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A meeting of Wistow Parish Council took place on Tuesday 25<sup>th</sup> August 2009 at 7.30pm in the Village Hall with Dr Farrar in the Chair.

1. APOLOGIES FOR ABSENCE - apologies had been received from Mr Carter, Mr Leigh, Mr Bucknell and Mr Ward. Mr Cook was absent without apology. PRESENT: Dr Farrar, Ms Rice, Ms Robinson, Mr Williams, Mr Lucas and Mrs Coles (Clerk).
- 1.2 Dr Farrar welcomed Ms Robinson back, who confirmed she was fit to resume her duties. Dr Farrar thanked Mr Bucknell for standing in during her absence.
2. TO SIGN AND APPROVE MINUTES OF THE PARISH COUNCIL MEETING DATED 28<sup>TH</sup> JULY 2009
- 2.1 As the minutes had previously been circulated, they were agreed and signed.
3. MATTERS ARISING FROM THE PREVIOUS MINUTES
- 3.1. There were no matters arising.
4. MEMBERS DECLARATION OF INTEREST FOR ITEMS ON THIS AGENDA
- 4.1. No Councillors present had an interest to declare.
5. COMMUNITY LIAISON OFFICER – ANY POLICE OR CRIME ISSUES TO BE DISCUSSED?
- 5.1. There was no Community Liaison Office present.
6. FINANCE A) to approve the financial statement/payment of accounts for July
- 6.1. As this had been circulated around the Councillors present prior to the meeting, and there had been no further comments, these were voted upon and unanimously confirmed as being a true record.
  - b) to approve payments of outstanding amounts

|   |         |
|---|---------|
| Lee Gray – grass cutting  | £362.44 |
| Mrs P Coles August salary (rates as per minute 13 of the meeting dated 28 <sup>th</sup> April 2009) | £238.10 |
| Ray Burton Services – repairs at playground   | £ 20.00 |
| Mrs P Coles, refund of cost of harddisk (Scan invoice)  | £ 96.58 |
| Mr Williams, refund for bolts for village sign  | £ 5.78  |
| Suffolk Acre – increased insurance cover  | £ 25.76 |
  - 6.2 The payments listed were formally approved at this meeting and the cheques duly signed.
  - c) to review cash flow and resolve anticipated issues
  - 6.3. The budget would be increased for Clerk’s salary and costs.

d) to review banking arrangements

The Clerk had visited local banks and presented the accounts available. It was resolved to move the bank account to Barclays with the following Councillors as signatories: Dr Farrar, Mr Leigh, Ms Robinson and Mr Williams. .

e) Initial Precept discussion

- 6.4 As not enough Councillors were present to discuss the precept it was decided that a working party of Dr Farrar, Mr Leigh, Ms Robinson and The Clerk would meet to prepare the budget for next year to present at the next meeting in order to discuss the Precept. The Clerk would arrange a meeting.

## 7. CORRESPONDENCE

- 7.1. Canalbs Ltd – Clerk and Councillor training details  
7.2. Development Management Process Questionnaire – Huntingdon District Council (Clerk to complete)  
7.3 Strategic Housing Land Availability Assessment (SHLAA) Briefing Note  
7.4 Shaws brochure – forms and books for Councils  
7.5. NHS blood donation poster

## CORRESPONDENCE PREVIOUSLY CIRCULATED

- 7.6 NALC - Leadership Academy  
7.7 Local Development Framework – HDC  
7.8 Achilles Design – sponsorship for Great North Run  
7.9 TV Cook request  
7.10 Cambridgeshire Together  
7.11 SLCC training schedule  
7.12 Rural Cambridgeshire: Ensuring a Vibrant Future seminar  
7.13 Future Jobs Fund

## 8. TO CONSIDER ANY PLANNING APPLICATIONS RECEIVED

- 8.1. 0900947FUL - Replacement of flat roof with pitched – Beggars Roost, Parsonage Street, Wistow. This was unanimously approved and the Clerk would inform HDC with the relevant reasons.  
8.2 0900661FUL – Amendment to access – Erection of 26 houses/7apartments, Valiant Square, Upwood. As no comment had been made on the initial plans, no comment would be made at this point.

## 9. CAMBRIDGESHIRE ACRE – MEMBERSHIP RENEWAL £25

- 9.1. Following discussion it was decided to renew our membership this year.

## 10. PROPOSED EXTENSION OF 30 MPH LIMIT, BRIDGE STREET, WISTOW - UPDATE

- 10.1. The Clerk reported that the 30 mph limit would be extended to the whole village. The Clerk would write to Cambs County Council to request extension to the end of Harris Lane, due to the erection of another house.

11. SWINE FLU UPDATE

- 11.1. The Clerk reported that she had received a request for premises within the village, should they be required for mass vaccination. She had responded with details of the village hall.

Mr Lucas gave his apologies and left the meeting at 8pm

12. PARISH PLAN ACTION PLAN – working parties feedback and updates:

- a) Traffic and road issues – Mr Bucknell/Mr Carter/Ms Rice. Ms Rice confirmed that the Jointly Funded Minor Improvements Grant application had been sent.

Dr Farrar reported that he had received a call regarding large lorries in Harris Lane. He had discovered that the route for complaint is through Trading Standards should large vehicles be taking an inappropriate route.

He had also had a complaint regarding harvest traffic going through the village at 3am. He would check with Mr Bucknell whether any legislation exists.

A complaint had been received regarding the cutting of a verge in Manor Street. This had now been done.

- b) Litter – Mr Bucknell – nothing to report

- c) Countryside – Mr Cook – nothing to report.

