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

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The Parish Council Meeting of the Wistow Parish Council took place on Tuesday 29th January 2008 at 7.30pm in the Wistow Village Hall, with Mr Franklin in the chair.

1 APOLOGIES FOR ABSENCE: Mr MacInnes, Mr Leigh, P C Ackers

1.1 PRESENT: Mr Franklin, Dr Farrar, Mr Latter, Mr Williams, Mr Cook, Mr Bucknell, Mr Lucas, Mr Ward, Mr Titmarsh (Clerk), and Mrs Kane, member of the public.

1.2 As Mr MacInnes was currently in hospital, the very best wishes were expressed by the Parish Council for a speedy recovery.

PCSO Robinson and PCSO Tiernan arrived at the meeting at 7.35pm.

1.3 As Mrs Kane was present at this meeting, Mr Franklin asked if the Parish Council had any objection to her being listened to at this time. There being no objections, Mrs Kane addressed the Parish Council. Mrs Kane was objecting to the amount and timings of various bird scarers that could be heard in the village, especially in Manor Street and Parsonage Street, where Mrs Kane lived. This issue had previously been raised with PCSO Robinson. It was understood that bird scarers should only be heard from dawn to dusk hours, but as it could conceivably be due to various surrounding farmers, it would be hard to single out the farmer responsible for this disturbance. Mr Bucknell stated that he would initially ask a farmer in Warboys whose land runs very close to the Wistow boundary, if it could be his bird scarers who are responsible, and report back to the Clerk. This idea was agreed upon by everyone present at the meeting.

**2 TO SIGN AND APPROVE MINUTES OF THE PARISH COUNCIL MEETING
DATED 27TH NOVEMBER 2007**

2.1 The minutes having been circulated around the Councillors present prior to this meeting, and there being no comments, were agreed upon and unanimously approved as being a true record.

3 MATTERS ARISING FROM PREVIOUS MINUTES

3.1 Further to point 11.6 of the previous minutes, Mr Cook stated that he had met with Mr John Cooper of the Cambridgeshire County Council, and walked the footpaths of Wistow, and amongst the improvements discussed, a new footpath bridge would be erected along the footpath leading from Harris Lane.

3.2 Further to point 11.7 of the previous minutes, Mr Cook also stated that the issue of fly tipping was still present, especially at Wistow Fen. Mr Bucknell agreed to follow this matter up.

3.3 Further to point 11.8 of the previous minutes, it was again stated that it was now 4 months since the fatal accident that had occurred at the Allotment Hedge corner, and the final Coroners Report was still awaited, hence no further work had been completed there. It was mentioned that a further road traffic accident had again taken place there recently.

3.4 Further to point 11.10 of the previous minutes, Mr Cook stated that he had identified that the sale of Orchard House did not include the access road by the side of it.

3.5 Further to point 12.5 of the previous minutes, it was asked who had laid down the goal posts in the Playing Field, but no one claimed to know who had done this.

4 MEMBERS DECLARATION OF INTEREST FOR ITEMS ON THIS AGENDA

4.1 It was noted that as Mr Williams was a member of the Village Hall Committee, he had declared openly his personal interest under the New Code of Conduct of the Local Government Act 2000, Part 3, and therefore was still able to participate in aspects of business dealing with the Village Hall. Mr Williams also declared openly that he was also putting himself forward as the Village Handyman, and therefore he would not take part in any discussions that involved work to be undertaken by the Village Handyman.

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

5.1 PCSO Robinson stated that there had been only 1 crime within the Wistow Parish recently, that of criminal damage to a car in December 2007, and 7 incidents, 5 of which were road related.

5.2 PCSO Robinson also stated that PC Ackers had recently changed geographical areas, and was now no longer responsible for Wistow Parish, and as a temporary measure PC Liam Gibb had now taken over this area. The Wistow Web site and the Parish Noticeboard was to be amended accordingly.

5.3 PCSO Robinson mentioned that a person had entered a garden twice in Pipkins Close, off Manor Street recently, but no theft had been identified.

5.4 PCSO Robinson stated that the Police Surgeries would be suspended now until the summer months, and he would e-mail the dates to the Clerk when they were known.

There being no further Police or Crime issues, PCSO Robinson and PCSO Tiernan were thanked for their time, and left the meeting at 7.50pm.

6 a- FINANCE - TO APPROVE THE FINANCIAL STATEMENT/ PAYMENT OF ACCOUNTS FOR NOVEMBER AND DECEMBER 2007

6.1 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.

