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A meeting of Wistow Parish Council took place on Tuesday 23rd February 2010 at 7.30pm in the Village Hall with Mr Leigh in the Chair.

1. TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE - apologies had been received from Dr Farrar and Mr Bucknell would be approximately one hour late.
PRESENT: Mr Carter, Mrs Coles (Clerk), Mr Cook, Mr Leigh, Mr Lucas, Ms Rice, Ms Robinson, Mr Ward, and Mr Williams.
Mr Burton and Dr Manwaring were also present
2. TO RECEIVE DECLARATIONS OF INTEREST
 - 2.1 It was noted that as Mr Leigh and Mr Cook 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.
3. PUBLIC PARTICIPATION
 - 3.1. Mr Leigh welcomed Dr Manwaring and invited him to speak. He wished to back up his application for an allotment, explaining that he had applied two years ago but had not received a response to his application. His family would like to grow vegetables for home consumption in the true spirit of the allotments. Mr Leigh thanked him for attending and apologised that he had not been kept informed two years ago. Dr Manwaring would be contacted again later in the year, he left the meeting at 7.40 pm.
 - 3.2 Mr Leigh then welcomed Mr Burton to the meeting and invited him to speak. Mr Burton wished to raise issues regarding Hillside Farm Shop. He said he had been visited by Mr Cook prior to the last meeting who had asked if he had planning permission and said he had received a complaint from a Parishioner. Mr Burton's belief was that Planning Permission was not necessary. He wished to establish whether the complaint to the District Council had been made by Mr Cook or another Councillor and to question the way in which the matter had been handled. Mr Burton had confronted Mrs Bance, who had been cited as the complainant, and she had denied any involvement. The opening of the shop was to help the village and Mr Burton asked for the support of the Parish Council in making this project work. He also raised questions regarding the cost of the Planning Permission. Mr Leigh thanked Mr Burton for bringing this to the attention of the Parish Council and asked that answering his points be delayed until Mr Bucknell arrived as he could answer any planning questions. Mr Burton agreed to stay for the rest of the meeting.

4. TO APPROVE THE MINUTES OF THE MEETING ON 26th JANUARY 2010
 - 4.1. As these minutes had been circulated prior to the meeting, they were approved with the following amendment:
 - 4.2. On page 911 Clerks salary should read £228.62 and the total £423.62. The agenda was renumbered from point 6.
5. MATTERS FOR INFORMATION ONLY
 - 5.1. The items as listed on the agenda were covered and no further comment required.
6. WISTOW IN BLOOM

Mrs Telling had given her apologies and asked if she could plant and fix two mangers to the bus shelter and plant out under the three 'Wistow' signs at either end of the village. This was unanimously agreed. *The Clerk would write to Mrs Telling to inform her.*
7. COMMUNITY LIAISON OFFICER
 - 7.1. The Community Liaison Officer was not present.
 - 7.2. It was confirmed that our meeting dates had been forwarded to Sgt Russ Giddings as requested and that updates were via the E-cops system.
8. TO RECEIVE REPORTS FROM COUNTY AND DISTRICT COUNCILLORS
 - 8.1. Mr Lucas reported that the next Neighbourhood Forum would be on 20th April, venue to be confirmed. A Council Tax increase of 2.95% had been agreed for the County portion which means that £35m has to be saved. This equates to 600 posts, not including schools. Although CCC had adequate supplies of grit, no further orders could be placed which meant prioritising routes. Wistow was not a priority. Finally Mr Lucas had been tasked with providing information on the costs incurred at elections. The reply had been ambiguous but costs had been budgeted according the guidelines received.
 - 8.2. As Mr Bucknell had not yet arrived, the Clerk read out his written report: Huntingdon District Council Tax Increase for 2010-11 At the Full Council meeting on 17th February 2010, it was agreed by a Conservative majority to increase Council Tax (HDC) by 2.49% against the Liberal Democrat proposal for a high increase, namely 2.99%. Therefore a band D property would increase by £0.0581 per week/£3.02 per year with a total of £124.17 annually. (HDC portion only)

Monitoring the Health of our Market Towns Shoppers are continuing to visit Huntingdonshire's market towns, despite the current economic climate. A survey, which has been commissioned by HDC each year since 2005, has shown an average increase in numbers across all four towns in 2009 of 2.8%, despite a national fall of 6.3%.

