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The Parish Council Meeting of the Wistow Parish Council took place on Tuesday 24th June 2008 at 7.30pm in the Wistow Village Hall, with Mr Franklin in the chair.

1 APOLOGIES FOR ABSENCE: Mr MacInnes, Mr Ward.

1.1 PRESENT: Mr Franklin, Dr Farrar, Mr Leigh, Mr Latter, Mr Williams, Mr Cook, Mr Bucknell, Mr Arianpour from Atkins Ltd, Mr McGee from Cambs County Council and Mr Titmarsh (Clerk).

2 TO SIGN AND APPROVE MINUTES OF THE PARISH COUNCIL MEETING DATED 27TH MAY 2008

2.1 As these minutes had been circulated around the Councillors present prior to this meeting, and there being no queries regarding these, they were voted upon and unanimously approved as being correct.

As both Mr Arianpour and Mr McGee were present to discuss the Wistow Bridge proposals, it was asked if anyone had any objection to item 6 on the Agenda being discussed now. No-one present had any objections to this proposal.

6 WISTOW BRIDGE PROPOSALS - FOR FULL DISCUSSION?

6.1 Both Mr Arianpour and Mr McGee formally addressed the meeting. It was stated that the current Bridge consisted of a original stone arch, which was a Graded listed structure, together with a concrete extension. Atkins Ltd had previously done a structural assessment on the existing Bridge, and it was found to be deteriorating, so that the current weight limits (the existing environmental limit for the Bridge is 7 ½ tonnes) for the Bridge would be questionable. Atkins Ltd and the County Council had spoken to both the Environment Agency and Local Heritage about the plans for the Bridge, and neither party had any objection to the plans in principal, but it was still very much under discussion.

Mr Lucas offered his apologies and arrived at the meeting at 7.35pm.

6.2 Mr Atkins went onto to describe the main 2 proposals in more detail, with some preliminary drawings, that had been made. The first proposal involved a new Bridge being constructed near the old one (involving the purchase of some nearby land), which would take 2 lanes of traffic, and leave the old bridge as a footbridge only. 2 nearby landowners had already been approached regarding this proposal, and they were okay in principal with the idea. With this proposal, the Environment Agency had some issues regarding flooding, as it could potentially alter the current water course, and stated that the road may have to be heightened to counteract this problem. The work for this proposal would mean that traffic lights would be situated on the Bridge to allow 1 one traffic only, and could take 18 weeks in total. 2 or 3 trees would also have to be removed, but the overall road layout was considered to potentially improve the current visibility problems in this area.

6.3 Mr Atkins also stated that currently British Telecom, Anglian Water Authority and EDF Energy cables all go under or around the Bridge area, and so these would also need to be diverted, depending which option was finally agreed upon.

6.4 The funding for all of this work, could well have to come completely from the County Council.

6.5 The second proposal was to strengthen the existing Bridge, and effectively build a stronger newer Bridge over the top of the old one. English Heritage were reluctant to allow the current Bridge being touched in any way. It was considered that the old bridge would be quite hidden away from view, and the road level would be increased, due to new filling being put on it.

6.6 It was stated that the County Council preferred the first Bridge option.

6.7 However, towards the end of the discussion, a 3rd option was identified, which meant improving the sight lines for the current road layout, buying and clearing some land, and strengthening the existing Bridge and making it 1 way only, hence reducing the weight limit of the Bridge, and with some traffic calming measures in place. The Parish Council felt that they preferred this 3rd option, but felt that Mr Arianpour and Mr McGee should come back to a Public meeting sometime soon, with more information on this 3rd option, and after they had talked to both Local Heritage and the Environment Agency about it as well. Mr Arianpour and Mr McGee agreed to do this, and to keep in touch with the Clerk to help arrange this Public Village Meeting.

6.8 It was mentioned that there was still currently some temporary tape on the Bridge where a balustrade had been knocked down, following a Road traffic Accident, ages ago. Mr McGee agreed to look at this area, and try to get something done more substantial than this. Both Mr McGee and Mr Arianpour asked the Clerk for copies of these minutes when they had been done, together with a list of the people present at the meeting. The Clerk agreed to do this.

Both Mr McGee and Mr Arianpour were both thanked for their time, at this meeting, and left at 8.15pm.

