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WISTOW WEB-SITE: 'Www.wistovillage.info'**

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The Parish Council Meeting of the Wistow Parish Council took place on Tuesday 28th August 2007 at 7.30pm in the Wistow Village Hall, with Mr Franklin in the chair.

1 **APOLOGIES FOR ABSENCE:** Mr MacInnes, Mr Leigh, Mr Lucas, PC Ackers

1.1 **PRESENT:** Mr Franklin, Dr Farrar, Mr Williams, Mr Cook, Mr Latter, Mr Ward, Mr Bucknell and Mr Titmarsh (Clerk)

PCSO's Jill Tiernan and Marc Robinson joined the meeting at 7.32pm.

2 **TO SIGN AND APPROVE MINUTES OF THE PARISH COUNCIL MEETING
DATED 31ST JULY 2007**

2.1 It was stated that in the minutes, the Web site was 'new', and it was wondered if this could be ignored now, as the Web site had been in existence for sometime. The Clerk agreed to delete this from future Minutes.

2.2 It was also stated that the Church Wall Accounts were still mentioned in the Minutes, even though their balances were Nil. It was wondered to tidy up the Parish Council Accounts, whether these accounts could now be closed. This was agreed upon, and the Clerk agreed to follow this matter up.

2.3 The Minutes having been circulated around the Councillors present and there being no further comments, were agreed upon and unanimously confirmed as being a true record.

3 **MATTERS ARISING FROM PREVIOUS MINUTES**

3.1 There was no other matters arising from previous minutes, that were not mentioned in the Agenda of this meeting.

4 **MEMBERS DECLARATION OF INTEREST FOR ITEMS ON THIS
AGENDA**

4.1 It was noted that as Mr Williams was 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 were still able to participate in aspects of business dealing with the Village Hall. Mr Williams also declared openly that as he was also putting himself forward as the Village Handyman, and therefore he would not take part in any discussions that involved work to be undertaken by the Village Handyman.

5 a- FINANCE - TO APPROVE THE FINANCIAL STATEMENT/ PAYMENT OF ACCOUNTS FOR JULY 2007

5.1 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.

**5 b- FINANCE - TO APPROVE PAYMENT OF OUTSTANDING AMOUNTS:
MR D TITMARSH - JULY 2007 SALARY (RATES AS PER MINUTE NO. 11.1
OF THE MEETING DATED THE 30TH MARCH 2006) £ 161.71**

5.2 This payment was agreed upon by all the Councillors present and the outstanding cheque duly signed at this meeting.

**5 c- FINANCE - TO REVIEW CASH FLOW AND RESOLVE ANTICIPATED
ISSUES (INCLUDING PRELIMINARY DISCUSSION OF FUTURE
PRECEPT FOR 2008)**

5.1 It was stated that an error was appearing on the Cash Flow document stating that column N49 had a Circular Error. The Clerk agreed to try to correct this error as soon as possible.

5.2 It was also stated that an item should be appearing in future Cash Flow Documents for the cost of maintaining the Parish Council Web site at approximately £80 pa. This was due to be paid in September or October time, and the invoice would be sent to the Clerk when it was to be due. The Clerk agreed to put this onto the Cash Flow Document immediately, to make it as current as possible.

5.3 The Cash Flow Document had been circulated around the Councillors present prior to this meeting, and there being no further comments, were unanimously agreed upon at this time.

6 CORRESPONDENCE

6.1 The Clerk stated that he had received a reply from the company authorised to repair the Playing Field Goal Posts, who apologised for the delay for doing this work, but currently was also doing a lot of farm work as well, and wanted to know if the Parish Council was willing to wait for this work to be done. The Parish Council agreed to wait for a while until the company had time to do the Goal Posts repair, and the Clerk agreed to let the company know of this decision.

