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'www.wistowparish.fsnet.co.uk/index.htm' (please note new address)**

- 561 -

The Parish Council Meeting of the Wistow Parish Council took place on Thursday 27th July 2006 at 7.30pm in the Wistow Village Hall, with Mr Franklin in the chair.

1 APOLOGIES FOR ABSENCE: Mr Smith

1.1 PRESENT: Mr Franklin, Mr Benson, Mr Cook, Dr Farrar, Mr Williams, Mr Bucknell, Mr Taylor, Mr Lucas and Mr Titmarsh (Clerk)

Police Community Support Officers Tiernan and Docking entered the meeting at 7.35pm. As they could only attend for a short period of time, Mr Franklin did ask if anyone objected to item 8 of the Agenda being brought forward to this point in the meeting. No one objected to this proposal.

8 PC HUNNS - COMMUNITY LIAISON OFFICER - TO REPORT TO PARISH COUNCIL

8.1 Unfortunately, the new Community Liaison Officer, PC Hunns could not attend this meeting, and it was stated that he was in fact leaving the area from the 1st September 2006.

8.2 PCSO's Teirnan and Docking did state that new police boundary changes were taking place, but that Wistow was still going to be within the Ramsey boundary.

8.3 It was stated that the only crimes or incidents that had been reported since the previous meeting, was the theft of some diesel and a drunk driver that had been arrested locally.

There being nothing further to report, the Parish Council thanked the Police Community Support Officer's for their time, and they subsequently left the meeting at 7.40pm.

The Agenda and the meeting then carried on as previously.

**2 PARISH COUNCIL CO-OPTION OF NEW PARISH COUNCILLORS
FOLLOWING RESIGNATION OF MR DRANSFIELD AND MR
BUCKNELL**

2.1 There were still currently two vacancies on the Wistow Parish Council, but only one person was present at the meeting, that wished to be co-opted onto the Parish Council.

2.2 Mr Clive Williams wished to stand for co-option onto the Wistow Parish Council, and this was proposed by Dr Farrar and seconded by Mr Cook.

2.3 Mr Williams was therefore welcomed onto the Parish Council, and the Acceptance of Declaration of Office and Code of Conduct form was passed to Mr Williams at this time, to be completed and signed and returned to the Clerk as soon as possible.

THIS IS PRINTED PRIOR TO BEING CERTIFIED AS A TRUE RECORD BY THE PARISH COUNCILLORS. Page 1 of 11

2.4 The remaining vacancy on the Parish Council was therefore still available to be filled by co-option, and the Clerk was aware of two possible candidates who had expressed an interest in filling this vacancy. It was asked if the Clerk could contact these candidates immediately after this meeting, to ascertain if they were still interested and to possibly attend the next meeting. The Clerk agreed to do this.

2.5 It was also known that an article was going to be put in the next edition of the Wistow Warbler regarding this vacancy, and asking for any people interested to contact the Clerk regarding this.

3 TO SIGN AND APPROVE MINUTES OF THE PARISH COUNCIL MEETING

DATED 22ND JUNE 2006

3.1 It was stated that point 4.1 of the previous minutes should state the Reverend Dowman not Dolman, and this was formally acknowledged.

3.2 It was also stated that the new Parish Councillor Richard Farrar was actually Dr not Mr, and this was also formally acknowledged.

3.3 The minutes having been circulated around the Councillors present prior to this meeting, and there being no further comments, apart from those mentioned above, were voted upon and unanimously confirmed as being a true record.

4 MATTERS ARISING FROM PREVIOUS MINUTES

4.1 Further to point 11.19 of the previous minutes, the Clerk reported that the Church Wall Builders had acknowledged that the new coping stones had indeed been made from Clipsham stone, and that the Church Architect had replied that they had not been able to visit the wall yet to ascertain the extent of these coping stones flaking and lifting off of its base, but they hoped to in the next week or so. The Clerk agreed to feed back any further comments they had in respect of this matter.

