

-1163-

A meeting of Wistow Parish Council took place on Tuesday, 28<sup>th</sup> April 2015 following the Annual Open Meeting, with Mr Carter in the Chair.

**2015/16-01 To receive and approve Apologies for Absence**

2015/16-01.1 There were no apologies

2015/16-01.2 Present: Mr Carter, Mrs Coles, Dr Farrar, Mr Leigh, Mr MacInnes, Mr Bucknell, Mrs Curtis, Mr Tew, and the following members of the public, Mr Gregory, Ms Leaton, Mrs Gorman and Mr Williamson. Mr Carter opened the meeting and proposed that Mr Gregory be co-opted onto the Parish Council, Mr MacInnes seconded and it was unanimously agreed. Mr Gregory was welcomed as a Parish Councillor. Ms Leaton and Mr Hurcombe had also expressed an interest and would confirm at the next meeting.

**2015/16-02 To receive Declarations of Interest**

2015/16-02.1 All Parish Councillors as Trustees of the Village Hall

2015/16-02.2 Mr MacInnes as a member of the Village Hall Committee.

2015/16-02.3 Mr Carter as a member of the Village Hall building group

**2015/16-03 Public Participation**

2015/16-03.1 The members of the public present did not wish to speak.

**2015/16-04 Approve the Minutes of the Parish Council Meeting on 24<sup>th</sup> February 2015 and Extraordinary Meeting on 12<sup>th</sup> March 2015 and Finance Report from 31<sup>st</sup> March**

2015/16-04.1 All minutes, having been circulated prior to the meeting, were approved as a true record and signed.

**2015/16-05 Matters for information only**

2015/16-05.1 Correspondence from CLT re affordable housing

2015/16-05.2 City Deal, transport in central Cambridge

2015/16-05.3 Report from Cambs Bobby Scheme (forwarded to Warbler)

2015/16-05.4 Engagement NHS Equality Delivery Seminar, Newsletter and Bulletin

2015/16-05.5 ACRE newsletter and invite to Community Fair

2015/16-05.6 Changes to bus services and information on parking charges for guided bus

2015/16-05.7 CAPALC E bulletin

2015/16-05.8 Campaign to find lost playing fields

2015/16-05.9 Huntingdon Town Council application for designation of a Neighbourhood Area

2015/16-05.10 Consultation letter regarding CCC Local Validation List (Planning) revisions

2015/16-05.11 How to register to speak at District Council Development Management Panel meetings on planning applications

2015/16-05.12 Details of Community Chest fund

All the above were discussed with no further action required.

**2015/16-06 Policing Matters**

2015/16-06.1 Speedwatch Update, this had been extensively covered during the Open Meeting and it was hoped that further correspondence to clarify outstanding issues would be forwarded.

2015/16-06.2 ECops updates, Mr Bucknell reported that there is an ongoing issue in Oaklands Close.

2015/16-06.3 Rebecca Avery, Outreach Worker, had given a presentation at the Open Meeting.

**2015/16-07 To receive reports from County and District – Mr M Tew, Mr P Bucknell and Mrs A Curtis**

2015/16-07.1 Mr Tew reported that the County had been very busy. Parishes are being encouraged to work together on Highways matters and certain tasks can be undertaken by Parishes where the funds are available. There will be more information on this over the next few months. Parishes are also being encouraged to identify vulnerable residents and be involved with their care, again more information and guidance will be available shortly. It is likely that quarterly Ward meetings will be encouraged to provide guidance and coordination and the local Member will have more influence. Mr Tew was asked about the new traffic calming scheme in Kings Ripton. The general view was that it was poorly set out and Mr Tew was asked to obtain a copy of the report that recommended it. Mr Tew and Mr Bucknell said that it would have been part of the Parish Plan under the Local Highways Initiative and residents will have supported the scheme. There will be no redress. If traffic calming measures were required for Wistow then evidence would need to be gathered for September.

2015/16-07.2 Mr Bucknell and Mrs Curtis made no report due to forthcoming elections.

**2015/16-08 Finance**

a) The Financial Statement and Cashflow for 2015/16 – April, having been circulated prior to the meeting was agreed. The Clerk would update with income once the bank statement had been received and re-circulate.

b) to approve payment of outstanding amounts

Clerk's salary April 2015	£223.71
Clerk's expenses April 2015	£ 12.12
Environment Agency drainage	£ 14.28
CGM grass cutting	£675.00

The above payments were approved and cheques signed.

c) Cambridge Building Society forms were signed by Mr Bucknell so that signatures could be amended following Audit.

d) Review of budget, this would be reviewed on a monthly basis through the cashflow.

**2015/16-09 Correspondence**

2015/16-09.1 Government Grants for superfast broadband for small business, no further comment

2015/16-09.2 CAPALC renewal information, payment due in June, it was agreed to renew membership for the sum of £206.79

2015/16-09.3 CAPALC, Transparency Code, this has been circulated and noted.

