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WISTOW WEB-SITE: 'Www.wistovillage.info' (please note new address)**

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The Parish Council Meeting of the Wistow Parish Council took place on Tuesday 31st July 2007 at 7.30pm in the Wistow Village Hall, with Mr Franklin in the chair.

1 **APOLOGIES FOR ABSENCE:** Dr Farrar, Mr MacInnes, Mr Ward, Mr Lucas, Mr Bucknell, PC Ackers

1.1 **PRESENT:** Mr Franklin, Mr Williams, Mr Cook, Mr Latter, Mr Leigh and Mr Titmarsh (Clerk)

2 **TO SIGN AND APPROVE MINUTES OF THE PARISH COUNCIL MEETING
DATED 26TH JUNE 2007**

2.1 The Minutes having been circulated around the Councillors present prior to this meeting, and there being no further comments, were voted upon and unanimously confirmed as being a true record.

3 **MATTERS ARISING FROM PREVIOUS MINUTES**

3.1 Further to point 3.6 of the previous minutes, the Clerk confirmed that the new Flagpole by the Church had been added onto the Parish Council's Insurance Policy.

3.2 Further to point 8.1 of the previous minutes, Mr Franklin confirmed that the gentlemen he had been contacting regarding the installation of a second post box in the village had been Tony McShane, not Mr McGee as previously mentioned.

3.3 Further to point 13.8 of the previous minutes, the Clerk stated that regarding the Wistow Bridge Repairs and the current temporary railings, he had received an e-mail from Cambridgeshire County Council. This e-mail had stated that the Bridge was going to be completely strengthened, not just renewing the railings, due to the structure failing its assessment recently. Cambridgeshire County Council state that they are at the preliminary design stage for the Bridge, and they will be looking at drafting a more detailed design over the coming months.

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

4.1 It was noted that as Mr Williams and Mr Leigh 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 Williams also declared openly that as 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.

Mr Wadsworth and Mr Elton from the Wistow Village Hall Management Committee then joined the meeting at 7.45pm.

THIS IS PRINTED PRIOR TO BEING CERTIFIED AS A TRUE RECORD BY THE PARISH COUNCILLORS. Page 1 of 10

5 a- FINANCE - TO APPROVE THE FINANCIAL STATEMENT/ PAYMENT OF ACCOUNTS FOR JUNE 2007

5.1 As the Financial Statement/ Payment of Accounts had been circulated around the Councillors present, prior to this meeting, and there being no further comments, they were voted upon and unanimously confirmed as being a true record.

5 b- FINANCE - TO APPROVE PAYMENT OF OUTSTANDING AMOUNTS:	
MR D TITMARSH - JUNE 2007 SALARY (RATES AS PER MINUTE NO. 11.1 OF THE MEETING DATED THE 30TH MARCH 2006)	£ 160.75
MR LONGLAND - PLAYING FIELD HEDGE TRIM	£ 200.00
MOORE STEPHENS ACCOUNTANTS - AUDIT FEE FOR 2007	£ 158.63
MR M WOOLHOUSE - INTERNAL AUDITOR FEE FOR 2007	£ 50.00
WICKSTEED LEISURE LTD - PLAY MATTING - SWINGS	£4993.75

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

5 c- FINANCE - TO REVIEW CASH FLOW AND RESOLVE ANTICIPATED ISSUES (INCLUDING FULL DISCUSSION OF PRIORITISING WHERE THE PARISH COUNCIL'S MONETARY BUDGET IS BEST SPENT)

5.3 Further to point 5.5 of the previous minutes, the Clerk confirmed that the Cash Flow Document had been updated as much as possible, to try to reflect a true picture of the Parish Council's financial status.

5.4 The Clerk had also drawn up a list of potential expenditure items for the Parish Council to consider over the next year, and this list was fully discussed at the meeting. It was generally felt that the two main items of expenditure were the Playing Field and the cost of the Allotment work and the legal implications of this. It was asked if the Clerk could ask Mr Bucknell if it was possible to get a further Huntingdonshire District Council Grant over the next few years, to once again help with the funding for Play Matting under the other items of equipment. The Clerk agreed to contact Mr Bucknell regarding this.

5.5 The Clerk also stated that he would check that Wicksteed Leisure were issuing the work they had done with the Play Matting under the swings in the Playing Field with an Insurance Guarantee Certificate.

6 CORRESPONDENCE

6.1 The Clerk reported that Moore Stephen's Accountants had successfully audited the Wistow Parish Council Accounts for the year ending the 31st March 2007, and found them to be correct. A notice to this effect had been posted on the Village Noticeboard by the Clerk.