6.2 The Clerk stated that an e-mail had been received from Mr Turner on behalf of the Cracknell family about planting a tree in memory of Richard Cracknell in the village. This e-mail stated that they wished a Hornbeam tree to be planted, ideally on the verge adjacent to the churchyard and directly opposite the footpath which runs behind the church (adjacent to the rectory wall), and between two existing trees currently there. It was also suggested in this e-mail that the best time for planting this tree would be the end of October or early November. As this land actually belonged to the Huntingdonshire District Council, Mr Bucknell asked for a copy of this e-mail, so that he could ask their permission for this planting to take place. The Clerk agreed to do this, and to inform Mr Turner of this plan.

6.3 Mr Franklin stated that he had received an invitation from Hinchingsbrooke Health Care to the Annual General Meeting on the 6th September 2007, and asked the Councillors present if anyone would be able to go, as he would be on holiday at this time. This invitation was circulated around the Councillors present at this meeting.

6.4 **CORRESPONDENCE PREVIOUSLY CIRCULATED**

6.41 Ramsey Area Partnership - Grant Aid Form 2007

6.42 Standards Board - Code of Conduct Information

6.43 ROSPA Report 2007

7 **COMMUNITY LIAISON OFFICER - TO REPORT TO PARISH COUNCIL**

7.1 It was confirmed that the E-cops communications were being received, but it appears that an enhanced version of these could be obtained, and PCSO Robinson agreed to try to get these sent out to the Wistow Parish Council.

7.2 The theft of two hanging baskets from the Bus Shelter was mentioned to the PCSO's present, as well as the theft of two bolted down lead planters from a property in Wistow. It was unknown if the theft of the lead planters had been reported to the Police, but the PCSO's present did state that it was good policy to report any thefts or incidents to the Police to get a Crime Number, to try to ensure that this type of problem didn't increase.

7.3 It was stated that PC Ackers was still dealing with Wistow Parish.

7.4 The next Neighbourhood Panel Meeting was announced as being on the 4th September 2007 at 7.30pm at Somersham, and a poster for this was passed around the Councillors present at this meeting.

There being no further issues relating to the Police at this time, PCSO's Tiernan and Robinson was thanked for their time, and they left the meeting at 8pm.

8 PARISH COUNCIL ENVELOPE CIRCULATION - FURTHER DISCUSSION TO RESOLVE CURRENT PROBLEMS

8.1 The Clerk reported that there was currently 13 envelopes missing, and all the Councillors present stated that they had only 2 of these currently. This left 11 envelopes unaccounted for, and the Clerk agreed to check with Mr Leigh and Mr MacInnes if they were in possession of these missing envelopes.

9 TO CONSIDER ANY PLANNING APPLICATIONS RECEIVED - 4 OAKLAND'S CLOSE, WISTOW - EXTENSION TO PORCH - 0702598FUL

9.1 The Clerk, having obtained these plans from Mr Leigh's house at this meeting, all the Councillors present had opportunity to study these plans for as long as they felt necessary. There being no objections to these plans at this meeting, it was agreed to formally approve them by the Parish Council. The Clerk agreed to inform the Huntingdonshire District Council of this decision as soon as possible.

9.2 The Clerk also stated that an appeal letter had been received from Huntingdonshire District Council regarding the planning application for 1 Mill Farm House, Mill Road, Wistow for the construction of a Vehicular Access. This planning application had been discussed previously by the Parish Council at their meeting held on the 24th May 2007, under minute no 12.1, and the Parish Council had decided on this occasion to approve the application on certain conditions, but it appears to have been subsequently refused by the Huntingdonshire District Council. The Wistow Parish Council agreed to stand by its original decision and comments raised previously.

10 UPDATE ON MR BANCE'S FARMLAND SITUATION - MR FRANKLIN TO REPORT

10.1 Mr Franklin reported that he had received a letter from the Forestry Commission, stating that it was proposed that Mr Bance's farmland, that was for sale, be sold to a Norwegian/ Polish Company for them to plant Christmas Trees upon, as well as some conventional crops as well. A screening meeting for the District Council and members of the Parish Council to talk about the proposal with the Forestry Commission was scheduled to take place on the 10th September 2007 at 2.30pm in the Wistow Village Hall. This letter was passed around the Councillors present at this meeting. Dr Farrar proposed to put details of this meeting onto the Village Web site.