Ramsey shows a 20.2% increase compared to 2008, this count is at its highest since surveys began.

Huntingdon shows an increase in the average weekly count of 5.2%

The count for St Ives shows an increase of 2.2%

A 6.7% fall for St Neots was recorded, compared to results in 2008

New Pathfinder House On Monday 15th February 2010 (three months ahead of schedule) staff started to move from Castle Hill House and other outside buildings into the second phase of the Offices, Civic Centre and Customer First. This part of the project will bring benefits for our customers, employees and elected members. Improved facilities for the public are at the heart of the project. A new customer service centre will allow visitors to complete their business quickly and confidentially and new meeting rooms will give the public greatly improved access to the council's decision-making process. The new offices are purpose-built and designed to meet the needs of the 21st century, with a more comfortable, appropriate and safe working environment. The new headquarters buildings are modern and efficient to run and meet the highest BREEAM environmental standards. The redevelopment of Pathfinder House will make a major contribution to the regeneration of Huntingdon. The original Pathfinder House was bought by the council in the mid 1970s. It was not purpose built and had to be adapted from the outset to suite the requirements of the newly formed local authority. Apart from its structural problems the building was showing its age in a number of other areas.

Improvement Kerbside Glass Recycling Services As part of our ongoing programme of widening the range of materials that we collect and recycle through the kerbside dry recycling service. The District Council has recently secured new processing facilities for these materials. These facilities, located in Peterborough, have new equipment that can separate glass from other dry recycled material, making it possible to collect glass along with other materials as part of the kerbside collection service. This improved service will enable us to capture and recycle more glass than previously, by making it simple for residents to recycle even the smallest of glass containers as well as bottles and jars. Collecting glass along with other dry recycled materials will help to reduce the number of car journeys made by residents to bottle banks, improving our carbon footprint and reducing CO2 emissions and could potentially save the Council £300,000 annually.

Mr Lucas pointed out that the £124.17 Band D Council Tax figure was only a base figure, the County portion, an amount for emergency services and the local precept (£30.23) had to be added.

At present the Parish receives approximately £250 - £300 from recycling glass. If the kerbside recycling is rolled out and bottle banks removed this income will cease..

- 8.3 Mr Ward arrived at the meeting at 8.05pm and had nothing further to add.
9. FINANCE
- a) to approve the financial statement
- 9.1. As this had been circulated to Councillors present prior to the meeting, and there had been no further comments, it was unanimously confirmed as being a true record. Council's attention was drawn to the payment of a deposit to Leisure Logs of £17,575.65 and an income of £15,000 from Cambs County Council. This payment had been approved at the last meeting subject to receipt of the grant money from CCC. The VAT can be reclaimed.
- b) to approve payments of outstanding amounts
- Mrs P Coles January salary (rates as per minute
8e of the meeting dated 15th December 2009) £247.84
- 9.2 The payments listed were formally approved at this meeting and the cheques duly signed.
- c) to review cash flow and resolve anticipated issues
- 9.3. It was confirmed that £5000 had been earmarked from funds to complete the work at the playing field, specifically for the path, gates, signage and planting.
- 10.. CORRESPONDENCE
- 10.1 The list of correspondence circulated with the agenda was discussed with the following comments:
- 10.2 ***The Clerk was asked to chase Stagecoach for a response to her letter regarding evening services and the use of double decker buses.***
11. TO CONSIDER ANY PLANNING APPLICATIONS RECEIVED
- 11.1. No planning applications had been received.
- 11.2 The appeal hearing 0900661FUL Land at Valiant Square, Upwood had started today.
12. HILLSIDE FARM SHOP TO CLARIFY PLANNING ISSUES REGARDING THE OPENING OF THE FARM SHOP
- This item was postponed until 8.25pm when Mr Bucknell joined the meeting. Letters of support for the shop were read out from Mr and Mrs Duke and Mrs Booth, who also expressed concern about the way in which the issue of planning permission had been handled. A letter from Mrs Bance was read out which asked Dr Farrar to look into whether a member of the Parish Council had accused her of informing HDC that the shop had opened without planning permission. These comments were taken seriously and had arisen following Mr Cook's visit to the shop on 26th January when he asked Mr Burton whether he had applied for planning permission. Mr Leigh made it clear that the Parish Council were completely in support of the shop, and Mr Bucknell had provided advice and guidance wherever possible to ensure that the planning procedures run smoothly. All the forms were now with Mr Burton and help would be available to complete and return them to the Planning Department.