4.2 Further to point 11.2 of the previous minutes, the Clerk reported that the Cambridge Water Grant form had indeed been sent off, to ask for funding for various items of play equipment to be renovated.

4.3 The Clerk also reported that Mr Rees of Cambridgeshire ACRE was asking for a meeting with various members of the Parish Council, with regards to the current state of the Wistow Parish Plan Action Plan points. It was asked if the Clerk could contact Mr Rees to help set up a meeting for this purpose, and the Clerk agreed to do this.

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 to the new member 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 19 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 MAY AND JUNE 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.

6 b - FINANCE - TO APPROVE PAYMENT OF OUTSTANDING AMOUNTS: MR D TITMARSH - JUNE 2006 SALARY (RATES AS PER MINUTE NO 11.1 OF THE MEETING DATED THE 30TH MARCH 2006) £ 167.42

6.2 This payment was agreed upon by all the Councillors present and the outstanding cheque duly signed at the meeting.

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

6.3 The basis of this document was explained to the new Councillor present, and it was asked for some of the background history regarding one of the items shown within it, Allotment Repairs and associated costs, and this was duly outlined to those present.

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 Cambs ACRE - Community Action Magazine - Summer 2006

7.22 Flooding Information

7.23 Ramsey Area Partnership - 'Have Your Say' meetings

7.24 Cambridgeshire County Council - Jointly Funded Minor Improvement Grant Bids Application Form 2007/08

7.25 CPRE - Countryside Voice Magazine and Brochure

7.26 Arts Information

7.27 John Dransfield and Peter Bucknell Resignation letters

- 7.28 Play Information
- 7.29 Clerks and Councils Direct Magazine - July 2006
- 7.30 Cambs ACRE - AGM Information 5/9/06
- 7.31 Cambridgeshire County Council - Bus Schedules
- 7.32 Hunts PCT - Day Services Workshop 21/7/06
- 7.33 CALC - AGM and Meetings, Leaflets, Courses etc.

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.

10 CAMBRIDGESHIRE ACRE - MEMBERSHIP? RENEWAL DUE £25

10.1 A discussion took place as to the benefits of carrying on membership with Cambridgeshire ACRE, and it was therefore decided by all those present, to continue with membership for another year at a cost of £25. The Clerk agreed to arrange for this renewal to be done, together with the payment of £25.

11 CAMPAIGN TO PROTECT RURAL ENGLAND - MEMBERSHIP? RENEWAL DUE £26

11.1 A discussion took place as to the benefits of carrying on membership with the Campaign to Protect Rural England, and it was decided by all those present, not to continue with membership for another year. The Clerk agreed to minute this decision.

12 ANGLIA IN BLOOM COMPETITION - MR FRANKLIN TO FEEDBACK TO PARISH COUNCIL

12.1 Mr Franklin stated that he had accompanied the official judge of the Anglia in Bloom Competition around the village recently, and overall the judge had commented that the village looked excellent. Mr Franklin stated that the organisers were also looking at community events done within the village, and a portfolio can be made of photographs of Wistow during the next 12 months to put forward for next years competition. Companies can also be approached to sponsor items such as bulbs, to help with this competition. An Anglia in Bloom Gala evening was taking place in Basildon, for all Competition entrants to attend, and Mr and Mrs Franklin were hoping to go to this. Mr Franklin stated that a article in the Wistow Warbler was going to be done to promote the Competition for next year, and also to ask for a co-ordinator to help with the Competition, as Mr Franklin was not able to take on this role indefinitely.

13 INTERNAL AUDITOR'S COMMENTS RE ACCOUNTS FOR THE FINANCIAL YEAR ENDING 31ST MARCH 2006

13.1 The Clerk reported that Mr Woolhouse, the Internal Auditor had verified the accounts for the year ending the 31st March 2006, and these were now to be sent to the External Auditor's to be formally approved. The only comments the Mr Woolhouse made, was asking for the leases for the accesses to the playing field to be renewed, and confirming that the leases for the allotments was still being acted upon. It was therefore confirmed that the allotment leases was still under negotiation, and the leases for the access to the playing field, was under point 14 of this meetings Agenda.

