

WISTOW PARISH COUNCIL

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A meeting of Wistow Parish Council took place on Tuesday 24 September 2019, in the Village Hall, with Cllr Waller in the Chair.

09.19.01 Apologies for Absence

Cllr. J. Gregory, D/Cllr. G. Bull and C/Cllr. M Tew.

Present:

Cllr. C. Bradford, Cllr. C. Leaton, Cllr G. Macinnes, Cllr. G. Smith, Cllr. J. Wiltshire and Cllr R. Waller.

In Attendance

Mr. M Woolhouse – Clerk to the Council

1 Member of the public was present

09.19.02 To receive Declarations of Interest:

- a. All Parish Councillors as Trustees of the Village Hall.
- b. Cllr. Bradford and Cllr. Macinnes, as members of the Village Hall Committee.

09.19.03 Public Participation:

There was no public participation of any members of the public or from Councillors declaring a prejudicial interest to address the meeting in relation to the business to be transacted at the meeting.

09.19.04 Approve the Minutes of the Parish Council Meeting on 27 August 2019:

The previously circulated minutes were **unanimously agreed** as a true record of the proceedings. Cllr. Waller proposed and Cllr. Smith seconded that the minutes be accepted. The minutes were signed by Cllr. Waller.

09.19.05 District Councillors and County Councillor reports:

In the absence of the district and county Councillors there no reports provided to the meeting.

09.19.06 Matters arising or carried forward from the previous meeting.

09.19.06.1 Street Lighting

The meeting received an update of the review of the street lighting in the village

Cllr. Macinnes. He had received a quote for the revised works in the sum of £10,540.57 plus VAT. The meeting noted that the revised quote was lower than the previous price and that also electricity consumption was anticipated to fall as a result of more energy efficient LED lights in use. The Clerk reported that as a result of the handover from Mr Tew he had yet to contact Unity Trust energy brokerage but added that he was to report back to Cambs. CC setting out the current position. **It was agreed** that the Clerk would ask Cambs. CC whether they were aware of any other brokerages in addition to Unity Trust.

09.19.06.2 Winter Gritting

The meeting discussed the previously circulated proposals for undertaking winter gritting and it was noted that the proposals had not been circulated outside of the Council. Key issues were felt to be insurance, training, storage of grit, equipment as well as a likely lack of public interest in volunteering so that the work would fall to the Councillors. **It was agreed that** Cllr Smith would publicise the scheme and need for volunteers on the website and other Wistow focused social media outlets.

09.19.06.3 Cyber Security

The meeting discussed the position regarding cyber security training and **it was agreed** that the Clerk would discuss the arrangements with C/Cllr Tew under his former role as Clerk.

09.19.06.4 HDC Play Area Strategy

Cllr Waller reported on a meeting at HDC to discuss their play area strategy which was focused on large public play areas and not particularly relevant to Wistow.

09.16.06.5 Appointment of Clerk

Cllr Waller reported that the Council had not formally agreed the appointment of a Clerk in succession to Mr Tew but that Mr Woolhouse was already providing services within the role. **It was unanimously agreed that** Mr Woolhouse be and is hereby appointed Clerk to the Council with effect from 17 September 2019.

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9.19.07 **Notification of planning items.**

09.19.07.1 Driveway, Jaspers Cottage, Wistow Toll – Application No. 19/01767/FUL

The Meeting discussed the previously notified details of this application **and agreed** that there were no reasons to object.

09.19.07.2 Erection of 2 bedroom bungalow SW of Mill Farm Cottage, Mill Road.

The Meeting discussed the previously circulated notified details of this appeal against a refusal by HDC to grant planning permission for the bungalow. The applicant had appealed the decision and **it was agreed** that the Clerk should write

to the Planning Inspectorate setting out the Council's concerns against permitting the development.

It was reported that the applicant had already felled trees on the proposed development site and **it was agreed** that Cllr Waller would discuss this matter with the Conservation Officer at HDC.

9.19.08 Finance

09.19.08.1 To approve accounts for payment: 24th September 2019

Date	Ref No	Payee	Description	Amount
24/09/2019	414	CGM	Grass cutting	78.00
24/09/2019	415	Balfour Beatty	Light maintenance	248.40
24/09/2019	416	Zen Internet	Web domain renewal	93.84
24/09/2019	417	Garden Reclaim	Grass cutting	545.00

Cllr C. Leaton proposed that the accounts be approved for payment. Cllr R. Waller seconded the proposal. **It was unanimously resolved to do so.** Cllrs. Waller and Leaton signed the cheques for the payments listed above.

