

The Parish Council Meeting of the Wistow Parish Council took place on Thursday 31st August 2006 at 7.30pm in the Wistow Village Hall, with Mr Franklin in the chair.

**1 APOLOGIES FOR ABSENCE: Mr Taylor**

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

**2 PARISH COUNCIL CO-OPTION OF NEW PARISH COUNCILLOR -  
DISCUSSION AND POTENTIAL VOTING**

2.1 There were still currently one vacancy on the Wistow Parish Council, and at one point two people had expressed an interest to the Clerk, of being co-opted onto the Parish Council, which would have meant a vote would have needed to take place. However, the Clerk had recently been told that one of those interested parties, had now not been able to join the Parish Council, leaving one interested party. This person, Mr Chris Leigh, hoped to make the meeting at some point in time tonight, but unfortunately had to go overseas for a meeting today, and was currently travelling back home. The Parish Council decided to defer this item of the Agenda, until Mr Leigh was able to attend the meeting.

**3 TO SIGN AND APPROVE MINUTES OF THE PARISH COUNCIL  
MEETING**

**DATED 27TH JULY 2006**

3.1 Mr Smith did comment that he had nothing from the Village Hall Committee with regard to the dates of their next meetings. The Clerk agreed to follow this up with the Village Hall Committee Chairman, to contact Mr Smith direct regarding the meeting dates.

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

**4 MATTERS ARISING FROM PREVIOUS MINUTES**

4.1 Further to point 16.6 of the previous minutes, Mr Bucknell stated that Ringway had lost the contract with Cambridgeshire County Council for the lighting repairs, and it was now W Atkins. Mr Bucknell confirmed that he would provide the Clerk the contact information regarding this new company as soon as it became available.

## 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 17 of this Agenda, as both a District Councillor and involved with Huntingdonshire Housing Partnership.

### 6 a - FINANCE - TO APPROVE THE FINANCIAL STATEMENT/ PAYMENT OF ACCOUNT FOR JULY 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>b - FINANCE - TO APPROVE PAYMENT OF OUTSTANDING AMOUNTS :</b>	
	<b>MR D TITMARSH - JULY 2006 SALARY (RATES AS PER MINUTE NO. 11.1 OF THE MEETING DATED THE 30TH MARCH 2006)</b>	<b>£ 196.10</b>
	<b>WISTOW VILLAGE HALL COMMITTEE - MEETING HIRE 27/4/06 TO 27/7/06</b>	<b>£ 45.00</b>
	<b>K FERGUSONS LTD - GRASS CUTTING OF CHURCHYARD AND GRAVEYARD</b>	<b>£ 376.00</b>

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 AND CONSIDER PRECEPT REQUEST FOR 2007

6.3 The basis of this document was explained to the new Councillors present, and it was asked for some of the background history regarding the Oakland's Footpath Repair that was shown within it, and this was duly explained to those present.

6.4 The basis of the Precept request was also explained to the new Councillors present, and how the amount requested of £6000, had remained unchanged for several years now.

## 7 CORRESPONDENCE

7.1 It was stated that an item of correspondence had been noted from Goodyear, about a grant that might be appropriate for the play matting needed in the Playing Field currently. The Clerk stated that he would try to locate this item of correspondence, and see if it was possible to apply for this grant for this purpose.

7.2 There had been no correspondence received, that did not appear elsewhere in this meetings Agenda.

**7.3 CORRESPONDENCE PREVIOUSLY RECEIVED**

7.31 HDC - Planning Application - RAF Upwood, Ramsey Road, Bury - to change the use to urban assault, war games, paint ball event centre for a temporary period

**8 PC ACKERS - COMMUNITY LIAISON OFFICER - TO REPORT TO PARISH COUNCIL**

8.1 Unfortunately, PC Ackers was unable to attend this meeting, but they had sent a report to the Clerk, which was read out at the meeting.

8.2 The report stated that there had been no crimes reported since the last Parish Council Meeting, but there had been one incident of a male acting suspiciously in the village, but when police attended the scene, and searched the area, he could not be found.

**9 TO CONSIDER ANY PLANNING APPLICATIONS RECEIVED - RAF UPWOOD - CHANGE OF USE TO URBAN ASSAULT**

Mr Bucknell left the meeting for the duration of this Agenda item being discussed at 7.55pm.

9.1 This planning application had been circulated around all the Councillors present at this meeting, and there being no objections at all to this planning application, was formally approved by the Wistow Parish Council. The Clerk agreed to contact Huntingdonshire District Council, and formally inform them of this decision.

Mr Bucknell then came back to join the meeting at 8pm.