Mr Cook stated that has had no contact with the Planning Department and had not mentioned Mrs Bance as a complainant. He stated that he had not taken any actions that he felt warranted an apology or his resignation. ***Mr Bucknell was asked to find out who had made the report to the Planning Dept.*** Mr Leigh underlined the seriousness of the complaint from Mrs Bance as such actions reflect badly on the Parish Council and a Councillor is never 'off duty'. As there seemed to be no resolution to this matter, Mr Leigh concluded by saying that a lesson should be learned by all members of Council and they should ensure that any queries are discussed in a meeting before action taken. ***A letter would be sent to Mrs Bance to assure her that her concerns have been taken seriously and investigated.***

13. STANDING ORDERS

- 13.1 New Standing Orders and the Financial Regulations had been circulated but in order to expedite matters a working party of The Clerk, Mr Leigh, Ms Robinson and Mr Cook would meet to discuss and review those parts of the standing orders which were not mandatory or relevant to this Council in order to produce a version that can be adopted by Council at the next meeting. Dr Farrar will also be asked to participate. Financial Regulations will be reviewed at the same time.

14. ALLOTMENT HEDGE

- 14.1 Dr Farrar, Mr Leigh, Mr Williams and Mr Bucknell had inspected the hedge with Mr Burton and significant work was required to get the growth under control. Three quotes had been requested to clear the verge and ditch to ground level and to cut the hedge back to 3ft. Only one response had been received in the sum of £950 plus VAT from Mr Burton. Lengthy discussion took place and a vote was taken. It was resolved by a majority vote to cut back as described and ***the Clerk was instructed to inform Mr Burton to proceed in order to complete the work prior to nesting season.***

Mr Lucas left the meeting at 9.35 pm.

15. PARISH PLAN ACTION PLAN WORKING PARTIES FEEDBACK AND UPDATES

- a) Traffic and road issues – Ms Rice/Ms Robinson/Mr Carter. Mr Cook reported that Speedwatch was back up and running. The Clerk reported that she had been informed of standing water at Harris Lane and had been in touch with Luminus who were sending out a surveyor. She also reported that she now had been in touch with HDC Operations regarding the concrete posts by the garages in Oaklands Avenue and they are looking into our request to remove them. The Clerk had been in touch with Highways regarding Raveley Road and is awaiting the result of the inspection. Work had started at Rooks Grove Farm on the hedge.

- b) Litter – Ms Robinson – *Some of the rubbish had been cleared, Ms Robinson would follow up.*
- c) Countryside – Mr Cook – Mr Cook reported that the setting of waymarkers would take place on 24th March. Mr Cook would have a date for Ancient Footpaths meeting at the next Parish Council Meeting. The Clerk had requested dog fouling and dogs on lead signs which were in the post, *she would pass them on to Mr Cook.*
- d) Leisure facilities – Work at the playing field was progressing well Mr Williams had details of gates which were passed round. The gate and the signage were the urgent matters to be decided upon and the working party were given the mandate of the Council to proceed with the both items within in the earmarked funds with no further reference to the Full Council. A formal opening will take place and three dates in May, 8th, 15th and 22nd were put forward, *Mr Bucknell will contact our MP to arrange for him to open the new playground, date to be decided by his availability.* The final part of the project will be the natural play area and planting, the Tree Officer will advise us on planting and what can be supplied by the District Council. *A further grant from the Red Tile Wind Farm will be applied for to help with the planting and the application will need to be made in May.*
- The Clerk reminded Councillors of the need to do risk assessment visits and complete the forms as per the rota. *She would circulate electronically the form and rota again and it was agreed that outstanding forms would be returned within 14 days.*
- Mr Williams asked whether there were any funds available from the Youth Bank grant that was given to the Youth Club. It was believed that all the equipment and remaining funds had now been returned. *The Clerk will write to Mrs Barker and confirm.*
- A letter from Mr Cattle had been circulated regarding the telephone box, expressing a view that adoption should be avoided. After much discussion it was agreed that *the Clerk would obtain quotes for the maintenance of the box.* She had received responses from Buckworth and Bury Clerks neither of whom reported problems with adoption.
- e) Village Hall – Mr Cook and Mr Leigh – Revised plans had been submitted to reflect the requirements of Planners to provide