14 ACCESS TO PLAYING FIELD FROM 25 AND 27 KINGSTON WAY AGREEMENTS FOR 2006 - CLERK TO REPORT

14.1 The Clerk outlined the situation to the newly appointed Parish Councillors, as it was confirmed that these two properties still had footbridges and gates allowing them access to the playing field from the rear of their gardens. Agreements had been drawn up by Huntingdonshire District Council previously, allowing this to continue on a year by year basis, and it was confirmed by the Clerk that the current residents of 25 and 27 Kingston Way had already signed these agreements for 2006. A copy of these signed agreements were to be forwarded to Huntingdonshire District Council, by the Clerk.

15 RENOVATION AND CLEANING OF VILLAGE SEATS - LETTER FROM RESIDENT - DISCUSSION?

15.1 The Clerk read out a note from a resident stating that 2 seats in the village were in need of renovation and cleaning. The seat on the green near the bridge was reported as needing a good clean due to green algae being present, and the bus shelter seat apparently needed a new slat, as the middle one had broken away. Mr Williams agreed to fix a new slat onto the bus shelter seat, and Mr Franklin agreed to check on the seat at the village green.

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16 a- i- PLAYGROUND - MR FRANKLIN & CLERK & MR BUCKNELL TO REPORT (INCLUDING POTENTIAL PLAY MATTING FUNDING?)

16.1 Mr Bucknell stated that there was a lottery fund available for the District Council to use for Playground Maintenance and Equipment, but they need to instigate a formal Playground Policy first, which was currently being done. An application form for this should be available in September 2006, with the funding becoming available in February 2007. It was asked if the Clerk could get quotations valid for this period from the companies who had previously provided quotations for new Play Matting, as this had been identified as being needed urgently, and the Clerk agreed to do this.

16.2 It was unsure if one or three quotations would be needed to satisfy the District Council for this funding, but Mr Bucknell did state he would try to clarify this, and report back to the Clerk.

16 **a- ii- PLAYGROUND - PLAYING FIELD HEDGE OVERGROWN - LETTER FROM RESIDENT - DISCUSSION?**

16.3 The Clerk stated that a local resident had commented on the state of the playing field hedge, along Oakland's Avenue, Wistow, as being very overgrown. It was asked if the Clerk could approach Mr Longland to quote for this work to be done, and report back at the next meeting, and the Clerk agreed to do this.

16 **b - STREETLIGHTS - MR BENSON & CLERK TO REPORT**

16.4 Further to points 11.8 and 11.9 of the previous minutes, the Clerk reported that nothing further had been heard from Cambridgeshire County Council or Huntingdonshire Housing Partnership, with regard to these issues, but the Clerk agreed to keep the Parish Council advised of any future developments.

16.5 Mr Benson asked the Clerk for a current list of all the Streetlights in the village, and the Clerk agreed to try to ascertain this.

16.6 Mr Bucknell agreed to send the Clerk details of Ringway's e-mail address, who are the County Council's agents for lighting repairs.

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

16.7 Further to point 11.10 of the previous minutes, the Clerk reported that it had been confirmed that the new footbridge to be erected by the Wistow Bridge, would be at least 1 ½ metres wide to allow maintenance vehicles to get over it, as well as wheelchairs, but the bank at the other side could however prove to be a problem.

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

16.8 As Mr Smith was not present at this meeting, no formal report could be given at this time.

16 **e - ALLOTMENTS - CLERK TO REPORT AND CONSIDER FORMATION OF NEW ALLOTMENT SUBCOMMITTEE**

16.9 Mr Cook stated that he was happy to go on the Allotments Subcommittee, and Mr Benson stated that he would be prepared to also go on this subcommittee, if no-one else was interested. As the Parish Council still had one vacancy, and Mr Smith was also not present at this meeting, it was decided to defer this matter to the next Parish Council Meeting, when hopefully a full Council would be present. The Clerk agreed to do this.