6.2 The Clerk also read out an e-mail from the West Highways Division Officer from Cambridgeshire County Council, about the fallen tree in Bridge Street, Wistow. This e-mail stated that the debris from this tree would be cleared away as soon as possible, and the Clerk stated that he would follow this matter up.

6.3 It had been reported that the light at the Give Way Sign at the end of Harris Lane and Mill Road was not working, and the Clerk had reported this to Cambridgeshire County Council, in order to get this remedied.

6.4 **CORRESPONDENCE PREVIOUSLY CIRCULATED**

6.41 Bench Information leaflets

6.42 CCC - Minor Improvement Grant Funding Documents 2008/09

6.43 Village Hall Correspondence including letters from Mr Wadsworth

7 **COMMUNITY LIAISON OFFICER - TO REPORT TO PARISH COUNCIL**

7.1 As PC Ackers was not present at this meeting, no formal Report could be given. However, the theft of the 2 hanging baskets from the bus shelter was mentioned, but no further information regarding these thefts was identified.

8 **MR WADSWORTH TO ADDRESS PARISH COUNCIL ON BEHALF OF VILLAGE HALL COMMITTEE AND DISCUSSION RE FUTURE OF VILLAGE HALL?**

8.1 Further to point 13.16 of the previous minutes, it had been arranged for Mr Wadsworth and Mr Elton to address the Parish Council to try to clarify the Parish Council's position on the future of the Wistow Village Hall. A joint meeting had taken place back in January 2007, which most of the Parish Councillors had been able to attend, with the Wistow Village Hall Management Committee. At this meeting, it had been decided for Mr Franklin and Mr Wadsworth to try to ascertain if any village land was available to potentially build a new Village Hall on it, as this was one of the options available for exploration, for the future of the Village Hall within Wistow. Mr Franklin and Mr Wadsworth had therefore started to instigate this.

8.2 However, at subsequent Parish Council Meetings, especially point 12.23 amendment of the minutes dated the 29th March 2007, the future of the Village Hall was once again discussed. The Parish Council then felt that bearing in mind that a large proportion of respondents to the Wistow Parish Plan had stated that they did not want a new Village Hall, that they could not support the building of a new Village Hall at that time. This had been reported to Mr Wadsworth as the Chairman of the Wistow Village Hall Management Committee in a letter from the Parish Council dated the 6th May 2007. Both Mr Wadsworth and Mr Elton wanted to clarify at this meeting, the reasons behind this decision, and to see if the feeling of the Parish Council was still the same. It was also identified that the title deeds of the Village Hall were currently lodged with Sergeant and Sons Solicitors in Ramsey.

8.3 The advantages and disadvantages of a new Village Hall was therefore fully explored at this meeting, and it was agreed for the Parish Council to carry on the debate after Mr Wadsworth and Mr Elton left the meeting, and the Clerk would draft a formal response to Mr Wadsworth of the Parish Council's final decision.

Mr Wadsworth and Mr Elton therefore thanked the Parish Council for their time, and left the meeting at 8.35pm.

8.4 A formal vote was then held amongst the Parish Councillors present, and the feeling amongst the Councillors present by a majority of 4 votes to 1, was that the idea of building a brand new Village Hall in Wistow should be dismissed immediately, and the suggestion made that the Village Hall Committee should perhaps get some formal definitive plans drawn up for the refurbishment and/ or extension of the existing Village Hall, so that some actual costings could be obtained. The Clerk agreed to formally write a letter stating this, and send it to Mr Wadsworth as soon as possible.

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

9.1 The Clerk reported that no Planning Applications had been received that needed discussion at this meeting.

**10 CAMBS ACRE - MEMBERSHIP DUE FOR RENEWAL? - FEE £25
FOR APPROVAL?**

10.1 The Clerk stated that the annual membership for Cambs ACRE had now fallen due, and it was agreed that this membership was worthwhile continuing for a further year. The Clerk therefore agreed to complete the necessary renewal form and arrange for the cheque to be drawn up as soon as possible.

11 BENCHES - POSSIBLE PURCHASE TO BE DISCUSSED?

11.1 A bench had been suggested opposite the Public House in Wistow and also half way down Harris Lane. Some leaflets showing the costs of some benches had been circulated around the Councillors present, but the Parish Council felt that the need for these benches had not really been explored properly and the cost of these benches was somewhat prohibitive at this time.

**12 PARISH AND TOWN COUNCILS (MODEL CODE OF CONDUCT) 2007 -
FOR APPROVAL, INCLUDING LIGHT TOUCH RULES RESOLUTION
AND APPROVAL OF CALC ADVERTISING ON WISTOW PARISH
COUNCIL'S BEHALF AT COST OF £24**

12.1 Further to point 11.1 of the previous minutes, the Clerk stated that approval of this Model Code of Conduct needed to be done from the 1st September 2007, following information he had received from CALC recently.

