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A meeting of Wistow Parish Council took place on Tuesday 30th June 2009 at 7pm in the Village Hall with Dr Farrar in the Chair.

1. APOLOGIES FOR ABSENCE - there were no apologies for absence, although Mr Lucas and Mr Carter were not present.
- 1.1. PRESENT: Dr Farrar, Mr Leigh, Mr Williams, Mr Cook, Mr Bucknell, Mr Ward and Mrs Coles (Clerk). Mr Carter and Ms Rice (applicant for vacancy) joined the meeting at 7.30 pm as did Mr and Mrs Stocker of Oaklands Avenue. Also present from the Village Hall Committee were Mr Wadsworth, Mr Elton, Mrs MacInnes and Mrs Williams. Dr Farrar welcomed the members of the Village Hall Committee and moved straight to item 5 on the Agenda.
- 1.2. Mr Stocker explained that he shares a boundary with the playing field and that it needed to be cleared of brambles and weeds growing in from the playing field. He was happy to clear the fence but asked if the Parish Council would arrange for collection of the rubbish and then undertake to keep the area clear by regular strimming. Mr Stocker's points were noted and it was agreed that the Clerk would contact him following the meeting.
2. TO SIGN AND APPROVE MINUTES OF THE AGM AND PARISH COUNCIL MEETING DATED 26TH MAY 2009.
- 2.1 The Clerk reported incorrect page numbering on the circulated minutes. This had been corrected on the minutes in the book and on the notice board. With that amendment, as the minutes had been previously circulated they were agreed and signed.
3. MATTERS ARISING FROM THE PREVIOUS MINUTES
- 3.1. Item 9.3 Alliance & Leicester Bank had not responded to the letter to close the two Church Wall Accounts and review signatories. Dr Farrar and the Clerk would chase this up.
- 3.2. Item 10.4. The Big Lunch. The Clerk had looked into road closures but it would be too big a job.
4. MEMBERS DECLARATION OF INTEREST FOR ITEMS ON THIS AGENDA
- 4.1. It was noted that as Mr Leigh and Mr Cook were members of the Village Hall Committee, they had declared openly their personal interests 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 Cook had also declared openly that as the current Village Handyman, he would not take part in any discussions that involved work to be undertaken by the Village Handyman.

- 4.2 Mr Bucknell declared an interest with regard to any items under Agenda Item 10, as a member of the Huntingdon District Council.
- 4.3. As it had now become clear that a member of the Parish Council is unable to be paid for work carried out for the Parish Council, Mr Cook was asked to consider whether he wished to continue as village handyman or Parish Councillor. He will give his decision at the next meeting.

5. PRESENTATION FROM MR J WADSWORTH ON PROPOSED PLANS TO EXTEND THE VILLAGE HALL

Mr Wadsworth passed round the plans of the proposed extension to the village hall which had been prepared by Mr Lee Bevins following a meeting with the Planners. The space in the hall would be increased by 50% and new toilets and kitchen provided. Access would be at the south side of the hall via a new glass vestibule. The views of the Parish Council were being sought and then the village. The Village Hall Committee would then look at possible funding through grants. The estimated cost would be £50,000 – 60,000 for the building work and a further £30,000 for the roof. The cost to get to the plans stage has been £2,500 and Mr Bucknell pointed out that if a Town or Parish Council submit plans, there is a 50% saving, an option to be considered. Various grant options were discussed and the Parish Council agreed to discuss the plans and write to Mr Wadsworth with their views.

Dr Farrar thanked the members of the Village Hall Committee for the presentation and they left the meeting at 7.25 pm. Dr Farrar returned to item 1 of the agenda.

6. COMMUNITY LIAISON OFFICER – ANY POLICE OR CRIME ISSUES TO BE DISCUSSED.

- 6.1. There was nothing to report in Wistow, but generally there had been a good detection rate on locally reported crimes.
- 6.2. A panel meeting is being held on 13th July at Somersham School.
- 6.3. Dr Farrar thanked the Community Liaison Officers for attending.

7. FINANCE A) to approve the financial statement/payment of accounts for May

- 7.1. 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
RoSPA inspection and report	£ 79.35
Mrs P Coles May/June salary (rates as per minute 13 of the meeting dated 28 th April 2009)	£403.57
Mr R Cook – village sign plinth	£460.00
History Society costs	£ 38.25
Mr Williams (Jewsons) post for village sign	£235.75

- 7.2 These payments listed were formally approved at this meeting and the cheques duly signed.
c) to review cash flow and resolve anticipated issues
- 7.3. An application to the Red Tile grant fund would be looked at for the post for the village sign. The Clerk would get the paperwork to Mr Williams
- 7.4. Following discussion of costs and outstanding work on the village sign it was unanimously agreed increase the budget by £500. The Clerk would make the amendment.
- 7.5. Our reserves were discussed. It was agreed that at the budget review funds would be earmarked for projects and a surplus of 6 months running costs maintained.