**10 PARISH PLAN MEETING WITH MR REES OF CAMBS ACRE - MR FRANKLIN, MR BENSON AND CLERK TO REPORT**

10.1 Mr Franklin reported on a meeting that had taken place on the 9th August 2006, with himself, Mr Benson, Mr Rees of Cambs ACRE and the Clerk regarding items raised from the Wistow Parish Plan. It was identified that Wistow's Plan was being submitted to an Executive Meeting on the 21st September 2006 along with 5 other parishes, and at this meeting, it would decide where the Parish Plans were to be circulated, in order to get the maximum support for its projects. This support could be financial, but it could also help in many other ways aswell. A feedback from this meeting would be made, but it could possibly extend to after Christmas. Any further information would be passed around the Parish Council as soon as it was received.

Mr Chris Leigh then offered his apologies and arrived at the meeting at 8.05pm.

Mr Franklin asked the Parish Council if anyone objected to item 2 of the Agenda now being discussed at the meeting, and no one did object to this proposal.

2.2 Mr Chris Leigh wished to stand for co-option onto the Wistow Parish Council, and this was proposed by Mr Williams and seconded by Mr Smith.

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

The Agendas and the meeting then carried on as previously.

#### **11 VILLAGE SEATS RENOVATION AND CLEANING - FEEDBACK FROM MR WILLIAMS AND MR FRANKLIN**

11.1 Further to point 15.1 of the previous minutes, Mr Williams stated that he had fixed a new slat onto the bus shelter seat, and had an invoice for £49.10 plus VAT for the timber bought for this work. This amount was formally approved by the Parish Councillors present at this meeting, and the cheque for this signed shortly after the meeting.

11.2 Also, further to point 15.1 of the previous minutes, Mr Franklin stated that he had cleaned the green algae from the seat on the green by the bridge.

#### **12 PARISH COUNCIL INSURANCE RENEWAL FROM SUFFOLK ACRE FROM 1ST OCTOBER 2006 - £774.95 - DISCUSSION?**

12.1 The Clerk reported that the renewal premium for the Insurance Policy currently held with Zurich Municipal and dealt with by Suffolk ACRE was £774.95, as compared with £762.69 for the previous year. It was explained to the new Parish Councillors that Insurance Policies for Parish Council's were quite unique and only certain Insurance Companies offered a policy that was suitable i.e. Cornhill Insurance and Zurich Municipal. It was therefore approved to carry on with Zurich Municipal for this renewal, and the payment for £774.95 was duly signed at this meeting. The Clerk agreed to deal with the relevant correspondence dealing with this Insurance renewal.

#### **13 ADAPTATION OF THE WISTOW PARISH WEB-SITE - DISCUSSION FOLLOWING PREVIOUS DEMONSTRATION BY DR FARRAR**

13.1 Further to point 17.2 of the previous minutes, Dr Farrar had indeed done a demonstration to the Parish Councillors present at 7pm, prior to the current Parish Council Meeting starting. It was thought to be very worthwhile to pursue the upgrading of the Wistow Web-site. The Clerk had indeed contacted Mr Harris, the current administrator of the Wistow Web-site, and he had no objection to Dr Farrar's plans. The initial setting up fee of £72.87 plus VAT was therefore formally approved by the Wistow Parish Council, and Dr Farrar stated he would pass the invoice for this to the Clerk, to officially set up this Web-site.

13.2 It was also suggested to call the Web-site 'Wistovvillage.info' if that was possible.

13.3 It was also suggested that the number of hits or people accessing the Web-site be incorporated into it, and Dr Farrar stated that this should be possible.

13.4 It was asked if it would be possible for the Parish Council to officially raise invoices for money received from sponsors of the new Web-site, and Mr Bucknell did confirm that he was aware of other Parish Council's being able to do this.

13.5 It was asked how the new Web-site would be publicised around the village, and Mr Smith did suggest that his daughter could do a mail-drop with the local newspapers when they were delivered, and this was felt to be a good idea.

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

14.1 Further to point 16.1 of the previous minutes, Mr Bucknell asked to be informed if the lottery fund grant for the Play Equipment was not received by the Clerk in September 2006, and the Clerk agreed to do this.

14.2 The Clerk also stated that further to point 16.1 of the previous minutes, some quotations had been received from various companies for the new Play Matting valid up to February 2007, and some others were still in the process of being received.

14.3 It was stated that the goal posts in the Playing Field had once again been moved, even though they had previously been pegged down securely. Mr Franklin stated that he would check on this, and try to fix these goals again securely.

14.4 It was asked if a bigger climbing frame might be possible for slightly bigger children to play on, but it was felt that this might present a Health and Safety hazard for those younger children who wish to play on it.

14 **a - ii- PLAYGROUND - PLAYING FIELD HEDGE OVERGROWN - QUOTATION RECEIVED - DISCUSSION?**

14.5 Further to point 16.3 of the previous minutes, the Clerk stated that Mr Longland had quoted £200 to cut both sides of the playing field hedge and taking away all the cuttings. This was formally approved by the Parish Councillors present, and the Clerk stated that he would inform Mr Longland of this decision as soon as possible.