6 b- FINANCE - TO APPROVE PAYMENT OF OUTSTANDING AMOUNTS :

MR D TITMARSH - NOVEMBER 2007 SALARY (RATES AS PER MINUTE NO. 11.1 OF THE MEETING DATED THE 30TH MARCH 2006) £ 169.36

MR D TITMARSH - DECEMBER 2007 SALARY (RATES AS PER MINUTE NO. 11.1 OF THE MEETING DATED THE 30TH MARCH 2006) £ 123.48

WISTOW VILLAGE HALL COMMITTEE - POLICE SURGERIES COSTS FOR VILLAGE HALL HIRE £ 10.00

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

7 CORRESPONDENCE

7.1 Mr Williams read out a letter from Mr and Mrs Coles about the issue of flooding from the Wistow Brook that had occurred recently. Their letter stated that it had been many years since the Brook was dredged, and whether it was time now again for it to take place. It was acknowledged that the Environment Agency was the body responsible for this type of work, and the Clerk agreed to write to the Environment Agency about this matter. Mr Cook also stated that he would try to walk along this area at some point, to try to identify where the main problems were.

7.2 Mr Franklin stated that a complaint had been received about the communal litter bins in the village not being emptied recently by the District Council. Mr Bucknell stated that these normally occur on a fortnightly basis, but would follow this matter up.

7.3 It was stated that Mr Longland of Oakland's Avenue had complained about the dogs barking in Harris Lane, and it was once again confirmed that the correct procedure for complaining would be to contact the Environmental Health Department at Huntingdonshire District Council, to get a formal log form to complete.

7.4 It was also stated that a Ms Deborah Rice had expressed an interest in any vacancy that might occur in the future on the Parish Council, and this was to be borne in mind, when any future vacancies come up.

7.5 An e-mail had been received recently from 2 residents of Harris Lane, about inadequate land drainage provisions in front of several houses in Harris Lane, and this had already been forwarded onto the District Council and now the County Council for their comments of the issue. It was understood that it was ultimately the property owners responsibility to clear any drainage ditches that border their property, but the Parish Council's responsibility to forward the information on. Mr Lucas stated that he would formally reply to the Clerk regarding this, and the Clerk would then relay this information to the original residents in Harris Lane, who had complained.

7.6 CORRESPONDENCE PREVIOUSLY CIRCULATED

7.61 HDC - Funding Opportunities - Small Scale Environment Improvement Schemes
letter and Guidance Notes

7.62 HDC - Land at Sheep Dip Field, Harris Lane, Wistow - Planning Application and
Permission Granted letter - 02/00777/FUL

8 MR CRACKNELL MEMORIAL TREE AND PLAQUE - MR FRANKLIN AND CLERK TO REPORT

8.1 Mr Franklin and the Clerk confirmed that the Hornbeam Memorial Tree had now been planted on the verge opposite the Churchyard Wall. The tree that had been there previously, had now been replanted in the Grove. The plaque had now been engraved, and had been passed to Mr Paul Turner, to liaise with the family of Mr Cracknell, regarding a ceremony, with maybe a representative of the Parish Council present.

9 TO CONSIDER ANY PLANNING APPLICATIONS RECEIVED – NONE RECEIVED

9.1 No Planning Applications had been received by the Clerk that needed discussion at this meeting.

10 INTERNAL AUDITOR REQUIRED FOR 2008 - CLERK TO REPORT

10.1 Further to point 10.1 of the previous minutes, the Clerk stated that he had approached Mrs Wendy Pye, who lived at the Willows, in Manor Street, and she had confirmed that she would be willing to take on the role of Wistow Parish Council's Internal Auditor from this year.

11 STANDING ORDERS AND FINANCIAL STANDING ORDERS - TO BE APPROVED FOR 2008?

11.1 The Clerk stated that the Standing Orders for the Wistow Parish Council, as produced by NALC and dated April 2002 were due to be once again, accepted on an annual basis, and it was therefore formally agreed to accept these Standing Orders on the same basis and with the same amendments as previously. The Clerk agreed to implement this for a further 12 months.

11.2 The Financial Standing Orders for the Wistow Parish Council, as produced by NALC and dated January 2004, were also due to be accepted on an annual basis, and it was therefore also formally agreed to accept these Financial Standing Orders on the same basis and with the same amendments as previously. The Clerk agreed to also implement this for a further 12 months.

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

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

12.1 It was stated that the Cambridgeshire County Council's Minor Improvement Bid Grant was due in September 2008, and so, following Mr MacInnes recent hospitalisation, Mr Cook agreed to help arrange a meeting of the Wistow Traffic Subcommittee. The weight limit signs for the village were also once again discussed.

b- PEDESTRIANS - MR COOK TO REPORT

12.2 Mr Cook asked about the resurfacing in Oakland's Avenue, that Emma Murden of Cambridgeshire County Council had been dealing with. Mr Lucas agreed to chase this matter up.