8. CORRESPONDENCE

- 8.1. Dr Farrar had received an email from Mr Franklin on behalf of Wistow in Bloom regarding their intention to paint the new seat on the Green as well as the other seats in the village. It was unanimously agreed that the seat should remain unpainted and the Clerk would inform Mr Franklin of the decision.
- 8.2. The Clerk had requested and received Register of Electors 2009
- 8.3. Mr R Burton had provided details of his services
- 8.4. Village Hall Committee minutes
- 8.5. Local Development Framework: Strategic Housing Land Availability Assessment 2009
- 8.6. Clerks & Councils Direct
- 8.7. COPE newsletter July 09
- 8.8. Green Vision News
- 8.9. Community Action

CORRESPONDENCE PREVIOUSLY CIRCULATED

- 8.10 RoSPA report
- 8.11. COPE Newsletter June 09
- 8.12 Development Management Agenda

9. VACANCY FOR PARISH COUNCILLOR – TO CO-OPT A PARISH COUNCILLOR FROM APPLICATIONS RECEIVED

- 9.1. Ms Deborah Rice was present at the meeting and wished to be considered for the vacancy. She was invited to speak and then asked to leave the room. A vote was taken round the table and it was unanimously agreed to co-opt Ms Rice onto the Parish Council.

10. TO CONSIDER ANY PLANNING APPLICATIONS RECEIVED – CONSULTATION DOCUMENTS RECEIVED
 - 10.1. 0900342OUT – RAF Upwood, Ramsey Road, Bury – plans of cycle paths and footpaths had been received but required no comment.
 - 10.2. 0900661FUL – Valiant Square, Upwood – erection of 26 houses and 7 apartments. Plans had been received for our comment. The Clerk reported that she had received 5 letters of objection from Bury residents. Following discussion it was agreed to notify the Planning Department that the Parish Council wished to make no comment on this development.

11. REVIEW OF ASSET VALUE AND INSURANCE COVER
 - 11.1. Following the audit, the Clerk had carried out a review of the asset register. The biggest discrepancy was on the lamp posts – currently valued at £14,606 and actual replacement value is £25,500. The Clerk would take advice from our insurers regarding increasing cover and report back at the next meeting.

12. TRAINING – update on Clerk’s training course and possibility of Councillor training.
 - 12.1. The Clerk circulated some information from her training course and explained the options available for Councillor training. She would email local Parish Clerks to see whether there are other Parishes interested in sharing the training and costs.

13. DATE OF NOVEMBER MEETING
 - 13.1. It was agreed to hold a Parish Council Meeting on 15th December 2009 instead of 24th November.

14. SOCIETY OF LOCAL COUNCIL CLERKS – possible benefits of membership and costs.
 - 14.1. The Clerk reported that she had been invited to attend a meeting of the SLCC and become a member. The Society supports Parish Clerks and offers training and back up. The cost to join would be in the order of £80. It was agreed not to join at this time.

Mr Cook gave his apologies and updates for the following items and left the meeting at 8.30 pm.

