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A meeting of Wistow Parish Council took place on Tuesday 15th December 2009 at 7.00pm in the Village Hall with Dr Farrar in the Chair.

1. TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE - apologies had been received from Mr Lucas and Ms Rice.
PRESENT: Mr Bucknell, Mr Carter, Mrs Coles (Clerk), Mr Cook, Dr Farrar, Mr Leigh, Ms Robinson, Mr Ward, and Mr Williams. Mrs Bucknell was also present.
2. TO RECEIVE DECLARATIONS OF INTEREST
 - 2.1 It was noted that as Mr Leigh and Mr Cook were members of the Village Hall Committee, they had declared openly their personal interests under the New Code of Conduct of the Local Government Act 2000, Part 3, and therefore were still able to participate in aspects of business dealing with the Village Hall.
 - 2.2 Mr Bucknell declared an interest with regard to any items under Agenda Item 10, as a member of the Huntingdon District Council.
3. PUBLIC PARTICIPATION
 - 3.1. There were no members of the public present.
4. TO APPROVE THE MINUTES OF THE MEETING ON 27TH OCTOBER 2009
 - 4.1. As these minutes had been circulated prior to the meeting, they were approved and signed.
5. MATTERS FOR INFORMATION ONLY
 - 5.1 The items as listed on the agenda plus a copy of the newsletter Community Action from Cambridgeshire ACRE were covered and no further comment required.
6. COMMUNITY LIAISON OFFICER
 - 6.1 The Community Liaison Officer was not present.
 - 6.2 Information had been received on the new format of the Neighbourhood Forums. Their remit would be expanded to cover all public sector provision and would be held four times a year. Details would be forwarded to those Councillors interested in attending, the first meeting is on 19th January 2010 at 7 pm in Warboys.
7. TO RECEIVE REPORTS FROM COUNTY AND DISTRICT COUNCILLORS
 - 7.1 Mr Bucknell reported that the annual increase for the district portion of Council Tax had been capped at 2.55 – 2.99% and this could have consequences on services.

- 7.2 Mr Ward reported that a final decision on the A14 proposals was expected next week.
8. FINANCE
- a) to approve the financial statement
- 8.1. As this had been circulated to Councillors present prior to the meeting, and there had been no further comments, it was unanimously confirmed as being a true record.
- b) to approve payments of outstanding amounts
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| Lee Gray, grass cutting | £122.22 |
| Mrs P Coles October salary (rates as per minute 8e of the meeting dated 15 th December 2009) | £277.60 |
| Ray Burton Services – Replace see saw seats | £ 25.00 |
| Moore Stephens, auditors | £166.75 |
| Stationery – ink cartridges | £ 39.98 |
- 8.2 The payments listed were formally approved at this meeting and the cheques duly signed.
- c) to review cash flow and resolve anticipated issues
- 8.3. No issues anticipated.
- d) Update on change of Bank Account
- 8.4 The Clerk reported that the new Barclays account was up and running and she had prepared a letter to request that a savings account be opened.
- d) New pay scale for Parish Clerks – increase from £8.26 per hour to £8.344 with effect from 1st April 09 and resultant back pay of £17.68
- 8.5 As the pay scale is agreed by NALC it was adopted by the Parish Council and the back pay approved.
9. CORRESPONDENCE
- 9.1 The list of correspondence circulated with the agenda was discussed with the following comments:
- 9.2 Countywide Advisory Map – weight restrictions had not been marked but as it does not affect the village no further actions was considered necessary.
- 9.3 Cambs ACRE – Parish Plan Advisor – as the Parish Plan is valid for 5 years it would be appropriate to consider a review. ***The Clerk would contact Cambs ACRE to take advice and arrange a meeting if appropriate***
- 9.4 The Flood Forum would be held every 2 years and minutes of the last Forum would be circulated. Mr Bucknell had attended and explained the Environment Agency on-line service to check for flood warnings and how to register on line for a telephone warning service or call 0845 9881188. He said that Bury Brook was a low priority for dredging but gave the Clerk a contact at the Environment Agency for her to call.
- 9.5 Citizens Advice Bureau – request for donation. As evidence had been supplied of increased local use, it was agreed to donate £35 to CAB.
- 9.6 Cambs County Council – Salt Bin Offer, 7 bins are located in the village and the ***Clerk would respond and request that they are refilled.***

