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WISTOW WEB-SITE: 'Www.wistovillage.info'**

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The Parish Council Meeting of the Wistow Parish Council took place on Tuesday 29th April 2008 at 9.10pm in the Wistow Village Hall, with Mr Franklin in the chair.

1 APOLOGIES FOR ABSENCE: Mr MacInnes, Mr Leigh, Mr Lucas.

1.1 PRESENT: Mr Franklin, Dr Farrar, Mr Latter, Mr Williams, Mr Cook, Mr Bucknell, Mr Ward and Mr Titmarsh (Clerk).

**2 TO SIGN AND APPROVE MINUTES OF THE PARISH COUNCIL MEETING
DATED 25TH MARCH 2008**

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

3 MATTERS ARISING FROM PREVIOUS MINUTES

3.1 Regarding to point 3.1 of the previous minutes, it was reported that both the Clerk and Mr Cook had been approached by the owner of the property at Oakland's Close, Wistow where the area in question had been dug away. It seemed to be the case that the land that had been dug away, had actually belonged to the owner of this property, and was actually stipulated on their deeds, and therefore there was no connection with Luminus Group at all. It was hoped that this matter had now been settled.

3.2 Further to point 13.3 of the previous minutes, the Clerk reported that he had heard back from Mr Reeves of the Warboys Parish Council, and had been advised that the Warboys Parish Council were not in favour of their handymen being used by Wistow Parish Council. However, Wistow Parish Council could approach the individuals directly, if they wished, but providing that no Warboys Parish Council equipment was involved. Mr Reeves had agreed to ask the individuals concerned about this, and would report back to the Wistow Parish Clerk.

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.

4.2 Mr Bucknell also declared an interest, with regards to both items under Agenda item 10 as a member of the Huntingdonshire District Council.

5 ANY OUTSTANDING ITEMS FOLLOWING THE ANNUAL OPEN MEETING - DISCUSSION?

5.1 It was asked if the Clerk could write to the Cambridgeshire County Council about the Bridge Markers by the culvert before the Broughton Crossroad's is reached, as they had either disappeared or been knocked over. The Clerk agreed to do this, and to copy this to the Broughton Parish Council, as this area was on the boundary of Wistow and Broughton Parishes.

5.2 It was also asked if the Clerk could contact R J Warren Ltd about a complaint received about the poor condition of grass cutting recently at the Graveyard and Churchyard areas in the village. It was believed that this cut probably occurred when the grass was wet, and the Clerk agreed to do this.

5.3 A request had been made at the Annual Open Meeting for some funding to contribute towards the repairs for the Church Clock face. It was asked to wait until Mr Paul Turner had passed the quotations to the Clerk for a full discussion, as to what funding might be possible by the Parish Council, and it was also stated that some outside funding may also be possible in this instance.

5.4 It was known that several repairs were needed to Parish's Footpaths, and it was asked if the Clerk could forward a list of these repairs to both Mr Lucas, and Ms Emma Murden of the Cambridgeshire County Council. The Clerk agreed to do this.

6 COMMUNITY LIAISON OFFICER - ANY POLICE OR CRIME ISSUES TO BE DISCUSSED?

6.1 The Clerk stated that he had a Report from the Local Police Community Support Officer, but no Crimes or Incidents related to Wistow Parish had appeared for this month.

7 a- FINANCE - TO APPROVE THE FINANCIAL STATEMENT/' PAYMENT OF ACCOUNTS FOR MARCH 2008

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.

**7 b- FINANCE - TO APPROVE PAYMENT OF OUTSTANDING AMOUNTS:
MR D TITMARSH - MARCH 2008 SALARY (RATES AS PER MINUTE NO. 11.1 OF
THE MEETING DATED THE 30TH MARCH 2006) £ 203.96**

**CAMBRIDGE WATER COMPANY - STANDPIPE CEMETERY CHARGE - 1/10/07
TO 31/3/08 £ 13.51**

**R J WARREN LTD - CHURCHYARD/ GRAVEYARD GRASS CUTTING - MARCH
2008 £ 102.81**

**ENVIRONMENT AGENCY - DRAINAGE CHARGE - 7 HECTARES - TO 1/4/08
£ 12.35**

R & C ASHMAN - CUTTING HEDGE RAVELEY ROAD - 28/2/08 £ 70.50

**R & C ASHMAN - FINISH CUTTING HEDGE RAVELEY ROAD JUNCTION -
17/3/08 £ 112.80**

**MR D TITMARSH - SOUTH EAST NETTING - GOAL NETS PAID FOR ON 17/3/08
£ 71.00**

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

7.3 It was requested if Mr Cook could ask R & C Ashman to clear up the area by the Allotment hedge, as it was mentioned at the Annual Open Meeting that it was still untidy. Mr Cook agreed to do this.