**2015/16-10 To consider any Planning Applications received**

2015/16-10.1 None received

**2015/16-11 Highways Report/Traffic Matters**

2015/16-11.1 MVAS purchase – Mr Carter would engage with the National Grid in an effort to move this forward.

2015/16-11.2 Any other outstanding issues

**2015/16-12 Maintenance Issues**

2015/16-12.1 Grass Cutting – CMG now commenced grasscutting. A revised Contract had been received but no reference to the Terms and Conditions had been made. The Clerk would sign the Contract with a covering letter stating that the problem clauses were not accepted.

2015/16-12.2 Playground – the Clerk would chase Mr Elmore regarding the painting of the see saw. We may need to revisit the leveling of the goals as the new topsoil has now settled. Flytipping in the ditch needs to be cleared hopefully with volunteers and then ask Mr Burton to clear.

2015/16-12.3 Playground rota/risk assessment forms – Mr MacInnes would do an inspection in May, Mr Carter in June and a new rota from July.

2015/16-12.4 Pollarding on Mill Road – Wistow in Bloom had tidied the bottoms, Mr Burton would requote.

2015/16-12.5 Location of BT Cabinet, as there had been no comments from resident regarding this and any interference could slow progress no further action would be taken.

2015/16-12.6 Any streetlight issues. Mr Coles offer of £50 for PC1 was accepted. The Clerk would raise an invoice.

### **2015/16-13 Administration Issues**

2015/16-13.1 Clerk's Vacancy, had been sent to CAPALC to advertise through the County

2015/16-13.2 Parish Councillor Vacancies, two vacancies now exist and Ms Leaton and Mr Hurcombe have expressed an interest.

2015/16-13.3 Douglas Tonks non payment of Tax. The Clerk was in touch with ActionFraud to try and chase recovery of the money.

2015/16-13.4 Preparation for AGM, Councillors were asked to consider which duties they would undertake.

### **2015/16-14 Annual Audit**

2015/16-14.1 The effectiveness of the Council's internal control systems was reviewed and advice would be sought from the Internal Auditor, it was agreed to continue with the controls in place.

2015/16-14.2 The accounts presented were approved and confirmed as a true reflection of the financial position.

2015/16-14.3 The account statements shown in the annual return were read by the Clerk and approved by Councillors.

2015/16-14.4 The annual governance statement was read by the Clerk and approved by Councillors.

### **2015/16-15 Hunts Local Plan to 2036**

2015/16-15.1 Letter from Houghton & Wyton PC and response from HDC, Alconbury was being cited as an alternative to the Wyton but there is no spare land at Alconbury. Most of the problems are around the infrastructure.

2015/16-15.2 The Wyton developer had been in touch with Broughton PC to arrange a presentation, if that happens we have asked to be present.

### **2015/16-16 Working Parties Feedback and Updates**

a- Litter Mr MacInnes, nothing to report

b- Countryside Update on Rights of Way management

c- Village Hall Mr MacInnes/Mr Carter

Minutes of meeting 10<sup>th</sup> March had been circulated. With depleted members it has been difficult to pursue the questionnaire. This will be revisited after the AGM where responsibilities are assigned.

**2015/16-17 Items for the Wistow Warbler and Wistow Web site.**  
To inform Mr Williams and Dr Farrar of relevant articles  
Cambs Bobby Scheme  
Victim's Hub 6 month anniversary  
National Plant Monitoring Scheme

The above information had been forwarded to Mrs Williams

**2015/16-18 Monthly audit**

2015/16-18.1 Mr Leigh is our auditor for April and Mr Carter for May.

**2015/16-19 Matters for future consideration**

2015/16-19.1 Extension to graveyard – Mr Carter will deliver the letter

2015/16-19.2 Village Handyman – progression

2015/16-19.3 Timebanking and identification of vulnerable residents, Warboys are setting up a scheme and are advertising for a Co ordinator.

2015/16-19.4 End of WWII celebrations

2015/16-19.5 Litter picking day

2015/16-19.6 Luminus garage doors on Oaklands Avenue need repainting

**2015/16-20 Date of next meeting**

Tuesday 26<sup>th</sup> May 2015 at following the AGM in the Village Hall.

There being no further business the meeting closed at 9.40.

Finance report:

Outgoings for April:	Clerk's salary April 2015	£223.71
	Clerk's expenses April 2015	£ 12.12
	Environment Agency drainage	£ 14.28
	CGM grass cutting	£675.00
Income for April:	Precept	£11,000.00

**Balances of Account as at 29<sup>th</sup> April 2015**

Current Account	£15461.06	Deposit account	£5023.37
Cambridge Building Society	£10654.93		