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WISTOW WEB-SITE: www.wistovillage.info**

- 855 -

The Parish Council Meeting of the Wistow Parish Council took place on Tuesday 28th April 2009 following the Annual Open Meeting in the Wistow Village Hall, with Mr Franklin in the chair.

1 **APOLOGIES FOR ABSENCE:** there were no apologies for absence

1.1 **PRESENT:** Mr Franklin, Dr Farrar, Mr Williams, Mr Leigh, Ms Robinson, Mr Bucknell, Mr Lucas, Mr Ward, and Mrs Coles (Clerk)

2 **TO SIGN AND APPROVE MINUTES OF THE PARISH COUNCIL
MEETING DATED 31ST MARCH 2009**

2.1 Item 16.3 Mr Kingston is from Cambs County Council, not HDC as reported.

2.2 As these minutes had been circulated around the Councillors present prior to this meeting, and there being no further queries regarding these, they were voted upon and unanimously approved as being correct.

3 **MATTERS ARISING FROM PREVIOUS MINUTES**

3.1 Item 3.3 Mr Trevor Roberts from Luminus had responded regarding the painting of the garages in Oaklands Avenue. Bad weather had prevented them being painted but they are on the list to be done. Mr Bucknell would have a word with him

3.2 Item 8.1 The Clerk had telephoned HDC regarding the hedge on the playing field and maintenance is our responsibility.

3.3 Item 11.1 The Clerk had emailed Mr McGee regarding repairs to the Bridge that had been promised.

3.4 Following renewal of CPALC membership it was confirmed that all Councillors now have access to the website.

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

4.1 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. Mr Cook had also declared openly that as the current Village Handyman, he would not take part in any discussions that involved work to be undertaken by the Village Handyman.

4.2 Mr Franklin declared an interest, with regard to any items regarding Wistow in Bloom.

4.3 Mr Bucknell declared an interest with regard to any items under Agenda Item 10, as a member of the Huntingdon District Council.

5. COMMUNITY LIAISON OFFICER – ANY POLICE OR CRIME ISSUES TO BE DISCUSSED.

- 5.1 As the Community Liaison Officer was not present there was no report.
- 5.2 Mr Bucknell reported on the Ramsey and District Neighbourhood Profile he had attended the previous evening. The meeting was well attended. He had circulated the report and information with information on staffing levels for the area and contact details. The main crime hotspots in our area are Warboys, the old RAF Upwood and Ramsey. Wistow is fortunate enough to have a very low crime rate. The report will be updated next week and can be accessed via a website that will be circulated through the E-Cops system.

6. ANY OUTSTANDING ITEMS FOLLOWING THE ANNUAL OPEN MEETING

- 6.1. Report back on footpaths and the Parish Paths funding
- 6.2 Finalise Youth Bank funding and return if necessary
- 6.3 Dr Farrar to look into the number of the street lamp in Church Street

7 a- FINANCE – TO APPROVE THE FINANCIAL STATEMENT/ PAYMENT OF ACCOUNTS FOR MARCH

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

b- FINANCE – TO APPROVE PAYMENT OF OUTSTANDING AMOUNTS:

MRS P COLES – MAR/APR 09 SALARY (RATES AS PER MINUTE NO. 13.1 OF THE MEETING DATED THE 29TH APRIL 2008)	£298.34
ENVIRONMENT AGENCY DRAINAGE CHARGE	£ 13.39
L T GRAY – GRASS CUTTING	£283.02

- 7.2 These payments listed were formally approved at this meeting, and the cheques duly signed.

7 c- FINANCE – TO REVIEW CASH FLOW AND RESOLVE ANTICIPATED ISSUES

- 7.3 The Clerk reported that she was preparing the budget for 2009/10 and asked for any costs that should be included. It was agreed to put in a sum for professional fees for the allotments, should this be necessary.
- 7.4 The Church Wall bank accounts are still open and The Clerk asked for permission to close them. They both have nil balance. This was agreed.
- 7.5 The Clerk also reported that with a change of Parish Councillors, the signatories should be reviewed, she will request the necessary forms.