6.9 At this point, Mr Franklin asked that the Clerk address the meeting. The Clerk stated that he officially wanted to hand in his resignation, after having done the job for 6 years now, but would carry on doing the job until a replacement could be found. Mr Cook stated that he might know of someone interested in this, and would contact them about it. It was asked that if anyone knew of someone who might be interested in this position, to contact the Clerk for more information.

The Agenda then carried on as previously.

3 MATTERS ARISING FROM PREVIOUS MINUTES

3.1 Further to point 6.1 of the previous minutes, Mr Franklin stated that the Wistow in Bloom Committee were actually involved in obtaining the Give-away Compost, hence it appearing in their latest Newsletter.

3.2 Regarding the Boundary Fence's Loose Panel by Oakland's Close and the Playing Field, recently reported by a local resident, the Clerk stated that he had heard nothing further from Luminus Group about this. It was agreed for Mr Cook, the current Village Handyman to formally quote for this work to be done.

3.3 Mr Bucknell confirmed that he would ask Mr Nigel Finney of Luminus Group to attend the next Parish Council Meeting, to discuss any outstanding issues.

3.4 Further to point 13.11 of the previous minutes, Dr Farrar confirmed that he still had to contact Veronica of the local Youth Club about the 'Jamvan' coming to Wistow. It was known that it would cost £50, and Mr Bucknell confirmed that he would also speak to Dibs Taylor about the current situation with the Youth Club as well.

3.5 Further to point 13.9 of the previous minutes, the Clerk reported that the residents of the properties by the Public House, who were responsible for the gravel drive there, had been written to, and one had responded, confirming that they would try to prevent it spreading onto the neighbouring pavement and road. It was acknowledged that the situation had improved recently.

4 MEMBERS DECLARATION OF INTEREST FOR ITEMS ON THIS AGENDA

4.1 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. Mr Cook had also declared openly that as the current Village Handyman, he would not take part in any discussions that involved work to be undertaken by the Village Handyman.

4.2 Mr Bucknell also declared an interest, with regards to any items under Agenda item 10 as a member of the Huntingdonshire District Council.

5 COMMUNITY LIAISON OFFICER - ANY POLICE OR CRIME ISSUES TO BE DISCUSSED?

5.1 As PCSO Marc Robinson was not present at this meeting, no formal Police Report could be given at this time. Mr Cook stated that he had seen some youths playing on the Wistow Bridge, and apparently intimidating some other children.

5.2 Some other local children were also reported to be often playing in the busy road at Mill Road, and potentially causing an accident there.

Agenda Item 6 was previously discussed in this meeting.

7 a- FINANCE - TO APPROVE THE FINANCIAL STATEMENT/ PAYMENT OF ACCOUNTS FOR MAY 2008

7.1 As this had been circulated around the Councillors present prior to this meeting, and there being no further comments, these were voted upon and unanimously confirmed as being a true record.

7 b- FINANCE - TO APPROVE PAYMENT OF OUTSTANDING AMOUNTS:

MR D TITMARSH - MAY 2008 SALARY (RATES AS PER MINUTE NO. 13.1 OF THE MEETING DATED THE 29TH APRIL 2008)	£ 217.33
HUNTS DISTRICT COUNCIL - 2 LITTER BINS PLUS INSTALLATION	£ 787.25
PLAYSAFETY LTD - ROSPA REPORT 2008	£ 77.55
R J WARREN LTD - GRASSCUTTING - CHURCHYARD AND GRAVEYARD - MAY 2008 X 2	£ 205.62

7.2 All of these payments, apart from the one to R J Warren Ltd were approved at the meeting and the cheques duly signed.

7 c- FINANCE - TO REVIEW CASH FLOW AND RESOLVE ANTICIPATED ISSUES

7.3 As this had also been circulated around the Councillors present prior to this meeting, and there being no further comments, these were voted upon and unanimously confirmed as being a true record.

8 CORRESPONDENCE (INCLUDING HDC - PLAY MATTING GRANT LETTER)

8.1 The Clerk confirmed that he had recently received a letter from Huntingdonshire District Council about the Grant Aid approved for the new Play Matting to be installed in the Playing Field. This item was agreed to be discussed later on in the meeting under Agenda item 13a.

8.2 Dr Farrar stated that he wished to have some information about Notice boards, as the Youth Club had expressed an interest in one. The Clerk agreed to pass any information he might have about Notice boards and their costs to Dr Farrar.