12.3 Mr Cook also stated that the pot holes in Harris Lane had once again reappeared.

12.4 Further to point 3.3 above, Mr Cook asked again why the Hedge that borders the Allotment Land had not been cut back by the Cambridgeshire County Council for some time, even before the fatal accident that had occurred there. Mr Lucas agreed to follow this matter up.

Mr Lucas then apologised, but had to leave the meeting at 8.25pm.

c- LIGHTING - DR FARRAR TO REPORT

12.5 It was reported that a streetlight number PC6, was currently permanently on. Dr Farrar agreed to report this as soon as possible.

d- LITTER - MR BUCKNELL AND CLERK TO REPORT (INCLUDING LITTER BIN OUTSIDE LODES COTTAGE - CONTAINER MISSING)

12.6 It was reported that Mr Bish had commented that the ditch in the Playing Field was currently getting quite full.

12.7 The Clerk confirmed that the new Playing Field Litter Bin was currently at the Clerk's house, and it needed fixing i.e. concreting, into the ground in the Playing Field. Both Mr Franklin and Mr Cook agreed to pick up this bin from the Clerk's house, and fix it in the required place as soon as practicable.

12.8 It was reported that there was currently 2 open Litter Bins in the village, one outside Lodes Cottage (whose inner container had recently gone missing), and one by the Public Phone Box. It was asked if the Clerk could try to order 2 replacement lidded Litter Bins, as they had done previously. The Clerk agreed to do this.

e- COUNTRYSIDE - MR COOK AND CLERK TO REPORT (INCLUDING CCC - PARISH PATHS PARTNERSHIP)

12.9 Further to point 3.1 above, Mr Cook confirmed that he had met with Mr John Cooper of Cambridgeshire County Council recently, and one of the issues discussed was to get a joint footpath between Warboys and Wistow. Mr Bucknell agreed to give Mr Cook the e-mail address of the Footpath Officer on the Warboys Parish Council.

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

12.10 Mr Williams stated that both he and Dr Farrar were trying to arrange a meeting with Veronica of the Wistow Youth Club, to get an idea of how the Youth Club was going.

12.11 Dr Farrar confirmed that he had been approached by someone from National Monuments stating that Wistow may have once had connections with an old Roman Settlement. It was suggested that a Wistow History Society may be formed, and several of the Parish Councillors present expressed an interest in joining, if this was to take place.

g- VILLAGE HALL - MR LEIGH AND MR WILLIAMS TO REPORT

12.12 Mr Williams stated that he wished to come off the Wistow Village Hall Committee from immediate effect, and Mr Cook agreed to take his place. Mr Williams agreed to pass to Mr Cook the relevant Village Hall Committee Dates that he was aware of, and the Clerk agreed to advise Mr Wadsworth of this change.

h- POST BOX - MR FRANKLIN TO REPORT

12.13 Mr Franklin stated that the second post box was now installed outside Oakland's Close in Wistow, and was fully functioning. It was agreed that this could now be removed from future Agenda's, unless specific problems occurred.

i- FLOODING - MR BUCKNELL TO REPORT

12.14 Further to point 7.1 above, it was agreed that there nothing further to discuss in respect of Flooding issues at this meeting.

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

12.15 Mr Franklin confirmed that he was still awaiting Planning Permission for the Wistow Village Sign.

12.16 Further to point 11.2 of the previous minutes, it was asked if the Clerk could chase the Luminus Group regarding the repainting of the Garages owned by them, in Oakland's Avenue. The Clerk agreed to do this.

Mrs Kane then offered her apologies and left the meeting at 8.55pm.

13 a- PLAYGROUND - MR BUCKNELL, MR FRANKLIN, MR COOK & CLERK TO REPORT (INCLUDING FOOTBALL GOAL NETS PURCHASE)

13.1 Regarding the repainting of the Play Equipment in the Playing Field, Mr Williams was asked to get 3 quotations for doing this, and for the work to be done preferably before the new Play Matting was laid. Mr Williams agreed to do this.

13.2 Further to point 12.5 of the previous minutes, the Clerk reported that the following quotations had been received to replace the existing Football Goal Nets.

South East Netting - £39 a pair plus VAT. Delivery £6
Ramsay Ladders - £47.50 a pair plus VAT Delivery £6.50
Deborah Services - no reply
Goodyear and Hick - no reply

It was therefore decided to purchase the slightly more expensive goal nets from Ramsay Ladders, on the understanding that they were probably more cost-effective. The Clerk agreed to arrange for this purchase to take place.

13.3 Both Mr Franklin and Mr Cook agreed to look at the goal fixing problem in the Playing Field prior to the next meeting.