15. PARISH PLAN ACTION PLAN – working parties feedback and updates:
- a) Traffic and road issues – Mr Bucknell. The Jointly Funded Minor Improvements Grant application has to be in by 21st August, Mr Carter would work with Mr Bucknell on this and took away the forms and file to read up. Mr Cook reported that Speedwatch had been suspended in Wistow due to a lack of volunteers.
 - b) Litter – Mr Bucknell – there was fly tipping in Harris Lane, the Clerk would contact HDC to remove it.
 - c) Countryside – Mr Cook – The Clerk reported that the £300 grant had been received towards the cost of opening up the permissive path. Following the sad death of Mr Bance, it was suggested that we look into naming a path after him. The Clerk would approach CCC to find how and if it was possible and then contact Mrs Bance .
 - d) Leisure facilities – Dr Farrar and Mr Williams – the Playfunding project was making good progress, a good number of questionnaires had been returned. They would next be circulated to younger children and the Clerk would ask Mrs Bennet to pass them round at the Toddlers Group. The application has to be in by 25th July and the working party would meet again to discuss location, disabled access and a safer gate that would prevent children from running out onto the road.
 - e) Village Hall – Mr Cook and Mr Leigh – Further discussion of the plans took place and it was agreed that the Parish Council would support the extension and make the comment that where possible it would be preferable to use reclaimed materials and the pollarded chestnut tree should remain. The Clerk would write to Mr Wadsworth to confirm this.
 - f) Village sign – Dr Farrar and Mr Williams. The plinth and kiln dried oak post were in place, slate coping was yet to be set. Mr Williams was still waiting to receive the artwork and was hoping to pick up the ‘scroll’ and take that with the artwork to the digital printers to finish the project as soon as possible.
16. a) Grass cutting – Mr Cook and Clerk – It was agreed that the Parish Council would organise collection of the waste from Mr Stocker’s boundary with the playing field. The Clerk would obtain three quotes for that, a light trim of the hedge on Oaklands Avenue side only along with the removal of brambles and also to weed and rake the aerial runway. Quotes would go to Dr Farrar who was authorised to give the work to the best quote. Where possible this would be done prior to Wistow in Bloom judging and the Playfunding meeting on 10th July. The Clerk also reported that she had advised Mr Edwards, Operations, HDC of the judging date for Wistow in Bloom, along with our contractor in order to ensure the grass is tidy.

- b) Grants – Mr Bucknell. The Clerk reported that she had received information on the Woodford Community and Environmental Fund which she would pass to Mr Wadsworth as it was relevant to the Village Hall. Mr Carter and Mr Bucknell would work on the Jointly Funded Minor Improvements Grant.
 - c) Wistow Bridge – Mr Leigh and Clerk. The Clerk reported that she had received an email from Mr McGee of CCC stating that they needed to carry out further testing on the road narrowing section of the project to see if there is a danger to pedestrians using the northern footpath. He hoped that this would not be a problem and the work was still on schedule for November.
 - d) Allotments – Mr Cook had not received any advice from his contact so had handed the file back to the Clerk. She would seek advice via CPALC and/or ACRE and report back at the next meeting.
- 17. 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)
 - 17.1. The Clerk would let Mr Dransfield have the new contact list for Parish Councillors.
 - 18. MONTHLY AUDIT – NOMINEE FOR NEXT MEETING
 - 18.1. Mr Williams agreed to carry out the monthly audit for July.
 - 19. DATE OF NEXT MEETING – Tuesday 28th July 2009 at 7.30 pm in the Village Hall

There being no further business the meeting closed at 9.30 pm.

PLANNING APPLICATIONS RECEIVED FROM JANUARY 2008

Wistow Parish Council – WPC

Huntingdonshire District Council – HDC

Not Yet known – NYK

			Approved and
Date			
App.Number	Property Address	Purpose	WPC
HDC			
4/1/08			
08/00500/FUL -	Rookes Grove Farm, Mill Road, Wistow	Erection of 2 dwellings and access road	Yes - Yes 26/2/08 18/6/08
08/00599/FUL	Poultry Houses, Shillow Hill, Wistow	Erection of Agricultural dwelling	Yes - NYK 25/3/08
008/03478/FUL	Threeways, Church Street	Add pitched roof to flat extension at rear	Yes 07/01/09
0900055FUL	Rectory Farm, Wistow Rd Broughton	Erection of agricultural building to house free range hens	No comment 24/02/09
0900342OUT	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	Valiant Square, Upwood	Erection of 26 houses and 7 apartments	No comment 30/06/09

FINANCE REPORT for June 2009

Clerk's Salary		
43 hours @ £8.26	355.18	
Computer Usage	10.00	
Postage Paid 3 stamps @ 27p	81	
1 x signed for delivery @ £1.65	1.65	
Phone Calls	4.00	
Mileage – 28 miles @ 42.9p	12.00	
Stationery	19.93	£403.57
Paid 30/6/09		
CPALC – Clerk's training course		£200.00
Paid 30/6/09 agreed minute 9.1 26/05/09		
L T Gray – Grass cutting		£362.44
Paid 30/6/09		
Playsafety Ltd – RoSPA report		£ 79.35
Paid 30/6/09		
A Walker – History society expenses		£38.25
Paid 30/6/09		
R Cook, Building Solutions – plinth for sign		£460.00
Paid 30/6/09		
C Williams (Jewsons) post for sign		£235.75
Paid 2/7/09		
TOTAL		£1779.36
Income for June 2009		
P3 countryside grant		£ 300.00
Recycling monies		£ 297.28
VAT refund		£2,388.80
Balances of Account as at 30th June 2009		
Current Account		£1,313.05
Deposit Account		£23,887.88
TOTAL		£25,200.93