

WISTOW PARISH COUNCIL

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

E-mail: parishclerk@wistovillage.info

NOTICE OF MEETING	Full Council
TIME	Following the Annual Open Meeting
DATE	Tuesday 30 th April 2013
VENUE	Village Hall, Manor Street, Wistow
MEMBERS	7
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.

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 P Coles, Clerk to Wistow Parish Council, 23rd April 2013

A G E N D A

- 2013/14-1 **To receive and approve Apologies for Absence**
- 2013/14- 2 **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.
- 2013/14-3 **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.
- 2013/14-4 **To approve the Minutes of the Parish Council Meeting on 26th March 2013**
- 2013/14-5 **Matters for information only**
2013/14-5.1 Cambridge Acre News Digest
2013/14-5.2 Funder list for East of England
2013/14-5.3 Huntingdonshire Matters Process training on 21st May 2013
2013/14-5.4 NALC Bulletin
2013/14-5.5 Superfast Broadband Brief 9
2013/14-5.6 Notes on electing a Parish Council Chairman
2013/14-5.7 Annual Conference of Royal Town and Planning Institute at HDC
2013/14-5.8 Free compost giveaway
2013/14-5.9 Heritage and Conservation briefing, 22nd May
- 2013/14-6 **Policing Matters**
2013/14-6.1 Any Police or Crime issues to be discussed – increase in rural home burglaries
2013/14-6.2 Neighbourhood Watch – response to our request for assistance in setting up
2013/14-6.3 Report – Police and Crime Commissioner: First 100 days
2013/14-6.4 Correspondence on Neighbourhood meetings and police engagement

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

- 2013/14-7 **To receive reports from County and District Councillors**
Mr V Lucas, Mr P Bucknell, and Mr J Pethard.
- 2013/14-8 **Finance**
a) to approve the Financial Statement and cashflow for 2013/14
b) to approve payment of outstanding amounts :
Nothing outstanding
c) to discuss renewal of membership of CAPALC, the cost for this year will be £179.06
d) Income of £75.30 from recycling and £352 from HDC which is the granted part of our precept.
- 2013/14-9 **Correspondence**
2013/14-9.1 Mr Williams has received an enquiry regarding the removal of the phone box from Mr Sansum
2013/14-9.2 The Clerk has received an email from Mrs Blackhurst, treasurer of the PCC thanking the Parish Council for their assistance with grass cutting costs.
2013/14-9.3 From HDC a notice regarding a consultation on CIL
2013/14-9.4 From HDC – Review of ‘Local List’ application validation requirements
2013/14-9.5 From CAPALC form for completion where councils have ‘clustered’ to provide services
- 2013/14-10 **To consider any Planning Applications received**
2013/14-10.1 1300351LBC Removal of first floor window in south end gable wall and replacement to match existing blackened feather edged timber. Porch House, Manor Street
- 2012/13-11 **Highway Warden’s Report**
2013/14.11.1 Ditch clearance at entrance to village
2013/14-11.2 Building access on the Green, Manor Street
2013/14-11.3 Pothole update
- 2013/14-12 **Update on Playground**
2013/14-12.1 Repairs to path
2013/14-12.2 Inspection sheets – bin liner missing
2013/14-12.3 Rubbish in ditch
- 2013/14-13 **Feedback from Open meeting**
2013/14-13.1 Allocate any action arising from the Open Meeting
- 2013/14-14 **Annual Audit**
2013/14-14.1 To discuss approve the accounting statements for year end March 2013
2013/14-14.2 To read and approve the annual governance statement
2013/14-14.3 To confirm the accounts are ready for internal audit by Mrs W Pye
- 2013/14-15 **Bus Shelter**
2013/14-15.1 Update from Mr Bucknell
- 2013/14-16 **Parish Plan Action Plan Working Parties Feedback and Updates**
a- Litter Mr McInnes
b- Countryside Mr Carter
c- Village Hall Mr MacInness
d - Parish Plan Review – Dr Farrar/Mr Bucknell/Ms Robinson/Mr Carter

- 2013/14-17 **Items for the Wistow Warbler and Wistow Web site.**
To inform Mr Williams and Dr Farrar of relevant articles and to discuss any communication issues.
- 2013/14-18 **Monthly audit** – Mr Leigh is our auditor for this month and a nominee for next month is required.
- 2013/14-19 **Matters for future consideration**
HACT representative visiting June meeting
Flood Forum 22nd May 2013
- 2013/14-20 **Date of next meeting**
Tuesday, 28th May, 2013 following the Annual General Meeting.
Close of Meeting

This notice must be left at or sent by post to the usual place of residence of every member of the council three clear days at least before the Meeting. Page 3 of 3