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

7.4 As this had been circulated around the Councillors present prior to this meeting, and there being no outstanding issues with regards to the Cash Flow Document, these were voted upon and unanimously approved at the meeting.

8 CORRESPONDENCE

8.1 Mr Franklin stated that there had been an invitation for any 2 Parish Councillors to attend a meeting called the Great Fen Project on the 6th June 2008. As no one else present was able to attend this meeting, Mr Franklin stated that he would go with his wife. The Clerk agreed to formally acknowledge this as soon as possible.

8.2 Mr Franklin also stated that some free compost was becoming available, but unfortunately the people providing this compost were unable to tie this in with the Village Plant Sale Day date. It was suggested that when an appropriate date had been identified, that it be made available on the Village Playing Field. Mr Franklin confirmed that he would liaise with the company providing the Compost Give-away, and inform the Clerk so that the Playing Field Gate could be opened on that date. Mr Cook also asked for a copy of the Playing Field Key, and the Clerk agreed to pass the key to Mr Cook to be cut.

8.3 CORRESPONDENCE PREVIOUSLY CIRCULATED

- 8.31 HDC - Planning Application - 28 Oakland's Avenue, Wistow - extension to dwelling - 08/01117/FUL
- 8.32 HDC - Planning Application - Porch House, Manor Street, Wistow - extension to garage - 08/00846/LBC and 08/00804/FUL
- 8.33 HDC - Code of recommended Practice on Local Authority Publicity - letter
- 8.34 CCC - Countryside Access Issues letter
- 8.35 COPE - Newsletter March 2008
- 8.36 Glasdon leaflets
- 8.37 Cambs ACRE - Play space Information
- 8.38 HDC - Rooks Grove Farm - Planning Response by Wistow Parish Council
- 8.39 Clerks and Councils Direct - March 2008
- 8.40 ASM - Play Surfacing leaflet
- 8.41 HDC - Easter Refuse Dates
- 8.42 Cambs Registered Traders Scheme leaflet
- 8.43 Cambs ACRE - Community Action Magazine - Spring 2008
- 8.44 Standards Board Information on Town and Parish Standards - March 2008
- 8.45 HDC - 1APP Planning letter
- 8.46 Play Leaflets
- 8.47 HDC - District Wide Magazine - Spring 2008
- 8.48 Community Life Awards - 2008 Application Information
- 8.49 COPE - Newsletter April 2008
- 8.50 HDC - Compost Give-away letter
- 8.51 CCC - Council's Integrated Plan 2008 letter
- 8.52 HDC - Post Office Closures letter
- 8.53 Local Councils Update - April 2008
- 8.54 HDC - Small Scale Environmental Improvement Bids 2008 letter re Village Signs
- 8.55 Green Vision News - Magazine - March 2008
- 8.56 Glasdon leaflets
- 8.57 Great Fen Project Presentation 6/6/08 letter

9 ALLOTMENT OUTSTANDING ISSUES, INCLUDING SIGNING OF TENANCY AGREEMENTS OPTIONS

9.1 Further to point 9.1 of the previous minutes, the Clerk passed around a sample letter that Mr Latter had drafted for sending to Sargeants and Sons Solicitors in Ramsey, for some preliminary work to be undertaken on behalf of the Allotment land. This letter was formally approved at the meeting, and it was asked for the Clerk to send this off as soon as possible. The Clerk agreed to do so.

9.2 Mr Latter stated that he had looked at the Allotments land historical papers, and identified that many years ago, it fell under the Church's jurisdiction as Poor land. Mr Latter was still to look at the Charity Commission's papers to see if this was involved with this land as well.

**10 TO CONSIDER ANY PLANNING APPLICATIONS RECEIVED -
a- 28 OAKLAND'S AVENUE, WISTOW - EXTENSION TO DWELLING -
08/01117/FUL**

10.1 This Planning Application had been passed around all the Councillors present prior to this meeting and there being no objections to these plans, they were formally approved by the Parish Council. The Clerk agreed to inform the Huntingdonshire District Council of their decision as soon as possible.

**b- PORCH HOUSE, MANOR STREET, WISTOW - EXTENSION TO GARAGE -
08/00846/LBC AND 08/00804/FUL**

10.2 This Planning Application had also been passed around all the Councillors present prior to this meeting and there being no objections to these plans, they were also formally approved by the Parish Council. The Clerk agreed to inform the Huntingdonshire District Council also of this decision as soon as possible.