14 **b - STREETLIGHTS - MR BENSON, DR FARRAR & CLERK TO REPORT**

14.6 Further to point 16.5 of the previous minutes, Dr Farrar stated that he received a list via the Clerk of the Wistow Streetlights, that the Parish Council were responsible for, but it seemed to be somewhat confusing as several column numbers repeated themselves. Dr Farrar had been in contact with both Tony Hull and Chris Sproston of Cambridgeshire County Council, to try to get a proper comprehensive list compiled of every streetlight in the Parish, it's number and location, and this was reported as ongoing.

14.7 Further to the streetlight opposite Bridge Street currently held together with PVC tape, Dr Farrar stated that he would look at this column for his assessment, and report back at the next Parish Council Meeting.

14.8 The idea of purchasing cheaper bulbs for the Parish owned Streetlights was discussed briefly.

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

14.9 Mr Cook stated that on the footpath to Broughton, a tree had fallen thereby blocking the footpath, and it was confirmed that it was the farmers responsibility that owned the land to have this tree removed.

14.10 Mr Cook also stated that certain path markers were falling down, and it was asked who the Footpath Officer was at Cambridgeshire County Council to contact regarding this. The Clerk stated that he would pass to Mr Cook the name of the appropriate Footpath Officer as soon as possible.

14.11 Mr Cook also stated that extra signs would be useful stating that dog fouling was not permitted in certain areas, and it was decided that this would be requested from the same Footpath Officer as mentioned in point 14.10 above.

14 **d - VILLAGE HALL - ANY ISSUES TO REPORT (INCLUDING EXTRA PARISH COUNCILLOR TO SIT ON VILLAGE HALL COMMITTEE)**

14.12 Further to point 3.1 above in these minutes, Mr Smith stated that he had been unable to attend any Village Hall Committee Meetings, due to being unaware when the meetings were being held.

14.13 Mr Leigh agreed to be the other Parish Council's representative on the Wistow Village Hall Committee, and the Clerk agreed to ask the Village Hall Committee Chairman to also advise him of the meetings dates for this Committee.

14 **e - ALLOTMENTS - FORMATION OF NEW ALLOTMENT  
SUBCOMMITTEE - NOMINATIONS?**

14.14 Further to point 16.9 of the previous minutes, Mr Benson stated that he would be prepared to go on the Allotment Subcommittee, with Mr Cook. It was therefore agreed for the time being, to just have two Parish Councillors on the Subcommittee, and to see how that went.

14.15 Mr Franklin briefly informed the new Parish Councillors of the situation thus far with respect to the Wistow Allotments.

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

14.16 Mr Bucknell informed the Parish Council, that he was soon joining the Committee of four people who was responsible for scoring the various applications for these grant monies, and therefore was declaring an interest, and was not able to join in with this item on the Agenda.

14.17 Mr Benson had, with other members of the Wistow Parish Plan Traffic Subgroup committee, prepared two versions of a Report to include with the CCC Jointly Funded Minor Improvement Scheme 2007/08 Application. After much discussion on the various merits of both Reports, it was decided to approve Mr Benson's second Report, which it was considered had more factual and grounded information contained within it, and that this should be included with the grant application form. Mr Benson therefore stated that he would complete this application and send it off in good time for the closing date of these grant applications.

14.18 Further to point 16.13 of the previous minutes, Mr Lucas stated that hard standing areas had been discussed on the both sides of the road at the Wistow Toll, for the schoolchildren living there to safely wait for their school bus, and that as soon as he had any further information, he would inform the Parish Council accordingly.

14.19 It was mentioned that some reflector lights had been broken by the side of the road near the junction of Bridge Street to Manor Street recently. It was identified that this was the responsibility of the Highways Authority, and Mr Benson stated that he would follow this matter up, as soon as possible.

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

14.20 It was stated that several areas of the village had recently not had their grass cut. In order for Mr Williams to fully understand who was responsible for cutting which areas of grass in Wistow, both the Clerk and Mr Bucknell stated that they would try to provide him with maps or information about the areas that had their grass cut by the Huntingdonshire District Council, Cambridgeshire County Council and which were the responsibility of the Wistow Parish Council.

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

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

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

14.22 Further to point 16.16 of the previous minutes, the Clerk stated that he had heard from Mr Carlyle about the video made whilst the Church Wall Renovation Work was taking place, and that this should be with him very shortly.

14.23 Further to point 11.19 of the Parish Council Meeting dated the 22nd June 2006, the Clerk reported that he had heard from both Mr Limentani and KG Wright Builders Ltd, stating that they had both inspected the Church Wall recently, and in particular the coping stones that had reportedly been flaking and lifting off, and they had found nothing of great concern in respect of this wall.

