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A meeting of Wistow Parish Council took place on Tuesday 26<sup>th</sup> April, 2011 following the Open Meeting, with Dr Farrar in the Chair

**2011/12-1 TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE**

2011/12-1.1 There were no apologies for absence.

PRESENT: Mrs Booth, Mr Bucknell, Mr Carter, Mrs Coles (Clerk), Dr Farrar, Mr Leigh, Mr Lucas, Ms Robinson, Mr Ward, and Mr Williams

**2011/12-2 TO RECEIVE DECLARATIONS OF INTEREST**

2011/12-2.1 It was noted that as Mr Leigh and Mr Williams are members of the Village Hall Committee, they had declared openly their personal interest 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.

2011/12-2.2 Mr Bucknell declared an interest with regard to any items under Agenda Item 10 as a member of the Huntingdon District Council, wished to declare an interest as a member of the Village Hall Committee and Trustee of the Red Tile Wind Farm Trust.

**2011/12-3 PUBLIC PARTICIPATION**

2011/12-3.1 There were no members of the public present.

**2011/12-4 TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING ON 29<sup>th</sup> MARCH 2011.**

2011/12-4.1 The minutes of the Parish Council Meeting, having been circulated prior to the meeting were approved.

**2011/12-5 MATTERS FOR INFORMATION ONLY**

The items as listed on the agenda were covered.

**2011/12-6 COMMUNITY LIAISON OFFICER**

2011/12-6.1 PCSO was not present.

2011/12-6.2 The three priorities as a result of the Neighbourhood Forum were Antisocial behaviour in the Great Whyte, Ramsey, Speeding in all areas, and antisocial behaviour with motor vehicles. There were presentations on winter gritting, Gypsy and Traveller sites, and a presentation by the Youth Group. There were 45 attendees.

2011/12-7 TO RECEIVE REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

2011/12-7.1 Mr Lucas reported that there would be a public meeting on 11<sup>th</sup> May to discuss the future of Warboys Library. He had received written support from residents of Wistow. The best option is single staffing, supported by a volunteer and to increase income by the use of the building by community groups. Warboys had increased their precept to support the library and Mr Lucas suggested that there might be a way of Wistow helping to support the library.

2011/12-7.2 Mr Bucknell reported that there is a new designated leader of the Council and the new cabinet will be announced next week and confirmed after the election. Spending cuts and staffing are under review, more information will be available after the Full Council meeting on 17<sup>th</sup> May 2011.

2011/12-7.3 Mr Ward had nothing further to add.

2011/12-8 FINANCE

a) to approve the financial statement

2011/12-8.1 As this had been circulated to Councillors present prior to the meeting, and there were no further comments, it was unanimously confirmed a true record.

b) to approve payments of outstanding amounts

2011/12-8.2 The payments listed were formally approved and the cheques duly signed, with the exception of the Clerk's salary which was approved for payment later

Mrs P Coles April Salary	£211.16
Environment Agency drainage charge	£ 13.63
Cambridge Water, cemetery standpipe	£ 14.09

c) to review cash flow and resolve anticipated issues

The Clerk would move forward sums not used but budgeted on a monthly basis. Grass cutting grant from County approved at £451.74, ***the Clerk would raise an invoice.***

It was confirmed that Douglas Tonks Ltd were now in receipt of all the paperwork required to register the Parish Council as an employer and take over payroll.

2011/12-9 CORRESPONDENCE

2011/12-9.1 HDC had confirmed that the glass recycling bins were to be removed by 1<sup>st</sup> June 2011 but had offered to install a textile bank. The Clerk had enquired whether Wistow could be considered and the textile bank had arrived. £150 per tonne can be earned but usage is unknown. ***The Clerk would check with HDC that installed bin is correct.***

2011/12.2 It had been confirmed that the bus timetable had changed following the consultation.

2011/12-12.3 Dr Farrar had been asked by Mr and Mrs Berry from the Three Horseshoes for advice on recycling their glass waste. The only option appeared to be through commercial recycling. Glass recycling will still be available at Bluntisham and Alconbury but commercial waste incurs a charge.

2011/12-10 TO CONSIDER ANY PLANNING APPLICATIONS RECEIVED

2011/12-10.1. 1100476S73 Continue use as airsoft War Games Events Centre, Urban Assault, RAF Upwood, Ramsey Road, Bury. There were no comments.

2011/12-10.2 Mr Ward had received an email from Building Control to confirm that a building regulation application had been approved on 6<sup>th</sup> October 2010 in relation to 7 Kingston Way. This, however, did not explain why the Parish Council's comments and concerns had not been addressed or acknowledged and why permission had been granted without any further reference to the Parish Council. ***Mr Bucknell pointed out that Parish Councils are only consultees but would look at the Officer's Report and provide further information.*** Mr Ward was keen to reassure that consultees' comments were taken into consideration.

2011/12-11 ANNUAL AUDIT

2011/12-11.1 The accounting statements were reviewed and approved.

2011/12-11.2 The Annual Governance Statement was read out and agreed.

