

**A COPY OF THESE MINUTES ALSO AVAILABLE ON THE WISTOW WEB-SITE:  
'[www.wistowparish.fsnet.co.uk/index.htm](http://www.wistowparish.fsnet.co.uk/index.htm)' (please note new address)**

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The Parish Council Meeting of the Wistow Parish Council took place on Thursday 22nd June 2006 at 7.30pm in the Wistow Village Hall, with Mr Franklin in the chair.

1 **APOLOGIES FOR ABSENCE:** Mr Benson, Mr Lucas and Mr Taylor.

1.1 **PRESENT:** Mr Franklin, Mr Dransfield, Mr Bucknell, Mr Smith, Mr Cook, Mr Farrar, Mr Williams and Mr Titmarsh (Clerk)

2 **PARISH COUNCIL VACANCIES - CO-OPTION OF NEW PARISH COUNCILLORS - NOMINATIONS RECEIVED?**

2.1 The Clerk stated that he had heard from Mr Amiss, the Elections Office at Huntingdonshire District Council, that two vacancies could be directly co-opted at tonight's meeting, and then when Mr Dransfield and Mr Bucknell have officially given their written notices of resignation from the Parish Council, the remaining two vacancies can then be officially advertised on the Parish Notice board, calling for the Parish to opt for an official election process if they so wish. If no election is called, then the remaining two vacancies can then be further filled by co-option at the next scheduled Parish Council Meeting.

At this stage, PC Ackers entered the meeting at 7.35pm.

As PC Ackers could only stay for a short amount of time, Mr Franklin did ask if anyone objected to point 8 of the Agenda being brought forward to this point in the meeting. No one objected to this proposal.

8 **PC ACKERS - COMMUNITY LIAISON OFFICER - TO REPORT TO PARISH COUNCIL**

8.1 PC Ackers did state that due to restructuring of her workload, a new PC was going to be the Community Liaison Officer for Wistow, called PC Jason Hunns - collar no. 225. Mr Bucknell did state he would try to send the Clerk e-mail details of this officer prior to the next Parish Council Meeting.

8.2 PC Ackers did state that no crimes had been reported since the 26th May 2006, but a couple of incidents had occurred including a fire at Wistow Fen and a traffic accident.

It was also asked if point 10 of the Agenda could be brought forward at this time, whilst PC Ackers was present, and no-one had any objection to this proposal.



**3 TO SIGN AND APPROVE MINUTES OF THE ANNUAL OPEN MEETING  
AND ANNUAL GENERAL MEETING DATED 30TH MAY 2006**

The minutes having been circulated around the Councillors present prior to this meeting, and there being no further comments, were voted upon and unanimously confirmed as being a true record of both meetings.

**4 MATTERS ARISING FROM PREVIOUS MINUTES**

4.1 The Clerk read out an e-mail from the Rev Peter Dolman, concerning the upkeep of the church clock. The Rev Dolman stated that Mr Paul Turner currently maintains the clock, but commented that no excess funding was available to correct the clock which reportedly had stopped chiming and had slowed down recently. Mr Bucknell commented that funds were available for maintaining listed buildings such as the church, and would contact the Rev Dolman to remind him of this fact.

4.2 Mr Franklin informed the new Parish Councillors about Wistow entering the Anglia in Bloom Competition this year, at a cost of £15, and that judging would take place between 10-11 am on Tuesday 11th July 2006. The Women's Institute were doing some litter picking prior to this date, and the judge Mr George Dawson needed to meet someone from the village on the judging date, to show him around various parts of the village. Mr Franklin did state that he would meet the judge to do this, if no-one else was available, and therefore this was agreed. Mr Franklin also stated he would do an article for the Wistow Warbler, to encourage people to be more actively involved towards next years competition.