09.19.08.2 Income

Members noted there was no income received in the month.

09.19.08.3 Income and Expenditure

The meeting noted the income and Expenditure account for the month.

09.19.08.4 Bank reconciliation

The Clerk reported that whilst preparing the reconciliation he had noted a discrepancy of £7.90, which he believed was due to a duplicate income entry at the end of 2017/8 being cancelled. However the requisite bank reconciliation records had not been updated **and it was agreed** that an updated reconciliation be presented to the October Meeting.

09.19.09 Traffic, Highways & Road Safety.

09.19.09.1 The meeting considered the previously circulated report from Warboys and Bury Police.

Accident, Shillow Hill – 14 September

Police were called to a rear end collision but no one was injured.

Accident, Mill Road – 15 September 2019

A vehicle had been reported as being on its side in the ditch in Mill Road. No one was present but because it was causing a distraction police arranged for it to be towed away whilst the registered owner was traced.

09.19.09.2 Speed sensor

It was reported that the speed sensor was now working but needed recalibrating and **it was agreed** that Cllr. Wilshire would liaise with the manufacturer.

09.19.10 Village Maintenance

09.19.10.1 Play Area Grass Cutting

It was reported that Cllr. Smith was discussing with Garden Reclaim additional discretionary grass cuts in excess of the number agreed in the contract in order to allow flexibility in responding to weather conditions. It was agreed that Cllr Smith would provisionally agree the maximum number of discretionary cuts and the price per cut with the contractor and seek the Council's authority to confirm the arrangements.

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09.19.11 Policing Matters:

No incidents in the village of Wistow were reported with all alerts posted to the Parish Council's Facebook page / Neighbourhood watch page

09.19.12 Correspondence and Communications

09.19.12.1 Highway works (previously circulated)

09.19.12.2 Various from Capalc and Nalc

It was resolved to renew the Council's membership of Capalc.

09.19.12.3 Invoices for payment (See payment list above)

09.19.12.4 Balfour Beatty correspondence (see minute 09.19.06.1 above)

09.19.12.5 CCC IHMC Road works and events

09.19.12.6 Winter gritting arrangements (see minute 09.19.06.2 above)

09.19.12.7 Planning Town/Parish Forum 2020

09.19.12.8 **It was resolved** that Cllr. Waller and Mr. Woolhouse attend the 2020 forum.

09.19.12.8 Cambridgeshire Matters

All members confirmed that they had read the correspondence.

09.19.13 Verbal reports from Parish Councillors on matters arising from their portfolio responsibilities.

The Meeting received verbal reports from Councillors on matters arising from their portfolio responsibilities

a) - Litter /Play area Cllr. Bradford / Cllr. Macinnes

It was reported that the gate needed to be re-hung and Cllr. Macinnes to make the arrangements. Cllr. Macinnes agreed to discuss the matter of a replacement zip wire with Jo Gorman. Cllr. Leaton reported that part of the hedge on the Kingston Way boundary had been recently cut by Ray Burton and Cllr. Waller agreed to discuss the cutting of the rest of the Kingston Way hedge with Mr. Burton.

b) - Village Hall Cllr. Bradford

It was reported that a survey questionnaire was to be sent to parishioners in the near future seeking responses regarding future uses of the village hall following the successful re-opening of the Three Horseshoes pub.

c) - Website Cllr. Smith

The Clerk reported that he was to meet Mr. Tew next week to discuss Parish Council IT matters. Cllr Smith requested that he attend the meeting.

d) - Trees/Grass Cllr. Smith

Cllr. Smith reported that churchyard trees had begun to encroach on 1 Parsonage Street but a TPO was not in place. Cllr. Waller added that because the trees were in a conservation area, HDC approval to the felling of a dead tree would be needed and Cllr. Smith agreed to contact the conservation officer at HDC.

f) - Highways Cllr. Bradford

Cllr. Bradford reported that all relevant matters had been raised during the Meeting.

08.19.14 Monthly Audit

Cllr. Waller volunteered to be the Auditor for September

08.19.15 Matters for future consideration:

Cllr. Macinnes agreed to circulate details of defibrillator usage training to the WI.

08.19.16 Date of next meeting: 29 September 2019, Wistow Village Hall, 7:30pm