8. CORRESPONDENCE

- 8.1 A letter had been received by Mr Franklin from Mr Bance which mainly related to matters associated with Wistow in Bloom but there were items that the Parish Council needed to address. These were to do with the Calor Village of the Year and the condition of The Green. The Clerk would draft a response.

CORRESPONDENCE PREVIOUSLY CIRCULATED

- 8.2. ICO – Training DVD
8.3. Development Control Panel Agenda
8.4. Development Control Panel dates and agenda for 2009/10
8.5. CCC Jointly funded minor improvements grant letter
8.6. Mineral and Waste Consultation papers
8.7. Cope newsletter

Mr Lucas made his apologies and left the meeting at 9pm

9 ALLOTMENT OUTSTANDING ISSUES, INCLUDING REVIEW OF TENANCY AGREEMENT AND ANNUAL RENT

- 9.1 Following much discussion it was decided to send out the Tenancy Agreements in an attempt to address the ditch and hedge issues, along with a letter requesting that the agreements are signed and returned, along with notification of an increase in rent of 5% with effect from October 2010. The Clerk would prepare the letters and agreements and circulate them prior to sending out.

**10 TO CONSIDER ANY PLANNING APPLICATIONS RECEIVED
- NIL RECEIVED**

11 PARISH COUNCIL'S ASSET SCHEDULE – DISCUSSIONS REGARDING INCREASE

- 11.1 The Clerk reported that during her preparation for the audit there was a difference between the value of the asset schedule and insurance cover. There had been an increase across the board of 10% last year and further purchases since this review. She requested permission to spend some time researching replacement cost of some of the larger items so that a realistic insurance figure can be reached. This was agreed and she undertook to report back at the June meeting

12 TO SIGN AND APPROVE THE FINANCIAL ACCOUNTS FOR THE YEAR ENDING 31ST MARCH 2009 AND FOR THE COUNCILLORS TO ACKNOWLEDGE THEIR RESPONSIBILITY UNDER THE STATEMENT OF ASSURANCE SECTION OF THE ANNUAL RETURN.

- 12.1 The Financial Accounts had been circulated prior to the meeting to give Councillors a chance to study them. There being no questions, the Accounts were unanimously agreed.
- 12.2 Section 2, Annual Governance Statement was read out to the Councillors present who acknowledged their responsibility.

13. CLERKS SALARY INCREASE FOR APPROVAL FROM 1/04/08 TO £8.26 PER HOUR AS PER CPALC RECOMMENDATION

- 13.1 This was unanimously agreed.

14. PREPARATION FOR AGM – DISCUSSION REGARDING OFFICERS FOR THE FORTHCOMING YEAR

- 14.1 Mr Franklin tendered his resignation from the Parish Council, he had decided to stand down for several reasons, including his impending move. Dr Farrar wished to record a huge vote of thanks to Mr Franklin as he had worked hard for several years as a Councillor and then as Chairman and he would be greatly missed.
- 14.2 Nominations for Chairman and Vice Chairman would be taken at the start of the AGM in May. A vacancy for a Parish Councillor would be advertised on the notice board, website and if timely the Warbler.

15. PARISH PLAN ACTION PLAN WORKING PARTIES FEEDBACK AND UPDATES

a- TRAFFIC AND ROAD ISSUES – MR MACINNES AND MS ROBINSON

- 15.1 Ms Robinson had met with Mr MacInnes to start discussions.
- 15.2 The curb at Oaklands Avenue/Church Street had been repaired promptly thanks to Mr Lucas.

b- PEDESTRIANS - MR COOK TO REPORT

- 15.3 Mr Cook was absent, no report

c- LIGHTING - DR FARRAR TO REPORT?

- 15.4 Already covered

d- LITTER – MS ROBINSON TO REPORT

- 15.5 Ms Robinson had been in touch with Deborah Hibbert at HDC and fly tipping had been cleared from two locations.

e- Countryside

15.6 Mr Cook was absent

f- ACTIVITIES, SPORTS, CLUBS, SOCIETIES ETC. AND OTHER YOUTH ISSUES - DR FARRAR/ MR WILLIAMS TO REPORT?