**11 PARISH COUNCIL'S ASSET SCHEDULE TO BE INCREASED BY 6%
COSTING £33.64 PER ANNUM TO INSURANCE POLICY -
PROPOSAL FOR DISCUSSION?**

11.1 The Clerk informed the Wistow Parish Council that the Fixed Assets owned by the Parish Council had not been increased under the Insurance Policy since 2006. The Clerk had obtained a quotation for an increase in the assets by 6% totalling £33.64 per annum from the Insurance Brokers. It was suggested that a more realistic rate of increase might be 10%, and it was asked if the Clerk could get the costing of this increase obtained from the Insurance Brokers instead. This would then be approved by the Parish Council. The Clerk agreed to do this.

**12 TO SIGN AND APPROVE THE FINANCIAL ACCOUNTS FOR THE YEAR
ENDING 31ST MARCH 2008 AND FOR THE COUNCILLORS TO
ACKNOWLEDGE THEIR RESPONSIBILITY UNDER THE
STATEMENT OF ASSURANCE SECTION OF THE ANNUAL RETURN**

12.1 These accounts had previously been circulated around the Councillors prior to this meeting. There being no further comments, these accounts were unanimously approved as being correct.

12.2 The Statement of Assurance Section of the Annual Return for the year ending 31st March 2008 was read out to the Councillors present at this meeting and these were once again unanimously approved as being satisfactory.

13 CLERK'S SALARY INCREASE FOR APPROVAL FROM 1/4/07 - £8.04 PER HOUR, AND MILEAGE OF 44.2P PER MILE (AS PER CALC'S RECOMMENDATIONS OF 11/07)

13.1 The Clerk stated that he had recently received notification from CALC of the recommended pay scales for Parish Clerk's from 1/4/07 at £8.04 per hour and a mileage reimbursement of 44.2p per mile for any Clerk's work-related business. This was formally approved by the Parish Council, and the Clerk agreed to calculate the back payment for this increase.

14 PARISH PLAN ACTION PLAN WORKING PARTIES FEEDBACK AND UPDATES - (INCLUDING ANY REALLOCATIONS OF COUNCILLOR RESPONSIBILITIES)-

a- TRAFFIC AND ROAD ISSUES - MR FRANKLIN, MR COOK AND MR BUCKNELL TO REPORT

14.1 Previously dealt with under the Open Meeting Agenda.

b- PEDESTRIANS - MR COOK TO REPORT

14.2 Previously dealt with under the Open Meeting Agenda.

c- LIGHTING - DR FARRAR TO REPORT

14.3 Previously dealt with under the Open Meeting Agenda.

d- LITTER - MR BUCKNELL AND CLERK TO REPORT

14.4 Previously dealt with under the Open Meeting Agenda.

e- COUNTRYSIDE - MR COOK AND CLERK TO REPORT

14.5 Previously dealt with under the Open Meeting Agenda.

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

14.6 Mr Bucknell stated that he would try to contact a Youth Leader Advisor, Dibs Taylor to possibly come and talk to the volunteers involved with the Youth Club, Sam and Veronica, as well as Mr Williams and Dr Farrar, to see if this would help with the Youth Club's current problems.

14.7 The idea of the Parish Council paying the Youth Club's subscriptions was also discussed, but it was felt best to encourage the Youth Club to spend their own funds first, that they had received from Grant monies.

g- VILLAGE HALL - MR COOK TO REPORT

14.8 Previously dealt with under the Open Meeting Agenda.

h- FLOODING - MR BUCKNELL TO REPORT

14.9 Previously dealt with under the Open Meeting Agenda.

i- VILLAGE SIGNS - MR COOK, MR FRANKLIN AND MR BUCKNELL TO REPORT

14.10 Further to point 12.18 of the previous minutes, Mr Franklin stated that he had spoken to Mr Dan Smith of the Huntingdonshire District Council, about the Village Sign funding, but there was no resolution yet. Mr Bucknell agreed to follow this matter up.

14.11 Dr Farrar stated that he would put the design for the Wistow Village Sign onto the Village Web site sometime soon.

15 a- PLAYGROUND - MR BUCKNELL, MR FRANKLIN, MR WILLIAMS, MR COOK & CLERK TO REPORT

15.1 Mr Cook reported that he had received 3 quotations for rubbing down, priming and painting the various pieces of equipment in the Playing Field with the required paint, colour pea green, to be obtained by Mr Cook from Wicksteed's.

Shane Elmore, Wistow	£460
L T Gray General Builders	£385
Andy Russell, Wistow	£475

The quotation for £460 by Shane Elmore, was formally approved by the Wistow Parish Council, and the Clerk agreed to inform Mr Elmore of this, together with the unsuccessful tenders as soon as possible. Mr Cook agreed to obtain the paint and inform Mr Elmore when it had arrived.

15.2 Further to point 13.7 of the previous minutes, as nothing had been heard from Mr Dan Smith regarding the Playing Field Grant, Mr Bucknell agreed to once again chase this with Mr Smith.

