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THE WISTOW WEBSITE: www.wistovillage.info**

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A meeting of Wistow Parish Council took place on Tuesday 27th April 2010 following the Open Meeting in the Village Hall with Dr Farrar in the Chair.

1. TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE - apologies had been received from Mr Carter, Mr Cook, Mr Lucas and Mr Williams.
PRESENT: Mr Bucknell, Mrs Coles (Clerk), Dr Farrar, Mr Leigh, Ms Rice, Ms Robinson, Mr Ward.
2. TO RECEIVE DECLARATIONS OF INTEREST
 - 2.1 It was noted that as Mr Leigh is a member of the Village Hall Committee, he had declared openly his personal interest under the New Code of Conduct of the Local Government Act 2000, Part 3, and therefore was still able to participate in aspects of business dealing with the Village Hall.
 - 2.2 Mr Bucknell declared that due to forthcoming elections he was unable to give any reports declared an interest with regard to any items under Agenda Item 10, as a member of the Huntingdon District Council.
3. PUBLIC PARTICIPATION
 - 3.1. There were no members of the public present
4. TO APPROVE THE MINUTES OF THE MEETING ON 30th MARCH 2010 AND EXTRAORDINARY MEETING ON 3RD MARCH 2010
 - 4.1. As both these minutes had been circulated prior to the meeting, they were approved without after renumbering the minutes of 30th March after page 925.
5. MATTERS FOR INFORMATION ONLY
 - 5.1 The items as listed on the agenda were covered and no further comment required.
6. COMMUNITY LIAISON OFFICER
 - 6.1 The Community Liaison Officer was not present.
 - 6.2 The Neighbourhood Forum on 20th April had seen a record attendance and again had been very productive.
7. TO RECEIVE REPORTS FROM COUNTY AND DISTRICT COUNCILLORS
 - 7.1 Mr Lucas was not present and had not sent a report.
 - 7.2 Mr Bucknell declined to report.
 - 7.3 Mr Ward reported the village shop had been discussed at a rural strategy debate, linked with the diversification of farmers and policy to encourage and assist new shops.

8. FINANCE
- a) to approve the financial statement
- 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
- 8.2 The payments listed were formally approved and the cheques duly signed.
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|-------------------------------------|---------|
| Mrs P Coles April Salary | £251.73 |
| Refund of grass seed to Mr Bucknell | £ 19.94 |
| Environment Agency drainage | £ 13.81 |
| Play Inspection Company | £117.50 |
| Ink cartridges | £ 42.94 |
| Rights of Way Course | £ 35.00 |
| Grass cutting | £169.58 |
- c) to review cash flow and resolve anticipated issues
- 8.3. The Clerk confirmed that notification of transfer of the precept had been received.
- 9.. CORRESPONDENCE
- 9.1 The list of correspondence circulated with the agenda was discussed with the following comments:
- 9.2 ***The Clerk would forward to Mr Dransfield a copy of the digital switchover information.***
- 9.3 The Church Pathway would be reviewed at the next meeting. ***Mr Leigh and Dr Farrar would inspect and take photos to discuss.*** Advice would be taken from Planning Dept with regard to its listed status. ***The Clerk would reply to Mrs Rogers to say that it is likely to be a protracted project.***
10. TO CONSIDER ANY PLANNING APPLICATIONS RECEIVED
- 10.1. 10000391FUL – Retention of prefabricated building for use as a shop selling farm produce and other goods – Hillside, Mill Road, Wistow.
This application was unanimously approved.
11. OPEN MEETING 27TH APRIL 2010 – REVIEW
- 11.1 Issues raised:
- Bridge – landscaping and finishing, standing water, – ***the Clerk would email Mr McGee and CCC and arrange a meeting.***
- Playground – safety issue – liaise with Highways,
- Footpaths are a big issue but the PC needs to increase its knowledge of legislation – discuss again after course. It was suggested that a map of allotments and map of footpaths should be added to the Parish Council manual, ***Dr Farrar and the Clerk would arrange.***
- Dog fouling signs – ***the Clerk to email Mr Cook***
- Litter – ***Ms Robinson has fly tipping sign, the Clerk may be able to provide a post.***
- Brook – still issues, ***the Clerk will contact Darren Trumper at the Environment Agency***

12. ELECTIONS 27th MAY 2010/PREPARATION FOR AGM
 - 12.1 The Parish Council election was uncontested. Dr Farrar reported that Mr Cook had resigned. There is one vacancy on the Parish Council which can be coopted.
 - 12.2. The AGM has to take place within 14 days of 10th May which is when the new Parish Council takes office. It was agreed to hold the AGM on 18th May 2010 at 7.30 pm in the Village Hall.

13. STREEETLIGHT PC9
 - 13.1 Notification that PC9 needed to be replaced had been received from CCC along with an estimate of the costs. After some discussion and bearing in mind the opinions expressed at the Open Meeting, ***the Clerk would contact CCC to find out our options*** as their recommendation is for a column. If it is replaced with a low energy model it may be possible to apply for a Red Tile Wind Farm grant.

