthly audit

Mr Gregory is our auditor for May, a volunteer is required for July

2016/17-36 Matters for future consideration

2016/17-36.1 PCC to come back to us re clearing graveyard

2015/16-36.2 Community Plan

2016/17-37 Date of next meeting

Tuesday, 26th July 2016 at 7.30 pm in the Village Hall

Close of Meeting

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