**WISTOW PARISH COUNCIL**

Clerk: Martin Woolhouse 7 Howards Meadow, Kings Cliffe, Nr Peterborough Northants PE8 6YJ

E-mail: [parishclerk@wistowvillage.info](mailto:parishclerk@wistowvillage.info)

**NOTICE OF MEETING** Full Council

**TIME** 19:30

**DATE** Tuesday, 30th June 2020

**VENUE** virtual meeting via Zoom

**MEMBERS 6**

**QUORUM** 3

**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.**

**The meeting is open to members of the public (to include the press) unless stated otherwise in accordance with the Public Bodies (Admissions to Meetings) Act 1960.**

**In accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panels) (England and Wales) Regulations 2020 the meeting will be held via video conferencing.**

Martin Woolhouse, Clerk to Wistow Parish Council, 25th June 2020

**A G E N D A**

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| **06.20.01** | **To** **receive and approve Apologies for Absence** | | | | | | | |
| **06.20.02** | **To receive Declarations of Interest**  Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by Wistow Parish Council Code of Conduct for Members and by the Localism Act 2011. | | | | | | | |
| **06.20.03** | **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. | | | | | | | |
| **06.20.04**  **06.20.05** | **Casual Vacancy**  To consider the casual vacancy following the resignation of Mr G Smith, including the co-option of Mr N Simms as councillor.  **Approval of Minutes**  To receive and approve the minutes of the meeting held on 26th May 2020 | | | | | | | |
| **06.20.06**  **06.20.06.01**  **06.20.06.02**  **06.20.06.03**  **06.20.05.04**  **06.20.05.05** | **Matters arising or carried forward from the previous meeting.**  Playground Zip Wire  Street Lighting  Village Funday update  The Environment (Zero Carbon) (formerly Climate Emergency), including Emergency Plan  Village Plan | | | | | | | |
| **05.20.07** | **County and District Councillor reports** | | | | | | | |
|  | To receive reports from Cambridgeshire CC and Huntingdonshire DC councillors | | | | | | | |
| **06.20.08** | **Notification of planning items.**  There have been no planning matters notified this month. | | | | | | | |
| **06.20.09**  **06.20.09.01** | **Finance**  To approve accounts for payment: 30th June 2020 | | | | | | | |
| **Date** | | **Ref No** | **Payee** | | | **Description** | | **Amount £** |
| **30/06/20** | | 455 | Garden Reclaim | | | Grass cutting | | 406.00 |
| **30/06/20** | | 456 | HMRC | | | Clerk’s PAYE April-June2020 | | 169.00 |
| **30/06/20** | | 457 | Mr M Woolhouse | | | Net salary June 2020 | | 260.00 |
| **30/06/20** | | 458 | Wicksteed Leisure | | | Zip Wire Invoice | | 14700.29 |
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| **06.20.09.03** | To note the Income and Expenditure Account for June 2020 (attached). | | | | | | | |
| **06.20.09.04** | To note the bank reconciliation June 2020 (attached). | | | | | | | |
| **06.20.09.05** | To note the bank balances in the current and deposit accounts. | | | | | | | |
| **06.20.09.06** | To note the budget update (attached) | | | | | | | |
| **06.20.09.07** | To agree the internal audit arrangements for 2020 | | | | | | | |
| **06.20.09.08** | To agree the minute approving the opening of bank accounts with MetroBank | | | | | | | |
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| **06.20.10** | **Traffic, Highways & Road Safety**  Save as referred to in correspondence nothing to report this month | | | | | | | |
| **06.20.11** | **Policing Matters**  Incidents relating to Wistow were included in the Correspondence and all alerts are posted to the Parish Council’s Facebook page. | | | | | | | |
| **06.20.12**  **06.20.12.01**  **06.20.12.02**  **06.20.12.03**  **06.20.12.04**  **06.20.12.05**  **06.20.12.06**  **06.20.12.07**  **06.20.12.08**  **06.20.12.09** | **Correspondence and Communications**  This correspondence has been previously circulated to Councillors  Correspondence with Rose Developments  Local Highway improvement projects  Surface dressing schedule  COVID-19 measures (roads)  HDC Letter  COVID-19 updates  CCC road works  CAPALC CEO bulletin  CCC Reopening of town centres | | | | | | | |
| **06.20.132** | **Village Maintenance**  Save as reported under matters arising, correspondence, or councillors’ portfolios nothing to report. | | | | | | | |
| **06.20.14** | **To receive verbal reports from Parish Councillors on matters arising from their portfolio responsibilities.**  a)- Litter /Playpark Cllr Bradford\Cllr Macinnes  b)- Countryside Cllr Gregory  c)- Village Hall Cllr. Bradford  d)- Website Clerk  e)- Trees/Grass Cllr. R Waller  F)- Highways Cllr. Bradford | | | | | | | |
| **06.20.15** | **Monthly Audit**  A Volunteer is required for July 2020 | | | | | | | |
| **06.20.16** | **Matters for future consideration**  None save those as previously raised or as matters arising | | | | | | | |
| **06.20.17** | **Date of next meeting**  To note that the date of the next meeting will be Tuesday 28th July 2020 via video conferencing at 7.30pm | | | | | | | |