10. TO CONSIDER ANY PLANNING APPLICATIONS RECEIVED
- 10.1. 0901439FUL/0901440LBC – Extension to side and rear, Village Hall, Manor Street, Wistow. This was approved.
- 10.2. 0900342OUT RAF Upwood, Ramsey Road, Bury – Appeal
Dr Farrar had been invited to the appeal meeting. The main reasons for approving the outline planning application were employment and affordable housing for the area.
- 10.3. 090661FUL – Land at Valiant Square, Upwood – Appeal – no comment had been made on the application and no further comment would be made.
11. ANNUAL RETURN FOR THE YEAR ENDED 31ST MARCH 2009
- 11.1. The Auditors had completed the Annual Return and it would be posted on the Notice Board for 2 weeks with a note to say that the annual audit is now closed.
12. PARISH PLAN ACTION PLAN – working parties feedback and updates:
- a) Traffic and road issues – Mr Leigh and the Clerk reported a bus travelling at an inappropriate speed at 10.50 that day. ***The Clerk was actioned to write to the bus company, Stagecoach, to report the incident.***
- b) Litter – Ms Robinson – ***There had been fly tipping on the Raveley Road, Ms Robinson would report to HDC.***
- c) Countryside – Mr Cook – ***Mr Cook was intending to set the way markers after Christmas. He and Mr Carter had still to arrange the meeting on Ancient footpaths.*** The Clerk had received the forms to apply for the Parish Paths Partnership for the following year which she passed to Mr Cook.
- d) Leisure facilities – The Playfunding of £30,000 had now been secured but a further £5000 would be needed to upgrade the entrance, improve disabled access and provide willows for a den. This spending was approved by the meeting. Funding is available and ***a meeting would be arranged for those involved to progress an application with the Wind Farm Grant.*** A letter from the Parish Council would be sent to agree to the time scales set down, to advise Leisure Logs information and explain how the consultation process used the dots on the plan. ***Dr Farrar, Mr Leigh and the Clerk would send the letter. A schedule of work would be made.***
The Clerk reported that the approximate cost of insuring the telephone box would be £25 pa.
- e) Village Hall – Mr Cook and Mr Leigh – Mr Cook reported that an art class would be starting in the Village Hall on a Thursday night in the new year.
13. a) Grants – Mr Bucknell. Nothing further to report.
b) Wistow Bridge – Mr Leigh and Clerk. The Clerk had received a call about the state of the Green, it was agreed that the kerb at the point of giving way was difficult to see, and the signage was not finished. Generally feedback had been good and the Mill Road entrance to the village had been a success. ***The Clerk would email Cambs County Council regarding outstanding issues.***
c) Allotments – Six quarter acre plots are available. ***The Clerk would obtain a quote for both trimming and removing the hedge.***

The slate on the Village sign has been laid flat rather than at an angle to direct water away from the post. The post is turning black and Mr Cook was asked to reset the slates, which he declined to do without a new order. He has 9 slates left from the job and the *Clerk was asked to obtain a quote for the remedial work.*

The condition of the notice board at the bus stop was discussed but any action was postponed until the outcome of the adoption of the telephone box was known as it could be a replacement notice board.

14. ITEMS FOR WISTOW WARBLER AND WEBSITE,
 - 14.1. There was nothing further to advise.
15. MONTHLY AUDIT – NOMINEE FOR NEXT MEETING
 - 15.1. Mr Carter agreed to carry out the monthly audit in January.
16. MATTERS FOR FUTURE CONSIDERATION
 - 16.1 Standing Orders in January
18. DATE OF NEXT MEETING – Tuesday 26th January 2010 at 7.30 pm in the Village Hall.

There being no further business the meeting closed at 8.30 pm.

PLANNING APPLICATIONS RECEIVED FROM JANUARY 2009

Wistow Parish Council – WPC

Huntingdonshire District Council – HDC

Not Yet known – NYK

<u>App.Number</u>	<u>Property Address</u>	<u>Purpose</u>	<u>Approved/Date</u> <u>WPC</u>
<u>HDC</u>			
008/03478/FUL yes	Threeways, Church Street	Add pitched roof to flat extension at rear	Yes 07/01/09
0900055FUL yes	Rectory Farm, Wistow Rd Broughton	Erection of agricultural building to house free range hens	No comment 24/02/09
0900342OUT appeal	RAF Upwood, Ramsey Rd Bury, PE26 2XN	Demolition and clearance of redundant buildings, reclamation and remediation of land and redevelopment	Yes 29/5/09

0900661FUL	Valiant Square, Upwood	Erection of 26 houses and 7 apartments	No comment 30/06/09
	Declined and going to appeal		No comment 25/08/09
0900843FUL yes	Manor House, Manor St Wistow	Refurb of existing chimney	Yes 28/7/09
0900947FUL yes	Beggars Roost, Parsonage Street, Wistow	Replace flat roof with pitched	Yes 25/08/09
0901439FUL/ 0901440LBC	The Village Hall, Manor Street, Wistow	Extension to side and rear	Yes 15/12/09

FINANCE REPORT for December 2009

			Paid
Clerk's Salary			
32 hours @ £8.344	267.00		
Computer Usage	10.00		
Postage Paid 2 stamps @ 30p	60	£335.26	15/12/09
Back Pay	17.68		
Ray Burton Services – see saw seats		£ 25.00	15/12/09
Lee Gray – grass cutting		£ 122.22	15//12/09
Moore Stephens – auditors		£166.75	15/12/09
Stationery – ink cartridges		£ 39.98	15/12/09
TOTAL		£ 689. 21	

Income for November/December - £303 – Wind Farm Grant

Balances of Account as at 31st December

Current Account £ 20,257.25