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**-975-**

A meeting of Wistow Parish Council took place on Tuesday 29<sup>th</sup> March, 2011 at 7.30 pm in the Village Hall with Dr Farrar in the Chair.

2010-183 TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE

2010-183.1 Apologies had been received from Mr Bucknell and Mr Lucas.

PRESENT: Mrs Booth, Mr Carter, Mrs Coles (Clerk), Dr Farrar, Mr Leigh, Ms Robinson, Mr Ward, and Mr Williams

2010-184 TO RECEIVE DECLARATIONS OF INTEREST

2010-184.1 It was noted that as Mr Leigh and Mr Williams are members of the Village Hall Committee, they had declared openly their personal interest 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.

2010-185 PUBLIC PARTICIPATION

2010-185.1 There were no members of the public present.

2010-186 TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING ON 22<sup>ND</sup> FEBRUARY 2011.

2010-186.1 The minutes of the Parish Council Meeting, having been circulated prior to the meeting were approved.

2010-187 MATTERS FOR INFORMATION ONLY

The items as listed on the agenda were covered.

2010-187.9 *Ms Robinson would contact Debbie Maith regarding HGV traffic through Wistow.*

2010-188 COMMUNITY LIAISON OFFICER

2010-188.1 PCSO was not present.

2010-188.2 A distraction burglary had been reported in Oaklands Close

2010-188.3 Phone calls selling security products which are offered very cheaply but turn out to be very costly have been reported.

2010-188.4 Footballers at the bus stop are an ongoing problem. The Church wall could be at risk, as are the footballers if a car is unable to stop. PCSO Jill has spoken to the boys but it has made no difference. Mr Williams will put an article in the Warbler asking parents to redirect the children to the playground.

2010-189 TO RECEIVE REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

2010-189.1 Mr Ward reported that, as usual, during the run up to elections things were quiet. The Budget meeting had been held at the end of February and due to the many retirements at senior level a new team would be heading up the Council.

2010-189.1 Mr Lucas, in his absence, had sent an email regarding the future of Warboys library. Friends of the library and the Parish Council will be working together to keep the library.

2010-190 FINANCE

a) to approve the financial statement

2010-190.1. As this had been circulated to Councillors present prior to the meeting, and there were no further comments, it was unanimously confirmed a true record.

b) to approve payments of outstanding amounts

2010-190.2 The payments listed were formally approved and the cheques duly signed, with the exception of Lee Gray who had not submitted an invoice. It was agreed that the Clerk raise the cheque for signing when the invoice was received.

Mrs P Coles March Salary	£218.64
Lee Gray - Grass cutting	£169.58
HDC playground rent	£100.00

c) to review cash flow and resolve anticipated issues

Of the funds to be carried forward at year end £2,000 will be allocated for outstanding invoices for salt bins and streetlamp replacement. The Clerk pointed out that for audit purposes sums are normally allocated for projects/repairs for the new financial year. Mr Leigh and Dr Farrar agreed that earmarking further funds would be too restrictive as we are operating in a very different financial climate. It was agreed that with income from grants/grass cutting allowance/recycling reducing or disappearing the Parish Council had a responsibility to ensure that there are enough funds going forward to meet the requirements of running the village.

2010-191 CORRESPONDENCE

2010-191.1 The correspondence listed was covered

2010-192 TO CONSIDER ANY PLANNING APPLICATIONS RECEIVED

2010-192.1. None received.

2010-192.2 Mr Ward would look at the 7 Kingston Way application which had now been approved despite negative response from the Parish Council.

2010.193 SALT BINS

2010-193.1 It was unanimously agreed that at a cost of £1000 per bin, it was not feasible to relocate the salt bins.-

2010-194 WISTOW IN BLOOM

2010-194.1 It was agreed that communications between the Wistow in Bloom committee and the Parish Council would work by email or through the first 10 minutes of the Parish Council Meetings. ***The Clerk would email Mrs Telling.***

2010-195 REGISTRATION AS AN EMPLOYER AND PAYROLL RESPONSIBILITIES

2010-195.1 From 6<sup>th</sup> April 2011 the Clerk can no longer be self employed and the Parish Council must register as an employer and pay the clerk under PAYE. Dr Farrar proposed, Mr Leigh seconded and it was unanimously agreed to enlist the services of an agent, Douglas Tonks Ltd. as their knowledge would ensure accurate reporting with HMRC. The Clerk offered to be paid quarterly in order to reduce costs and by taking a three year contract costs would be further reduced to £52 per annum. ***The Clerk would complete and return the paperwork.***