15.7 Nothing further to report

g- VILLAGE HALL - MR COOK AND MR LEIGH TO REPORT?

15.8 Nothing further to report

h- FLOODING - MR BUCKNELL TO REPORT

15.9 Mr Bucknell reported that there is a meeting in Alconbury next month.

i- VILLAGE SIGNS - MR FRANKLIN AND MR WILLIAMS TO REPORT

15.10 The Clerk reported that she had confirmed to Mr Smith of HDC that everything was in order for the grant for the village sign but had not heard when the money will be paid. Mr Bucknell would try and see him on Wednesday.

15.11 Mr Williams reported that a post for the sign would cost £60 and he was waiting for the plinth to be costed and built. The actual sign was well underway.

16. a- PLAYGROUND - MR COOK & CLERK TO REPORT

16.1 Nothing to report

16 b- GRASSCUTTING - MR COOK, MR BUCKNELL, MR LUCAS & CLERK TO REPORT

16.3 Dr Farrar reported that the verges cut by HDC had not been collected and had been left in a mess.

16.4. Now that our verges had had the first cut, we could claim reimbursement from CCC. The Clerk would write requesting payment.

16. c- GRANTS -MR BUCKNELL AND CLERK TO REPORT (INCLUDING DISCUSSION OF ANY GREEN/ ENVIRONMENTAL ISSUES THAT COULD BE OBTAINED BY WIND FARM GRANT MONIES?)

16.5 Information had been received on Play Funding, the Clerk had requested the information booklet for guidance.

16 ITEMS FOR THE WISTOW WARBLER AND WISTOW WEB SITE - TO INFORM JOHN DRANSFIELD AND DR FARRAR OF RELEVANT ARTICLES (ALSO TO DISCUSS OTHER ITEMS RELATING TO COMMUNICATION ISSUES)

16.1 The vacancy for a Parish Councillor will be posted.

17 MONTHLY AUDIT - NOMINEE FOR NEXT MEETING?

17.1 Mr Williams agreed to do the Monthly Audit at the next Parish Council Meeting.

18 DATE OF NEXT MEETING - Tuesday 26th May 2009 following the AGM.

There being no further business to discuss, the meeting closed at 9.50 pm.

PLANNING APPLICATIONS RECEIVED FROM AUGUST 2007

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>
07/02598/FUL	4 Oakland's Close, Wistow	Extension to Porch	Yes - 28/8/07	Yes - 6/9/07
07/02658/LBC	Lavender Cottage, Church	Extension to staircase and	Yes -	Yes -
07/02657/FUL	Street, Wistow	alterations to garage and dwelling	25/9/07	9/10/07
07/03808/FUL	Haven, Shilow Hill, Wistow	Conservatory Erection	Yes - 27/11/07	Yes - 4/1/08
08/00500/FUL -	Rookes Grove Farm, Mill Road, Wistow	Erection of 2 dwellings and access road	Yes - 26/2/08	Yes 18/6/08
08/00599/FUL	Poultry Houses, Shilow Hill, Wistow	Erection of Agricultural dwelling	Yes - 25/3/08	NYK
008/03478/FUL	Threeways, Church Street	Add pitched roof to flat extension at rear	Yes 07/01/09	
0900055FUL	Rectory Farm, Wistow Rd Broughton	Erection of agricultural building to house free range hens	No comment 24/02/09	

FINANCE REPORT for April 2009

Clerk's Salary		
33.5 hours @ £8.04	£	269.34
Computer Usage	£	10.00
Postage Paid 3 stamps @ 27p	£	81
Phone Calls 23/3 – 19/4	£	7.20
Heating in Hall	£	6.00
Stationery		4.99

£298.34

Paid 28/4/09

Environment Agency Drainage Charge
Paid 28/04/09

£ 13.29

L T Gray – Grass cutting
Paid 28/04/09

£283.02

TOTAL **£594.65**

Income for April 2009 nil

Balances of Account as at 30th April

Current Account	£1102.74
Deposit Account	£12701.80