2011/12-12 CPALC MEMBERSHIP RENEWAL

2011/12-12.1 Dr Farrar proposed and Mr Leigh seconded renewal of CPALC membership. It was unanimously agreed and a cheque signed.

2011/12-13 OPEN MEETING REVIEW

2011/12-13.1 The following issues were raised:

Dog fouling, ***the Clerk would contact HDC to see if it were possible to locate a bin by the salt bin on the entrance to the footpath on the bridge.***

HGVs through the village, ***the Parish Council would look at the Warden scheme but villagers would also have to be vigilant and take registration details.***

Phone box on Church Street, ***the Clerk would contact BT again.***

Grass cutting in the cemetery, ***the Clerk would contact Fergusons***

2011/12-14 PREPARATION FOR AGM, TUESDAY 31<sup>ST</sup> MARCH 2011

2011/12-14.1 ***The Clerk would circulate Standing Orders and Financial Standing orders for consideration.***

2011/12-15 STREET LIGHT MAINTENANCE CONTRACT

2011/12-15.1 Quotations for maintenance of our streetlights had been circulated to Councillors prior to the meeting. The options were to outsource or to renew the contract with Cambs County who were using Balfour Beatty. After discussion Mr Carter proposed and Dr Farrar seconded that we instruct County to proceed with option 1, at £20.05 per lighting unit per year. This was unanimously agreed.

2011/12-16 PARISH PLAN ACTION PLAN WORKING PARTIES FEEDBACK AND UPDATES

- a) Traffic and road issues – Mr Bucknell/Mr Carter/Ms Robinson.  
Blackhurst Lane/Hill Road, Mr Carter had contacted Mr Green to discuss.  
HGV issue requires vigilance  
Mr Ward had provided information on street parties for the royal wedding which the Clerk had passed on.  
Hawthorn hedges at Wistow Toll were obstructing the view for traffic, ***the Clerk would contact Mr Blackhurst and Mr Burton and request that they trim them back.***  
Following the Flood Forum Mr Bucknell had spoken with the Environment Agency regarding the Harris Lane drainage issue and will be in contact with the owners.
- b) Litter – Ms Robinson/Mrs Booth – nothing outstanding.
- c) Countryside – Mr Carter/Dr Farrar We had received a letter regarding grass cutting on footpaths but this does not affect us.
- d) Village Hall – Mr Leigh/Mr Williams  
Nothing to report.
- e) Maintenance Issues – Clerk  
Mr Carter was persevering with the see saw panels  
The annual safety report had been done but report not yet issued. Mr Carter reported that the bolts on the baby swings were beginning to rust ***and he would renew them.***  
Mr Carter had carried out April's risk assessment and Mrs Booth was May  
Mr Williams reported that the gate had dropped, ***the Clerk will contact the supplier***  
Mr Carter reported that an elder tree needed removing from Oaklands Close fence.  
The benches in the playground are in poor condition and need to be reviewed ***Mr Carter and the Clerk will obtain prices to replace some of the benches.***

2011/12-17

- a) Grants – Mr Bucknell/Mrs Booth Mrs Booth will study the grant alert that was sent through and the ***Clerk will forward it to John Wadsworth.***
- b) Wistow Bridge – Mr Leigh/Mr Williams ***The Clerk will chase the outstanding work and ask Mr McGee to consult for a solution to the standing water issue.***  
Ms Robinson had reported the fallen tree to the Environment Agency but they have confirmed that it is the responsibility of the land owner, ***the Clerk will write to them with this information.***
- c) Allotments – nothing to report.
- d) Parish Plan Review – ***Mr Bucknell will provide the Clerk with some dates in order to arrange a meeting.***
- e) Broadband – Dr Farrar/Mr Leigh this is an ongoing project and will be removed from the agenda.

2011/12-18 ITEMS FOR WISTOW WARBLER AND WEB SITE

2011/12-18.1 Mr Williams would put in an article on football at the bus stop and would welcome any other articles.

2011/12-19. MONTHLY AUDIT – NOMINEE FOR NEXT MEETING

2011/12-19.1 Mr Carter was our auditor this month and Mr Bucknell for May

2011/12-20 MATTERS FOR FUTURE CONSIDERATION  
2011/12-20.1 White line outside Playground entrance – *Clerk to chase*  
2011/12-20.2 Review condition of salt bins

2011/12-21 DATE OF NEXT MEETING  
2011/12-21.1 Tuesday 31<sup>st</sup> May 2011 following the AGM.  
There being no further business the meeting closed at 9.30 pm.

**FINANCE REPORT for April 2011**

			Paid
Clerk's Salary			
24 hours @ £8.344	200.26		
Computer Usage	10.00		
Postage Paid 1 x 32p, 1 x 58p	.90	£211.16	
Cambridge Water, cemetery standpipe		£ 14.09	26/4/11
Environment agency, drainage charge		£ 13.63	26/4/11
CPALC membership renewal		£162.77	26/4/11
<b>TOTAL</b>		<b>£401.65</b>	

**Income for April** £10,000 – precept

**Balances of Account as at 29<sup>th</sup> April 2011**

Current Account £11095.74      Deposit account £15,007.69