2010-196 OPEN MEETING, 26<sup>TH</sup> APRIL, 2011

2010-196.1 The following was agreed:

Dr Farrar; Chairman's, Financial, Streetlight and Allotment reports

Mr Leigh: Bridge and Village Hall report

Mr Bucknell: Playground report

Mr Carter: Countryside report

Ms Robinson: Traffic and Road and Litter reports

***The Clerk asked that the reports be emailed to her for minuting.***

2010-197 PLAYGROUND SAFETY REPORT AND MONTHLY RISK ASSESSMENT

2010-197.1 It was agreed to instruct Digley Associates, recommended by our insurers to carry out two safety inspections, one in April and one in October at a cost of £35 per visit.

2010-197.2 At the moment the Councillors weed the aerial runway and sweep the playmatting but it was agreed to ask the grass contractors to quote for this work. The Clerk would email Fergusons.

2010-198 FLOOD FORUM

2010-198.1 Ms Robinson had attended the flood forum and gave a brief report regarding responsibilities of the various agencies. She would contact the Environment Agency regarding debris in the Brook and the fallen tree.

2010-199 PARISH PLAN ACTION PLAN WORKING PARTIES FEEDBACK AND UPDATES

a) Traffic and road issues – Mr Bucknell/Mr Carter/Ms Robinson.

Blackhurst Lane/Hill Road, Mr Carter still progressing.

The road between here and Broughton was in poor condition despite repairs and there was discussion regarding signage at the Broughton crossroads. ***The Clerk will contact Broughton Clerk to offer the Parish Council's support for any improvements.***

***Mr Ward would organise the paperwork required for a Street party for the Grove.***

b) Litter – Ms Robinson/Mrs Booth – Fly tipping on the C140, in the ditch, has been removed.

c) Countryside – Mr Carter/Dr Farrar Nothing to report.

d) Village Hall – Mr Leigh/Mr Williams

Mr Leigh reported that there are ongoing problems with planning permission.

e) Maintenance Issues – Clerk

Mr Carter had been unable to fit the see saw panels as they have completely different fittings. **He will contact Wicksteed for advice.**

Ms Robinson is on risk assessment for March and Mrs Booth for April

2010-200

a) Grants – Mr Bucknell/Mrs Booth Nothing to report.

b) Wistow Bridge – Mr Leigh/Mr Williams Mr Burton had levelled and seeded the Green. He had suggested levelling the valley leading to the brook but there could be drainage issues. **The Clerk would ask him to quote for the work if drainage allows.** The gate without the latch had been secured with a cable tie. Following discussion of alternatives, it was decided to leave it to Highways.

c) Allotments – nothing to report.

d) Parish Plan Review – it had not proved possible to find a date for a meeting, another attempt would be made.

e) Broadband – Dr Farrar/Mr Leigh this is an ongoing project.

2010-201 ITEMS FOR WISTOW WARBLER AND WEB SITE

2010-201.1 Mr Williams would put in an article on football at the bus stop.

2010-202. MONTHLY AUDIT – NOMINEE FOR NEXT MEETING

2010-202.1 Ms Robinson was our auditor this month and Mr Carter for April

2010-203 MATTERS FOR FUTURE CONSIDERATION

White line outside Playground entrance

Review condition of salt bins

Street light maintenance contract

CPALC Membership

2010-204 DATE OF NEXT MEETING

2010-204.1 Tuesday 26<sup>th</sup> April 2011 following the Open Meeting

There being no further business the meeting closed at 8.50 pm.

#### **FINANCE REPORT for March 2011**

			Paid
Clerk's Salary			
20 hours @ £8.344	166.80		
Computer Usage	10.00		
Postage Paid 4 x 32p	1.28		
Ink cartridges	40.56	£218.64	29/03/11
HDC rent for playground		£100.00	29/03/11
<b>TOTAL</b>		<b>£318.64</b>	

**Income for March** £1.87 interest from bank

**Balances of Account as at 28<sup>th</sup> February 2011**

Current Account £1414.38 Deposit account £15,007.69