16. a) Grants – Mr Bucknell. Already covered.
- b) Wistow Bridge – Mr Leigh and Clerk. Mrs Cracknell had emailed Dr Farrar regarding what she believed to be the unnecessary removal of trees. Mr Leigh had met her and discussed exactly where she was referring to and agreed to make further enquiries. *The Clerk would find out who owns the piece of land behind the new fence and liaise with CCC to get some new trees planted.* There is still standing water despite the new drain and the give way markings have not been moved. *The Clerk will contact Mr McGee.*

c) Allotments

Land Registry had confirmed that the land was not registered. ***The Clerk will obtain quotes from solicitors to advise on registering the land.*** CPALC are running a course on Allotments and Ms Rice showed an interest in attending. ***Further details of the syllabus should be found out and if relevant the Council agreed the cost of the course (£55)***

17. ITEMS FOR WISTOW WARBLER AND WEBSITE,

17.1. An item should go into the next Warbler encouraging villagers to continue to use the bottle bank until it is removed. There was discussion on how to encourage the continuation of the Warbler following Mr Dransfield's retirement and it will be an Agenda item later in the year.

18. MONTHLY AUDIT – NOMINEE FOR NEXT MEETING

18.1. Mr Carter will be the March auditor.

19. MATTERS FOR FUTURE CONSIDERATION

19.1 Adoption of Standing orders – March
ROSPA inspection of Playground
Playground opening

20. DATE OF NEXT MEETING – Tuesday 30th March at 7pm

There being no further business the meeting closed at 10.05 pm.

PLANNING APPLICATIONS RECEIVED FROM JANUARY 2009

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/Date</u> <u>WPC</u>
<u>HDC</u>			
008/03478/FUL yes	Threeways, Church Street	Add pitched roof to flat extension at rear	Yes 07/01/09
0900055FUL yes	Rectory Farm, Wistow Rd Broughton	Erection of agricultural building to house free range hens	No comment 24/02/09
0900342OUT appeal	RAF Upwood, Ramsey Rd Bury, PE26 2XN	Demolition and clearance of redundant buildings, reclamation and remediation of land and redevelopment	Yes 29/5/09
0900661FUL Declined and going to appeal	Valiant Square, Upwood	Erection of 26 houses and 7 apartments	No comment 30/06/09 No comment 25/08/09
0900843FUL yes	Manor House, Manor St Wistow	Refurb of existing chimney	Yes 28/7/09
0900947FUL yes	Beggars Roost, Parsonage Street, Wistow	Replace flat roof with pitched	Yes 25/08/09
0901439FUL/ 0901440LBC	The Village Hall, Manor Street, Wistow	Extension to side and rear	Yes 15/12/09
1000022REP	Orchard House, Mill Road, Wistow	Replacement 0602458OUT	Yes 26/1/10

FINANCE REPORT for February 2010

			Paid
Clerk's Salary			
26 hours @ £8.344	216.94		
Computer Usage	10.00		
Postage Paid 3 stamps @ 30p	.90	£247.84	23/2/10
Change for heating of hall	20.00		
Leisure Logs deposit		£17,575.65	17/2/10
TOTAL		£ 17,823.49	

Income for February

£15,000 from CCC grant funding

Balances of Account as at 28th February 2010

Current Account	£3,016.69
Savings account	£15,000