

# WISTOW PARISH COUNCIL

Clerk: Mrs P Coles, Porch House, Manor Street, Wistow PE28 2QB

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<b>NOTICE OF MEETING</b>	Full Council
<b>TIME</b>	Following the Annual General Meeting
<b>DATE</b>	Tuesday, 30 <sup>th</sup> May 2017
<b>VENUE</b>	Village Hall, Manor Street, Wistow
<b>MEMBERS</b>	<b>7</b> <b>QUORUM</b> <b>3</b>

**All members of the Council are hereby summoned to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below. Members of the public and press are welcome to address the Council at its Open Forum for the first 10 minutes of the meeting time.**

Patsy Coles      Mrs Patsy Coles, Clerk to Wistow Parish Council, 19<sup>th</sup> May 2017

## A G E N D A

**05.17.01      To receive and approve Apologies for Absence**

**05.17.02      To receive Declarations of Interest**

- a) Councillors to declare any personal interest in any items on the agenda
- b) Councillors to declare any personal and/or prejudicial interest in any items on the agenda and to inform the Chairman if they wish to speak on the matter during public participation.

**05.17.03      Public Participation**

To allow 10 minutes for any members of the public and Councillors declaring a prejudicial interest to address the meeting in relation to the business to be transacted at that meeting.

**05.17.04      Approve the Minutes of the Parish Council Meeting on 25<sup>th</sup> April 2017**

**05.17.05      Matters for information only**

- 05.17.05.1      Nalc newsletter and News from Chief Executive
- 05.17.05.2      A14 Newsletter
- 05.17.05.3      Community Land Trust newsletter
- 05.17.05.4      Consultation available on Godmanchester Neighbourhood Plan
- 05.17.05.5      Cambridgeshire Pension Fund minutes
- 05.17.05.6      Charity Conference in June
- 05.17.05.7      Ramsey Civic Service on 3<sup>rd</sup> September, Mayor of Huntingdon's Cup - Jubilee Park, Huntingdon on 24<sup>th</sup> July at 7pm, Huntingdon Town FC v Ramsey Town FC and 11 November 2017 - Mayor of Ramsey's Charity Dinner at The Old Nene Golf and Country Club, Muchwood Lane, Ramsey
- 05.17.05.8      Funding Alert information

**05.17.06      Policing Matters**

- 05.17.06.1      Speedwatch Update.
- 05.17.06.2      ECops updates (various) Weekly Policing Updates.
- 05.17.06.3      Update on Crime Figures and any other matters.

**This notice must be left at or sent by post or email to the usual place of residence of every member of the council three clear days at least before the Meeting.**

**05.17.07 To receive reports from County and District – Mr T Rogers, Mr P Bucknell and Mrs J Tavener**

**05.17.08 Finance**

a) to approve the Financial Statement and Cashflow for May

c) to approve payment of following amounts:

Environment agency	£14.20
Mrs R Moore, auditor	£50.00
Mr R Farrar, website	£ 660.00
Clerks salary and expenses	£362.68
Capalc renewal	£216.95
Mr MacInnes expenses	£61.48

**05.17.08** Income for May:

Upwood and Raveley training £92.50 (received in April but not recorded until statement received), VAT refund £1425.01

**05.17.09 Annual Audit**

05.17.09.1 Mrs Moore has now carried out the internal audit

05.17.09.2 To read and approve the annual governance statement

05.17.09.3 To approve the accounts and confirm they truly reflect the financial position

05.17.09.4 To approve the accounting statements shown in the annual return

**05.17.10 Correspondence**

05.17.10.1 Letter from Magpas requesting a donation

**05.17.11 To consider any Planning Applications received and planning related issues**

05.17.11.1 Revised scheme following the refusal of planning permission reference 17/00096/FUL for the proposed demolition of existing bungalow and the erection of a detached dwelling and garage.

Site Address: The Bungalow Manor Street Wistow. Reference: 17/00984/FUL

**05.17.12 Highways Report/Traffic Matters**

05.17.12.1 MVAS is ordered, update on installation

05.17.12.2 Any outstanding highways issues

**05.17.13 Maintenance Issues**

05.14.13.1 Playground – update on works and grant application, Mr Carter and Mr MacInnes.

05.17.13.2 Playground rota/risk assessment forms, March Mr MacInnes, April Mr Gregory, May Mr Leigh, June, Ms Leaton.

05.17.13.3 Tree safety seminar/training and Tree Officer

05.17.13.4 Grass cutting, issues to be resolved. Grant of £474.33 offered from CCC toward cutting of their areas.

**05.17.14 Administration Matters**

05.07.14.1 Street lighting. Update on current situation

05.07.14.2 Feedback from open meeting and action points –dog fouling signs

05.07.14.3 Public access defibrillator update from Ms Leaton

05.07.14.4 Membership renewal for CAPALC

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**05.17.15 Working Parties Feedback and Updates**

- |                 |                       |
|-----------------|-----------------------|
| a- Litter       | Mr MacInnes           |
| b- Countryside  | Mr Gregory            |
| c- Village Hall | Mr MacInnes/Ms Leaton |

**05.17.16 Items for the Wistow Warbler and Wistow Web site.**

To note any relevant information.

- 05.17.16.1 Update on website, items to go on. Media policy to be added and finance details.
- 05.07.16.2 Training for Mrs Janiak-Emery and Clerk to update website.
- 05.17.16.3 Transparency code grant

**05.07.17 Monthly audit**

Mr Leigh is our auditor for May, a volunteer is required for June

**05.17.18 Matters for future consideration**

- 05.17.18.1 Community Plan

**05.17.19 Date of next meeting**

Tuesday, 27<sup>th</sup> June 2017 at 7.30 pm in the Village Hall

Close of Meeting