- d) Leisure facilities – Dr Farrar and Mr Williams – following a conditional offer of £30,000 from the Playfunding grant, the working party would now move onto the second phase. All four companies would be invited back to present their quotations and the children would be consulted again.

Following this month's inspection Mr Williams reported repairs required to the aerial runway and obstacle course. Also a new seat for the see-saw would be required for which the Clerk would obtain a price.

A note had been received from Mr Ray Burton offering his services as handyman, no other applications had been received. It was proposed and seconded that Mr Burton should become the village handyman and the Clerk would contact him and ask him to carry out the necessary repairs.

It was resolved that as part of the monthly risk assessment at the playground the aerial runway bark would be raked and weeded and the playmatting swept. The Clerk would ask whether a small amount of storage could be made available at the village hall for a broom, some weed killer and a rake. Dr Farrar would redesign the risk assessment for to reflect this.

Mr Gray had reported a problem with rubbish when grass cutting. This would be monitored on the inspections.

- e) Village Hall – Mr Cook and Mr Leigh – Nothing to report. The latest minutes were available for circulation.

13. a) Grants – Mr Bucknell. Grants applied for and outstanding are Playfunding, Minor Improvements and Windfarm.  
c) Wistow Bridge – Mr Leigh and Clerk. The Clerk reported that Cambs County Council expected to complete the purchase of land in September and the works were still due to start in November.  
d) Allotments – Mr Peter Burton had been in touch and offered to come to Council Meeting, he had been invited to attend the September meeting. A response had been received from NALC and Dr Farrar would circulate a pack for Councillors to read to prepare for the next meeting. The Clerk would do some research on rents. It was agreed to commence the meeting at 7pm.
14. ITEMS FOR WISTOW WARBLER AND WEBSITE, to inform Mr Dransfield and Dr Farrar of relevant articles (also to discuss other items relating to Communication issues)
  - 14.1. Nothing to report.
15. MONTHLY AUDIT – NOMINEE FOR NEXT MEETING
  - 15.1. Ms Robinson agreed to carry out the monthly audit in September.
16. DATE OF NEXT MEETING – Tuesday 29<sup>th</sup> September 2009 at 7.00 pm in the Village Hall

There being no further business the meeting closed at 8.50 pm.

**PLANNING APPLICATIONS RECEIVED FROM JANUARY 2008**

Wistow Parish Council – WPC  
Not Yet known – NYK

Huntingdonshire District Council – HDC

| <u>App.Number</u>                  | <u>Property Address</u>                 | <u>Purpose</u>   | <u>Approved/Date</u><br><u>WPC</u> |
|------------------------------------|---|--|------------------------------------|
| <b><u>HDC</u></b>                  |   |  |                                    |
| 4/1/08                             |   |  |                                    |
| 08/00500/FUL<br>- Yes -<br>18/6/08 | Rookes Grove Farm,<br>Mill Road, Wistow | Erection of 2 dwellings and<br>access road                       | Yes<br>26/2/08                     |
| 08/00599/FUL<br>- NYK              | Poultry Houses, Shillow Hill,<br>Wistow | Erection of Agricultural<br>dwelling                             | Yes<br>25/3/08                     |
| 008/03478/FUL                      | Threeways, Church Street                | Add pitched roof to flat<br>extension at rear                    | Yes<br>07/01/09                    |
| 0900055FUL                         | Rectory Farm, Wistow Rd<br>Broughton    | Erection of agricultural<br>building to house free<br>range hens | No comment<br>24/02/09             |

|            |  |   |                        |
|------------|--|---|------------------------|
| 0900342OUT | RAF Upwood, Ramsey Rd<br>Bury, PE26 2XN    | Demolition and clearance of<br>redundant buildings,<br>reclamation and remediation<br>of land and redevelopment ..... | Yes<br>29/5/09         |
| 0900661FUL | Valiant Square, Upwood                     | Erection of 26 houses and<br>7 apartments   | No comment<br>30/06/09 |
|            | Amendment to access                        |   | No comment<br>25/08/09 |
| 0900843FUL | Manor House, Manor St<br>Wistow            | Refurb of existing chimney  | Yes<br>28/7/09         |
| 0900947FUL | Beggars Roost, Parsonage<br>Street, Wistow | Replace flat roof with pitched  | Yes<br>25/08/09        |

**FINANCE REPORT for August 2009**

|   |        |                |         |
|---|--------|----------------|---------|
|   |        |                | Paid    |
| Clerk's Salary                                  |        |                |         |
| 27 hours @ £8.26                                | 223.02 |                |         |
| Computer Usage                                  | 10.00  |                |         |
| Postage Paid 4 stamps @ 27p                     | 1.08   |                |         |
| Stationery                                      | 4.00   | £238.10        | 25/8/09 |
| L T Gray – Grass cutting                        |        | £362.44        | 25/8/09 |
| Ray Burton Services – work at Playing field     |        | £ 20.00        | 25/8/09 |
| Scan International (Refund P Coles) – hard disk |        | £ 96.58        | 25/8/09 |
| C Williams, refund of bolts for sign            |        | £ 5.78         | 25/8/09 |
| Suffolk Acre, update insurance cover            |        | £ 25.76        | 25/8/09 |
| Cambridge Acre membership renewal               |        | £ 25.00        | 25/8/09 |
| <b>TOTAL</b>                                    |        | <b>£773.66</b> |         |

**Income for August 2009 - nil**

**Balances of Account as at 31st August 2009**

|                 |                  |
|-----------------|------------------|
| Current Account | £ 959.24         |
| Deposit Account | £21387.88        |
| <b>TOTAL</b>    | <b>£22347.12</b> |