8.3 CORRESPONDENCE PREVIOUSLY CIRCULATED

8.31ROSPA Report 2008

9 ALLOTMENT OUTSTANDING ISSUES, INCLUDING SIGNING OF TENANCY AGREEMENTS OPTIONS

9.1 Further to point 14.2 of the previous minutes, it was reported that a reply had been received from Serjeants and Sons Solicitors, which had been passed to Mr Latter for further information. Mr Latter asked if it was known if Mr Dransfield had any more old papers on the Allotment land, and the Clerk agreed to clarify this with Mr Dransfield.

9.2 Part of what Serjeants and Sons Solicitors were requesting was copies of the original tenancy agreements, and it was agreed to pass these to Mr Latter when they could be located. Serjeants and Sons had also suggested that NALC be approached, who were the legal department for CALC, but as Wistow Parish Council was no longer affiliated to CALC, this was felt to be pointless.

9.3 It was stated that Mr Coles was now no longer interested in any new Allotment land that became available.

9.4 Mr Franklin stated that he had an acquaintance that had some Allotment expert knowledge, and that he would contact him, to ask if they would be willing to chat to Mr Latter and Mr Cook about the current situation.

10 TO CONSIDER ANY PLANNING APPLICATIONS RECEIVED - NIL RECEIVED

10.1 The Clerk confirmed that there was no Planning Applications that needed to be discussed at this meeting.

11 MR BUCKNELL'S REVIEW ON PARISH COUNCIL - DISCUSSION?

11.1 Mr Bucknell confirmed that he was happy to continue on the Parish Council, in Mr MacInnes place, for at least another 3 months. No Parish Councillor present had any objection to this proposal, and the Clerk agreed to review this again in 3 months time.

11.2 Mr Cook at this time, stated that he had recently spoken to a representative of the company dealing with the land formally owned by Mr Bance, where it was expected for Xmas trees to be planted. Mr Cook, Mr Franklin and Mr Bucknell all stated they were due to go to a meeting regarding this land, in the very near future. It was believed that a rumour was going around the village that this land had been resold, but no-one present at this meeting was aware of this occurring.

12 PARISH PLAN ACTION PLAN WORKING PARTIES FEEDBACK AND UPDATES- (INCLUDING ANY REALLOCATIONS OF COUNCILLOR RESPONSIBILITIES) -

a- TRAFFIC AND ROAD ISSUES - MR FRANKLIN, MR COOK AND MR BUCKNELL TO REPORT

12.1 Further to point 13.1 of the previous minutes, it was stated that a Traffic Subcommittee had still not had a meeting recently. The Minor Improvement Grant for 2008/09 was confirmed as being received now, with a deadline date of the 1st August 2008.

b- PEDESTRIANS - MR COOK TO REPORT

12.2 Mr Cook stated that he and Mr Lucas had walked around the village recently with Jason Tyrrell of Cambridgeshire County Council. Several issues were raised including pot holes filled recently but to a poor standard, several street name signs renewed recently that previously appeared satisfactory, new horse signs requested on some roads, and some dropped kerbs to be done near to where some villagers who use wheelchairs would find them beneficial. It was now understood that the County Council budgets were determined on the costs of the total jobs requested per Parish, so that the lesser the total cost each Parish has asked to be done, then the more likely they are to get them done.

c- LIGHTING - DR FARRAR TO REPORT

12.3 It was stated that the number 1 streetlight in St Johns Close was not working currently, and the Clerk agreed to report this fault.

d- LITTER - CLERK TO REPORT

12.4 The Clerk reported that the 2 new litter bins recently installed by Huntingdonshire District Council, had now been invoiced for, and the payment had previously been authorised at this meeting.

12.5 A further litter bin was discussed at the other side of the Bridge, but overall, it was not felt necessary at this time, to have this installed as well.

e- COUNTRYSIDE - MR COOK AND CLERK TO REPORT

12.6 Mr Cook asked for a list of the people who had expressed an interest in joining a Parish Plan Countryside Committee, when the Parish Plan was originally developed. The Clerk agreed to search for this, but Mr Cook also stated that he would ask John Wadsworth about this list as well.

12.7 Mr Cook also asked for a map of Parish land owned by the Church, and Mr Franklin agreed to contact the Reverend Dowman about this.

