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THE WISTOW WEBSITE: www.wistovillage.info**

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An Extraordinary Meeting of Wistow Parish Council took place on Thursday, 12th March 2015 at 7.30 pm, with Mr Carter in the Chair.

2014/15-203 TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE

2014/15-185.1 Dr Farrar and Mr Leigh

PRESENT: Mr Carter, Mrs Coles, Mr MacInnes and Mrs Willis

2014/15-204 TO RECEIVE DECLARATIONS OF INTEREST

2014/15-204.1 All Parish Councillors as Trustees of the Village Hall

2014/15-204.2 Mr MacInnes as a member of the Village Hall Committee.

2014/15-204.3 Mr Carter as a member of the Village Hall building group

2014/15-205 PUBLIC PARTICIPATION

2014/15-205.1 There were no members of the public present.

2014/15-206 TO APPROVE PAYMENT OF HMRC DEMAND

2014/15-206.1 A demand for £638.29 had been received from HMRC for PAYE tax. This amount should have been paid by Douglas Tonks Ltd on our behalf and has been included in the payments sent to Douglas Tonks on a quarterly basis. The Clerk had reported this to the relevant authorities and taken advice and, in order to prevent the sum increasing, a payment should be made while efforts to recover the money were made. The cheque was authorised and signed. The Clerk had obtained a mobile number for a director at Douglas Tonks and Mr Carter would attempt to contact him as other forms of communication had failed.

**2014/15-207 TO APPROVE APPOINTMENT OF NEW PAYROLL
ADMINISTRATOR**

2014/15-207.1 Following a recommendation from CAPALC it was agreed to instruct LGS to take over the administration of our payroll. They would provide the paperwork but we would be responsible to making the relevant payments. The Clerk would make contact and ask them to do our end of year calculations.

There being no further business the meeting closed at 7.50 pm.