16 **f - TRAFFIC & ROAD ISSUES - MR BENSON AND CLERK TO REPORT
(INCLUDING CCC JOINTLY FUNDED MINOR IMPROVEMENTS
SCHEME 2007/08 APPLICATION)**

16.10 Mr Benson stated that he would submit the CCC Jointly Funded Minor Improvements Scheme 2007/08 application by the deadline date of the 4th September 2006.

16.11 It was asked if the 30 mph signs could perhaps be considered to be moved back, further out of the village, to see if that would make them more visible to road users.

16.12 Mr Lucas stated that he would ask PC Gibbs to do another speed check sometime soon in the village, and possibly obtain a report from this.

16.13 It was stated that a resident had been concerned recently about school children waiting for the school bus at Wistow Toll, on the narrow grass verge. Cambridgeshire County Council had already discussed this matter. As there was not enough room on the verge for a proper bus shelter to be erected, it was considered that a piece of hard standing would probably be the best option. Mr Lucas stated that he would monitor the progress on this situation, and inform Mr Benson accordingly of all future developments.

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

16.14 It was stated that the graveyard and churchyard areas, and the green by the Grove had not been cut since mid July 2006. The grass in the playing field however appeared to be okay at present.

Mr Lucas made his apologies and left the meeting at 8.50pm.

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

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

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

16.16 The Clerk stated that he was still trying to obtain the video made whilst the Church Wall Renovation Work was taking place, and he confirmed that he would chase this matter up again, prior to the next Parish Council Meeting.

16.17 It had been asked by a resident where the flagpole went that was on the corner of the Church Wall, and the Clerk agreed to check with Reverend Dowman, as to its whereabouts, and report back at the next meeting.

17 **APPOINTMENT OF COUNCILLOR POST HOLDERS -**

- 17.1 a- **PLAYGROUND** - Mr Franklin
b- **STREETLIGHTS** - Dr Farrar
c- **FOOTPATHS** - Mr Cook
d- **VILLAGE HALL** - Mr Smith
e- **TRAFFIC AND ROAD ISSUES** - Mr Benson
f- **GRASS CUTTING** - Mr Williams
g - **GRANTS** - No one yet allocated, and so this agreed to be deferred to the next Parish Council Meeting.
h - **ANY OTHER CONSIDERED APPROPRIATE?** - No other formal appointments could be identified at this time.

17.2 Dr Farrar stated that he would willing to look at upgrading the Wistow Parish Web Site, to include such things as 'Items for Sale', a 'Bulletin Board', and items that would also be in the Wistow Warbler. Dr Farrar stated that he would be prepared to do a demonstration prior to the next Parish Council Meeting on the 31st August 2006 at 7pm, to show some of the things that he had in mind. Prior to this, it was asked if the Clerk could approach the current administrator of the Wistow Web Site, Mr Harris, to ask if he had any objection to Dr Farrar doing these proposed changes. The Clerk agreed to do this.

18 **APPOINTMENT OF PARISH PLAN ACTION PLAN WORKING PARTIES CO-ORDINATORS -**

18.1 The Village Sign was mentioned as progressing very well, and funding had now been applied for.

18.2 a - **PEDESTRIANS** - No one yet allocated, and so this agreed to be deferred to the next Parish Council Meeting.

b - **LIGHTING** - Dr Farrar. A grant was mentioned as being available for environmental issues from the Wind Farm that was going to be built between Warboys and Chatteris. This grant would be for up to £15000 for 25 years, and it was reported that the application forms for this grant would be available in September 2006. A laurel was reported as overgrowing the footpath running by Kingston Way, and Mr Benson confirmed that he would investigate this further and report back at the next meeting.