12.8 Everyone was reminded that the 9th July 2008, was the Wistow in Bloom Judging Day, and asking for as much support as possible with this.

**f- ACTIVITIES, SPORTS, CLUBS, SOCIETIES ETC. AND OTHER YOUTH ISSUES
- MR BUCKNELL, DR FARRAR AND MR WILLIAMS TO REPORT**

12.9 Dr Farrar confirmed that he had recently attended a Youth Club meeting, and 3 older children were present at this time. This week Dr Farrar proposed to go around the village with some of the children to find out from other children why they were not currently attending the Youth Club.

g- VILLAGE HALL - MR COOK AND MR LEIGH TO REPORT

12.10 Mr Cook stated that he had obtained a further quotation for upgrading the Village Hall, and that all the quotations were due to be discussed at the next Village Hall Committee Meeting.

12.11 Mr Cook had recently donated £10 on behalf of the Parish Council in support of the MacInness's family, and their sponsored Parachute jump. The Clerk agreed to reimburse Mr Cook from the Parish Council's funds.

12.12 The Village Hall Committee also wanted some more information about the Flooding Assessment for Manor Street, where the Village Hall is situated. Mr Bucknell agreed to find this out for them.

h- FLOODING - MR BUCKNELL TO REPORT

12.13 Mr Bucknell stated that the next Flooding Forum Meeting was, he believed to be on the 8th October 2008, but he would confirm this to the Clerk as soon as possible.

i- VILLAGE SIGNS - MR COOK, MR FRANKLIN AND MR BUCKNELL TO REPORT

12.14 Further to point 13.17 of the previous minutes, Dr Farrar passed a copy of the Village Sign Design to Mr Franklin, to be put onto the Village Noticeboard as soon as possible. The Clerk agreed to inform Dan Smith of Huntingdonshire District Council of the date that this would be on display.

**13 a- PLAYGROUND - MR BUCKNELL, MR FRANKLIN, MR COOK &
CLERK TO REPORT (INCLUDING ROSPA REPORT 2008 FINDINGS AND PLAY
MATTING GRANT LETTER OF CONDITION)**

13.1 In the 2008 ROSPA Report, it was recommended that the football goals were once again, fixed to the ground, and Mr Cook had already quoted £100 to concrete these to the ground. This quotation was formally approved at the meeting.

13.2 Mr Cook had also quoted £200 to clean down and re-coat all the tables and benches in the Playing Field, and this was also formally approved at the meeting.

13.3 The Clerk stated that he had received confirmation from Huntingdonshire District Council, that they were funding £2,400 towards the cost of the new Play Matting in the Playing Field. However, they insisted on certain conditions for this to be paid out, namely that any necessary Planning Permissions are obtained, all the remaining funds are in place as well, an approved start date for work to commence, and details of how the Parish Council will maintain the Play Equipment and Play Surfacing. It was asked if the Clerk could reply stating that a ROSPA Report is obtained annually, and all possible remedial work done as soon as practicable following that Report. The approved contractor Wicksteed Leisure is also on the District Council's approved contractor list.

13.4 Wicksteed Leisure was formally approved for the Play Matting work at the total cost of £9,623.50 plus VAT, as compared to Playtop Ltd quotation of £12,766.10 plus VAT. The Clerk agreed to inform the companies of this decision, and ask Wicksteed Leisure regarding the comments put to the Parish Council by the District Council, and their recommended maintenance plan for the Play Matting.

13.5 The Playing Field Hedge was discussed as it was felt to be getting quite overgrown, but as it was still the bird nesting season, it was felt that the Parish Council were unable to get it cut at this time.

13 b- GRASS CUTTING - MR COOK, MR BUCKNELL, MR LUCAS & CLERK TO REPORT

13.6 It was stated that a neighbouring grave of a parishioner who was tending their own family's graves, including maintaining their own grass cutting, had complained to Dr Farrar that their graves were not being tended to, either by RJ Warren Ltd, who was the approved grass contractor. It was asked if the Clerk could once again write to RJ Warren Ltd stating that they were contracted to cut the whole of the Churchyard and Graveyard areas, and to remove their cuttings as much as possible from the site. Until, the cut is undertaken satisfactorily, it was authorised that May's payment to RJ Warren Ltd of £205.62 be withheld at this time. The Clerk agreed to do this.