12.2 CALC also recommended that Parish Council's accept Paragraph 12(2) of this Code of Conduct which states that 'councils need to set up rules of how the situation will operate when a Councillor with a prejudicial interest is invited to make a factual presentation and answer questions.' CALC goes on to say that 'if a Councillor with a prejudicial interest wishes to speak on an agenda item then that interest and intention must be stated immediately after item 1 on the Agenda. The public will be allowed a maximum of 6 speakers who may provide information for up to three minutes only and each person may only speak once. The Chairman will look to secure a balance of public speakers. The public participation is not to be a part of the debate but merely fact giving and answering questions in the same manner as the Councillor with the prejudicial interest.' CALC concluded that 'it is recommended that the issue of rules is re-addressed 6 months to a year after its introduction.' Wistow Parish Council therefore formally accepted this Model Code of Conduct 2007 including paragraph 12(2) at this meeting from the 1st September 2007.

12.3 The Clerk also stated that it was a requirement that official notice of Wistow's acceptance of this Model Code of Conduct be advertised in the press, and CALC was willing to do this at a cost of £24. The Parish Councillors present therefore formally approved this payment, and the cheque was duly signed at this meeting. The Clerk agreed to complete the relevant documentation with CALC regarding this as soon as possible.

12.4 Both the Clerk and Mr Franklin was due to go on a training session about the Model Code of Conduct on the 5th September 2007.

13 NEW VILLAGE AND PARISH COUNCIL NOTICE BOARDS - FOR DISCUSSION?

13.1 Further to point 12.1 of the previous minutes, Mr Williams confirmed that no further action had taken place regarding the viewing of these notice boards. Mr Williams confirmed that he would chase this matter up with Mr MacInnes as soon as possible.

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

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

14.1 As Mr MacInnes was not present at this meeting, a formal Report could not be given at this meeting, especially about the Minor Improvement Grant 2007/08 Bid Application Form that had to be completed very soon.

b- PEDESTRIANS - MR COOK TO REPORT

14.2 Mr Cook stated that he had seen Mr Nichols and they had gone around the Parish Footpaths recently. Barbed wire was still present along some of the footpath network, but an e-mail had been received from Cambridgeshire County Council, that there was currently no funding available for the repairs of these footpaths.

c- LIGHTING - REPORT TO BE GIVEN

14.3 As Dr Farrar was not present at this meeting, no formal Report could be given.

d- LITTER - MR LEIGH AND CLERK TO REPORT

14.4 Further to point 13.10 of the previous minutes, the Clerk stated that he had received an e-mail from Pam Rook of Huntingdonshire District Council, stating that she was currently working on another project that was totally devoting her time. She confirmed to the Clerk that the litter bin request had not been forgotten, but would be dealt with later in the year, once her current project had finished.

14.5 Mr Cook reported that the fly tipping problem was still present, especially at the Wistow Fen, and Mr Cook proposed to speak to PCSO Tiernan about the problem.

e- COUNTRYSIDE - MR COOK TO REPORT

14.6 Mr Cook stated that he had nothing further to add in relation to Countryside issues.

f- POLICE AND CRIME - REPORT TO BE GIVEN

14.7 An incident was mentioned about a Police helicopter flying above the village recently for about 15 minutes or so, connected to some men that had been authorised to shoot at some pigeons.

g- NEWSPAPER DELIVERIES - MR WILLIAMS TO REPORT

14.8 Mr Williams stated that there was nothing further to add, in relation to the Newspaper Deliveries, and it was asked if this item could be removed from all future Agenda's. The Clerk agreed to do this.

h- GOOD NEIGHBOURHOOD SCHEME - MR FRANKLIN TO REPORT

14.9 Mr Franklin stated that there was nothing further to add, in relation to this Scheme.

i- ACTIVITIES, SPORTS, CLUBS, SOCIETIES ETC. - REPORT TO BE GIVEN

14.10 Further to point 13.26 of the previous minutes Mr Williams confirmed that he had spoken to one of the people running the Youth Club currently, and suggested that more of the funding should perhaps be spent to help entice some of the older youths to the Club.

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

14.11 Further to Agenda item 8 above, it was agreed that there was nothing further to add in relation to this issue.

k- POST BOX - MR FRANKLIN TO REPORT

14.12 Further to point 3.2 above, Mr Franklin confirmed that a second post box would be installed by Oakland's Close in Wistow in approximately 5 weeks time.

l- COMMUNICATION - REPORT TO BE GIVEN

14.13 As Dr Farrar was not present at this meeting no formal Report could be given at this time.

m- FLOODING - MR BUCKNELL TO REPORT

14.14 As Mr Bucknell was not present at this meeting no formal Report could be given at this time.

n- VILLAGE SIGNS - MR FRANKLIN, MR MACINNES, MR COOK AND MR WILLIAMS TO REPORT

14.15 Further to point 13.25 of the previous minutes, Mr Franklin stated that there was nothing further to add in relation to the new Village Sign at this time.

