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A meeting of Wistow Parish Council took place on Tuesday, 25th November 2014 at 7.30 pm, with Mr Carter in the Chair.

2014/15-131 TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE

2014/15-131.1 Mrs P Coles, Mr M Hodson & Mr M Tew

PRESENT: Mr Bucknell, Mr Carter, Dr Farrar, Mr Leigh, Mr MacInnes, Ms Robinson, Mrs Curtis. Mrs Gorman, Mr Williamson and Mrs Willis were present as members of the public.

Before the commencement of meeting Mrs Elizabeth Willis was co-opted onto the Parish Council. Proposed by Jeremy Carter, seconded by Peter Bucknell. Completed documentation previously received by Parish Council (Wistow Parish Council Candidates Qualification Form & Register of Members Interests Form)

2014/15-132 TO RECEIVE DECLARATIONS OF INTEREST

2014/15-132.1 Mr MacInnes wished to declare an interest as a member of the Village Hall Committee.

2014/15-132.2 Mr Bucknell declared interests as follows: any items concerning Planning as a member of the Huntingdon District Council, member of the Liaison Committee for Warboys Landfill Site, the Village Hall Committee, Trustee of the Red Tile Wind Farm Trust and Trustee Huntingdonshire Society for the Blind

2014/15-132.3 All Parish Councillors as Trustees of the Village Hall

2014/15-133 PUBLIC PARTICIPATION

2014/15-133.1 The members of the public present did not wish to speak.

2014/15-134 TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING ON 28th OCTOBER 2014 & 25th NOVEMBER 2014

2014/15-134.1 The minutes of the Parish Council Meeting, having been circulated prior to the meeting were approved.

2014/15-135 MATTERS FOR INFORMATION ONLY

Items 1 to 7 listed on the agenda were noted with no further comments:

2014/15-136 POLICING MATTERS

2014/15-136.1 Mr MacInnes reported ongoing stalemate between Speedwatch administration/co-ordinator and Cambridgeshire Police. The issue of compromised anonymity remains. Ongoing issue to be raised at next Forum meeting. Mr Carter and Mr MacInnes continue to liaise on how best to communicate community disappointment is regarding lack of support to Police administration.

2014/15-137 REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

2014/15-137.1 Mr Bucknell reported that following last month's Mr Tew suffered a heart attack. It is anticipated that Mr Tew will be convalescing for 2 to 3 months.

2014/15-137.2 Mr Bucknell also reported:

- Business Breakfast Workshop on Innovation and Taxation will held on 04/12/14.
- Free Christmas Parking after 3pm from 01/12/14 to 24/12/14 – Monday to Friday in St Neots, St Ives and Huntingdon
- Cambridgeshire Cycle Challenge – awarded to HDC. The challenge promoted cycling within Cambridgeshire and was supported by 146 local workplaces (953 participants)

2014/15-137.3 Mrs Curtis reported that Planning Application 1401057FUL Erection of detached dwelling and car port, land north of Thatched Cottage Church Street, Wistow was declined by HDC.

2014/15-138 FINANCE

2014/15-138.a. To approve the financial statement and cash-flow for November 2014 - It was high-lighted that the incorrect version of the monthly financial statement had been circulated to all councillors prior to November's meeting, Deborah Robinson was requested to circulate the correct version as soon as possible following the meeting. The re-issued Financial Statement to be approved retrospectively at Decembers Parish Council Meeting.

2014/15-138.b to approve payment of outstanding amounts:

Ray Burton Services £395.00 agreed last month, cheque signed

The Play Inspection Company Ltd £71.94 agreed last month, cheque signed

2014/15-138.c Precept for 2015/16 - An increase of £500 (5%) was proposed by Mr Bucknell and seconded by Mr Farrar and unanimously agreed. Annual Precept Form to be completed and submitted to HDC prior to 19/12/14 deadline.

2014/15-138.d CPALC recommendations regarding Internal Auditors was discussed and agreement was reached that Mrs Pye would continue to be approached for the purpose of Internal Auditor.

2014/15-139 CORRESPONDENCE

2014/15-139.1 It was suggested that the updated Stock Valuation 2014 received from The Play Inspection Company be compared with current valuation list held for insurance purposes, to verifying valuation and confirming adequate insurance coverage.

2014/15-139.2 Revalidation of Parish Council's Register to be sent to HDC including Mrs Willis details

2014/15-139.3 Confirmed Mrs Willis co-opted onto council with immediate effect.

2014/15-139.4 Previously reported/acknowledged fault of PC1. It was suggested that 'Fix My Street' be used as an alternative reporting means to try and speed up street light repairs.

2014/15-139.5 Details of Norse Eastern Ltd to be retained for future reference.

2014/15-139.6 Mr Bucknell to obtain quotation from HDC for printing of The Wistow Warbler to enable comparison of current printing costs.

2014/15-139.7 Local Government Boundary Commission – await draft recommendations due May 2015.