**5 MEMBERS DECLARATION OF INTEREST FOR ITEMS ON THIS  
AGENDA**

5.1 The key aspects of the Code of Conduct legislation and members subsequent Declaration of Interests, were explained for the new members of the Parish Council. It was noted that under the New Code of Conduct of the Local Government Act 2000, Part 3, Mr Bucknell wished it known that he had a Declaration of Interest under items 9 and the first two points under item 12 of this Agenda, as both a District Councillor and involved with Huntingdonshire Housing Partnership.

**6 a - FINANCE - TO APPROVE THE FINANCIAL STATEMENT/ PAYMENT  
OF ACCOUNTS FOR APRIL 06**

6.1 As this had been circulated around the Councillors prior to this meeting, and there being no further comments, were voted upon and unanimously confirmed as being a true record.

<b>6</b>	<b>b - FINANCE - TO APPROVE PAYMENT OF OUTSTANDING AMOUNTS:</b>	
	<b>MR D TITMARSH - MAY 2006 SALARY (RATES AS PER MINUTE NO. 11.1 OF THE MEETING DATED THE 30TH MARCH 2006)</b>	<b>£ 194.31</b>
	<b>ENVIRONMENT AGENCY - GENERAL DRAINAGE CHARGE</b>	<b>£ 12.24</b>
	<b>CAMBRIDGESHIRE COUNTY COUNCIL - STREET LIGHTING/ MAINTENANCE CHARGE 2005/06</b>	<b>£ 465.83</b>
	<b>K FERGUSONS LTD - GRASS CUTTING</b>	<b>£ 376.00</b>

6.2 These payments were agreed upon by all the Councillors present and the outstanding cheques duly signed at the meeting.

**6 c - FINANCE - TO REVIEW CASH FLOW AND RESOLVE ANTICIPATED ISSUES**

6.3 The basis of these documents were explained to the new Parish Councillors present, and the Clerk was advised that an updated figure for some traffic calming measures (i.e. a flashing 30 mph sign etc.) was approximately £9000. Some other local traffic calming measures were also discussed at this meeting, and how the funding for these had been located.

6.4 The Clerk also stated that an updated figure for Play Matting in the Playing Field was from £10601 to £15716 approximately.

6.5 The Clerk stated that he would update the Cash Flow Statement with these revised figures above. Otherwise, as this had been circulated around the Councillors present prior to this meeting, and there being no further comments, were voted upon and unanimously confirmed as being a true record.

6.6 It was asked if the Clerk could e-mail the two new Parish Councillors and the potential new Parish Councillors, copies of the next Parish Council Meetings Agenda and these Minutes prior to the next Parish Council Meeting, and the Clerk agreed to do this.

**7 CORRESPONDENCE**

7.1 There had been no correspondence received, that did not appear elsewhere in this meetings Agenda.

**7.2 CORRESPONDENCE PREVIOUSLY RECEIVED**

7.21 Huntingdonshire Community Safety Partnership - Annual Seminar 13/6/06

7.22 Charter 88 - Community Decline letter

7.23 HDC - Housing Strategy 2006-11 - Consultation Draft letter and document

7.24 CCC - Tackling Congestion Growth letter

7.25 CPRE - Group AGM Agenda 15/6/06

7.26 Cambridgeshire and Peterborough Rogue Trader letter

7.27 East Midlands Regional Assembly Regional Plan letter

7.28 HDC - Overview and Scrutiny Panel Annual Report 2005/06

- 7.29 Mr Bish's note re outstanding issues
- 7.30 Parish Council Meeting Dates Lists, Councillor Lists and E-mail addresses
- 7.31 CPRE - Fieldwork - June 2006
- 7.32 CPRE - Leaflets and Cambs Voice Magazine and Annual Report
- 7.33 CCC - Development in Heavy Commercial Vehicle Controls letter
- 7.34 Blood Donation Notice and letter
- 7.35 HDC - Ethical Standards and Code of Conduct Training session 5/7/06
- 7.36 Carter Jonas Allotment letter
- 7.37 Cambridge Water Village Life Fund Grant Information letter and form
- 7.38 Mrs Carlyle's Parish Councillor Nomination Form
- 7.39 CALC - Information and Courses
- 7.40 NALC - Information

Agenda item 8 had previously been dealt with in these minutes.