10.2 Mr Cook stated that he had asked the Footpaths Officer at Huntingdonshire District Council, about the current footpath by the Bridge on Mr Bance's land. It was confirmed that this was not actually a Huntingdonshire District Council footpath, but a permissive one only.

10.3 It was asked what the future of Mr Bance's Allotment Land might be, and whether this could be offered to the Christmas Tree Company as well. The Clerk stated that as the rent for the Allotment Land was not due till October 2007, he had not heard from Mr Bance about his plans for this land.

11 NEW VILLAGE AND PARISH COUNCIL NOTICE BOARDS - FOR DISCUSSION?

11.1 Further to point 13.1 of the previous minutes, Mr Williams confirmed that due to other commitments, the purchase of the Village and Parish Council Notice boards were no further forward. It was therefore decided that Mr Franklin and the Clerk would order the Notice boards on Mr Williams behalf, and the correspondence relating to this, was therefore passed to the Clerk at the meeting, for further action.

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

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

12.1 As Mr MacInnes was not present at this meeting, no formal Report could be given, as it was unknown if the Minor Improvements Grant 2007/08 Application Form had been completed in time.

12.2 Further to point 13.1 of the minutes of the meeting held on the 26th June 2007, Mr Franklin briefed Mr Bucknell on the findings of the on-site meeting with Jo Challis of the Highways Department on the 13th June 2007.

b- PEDESTRIANS - MR COOK TO REPORT

12.3 Mr Cook reported that there was a hole in the road where Harris Lane meets Oakland's Avenue in Wistow, and the Clerk agreed to report this to Mr Lucas as soon as possible.

12.4 It was also asked if the Clerk could check with Mr Lucas when the pavement resurfacing programme would recommence in Wistow, and the Clerk agreed to do this.

c- LIGHTING - REPORT TO BE GIVEN

12.5 Dr Farrar passed around the Councillors present, a full list of the streetlights within Wistow Parish, together with their wattage's, switch type and mountings etc.

12.6 Dr Farrar mentioned that a response had already been received from Mr Tony Hull of Cambridgeshire County Council, back in July 2007, answering various queries that Dr Farrar had about the streetlights in Wistow. This response from Mr Hull, had already been circulated around the Wistow Parish Councillors.

d- LITTER - MR LEIGH AND CLERK TO REPORT

12.7 Further to point 14.4 of the previous minutes, the Clerk reported that he had not heard anymore from Pam Rook of Huntingdonshire District Council, about the provision of 2 new litter bins in Wistow. The Clerk agreed to pursue this matter.

e- COUNTRYSIDE - MR COOK TO REPORT

12.8 It was stated that the visibility at the junction of the Allotments with the road to Upwood, was now much worse than previously. As the birds nesting season was now finished, it was asked if the Clerk could ask Cambridgeshire County Council to now cut this area back, to improve the visibility there. The Clerk agreed to do this.

f- POLICE AND CRIME - REPORT TO BE GIVEN

12.9 It was stated that there nothing further to add in relation to Police and Crime, that had not already been discussed.

g- GOOD NEIGHBOURHOOD SCHEME - MR FRANKLIN TO REPORT

12.10 Mr Franklin confirmed that he would do an article for the Wistow Web site on this Scheme.

12.11 It was asked if this item could be removed from future Agenda's, and there being no objection to this proposal, the Clerk agreed to do this in future.

h- ACTIVITIES, SPORTS, CLUBS, SOCIETIES ETC.- REPORT TO BE GIVEN

12.12 Further to point 14.10 of the previous minutes, Dr Farrar confirmed that he would try to ascertain the current state of play with the Youth Club, as it was known that Veronica, the main leader of the Club, had been away for a few weeks.