c - **LITTER** - No one yet allocated, and so this agreed to be deferred to the next Parish Council Meeting.

d - **COUNTRYSIDE** - Mr Cook

e - **SHOP/ POST OFFICE** - Mr Williams

f - **NEWSPAPER DELIVERIES** - Mr Williams. It was stated that Bury Stores had been approached about delivering newspapers on Sunday to the Pub Car Park, and that it was believed that the Pub Landlords were also happy with this proposed arrangement.

g - **ACTIVITIES, SPORTS, CLUBS, SOCIETIES ETC.** - Mr Smith had already expressed an interest in this post, and Dr Farrar also stated that he would be happy to help Mr Smith with this. Dr Farrar discussed a few potential ideas, including a possible cinema club showing recently released films, maybe in the village hall, and also a Barn Dance.

h - **VILLAGE HALL** - Mr Smith was already on the Village Hall Committee.

i - **POST BOX** - Mr Franklin

j - **COMMUNICATION** - Dr Farrar

k - **FLOODING** - Mr Bucknell

l - **YOUTH** - Mr Smith had already expressed an interest in this post, and Dr Farrar also stated that he would be happy to help Mr Smith with this aswell.

19 MATTERS OUTSTANDING FROM PREVIOUS MINUTES (DATES WHEN LAST APPEARED IN MINUTES)

19.1 Dog Disturbances along Harris Lane, Wistow - 12.1 - 22/6/06 - it was again stated that the sale of the house where the dogs currently resided had not been completed yet, but it had been heard that it was quite imminent now.

19.2 Car Parking Area Maintenance by Huntingdonshire Housing Partnership behind garages in Oakland's Avenue, Wistow - 12.2 - 22/6/06 - Mr Franklin to feedback following meeting with Huntingdonshire Housing Partnership and local resident? - Mr Franklin confirmed that he was unable to make the scheduled meeting with Huntingdonshire Housing Partnership and the local resident. It was also believed that recently an emergency vehicle had been unable to get access to this turning in Oakland's Avenue, due to parked vehicles in the area. Mr Chatterton of Huntingdonshire Housing Partnership had written to the Clerk stating that further to his meeting with the local resident, the footpath outside number 20- 24 Oakland's Avenue, was to be resurfaced as it was in a very poor condition. Otherwise, Mr Chatterton has asked for a plan of the whole area from his department, to determine who owns what pieces of land, and where the boundaries are. Once these have been received, he stated that he will try to draw up a proposal to maintain the areas of land they are responsible for, but a funding bid would be needed to actually get the area remade into a parking area. The Clerk agreed to keep the Parish Council informed of any future developments in this matter.

Mr Taylor and Mr Bucknell offered their apologies and left the meeting at 9.35pm.

20 MONTHLY AUDIT - NOMINEE FOR NEXT MEETING?

20.1 Mr Cook agreed to do the Monthly Audit at the next meeting.

21 DATES OF NEXT MEETING - THURSDAY 31ST AUGUST 2006 AT 7.30PM

21.1 There being no further business the meeting closed at 9.40pm.

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 -	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 July 2006

Clerk's Salary		
18 ½ hours x £7.85	£ 145.23	
Computer Usage	£ 10.00	
Postage Paid 5 stamps @ 24p	£ 1.20	
Phone Calls 10/6 to 30/6	£ 8.00	
Staples - Paper	£ 2.99	
Paid 1/7/06		£ 167.42

Cambs ACRE		
Membership Fee		
Paid 30/7/06		£ 25.00

Mr M Woolhouse		
Internal Auditor's Charge		
Paid 30/7/06		£ 50.00

£ 242.42

Income for July 2006 - Nil

Balances of Account as at 31st July 2006 -

Current Account	£ 446.44
Deposit Account	£ 15108.65
Church Wall Deposit Account	£ 4165.92
Church Wall Current Account	Nil