2014/15-139.8 No action required – acknowledgement only

2014/15-140 TO CONSIDER ANY PLANNING APPLICATIONS RECEIVED

2014/15-140.1 None Received

2014/15-140.2 Notification of refusal from HDC, application reference 1401057FUL

2014/15-141 HIGHWAY WARDEN'S REPORT

2014/15-141.1 Information required from National Grid remains outstanding Mr Carter to progress.

2014/15-141.2 On-going issues regarding outstanding repair to street-lights in Church Street – to be investigated/progressed by Ms Robinson

2014/15-141.3 Agreement was made that the on-going outstanding road maintenance will be reviewed in 6 months.

2014/15-141.4 Mr Leigh confirmed that he had reviewed the hardened salt in the Salt-Bin by the bus shelter and advised that the surface salt could be broken easily. Mr Leigh to review all other salt bins to ensure no on-going issues.

2014/15-142 MAINTENANCE ISSUES

2014/15-142.1 Formal letter of notification to be submitted to R J Warren Ltd confirming acceptance of quotation 11067 for cutting services for 2015 and written confirmation to all other grass-cutting sub-contractors advising failure to win contract – Ms Robinson to action.

2014/15-142.2 It was reported that the 'barge boards' on the Aerial runway will need some general maintenance/repair in the New Year.

2014/15-142.3 Mr Carter & Mr MacInnes to forward October & November playground inspection reports. Mr Bucknell to complete report for December.

2014/15-142.4 Clerk instructed to contact Mr Juggins to discuss Parish Councils plans for pollarding of trees on roadside in front of Rooks Grove Farm and to obtain quotation for the pollarding of trees.

2014/15-142.5 Dr Farrar & Mr MacInnes met with Bridget Halford (Landscape /Officer & Tree Warden/Co-ordinator at HDC) on 17/11/14 when the area to be planted was discussed. It was advised that there was need for some preparatory work to be completed – ie clearing area of any grass/weeds/rubbish/plastics and ground to be mulched prior to planting. Recommended planting distance is 4 trees per metre. It was suggested that Wistow in Bloom be approached to try and initiate a working party to help prepare the land. Prior to a working party being formed it was agreed that the co-operation/support be sought from local farmers. Dr Farrar and Mr MacInnes to liaise with Wistow in Bloom and local farmers. Ms Halford confirming availability of trees for next years planting season.

2014/15-142.6 Removal of PC1 still outstanding – clerk to progress current situation

2014/15-143 ADMINISTRATION ISSUES

2014/15-143-1 No action required

2014/15-143.2 Ms Robinson reported the completion of the 'New Clerk' training courses on 06/11 and 20/11/14. Both days were informative and intensive – meeting the other attendees was beneficial broadening contacts.

2014/15-144 PARISH PLAN ACTION PLAN WORKING PARTIES FEEDBACK AND UPDATES

2014/15-144.a Litter -Mr MacInnes reported on going issues with fast-food rubbish being dropped from vehicles on the local roads around the village.

2014/15-144.b Countryside no report

2014/15-144.c Village Hall – Following informal discussions Mr Wadsworth confirmed that he would consult with Village Hall Committee and formally response in writing to the Parish Council regarding the proposed development/new build of Village Hall.

2014/15-144.d Parish Plan Review - it was agreed that plan would to be archived for 1 year, review date to be noted for consideration in 2015.

2014/15-145 ITEMS FOR WISTOW WARBLER AND WEB SITE

2014/15-145.1 Alongside on-going distribution of The Warbler Dr Farrar suggested initiation of alternative methods of disseminating information to parishioners. Dr Farrar to draft email/article to try and encourage parishioners to sign-up for email updates reiterating village information. This could be in addition to and not a replacement for The Warbler. Additionally a Facebook page for village news was suggested.

2014/15-146 MONTHLY AUDIT – NOMINEE FOR NEXT MEETING

2014/15-146.1 Mr MacInnes is our auditor for December, a volunteer is required for next month.

2014/15-147 MATTERS FOR FUTURE CONSIDERATION

2014/15-147.1 Extension to graveyard – on-going situation to be monitored

2014/15-147.2 Village Handyman – feasibility of trying to work more closely with local parishes to try and establish a closer team of tradesman to carry out work on Parish Councils behalf and to also try and engage with parishioners to utilise villages/villagers potential untapped resources.

2014/15-147.3 Clerk instructed to obtain Prospectus for Councillor/Clerk training in 2015

2014/15-148 DATE OF NEXT MEETING

2014/15-148.1 Tuesday, 23rd December 2014 at 7.30 pm in the Village Hall

There being no further business the meeting closed at 9.00 pm

Finance report:

Outgoings for November

Ray Burton Services	£395.00
Play Inspection Company Ltd	£71.94

Income for November

VAT Refund	£1152.29
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Balances of Account as at 25th November 2014

Current Account	awaiting statement as at 18/12/14	
Deposit account	£5022.16	Cambridge Building Society £10,514.29