**9 TO CONSIDER ANY PLANNING APPLICATIONS RECEIVED - NONE RECEIVED**

9.1 The Clerk reported that no planning applications had been received that needed discussing at this meeting.

Agenda item 10 had previously been dealt with in these minutes.

**11 a - PLAYGROUND - MR FRANKLIN & CLERK TO REPORT (INCLUDING ROSPA INSPECTION APRIL 06)**

11.1 It was reported that the goal posts had still been recently moved even though pegs had been inserted deep into the ground to prevent this happening.

11.2 A recent Grant Application Form had been circulated from Cambridge Water, and it was generally felt that this application could be used to ask for various items of play equipment to be renovated. It was asked if the Clerk could complete this application form regarding this Grant and send it off. The Clerk agreed to do this.

11.3 Mr Bucknell stated that he was aware of various items of play equipment that might become available for use soon, and would keep the Parish Council updated on this.

11.4 As stated in point 6.4 above, the updated figures for Play Matting needed for the Play Equipment had been identified as between £10601 and £15716 approximately.

11.5 Mr Bucknell stated that he would try to locate a Lottery Fund Grant Form that might be appropriate for obtaining money for the Play Matting, and pass it to the Clerk.

11.6 A resident of Bridge Street was mentioned as being very useful in the completion of lengthy Grant Forms, with successful outcomes.

11.7 It was asked if, on the next Parish Council's Agenda, when hopefully a full Parish Council would be available, that specific Councillor Roles be allocated as previously done i.e. Streetlights, Play Ground, Allotments and Footpaths etc. The Clerk agreed to do this.

**11 b - STREETLIGHTS - CLERK TO REPORT (INCLUDING REPLACEMENT NEEDED OPPOSITE BRIDGE STREET?)**

11.8 Further to point 14.3 of the minutes dated the 27th April 2006, the Clerk reported that the Lighting Engineer from Cambridgeshire County Council had advised the Clerk that he was trying to obtain sufficient drawings for the streetlight column opposite Bridge Street to be replaced as it was being held together with PVC tape currently. The Clerk stated that he would keep the Parish Council advised of any future developments in this matter.

11.9 Further to point 5.1 of the Annual Parish Meetings Minutes dated the 30th May 2006, the Clerk stated that he had contacted Huntingdonshire Housing Partnership regarding the two trees that were reportedly blocking off the light from a streetlight outside Oakland's Avenue, Wistow. The ownership of the land that the trees were located on, was being questioned by Huntingdonshire Housing Partnership, and so this was currently being investigated by themselves. The Clerk stated that he would keep the Parish Council advised of any future development in this matter also.

**11 c - FOOTPATHS - ANY ISSUES TO REPORT**

11.10 Further to point 16.3 of the Annual General Meeting's minutes dated the 30th May 2006, the Clerk stated that it had been confirmed by Cambridgeshire County Council that a new footbridge was going to be erected, with handrails at the start of the footpath by the Wistow Bridge. Mr Farrar asked if this footbridge would be accessible for people in wheelchairs, and the Clerk agreed to try to find out this information and report back at the next meeting.

**11 d - VILLAGE HALL - ANY ISSUES TO REPORT**

11.11 Further to point 13.4 of the Annual General Meeting's minutes dated the 30th May 2006, Mr Smith stated that he had not been told of any Village Hall Committee Meetings dates yet. The Clerk agreed to contact the Village Hall Committee's Chairman again, to try to get him to contact Mr Smith, to give him this information.

**11 e - ALLOTMENTS - CLERK TO REPORT (INCLUDING UPDATE FOR CARTER JONAS)**

11.12 Mr Dransfield informed the new Parish Councillors of the situation thus far with the land known as the Wistow Allotments.