14.16 Further to point 13.23 of the previous minutes, it was confirmed that the road signs had indeed been cleaned up by Mr Cook and Mr MacInnes prior to the Anglia in Bloom Judging Day of the 9th July 2007, and the Parish Council wanted to extend their thanks to them both for doing this work.

14.17 Further to point 13.24 of the previous minutes the Clerk stated that he had received an e-mail from Mr Meager of Huntingdonshire District Council about the street sign in St Johns Place to be renewed in approximately 2-3 months time.

o- YOUTH - MR MACINNES AND MR WILLIAMS TO REPORT

14.18 Mr Williams stated that there was nothing further to add in relation to Youth matters at this time.

15 **a- PLAYGROUND - MR FRANKLIN, MR WILLIAMS, MR COOK
& CLERK TO REPORT (INCLUDING LATEST ROSPA REPORT)**

15.1 Further to point 14.1 of the previous minutes Mr Williams confirmed that he had still not been able to quote for the various jobs to be done in the Playing Field, but he would try to get these done as soon as possible.

15.2 Further to point 14.2 of the previous minutes, the Clerk confirmed that he had informed the contractor about getting the goal posts repaired, but was not aware of when this work would be done. The Clerk agreed to follow this matter up as soon as possible.

15 **b- ALLOTMENTS - MR FRANKLIN, MR COOK, MR LATTER AND
CLERK TO REPORT**

15.3 Further to point 14.5 of the previous minutes, Mr Latter confirmed that he had not yet written the letter to the local Solicitors, about locating the title deeds to the Allotment land, but he agreed to undertake this as soon as possible.

15 **c- GRASS CUTTING - THE CLERK TO REPORT**

15.4 The Clerk stated that he was not aware of any grass cutting problems currently within the village.

15 **d- GRANTS - MR FRANKLIN, DR FARRAR AND CLERK TO REPORT
(INCLUDING FULL DISCUSSION OF ANY GREEN/ ENVIRONMENTAL
ISSUES THAT COULD BE OBTAINED BY WIND FARM GRANT MONIES)**

15.5 It was stated that there was nothing further to say in relation to Grant issues at this time.

16 **ITEMS FOR WISTOW WARBLER - TO INFORM MR DRANSFIELD OF
ARTICLES**

16.1 Mr Franklin confirmed that he would write an article for the Wistow Warbler about the second post box being put in the village at Oakland's Close.

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

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

18 **DATE OF NEXT MEETING - TUESDAY 28TH AUGUST 2007 AT 7.30PM.**

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

PLANNING APPLICATIONS RECEIVED FROM AUGUST 2005

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>
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	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 - 31/8/06	No -
06/03569/FUL	The Barn, Mill Farm House, Mill Road, Wistow	Change of Use	Yes - 30/11/06	NYK
06/02458/OUT	Land at Orchard House, Mill Road, Wistow	Residential Development Proposal	Yes - 25/1/07	NYK
07/00389/FUL	& Dorrington Stables, House	Extension to Dwelling	Yes - 22/2/07	NYK
07/00107/FUL	Cross Drove, Wistow			
07/00791/FUL	Hill Farm, Hill Road, Wistow	Erection of Agricultural Building	Yes - 29/3/07	NYK
07/00567/FUL	19 Kingston Way, Wistow	Erection of Conservatory	Yes - 29/3/07	NYK
07/01190/LBC	The Thatched Cottage, Church Street, Wistow	Internal Alterations	Yes - 24/4/07	NYK
07/01268/FUL	1 Mill Farm House, Mill Road, Wistow	Vehicular Access 24/5/07	Yes -	No -

FINANCE REPORT For July 2007

Clerk's Salary		
18 ½ hours @ £7.85	£ 145.23	
Computer Usage	£ 10.00	
Postage Paid 3 stamps @ 24p	£ 0.72	
Phone Calls 7/6 to 29/6	£ 4.80	
Paid 7/7/07	<hr/>	£ 160.75

Wicksteed Leisure Ltd		
Play Matting - Swings		
Paid 18/7/07		£ 4993.75

Mr M Woolhouse		
Internal Audit Fee		
Paid 22/7/07		£ 50.00

£5204.50

Income for July 2007 - Nil Received

Balances of Account as at 31st July 2007

Current Account	£ 617.37
Deposit Account	£ 20988.33
Church Wall Deposit Account	Nil
Church Wall Current Account	Nil