13.7 Mr Franklin had met up with Mr Haynes, of Huntingdonshire District Council's Operations Division, about the state of the District Council's grass cutting recently. It was acknowledged that the machine currently being used was not the best one available, and that another machine would be used in the future. The District Council agreed to reissue their map of Wistow and the areas that they were responsible for cutting the grass of. Mr Cook and Mr Franklin stated that they were dealing with this issue.

13.8 Mr Franklin stated that he had been advised, that some parishes took over responsibility for cutting the grass of the areas traditionally done by the County Council, and some money is therefore refunded from the County Council for this to get done. It was known that Mr Ray of Broughton Parish Council had done this, and it was asked if the Clerk could write to Mr Ray to find out more about this. The Clerk agreed to do this.

13 c- GRANTS - MR BUCKNELL, MR FRANKLIN AND CLERK TO REPORT (INCLUDING DISCUSSION OF ANY GREEN/ ENVIRONMENTAL ISSUES THAT COULD BE OBTAINED BY WIND FARM GRANT MONIES)

13. 9 It was decided that there was nothing further to discuss relating to Grants at this meeting.

14 ITEMS FOR THE WISTOW WARBLER AND WISTOW WEB SITE – TO INFORM JOHN DRANSFIELD AND DR FARRAR OF RELEVANT ARTICLES (ALSO TO DISCUSS OTHER ITEMS RELATING TO COMMUNICATIONS ISSUES)

14.1 It was stated that the Clerk's Vacancy should be included in the next edition of the Wistow Warbler together with going onto the Web site, as well as onto the Village Noticeboard. The Clerk agreed to write these.

14.2 An article about the Bridge was also considered necessary, and the Clerk agreed to do this as well.

15 MONTHLY AUDIT - NOMINEE FOR NEXT MEETING?

15.1 Mr Franklin agreed to do the Monthly Audit at the next Parish Council Meeting.

16 DATE OF NEXT MEETING - TUESDAY 29TH JULY 2008 AT 7.30PM.

There being no further business the meeting closed at 10pm.

PLANNING APPLICATIONS RECEIVED FROM AUGUST 2007

Wistow Parish Council - WPC

Huntingdonshire District Council - HDC

Not Yet known - NYK

App.Number	Property Address	Purpose	Approved and Date	
			WPC	HDC
07/02598/FUL	4 Oakland's Close, Wistow	Extension to Porch	Yes - 28/8/07	Yes - 6/9/07
07/02658/LBC 07/02657/FUL	Lavender Cottage, Church Street, Wistow	Extension to staircase and alterations to garage and dwelling	Yes - 25/9/07	Yes - 9/10/07
07/03808/FUL	Haven, Shillow Hill, Wistow	Conservatory Erection	Yes - 27/11/07	Yes - 4/1/08
08/00500/FUL	Rookes Grove Farm, Mill Road, Wistow	Erection of 2 dwellings and access road	Yes - 26/2/08	NYK
08/00599/FUL	Poultry Houses, Shillow Hill, Wistow	Erection of Agricultural dwelling	Yes - 25/3/08	NYK

FINANCE REPORT For June 2008

Clerk's Salary	
25 ¼ hours @ £8.04	£ 203.01
Computer Usage	£ 10.00
Postage Paid 13 stamps @ 24p	£ 3.12
Phone Calls 3/5 to 8/5	£ 1.20
Paid 2/6/08	
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	£ 217.33

Mr G MacInnes	
Replacement Cheque for number 817 - Petrol and Paint	
Paid 4/6/08	£ 31.47

R J Warren Ltd	
Grass Cutting - Churchyard and Graveyard	
Paid 23/6/08	£ 205.62

Playsafety Ltd	
ROSPA Report 2008	
Paid 23/6/08	£ 77.55

Hunts District Council	
2 Litter Bins Purchase and Installation	
Paid 23/6/08	£ 787.25

Wicksteed Leisure	
Play Equipment Paint	
Paid 23/6/08	£ 119.27
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	£1438.49

Income for June 2008 -

Wistow Parochial Church Council - Grass Cutting Contribution and Standpipe Charge - received 25/6/08	£ 530.22
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Balances of Account as at 30th June 2008

Current Account	£ 1971.70
Deposit Account	£21425.30