11.13 Further to point 16.6 of the Annual General Meeting's minutes dated the 30th May 2006, it was stated that a letter and notice, together with Statutory Instrument No. 1473 had been received from Mr Baines of Carter Jonas, and this had already been passed around some of the Parish Councillors prior to this meeting. It was asked if the Clerk could arrange for this information to be passed around the remaining new Parish Councillors prior to the next meeting, when hopefully a new Allotment subcommittee could be formed. The Clerk agreed to do this, and to put on the next Agenda about the formation of the subcommittee.

**11 f - TRAFFIC & ROAD ISSUES - ANY ISSUES TO BE REPORTED?**

11.14 Further to point 9.3 of the Annual Parish Meeting's minutes dated the 30th May 2006, the Clerk reported that they had contacted Cambridgeshire County Council regarding white lines being put in the middle of the road by the Wistow Bridge. They had been advised that all highways signs and lines have to be in accordance with a document entitled the 'Traffic Signs Regulations and General Directions' stating that a white line can only be placed on roads more than 5.5 metres wide. The document is generally revised every 8-10 years, and it was last revised in 2002.

11.15 It was commented on that weeds were not being cut down around village signs, and that a grass area by the Wistow Toll, where schoolchildren wait for their school bus was very overgrown. Mr Bucknell stated that this issue had previously been raised with Cambridgeshire County Council, and that matters were in hand to get this sorted.

11.16 It was also commented on that grass on road bends was also getting very high, including the area by the brook going towards the Broughton Crossroad's and at the Wistow Toll/ Ramsey Road junction. It was asked if the Clerk could approach the Cambridgeshire County Council regarding this, and the Clerk agreed to do this.

**11 g - GRASS CUTTING - ANY ISSUES TO REPORT**

11.17 There were no issues stated with regard to grass cutting that needed raising at this meeting.

**11 h - GRANTS - ANY ISSUES TO REPORT**

11.18 There was no issues stated with regard to grants that needed raising at this meeting.

**11 i- CHURCH WALL - CLERK TO REPORT**

11.19 Further to point 4.4 of the Annual Parish Meeting's minutes dated the 30th May 2006, it was stated that the Clerk had written to the Church Architect and the Church Wall Builders regarding the coping stone that was already felt to be flaking and lifting off of its base, but no reply had yet been received. The Clerk agreed to chase this matter up and advise the Parish Council of all future responses.

**12 MATTERS ARISING FROM PREVIOUS MINUTES (DATES WHEN LAST APPEARED IN MINUTES)**

12.1 Dog Disturbances along Harris Lane, Wistow - 17.1 - 30/5/06 - once again it was stated that the house where the dogs resided was still being sold, but currently the dogs was still barking. Dog excrement was also stated as becoming a problem in Harris Lane, although whose dogs the offending excrement came from was unclear, but it was stated that in order to issue fines, at least two witnesses needed to witness the dog doing the offence.

12.2 Car Parking Area Maintenance by Huntingdonshire Housing Partnership behind garages in Oakland's Avenue, Wistow - 17.2 - 30/5/06 - the Clerk stated that no reply had still been obtained from Mr Struggles regarding historical data about this site, but that Mr Paul Chatterton of Huntingdonshire Housing Partnership had agreed to have an on-site meeting sometime, to identify what the residents were particularly after from the area concerned. The resident who originally raised the issue had been contacted to identify if they were willing to be party to this on-site meeting, but to date no reply had been received. Mr Franklin had also stated that he would be willing to attend this meeting, and it was asked if the Clerk could pursue this meeting once again with the resident concerned and inform both Mr Franklin and Mr Chatterton of the when the meeting could take place. The Clerk agreed to do this.

12.3 Parish Plan Biodiversity and Greenspaces consideration issue - 17.3 - 30/5/06 - as Mr Carlyle was no longer a member of the Parish Council, it was stated that this item should be ignored in future Agenda's. The Clerk agreed to do this.