14. CPALC MEMBERSHIP
 - 14.1 It was unanimously agreed to renew membership at a cost of £151.94.

15. FINANCIAL ACCOUNTS
 - 15.1 The accounts had been circulated to Councillors prior to the meeting and were approved for signing by Dr Farrar, they would then be passed to Mrs Pye for internal audit prior to audit by Moore Stephens.
 - 15.2 The Clerk read out the Annual Governance Statement and Councillors acknowledged their responsibility.
 - 15.3 A full review had been carried out on the Asset Register in July 2009, it was therefore agreed reflect the uplift in insurance values in our renewal in October.

16. PARISH PLAN ACTION PLAN WORKING PARITES FEEDBACK AND UPDATES
 - a) Traffic and road issues – Ms Rice/Ms Robinson/Mr Carter.
Hedge at Rooks Grove, contact Mr and Mrs Juggins after the nesting season to ask them to attend to the overhang.
Sunken pavement in Bridge Street – ***Ms Robinson will report to Highways***
Tree in Oaklands Close – Mr Bucknell has dealt with
Harris Lane drainage problem – County is now responsible, the issue has been passed on but will be ongoing.
Dr Farrar had received an email from Wayne Stewart, CCC regarding trees overhanging the bus route. ***Mr Leigh will arrange a meeting.***
Cambridge Water – water main renewal notification, work had already started
Saltbins were ready for installation – Dr Farrar and the Clerk would inform Highways of the exact location. A bin has gone missing from the top of the hill, ***the Clerk will take advice from our insurers.***

b) Litter – Ms Robinson – It was reported that litter was being thrown over the fence between the playground and Oaklands Close. ***The playground team would review the position of the bins and look at putting up a sign to say it is an offence to leave litter or distributing awareness leaflets.*** The cost of moving bins in an issue..

c) Countryside – Mr Cook/Mr Carter

d) Leisure facilities –Dr Farrar/Mr Williams

A meeting to finalise the opening would be arranged. Three quotes for the sign had been circulated and it was decided to go with Rapidsigns at a cost of £125 installed. ***The Clerk would forward details to Dr Farrar so that he can contact Rapidsigns and finalise information.***

The Clerk had found information regarding leases for access to the playground for Kingston Way properties. They were out of date. ***It was agreed that she would organise new leases with the advice of the Legal Team at HDC.***

Risk assessments at the playground were not being carried out, ***they would be added to the agenda each month and a reminder issued.***

e) Village Hall – Mr Cook and Mr Leigh – The toddler group had asked if they could have a cake stand at the playground opening, this was agreed, ***the Clerk would email Mrs Bennett.***

The Village Hall Committee had been invited to run a barbecue at the Opening but required numbers and an undertaking that a mailshot would be made. Dr Farrar would speak to Mr Wadsworth to confirm that every effort would be made to ensure a good turnout.

18. a) Grants – Mr Bucknell. The next meeting of the Red Tile Wind Farm Trust would be in June and our application for £800 towards the cost of the entrance to the playground would be considered.

b) Wistow Bridge – Mr Leigh and Clerk. ***The Clerk would email Mr McGee to set up a meeting regarding the points raised at the open meeting.***

c) Allotments

Dr Farrar and the Clerk would add the allotment map to the Parish Manual with information regarding tenants and rents.

19. ITEMS FOR WISTOW WARBLER AND WEBSITE,

19.1. A thank you to Mr Cook for all his work on the Parish Council.

20. MONTHLY AUDIT – NOMINEE FOR NEXT MEETING

20.1. Mr Leigh will be our May auditor.

21. MATTERS FOR FUTURE CONSIDERATION

20. DATE OF NEXT MEETING – Tuesday 27th April at 7.30 pm

There being no further business the meeting closed at 10.10 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>
HDC			
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	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
1000391FUL	Hillside, Mill Road	Retention of prefab as shop	Yes 27/4/10

FINANCE REPORT for April 2010

			Paid
Clerk's Salary			
28 hours @ £8.344	233.63		
Computer Usage	10.00		
Postage Paid 7 stamps @ 30p	2.10	£294.67	27/4/10
Stationery – ink	42.94		
Heating	6.00		
Donation to EACH item 9.4 30/3/10		£ 50.00	27/4/10
Play Inspection Company Ltd		£ 117.50	27/4/10
Environment Agency drainage		£ 13.81	27/4/10
Mr Bucknell, refund of grass seed cost		£ 19.94	27/4/10
Essex County Council – P3 Course		£ 35.00	27/4/10
Lee Gray – grass cutting		£ 169.58	27/4/10
CPALC membership renewal		£ 151.94	27/4/10
TOTAL		£ 852.44	

The Leisure Logs invoices had been paid as agreed following a satisfactory Safety Inspection report.

Income for April

Precept £6,500

Scrap value of gate £10

Balances of Account as at 30th April 2010

Current Account

£ 9,328.54

Savings account

£ 5,000.99