15.3 Mr Bucknell also agreed to ask Luminus Group to attend a Parish Council Meeting sometime in the future.

15 b- GRASS CUTTING - THE CLERK TO REPORT

15.4 Previously dealt with under the Open Meeting Agenda.

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

15.5 Previously dealt with under the Open Meeting Agenda.

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 No other items of communication that had not already been discussed was felt needed to be included into the next Wistow Warbler or the Village Web site at this time.

16.2 Dr Farrar stated that there was currently 300 visits a month onto the Wistow Web site.

17 MONTHLY AUDIT - NOMINEE FOR NEXT MEETING?

17.1 Mr Williams agreed to do the next Monthly Audit at the next meeting.

18 DATE OF NEXT MEETING - ANNUAL GENERAL MEETING - TUESDAY 27TH MAY 2008 AT 7.30PM

18.1 The Clerk reminded the Parish Councillors present that at the Annual General Meeting, the Elections of the Chairman and the Vice-Chairman would take place. It was known that the current Chairman, Mr Franklin was hoping to move to Warboys at some time in the future, but was still happy to remain as Wistow Parish Chairman for the forthcoming year.

There being no further business, the meeting closed at 10.10pm.

PLANNING APPLICATIONS RECEIVED FROM APRIL 2006

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>
06/01058/FUL	20 Harris Lane, Wistow	Conservatory Erection	Yes - 27/4/06	Yes - 22/5/06
06/02681/FUL	RAF Upwood, Ramsey Road, Bury	Change of Use to Urban Assault etc.	Yes-W/drawn 31/8/06	19/6/07
06/03569/FUL	The Barn, Mill Farm House, Mill Road, Wistow	Change of Use	Yes - 30/11/06	Yes - 13/12/06
06/02458/OUT	Land at Orchard House, Mill Road, Wistow	Residential Development Proposal	Yes - 25/1/07	Yes - 2/3/07
07/00389/FUL	Dorrington Stables, House Cross Drove, Wistow	Extension to Dwelling	Yes - 22/2/07	Yes - 6/3/07
07/00107/FUL	Dorrington Stables, House Cross Drove, Wistow	Extension to Dwelling	Yes-W/drawn - 22/2/07	25/1/07
07/00791/FUL	Hill Farm, Hill Road, Wistow	Erection of Agricultural Building	Yes - 29/3/07	Yes - 11/4/07
07/00567/FUL	19 Kingston Way, Wistow	Erection of Conservatory	Yes - 29/3/07	Yes - 3/4/07
07/01190/LBC	The Thatched Cottage, Church Street, Wistow	Internal Alterations	Yes - 24/4/07	Yes - 15/5/07
07/01268/FUL	1 Mill Farm House, Mill Road, Wistow	Vehicular Access	Yes - 24/5/07	No - 19/6/07 Appeal 17/8/07
07/02598/FUL	4 Oakland's Close, Wistow	Extension to Porch	Yes - 28/8/07	Yes - 6/9/07
07/02658/LBC 07/02657/FUL	Lavender Cottage, Church Street, Wistow	Extension to staircase and alterations to garage and dwelling	Yes - 25/9/07	Yes - 9/10/07
07/03808/FUL	Haven, Shillow 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	NYK
08/00599/FUL	Poultry Houses, Shillow Hill, Wistow	Erection of Agricultural dwelling	Yes - 25/3/08	NYK

FINANCE REPORT For April 2008

Clerk's Salary 24 hours @ £7.85	£ 188.40
Computer Usage	£ 10.00
Phone Calls 1/3 to 28/3	£ 2.40
Postage Paid 9 stamps @ 24p	£ 2.16
Heating Village Hall - 25/3/08	£ 1.00
Paid 1/4/08	
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	£ 203.96

Cambridge Water Company	
Standpipe Cemetery Charge	
Paid 15/4/08	£ 13.51

Viking Direct	
Stationery Charges	
Paid 28/4/08	£ 50.21

R J Warren Ltd	
Grass Cutting - Churchyard and Graveyard	
Paid 28/4/08	£ 102.81

Environment Agency	
Drainage Charge	
Paid 28/4/08	£ 12.35

Mr D Titmarsh	
Goal Nets Purchase from South East Netting Ltd	
Paid 28/4/08	£ 71.00

R and C Ashman	
Allotment Hedge Trim	
Paid 28/4/08	£ 183.30

Mr R Cook	
Bench Repair and Litter Bin Lid Manufacture	
Paid 28/4/08	£ 37.51

£ 674.65

Income for April 2008 -

Huntingdonshire District Council - Precept - received 29/4/08 £ 6300.00

Balances of Account as at 30th April 2008

Current Account £ 500.00
Deposit Account £ 23179.43