12.13 It was stated that there had been occasions when some youths had been gathering in the village recently, but it was not known if this had become a problem for anyone.

i- VILLAGE HALL - MR LEIGH AND MR WILLIAMS TO REPORT

12.14 Mr Williams stated that he had been unable to attend the last Village Hall Meeting.

12.15 Further to point 8.4 of the previous minutes, the Clerk confirmed that the official response letter had been sent to Mr Wadsworth of the Village Hall Committee, about the future of the Village Hall, but no response had been received to date.

j- POST BOX - MR FRANKLIN TO REPORT

12.16 Further to point 14.12 of the previous minutes, Mr Franklin confirmed that the second post box for Wistow had not yet been erected.

k- COMMUNICATION - REPORT TO BE GIVEN

12.17 Dr Farrar confirmed that various items had been updated on the Wistow Web site recently, but further to point 13.21 of the minutes dated the 26th June 2007, he had been unable to yet visit the resident with the local weather station in their back garden. Dr Farrar confirmed that he intended still to do this, at some future time, and report on it for the Wistow Web site.

12.18 Dr Farrar had also constructed a specimen logo for the Wistow Web site, and passed this around the Councillors present at this meeting.

l- FLOODING - MR BUCKNELL TO REPORT

12.19 Mr Bucknell confirmed that a Flooding meeting would be taking place soon, and would sent the Clerk an e-mail relating to this.

m - VILLAGE SIGNS - MR FRANKLIN, MR MACINNES, MR COOK AND MR WILLIAMS TO REPORT

12.20 Dr Farrar stated that he had checked a prospective grant for funding for the new Wistow Village Signs, but stated that it was not really appropriate.

12.21 Mr Bucknell suggested Cambridgeshire ACRE as a possible source of funding for the Wistow Village Signs. Mr Franklin agreed to pass to Mr Bucknell copies of the quotations for these signs amounting to £3000 approximately, as Mr Bucknell was meeting someone from Cambridgeshire ACRE very soon.

n- YOUTH - MR MACINNES AND MR WILLIAMS TO REPORT

12.22 It was stated that there nothing further to add in relation to Youth issues at this meeting.

13 a- PLAYGROUND - MR FRANKLIN, MR WILLIAMS, MR COOK & CLERK TO REPORT

13.1 It was stated that a board had been removed from the side of the Aerial Runway in the Playing Field, and was now lost.

13.2 It was also stated that one of the Picnic Tables in the Playing Field had a broken top.

13.3 It had been previously asked what the chances were of getting more funding from Huntingdonshire District Council, to get play matting renewed under the remaining three pieces of play equipment. Mr Bucknell asked if the Clerk could provide him with copies of the quotations received this year from Wicksteed Leisure (the approved contractor for the play matting under the swings) for the work to be done under the other three items of play equipment. Mr Bucknell would then speak to Mr Dan Smith of Huntingdonshire District Council about the likelihood of this funding being received in the future. The Clerk agreed to do this.

13 b- ALLOTMENTS - MR FRANKLIN, MR COOK, MR LATTER AND CLERK TO REPORT

13.4 Further to point 15.3 of the previous minutes, Mr Latter confirmed that he intended to e-mail the Clerk very soon with the letter to be written to local Solicitors about the title deeds location for the Allotment land.

13 c- GRASS CUTTING - THE CLERK TO REPORT

13.5 The Clerk stated that he was not aware of grass cutting problems currently within the village.

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

13.6 It was stated that the next Environment Wind farm Grant Applications were due in by December 2007, when they would be discussed in January 2008. Normally the Grant Applications would only consider funding up to 75% of the total costs of the project. The idea of funding for the new Wistow Village Signs had previously been mentioned, especially if it could be made out of recycled wood.

14 ITEMS FOR WISTOW WARBLER - TO INFORM JOHN DRANSFIELD OF ARTICLES

14.1 It was asked if on future Agenda's this item be expanded to include 'items to go onto the Wistow Web site' as well, and there being no objections to this proposal, the Clerk agreed to amend this on future Agenda's.

14.2 Dr Farrar confirmed that he would e-mail a Report of the current Wistow Web site usage to all the Councillors present.