14.24 Further to point 16.17 of the previous minutes, the Clerk stated that he contacted Reverend Dowman regarding the missing flagpole, and had been told that there was a metal pole attached to the Church Wall before it was restored, but that since he had been associated with Wistow Church in 2003, he was not aware of any actual flagpole being in existence. Mr Franklin stated that he remembered a kind of flagpole being in the churchyard by the Church, but that it seemed to disappear about 6-7 years ago, and therefore before the Reverend Dowman's time.

14.25 Mr Bucknell stated that he had spoken to Reverend Dowman about potential funding to get the Church Clock renovated and working properly, but that the Parochial Church Council would need to pay for some of the work to be done themselves.

15 **APPOINTMENT OF COUNCILLOR POST HOLDER - GRANTS**

15.1 Mr Smith stated that he would take on this responsibility for the Parish Council.

16 **APPOINTMENT OF PARISH PLAN ACTION PLAN WORKING PARTY  
CO-ORDINATORS -**

16.1 a - **PEDESTRIANS** - Mr Cook  
b - **LITTER** - Mr Smith

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

17.1 Dog Disturbances along Harris Lane, Wistow - 19.1 - 27/7/06 - following on from the previous meeting, it was known that the resident had not yet moved, and it was thought that there may actually be another dog present on these premises now. Mr Bucknell stated that he would try to find out from Huntingdonshire District Council, more about the current situation, and report back at the next Parish Council Meeting.

17.2 Car Parking Area Maintenance by Huntingdonshire Housing Partnership behind garages in Oakland's Avenue, Wistow - 19.2 - 27/7/06 - Further to point 19.2 of the previous meeting, the Clerk reported that he had heard from Mr Chatterton of Huntingdonshire Housing Partnership, who had stated that the footpath resurfacing area had been inspected and they were currently pricing up the work. Once this pricing had been completed, work could be authorised and actioned, which could take up to 2 months to do. In respect of the clearing of the area, Mr Chatterton had stated that he was still waiting for a quote for this work to come in, and then an order would be placed to get the work done as soon as possible. It was asked if the Clerk could try to ascertain more clearly what extent the clearing up would actually encompass, the precise area this would involve, and whether this was clearly what was agreed at the on-site meeting with Mr Marshall, one of the residents. The Clerk agreed to try to get this further information, and report back at the next Parish Council Meeting.

**18 ITEMS FOR THE WISTOW WARBLER - TO INFORM JOHN DRANSFIELD OF ARTICLES**

18.1 Dr Farrar stated that he would inform Mr Dransfield about the new Wistow Web-site.

18.2 The Clerk stated that he would inform Mr Dransfield about the new Parish Councillors, including their names, addresses and contact numbers.

18.3 It was asked if anyone who was due to attend the Wistow Cricket Match this coming weekend could possibly write a report of this event, as it was felt that this would be very useful, to be included in the next edition of the Wistow Warbler.

**19 MONTHLY AUDIT - NOMINEE FOR NEXT MEETING?**

19.1 Mr Leigh agreed to do the Monthly Audit at the next meeting.

**20 DATES OF NEXT MEETING - THURSDAY 28TH SEPTEMBER 2006 AT 7.30PM**

20.1 There being no further business the meeting closed at 9.45pm.

## PLANNING APPLICATIONS RECEIVED FROM APRIL 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>
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 04/02946/FUL	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
06/02681/FUL	RAF Upwood, Ramsey Road, Bury	Change of Use to Urban Assault etc.	Yes - 31/8/06	NYK

## FINANCE REPORT FOR August 2006

Clerk's Salary		
22 hours x £7.85	£ 172.70	
Computer Usage	£ 10.00	
Postage Paid 7 stamps @ 24p plus £1.23 plus £0.49 items	£ 3.40	
Phone Calls 1/7 to 31/7/06	£ 10.00	
Paid 1/8/06		£ 196.10
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Wistow Village Hall Committee		
Village Hall Hire		
Paid 14/8/06		£ 45.00
K Fergusons Ltd		
Grass Cutting Churchyard/ Graveyard		
Paid 18/8/06		£ 376.00
Mr C Williams		
Hunts Timber - Seat Refurbishment		
Paid 31/8/06		£ 57.69
Suffolk ACRE Ltd		
Insurance Renewal Premium		
Paid 31/8/06		£ 774.95
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		£ 1449.74

**Income for August 2006 - Nil**

### **Balances of Account as at 31st August 2006 -**

Current Account	£ 204.02
Deposit Account	£15108.65
Church Wall Deposit Account	£ 4165.92
Church Wall Current Account	Nil

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