**13 MONTHLY AUDIT - NOMINEE FOR NEXT MEETING?**

13.1 Mr Smith agreed to do the Monthly Audit at the next meeting.

**14 DATES OF NEXT MEETING - THURSDAY 27TH JULY 2006 AT 7.30PM**

14.1 There being no further business the meeting closed at 9.25pm.



**PLANNING APPLICATIONS RECEIVED FROM FEBRUARY 2004**

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 and Date</u>	
			<u>WPC</u>	<u>HDC</u>
03/03535/FUL	St John the Baptist Church, Parsonage Street, Wistow	Renovation of Wall	Yes - 25/2/04	Yes - 25/3/04
04/00942/FUL	20 Harris Lane, Wistow	Extension	Yes - 30/4/04	Yes - 5/5/04
04/02606/FUL	Westmorland, Mill Road	Erection of Conservatory	Yes - 31/8/04	Yes - 21/9/04
04/02536/LBC	2 Kingston House, St John's Place, Wistow	Replacing window with door and additional window	Yes - 30/9/04	Yes - 16/12/04
04/03738/FUL	Northern Cottage, Church Street, Wistow (plans amended 8/2/05)	Extension and Alterations	Yes - 27/1/05 Yes - 25/2/05	Yes - 23/2/05 Yes - 23/2/05
04/03755/FUL	Kingsland Farm, Ramsey Road, Upwood	Vehicular Access Construction	Yes - 31/3/05	Yes - 5/5/05
05/01694/FUL	1 Wistow Fen Cottage, Puddock Road, Warboys	Extension	Yes - 30/6/05	Yes - 5/7/05
05/02091/FUL	12 Harris Lane, Wistow	Extension	Yes - 26/7/05	Yes - 3/8/05
05/02506/FUL	Land at 6 Bridge Street, Wistow	Erection of Dwelling	Yes - 25/8/05	Yes - 23/9/05
05/02424/FUL	4 Oakland's Close, Wistow  (plans amended 25/1/06)	Extension	Yes - 25/8/05 Yes - 23/2/06	Yes - 12/9/05 NYK
05/02726/FUL	Brookfields, Manor Street, Wistow	Erection of Conservatory	Yes - 29/9/05	Yes - 12/10/05
05/03102/FUL	Westmorland, Mill Road, Wistow	Extension to rear of Garage	Yes - 27/10/05	Yes - 10/11/05
06/00360/OUT	Poultry Houses, Shillow Hill, Wistow	Agricultural Dwelling Erection	Yes - 23/2/06	NYK
06/01058/FUL	20 Harris Lane, Wistow	Conservatory Erection	Yes - 27/4/06	NYK

## FINANCE REPORT FOR May and June 2006

Clerk's Salary		
23 ½ hours x £7.85	£ 184.47	
Computer Usage	£ 10.00	
Postage Paid 10 stamps @ 21p	£ 2.10	
Phone Calls 3/4 to 30/4	£ 14.80	
Paid 1/5/06		£ 211.37

Wistow Village Hall Committee		
Meetings Hire Charge		
Paid 27/5/06		£ 31.25

Cambridge Water Company		
Sewerage Charge		
Paid 27/5/06		£ 12.70

Clerk's Salary		
22 ¾ hours x £ 7.85	£ 178.59	
Computer Usage	£ 10.00	
Postage Paid 3 stamps @ 24p	£ 0.72	
Phone Calls 9/5 to 31/5	£ 4.00	
Heating for Parish Council Meeting	£ 1.00	
Paid 3/6/06		£ 194.31

K Fergusons Ltd		
Grass Cutting Churchyard and Graveyard		
Paid 18/6/06		£ 376.00

Cambridgeshire County Council		
Street Lighting Maintenance and Power Charge		
Paid 18/6/06		£ 465.83

Environment Agency		
General Drainage Charge		
Paid 18/6/06		£ 12.24

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£ 1303.70

### Income for May and June 2006 -

HM Customs - VAT Refund 2/8/05 to 1/4/06	£ 1332.92	
HDC - Recycling Monies	£ 337.64	

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£ 1670.56

### Balances of Account as at 30th June 2006 -

Current Account	£ 912.27	
Deposit Account	£ 15108.65	
Church Wall Deposit Account	£ 4165.92	
Church Wall Current Account	Nil	

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