13.4 Regarding the purchase of the new Play Mating for the 3 other pieces of Play Equipment, the Clerk had obtained quotations for this, and was awaiting Mr Dan Smith of Huntingdonshire District Council to advise him of the relevant deadline for the Capital Grant Aid Application. Mr Bucknell agreed to contact Mr Smith regarding this matter, as soon as possible.

13 b- ALLOTMENTS - MR COOK, MR LATTER AND CLERK TO REPORT

13.5 Further to point 12.6 of the previous minutes, Mr Latter confirmed that he had examined the contents of the Wistow Village Hall Deeds envelope held at Sargeants Solicitors, and that no Allotment Papers were held within them.

13.6 As there were many outstanding issues with regards to the Allotment Land, it was agreed to discuss this in more depth at the next Parish Council Meeting, and the Clerk agreed to put this item as far up the next Agenda as possible.

13 c- GRASS CUTTING - THE CLERK TO REPORT (INCLUDING THE GRASS CUTTING TENDERS FOR 2008)

13.7 It was confirmed that Mr Longland had agreed to cut the Playing Field Hedge when the Parish Council ask him to, at the previous quote of £200.

13.8 The Clerk stated that it was very near when the Parish Council would need to approve the relevant contractors for the Grass Cutting in the village. Mr Cook stated that he had another quotation for consideration, but had not brought it to tonight's meeting. Mr Cook agreed to pass it to the Clerk as soon as possible, and the decision would be made at the next Parish Council Meeting. It was however noted, that with regards to the Churchyard and Graveyard areas, the amount that the Parochial Church Council was able to contribute would have to reflect in the price of the quotation accepted for these areas.

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

13.9 The Clerk confirmed that he had completed a Grant Application Form to the Huntingdonshire District Council, for the Small Scale Environmental Improvement Scheme Grant, regarding the Wistow Village Sign in December 2007.

13.10 It was asked if the Clerk could ask Mr Wadsworth for copies of the Wistow Village Hall Committee Minutes. The Clerk agreed to do this.

14 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)

14.1 It was stated that the Wistow Xmas Party had raised £76.57 for the British Heart Foundation, plus £50 for the Band who played on the night, and to thank everyone who came on the night. It was asked if this could be put onto the Wistow Web site, and for the Clerk to ask Mr Dransfield, if this could be included on the next Wistow Warbler. Dr Farrar and the Clerk agreed to do this.

15 MONTHLY AUDIT - NOMINEE FOR NEXT MEETING?

15.1 Mr Franklin agreed to do the next Monthly Audit at the next meeting.

16 DATE OF NEXT MEETING - TUESDAY 26TH FEBRUARY 2008 AT 7.30PM (ALSO TO DECIDE THE DATES FOR THE AGM AND ANNUAL OPEN MEETING)

16.1 It was agreed to do the AGM on the last Tuesday in May 2008, but to do the Annual Open Meeting on the last Tuesday in April 2008. The Clerk agreed to tell Mr Dransfield of this decision, to have it be put into the next Wistow Warbler.

16.2 The Clerk asked the Parish Councillors present if they could tell him 1 week prior to any future meeting, of any items that they may wish to be included on the Agenda. The Councillors present agreed to do this.

16.3 The Clerk also asked if the Councillors present could refrain from putting more than one envelope through his letter box at any one time, as this problem had broken his letter box previously. The Councillors present agreed to do this.

There being no further business, the meeting closed at 9.20pm.

PLANNING APPLICATIONS RECEIVED FROM 2006

Wistow Parish Council - WPC

Huntingdonshire District Council - HDC

Not Yet known - NYK

Approved and Date				
App.Number	Property Address	Purpose	WPC	HDC
06/00360/OUT	Poultry Houses, Shillow Hill, Wistow	Agricultural Dwelling Erection	Yes - 23/2/06	Yes - 21/7/06
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	Yes - 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	Yes - 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	Lavender Cottage, Church Street, Wistow	Extension to staircase and alterations to garage and dwelling	Yes - 25/9/07	Yes - 9/10/07
07/02657/FUL				
07/03808/FUL	Haven, Shillow Hill, Wistow	Conservatory Erection	Yes - 27/11/07	Yes - 4/1/08

FINANCE REPORT For January 2008

Clerk's Salary	
9 ½ hours @ £7.85	£ 74.58
Computer Usage	£ 10.00
Phone Calls 10/12 to 19/12	£ 2.40
Postage Paid 19 stamps @ 24p	£ 4.56
Computer Black Ink Cartridges - Tesco's Paid 1/1/08	£ 31.94
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	£ 123.48
Wistow Village Hall Committee	
Police Surgery Meeting Hall Hire Paid 29/1/08	£ 10.00
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	£ 133.48

Income for January 2008 - Nil

Balances of Account as at 31st January 2008

Current Account £ 300.00
Deposit Account £ 18347.26