14.3 It was suggested that the Clerk mention to Mr Dransfield about the reporting of all thefts and incidents (including the thefts of lead planters) to the Police be recommended, no matter how small the issue. This could then perhaps be included in the next edition of the Wistow Warbler. The Clerk agreed to do this.

15 MONTHLY AUDIT - NOMINEE FOR NEXT MEETING?

15.1 Dr Farrar agreed to do the next Monthly Audit at the next meeting.

16 DATE OF NEXT MEETING - TUESDAY 25TH SEPTEMBER 2007 AT 7.30PM.

16.1 Mr Franklin stated that he would not be present at the next meeting, and therefore the Vice-Chairman, Dr Farrar would be chairing it.

16.2 Both Mr Latter and Mr Williams also stated that they would not be present at the next meeting, and in order to ensure that a quorum would be present, it was asked for the Clerk to clarify as soon as possible, that Mr MacInnes and Mr Leigh could attend it. The Clerk agreed to contact both Mr MacInnes and Mr Leigh to try to ascertain this.

There being no further business, the meeting closed at 9pm.

PLANNING APPLICATIONS RECEIVED FROM SEPTEMBER 2005

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 and Date</u>	
			<u>WPC</u>	<u>HDC</u>
05/02726/FUL	Brookfields, Manor Street, Wistow	Erection of Conservatory	Yes - 29/9/05	Yes - 12/10/05
05/03102/FUL	Westmorland, Mill Road, Wistow	Extension to rear of Garage	Yes - 27/10/05	Yes - 10/11/05
06/00360/OUT	Poultry Houses, Shillow Hill, Wistow	Agricultural Dwelling Erection	Yes - 23/2/06	Yes - 21/7/06
06/01058/FUL	20 Harris Lane, Wistow	Conservatory Erection	Yes - 27/4/06	Yes - 22/5/06
06/02681/FUL	RAF Upwood, Ramsey Road, Bury	Change of Use to Urban Assault etc.	Yes - 31/8/06	No -
06/03569/FUL	The Barn, Mill Farm House, Mill Road, Wistow	Change of Use	Yes - 30/11/06	NYK
06/02458/OUT	Land at Orchard House, Mill Road, Wistow	Residential Development Proposal	Yes - 25/1/07	NYK
07/00389/FUL & 07/00107/FUL	Dorrington Stables, House Cross Drove, Wistow	Extension to Dwelling	Yes - 22/2/07	NYK
07/00791/FUL	Hill Farm, Hill Road, Wistow	Erection of Agricultural Building	Yes - 29/3/07	NYK
07/00567/FUL	19 Kingston Way, Wistow	Erection of Conservatory	Yes - 29/3/07	NYK
07/01190/LBC	The Thatched Cottage, Church Street, Wistow	Internal Alterations	Yes - 24/4/07	NYK
07/01268/FUL	1 Mill Farm House, Mill Road, Wistow	Vehicular Access 24/5/07 Appeal	Yes - 17/8/07	No -
07/02598/FUL	4 Oakland's Close, Wistow	Extension to Porch	Yes - 28/8/07	NYK

FINANCE REPORT For August 2007

CALC

Model Code of Conduct Advert Fee

Paid 31/7/07 £ 24.00

Moore Stephens Accountants

Audit Fee

Paid 31/7/07 £ 158.63

Mr K Gaunt

For Mr T Longland - Play Field Hedge Trim

Paid 1/8/07 £ 200.00

Cambs ACRE

Renewal Fee

Paid 2/8/07 £ 25.00

Clerk's Salary

19 hours @ £7.85 £ 149.15

Computer Usage £ 10.00

Postage Paid 4 stamps @ 24p £ 0.96

Phone Calls 13/7 to 22/7 £ 1.60

Paid 2/8/07 £ 161.71

CALC

Balance of Model Code of Conduct Advert Fee

Paid 4/8/07 £ 26.00

£ 595.34

Income for August 2007 -

HM Customs - VAT Refund 2/4/06 to 23/7/07 £ 1384.81

Balances of Accounts as at 31st August 2007

Current Account £ 472.99

Deposit Account £ 21873.14