

**A COPY OF THESE MINUTES WILL SOON BE ALSO AVAILABLE ON THE
WISTOW WEB-SITE: 'Www.wistovillage.info' (please note new address)**

- 598 -

The Parish Council Meeting of the Wistow Parish Council took place on Thursday 30th November 2006 at 7.30pm in the Wistow Village Hall, with Mr Franklin in the chair.

1 **APOLOGIES FOR ABSENCE:** Mr Leigh, Mr Williams, Mr Smith and Mr Cook

1.1 **PRESENT:** Mr Franklin, Mr Benson, Dr Farrar, Mr Bucknell, Mr Lucas and Mr Titmarsh (Clerk)

2 **TO SIGN AND APPROVE MINUTES OF THE PARISH COUNCIL
MEETING DATED 26TH OCTOBER 2006**

2.1 The minutes having been circulated around the Councillors present prior to this meeting, and there being no comments, were voted upon and unanimously confirmed as being a true record.

3 **MATTERS ARISING FROM PREVIOUS MINUTES**

3.1 Further to point 3.4 of the previous minutes, the Clerk stated that he had heard nothing further from the VAT office regarding the outstanding queries, but stated that he would carry on pursuing these matters accordingly.

3.2 Further to point 12.12 of the previous minutes, the Clerk stated that the proposed joint meeting with the Parish Council and the Village Hall Management Committee would take place on Tuesday 16th January 2007 at 7.30pm, and the Clerk agreed to inform the Parish Councillors not present at this meeting of this as soon as possible.

3.3 Further to point 12.17 of the previous minutes, the Clerk had heard from Huntingdon and District Bus Company, that unfortunately a full-size bus was needed on the Wistow Bus Route, as further on the same route, the buses are normally very full of passengers, and that the route around Wistow that it currently takes cannot be altered, due to safety reasons of the bus and its passengers.

3.4 Further to point 12.20 of the previous minutes, the Clerk also reported that due to problems with the Wind Farm Grant Committee, the proposed starting date for the application forms was now going to be January 2007.

4 MEMBERS DECLARATION OF INTEREST FOR ITEMS ON THIS AGENDA

4.1 It was noted that as both Mr Smith and Mr Leigh were members of the Village Hall Committee, they had both 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 Bucknell wished it known that he also had a Declaration of Interest under item 8 and the first two points under item 13 of this Agenda, as both a District Councillor and involved with Huntingdonshire Housing Partnership.

4.2 Mr Benson also stated an interest in the Planning Application to be discussed under item 8 of this Agenda, as he had originated the Planning Application.

5 a - FINANCE - TO APPROVE THE FINANCIAL STATEMENT/ PAYMENT OF ACCOUNTS FOR OCTOBER 06

5.1 As this had been circulated around the Councillors present prior to this meeting, and there being no further comments, they were voted upon and unanimously confirmed as being a true record.

**5 b - FINANCE - TO APPROVE PAYMENTS OF OUTSTANDING AMOUNTS:
MR D TITMARSH - OCTOBER 2006 SALARY (RATES AS PER MINUTE
NO 11.1 OF THE MEETING DATED THE 30TH MARCH 2006) £ 165.34
HDC - GRASS CUTTING PLAYGROUND AND GRASS BY LODES
COTTAGE £ 814.13**

5.2 These payments were agreed upon by all the Councillors present and the outstanding cheques duly signed at the meeting.

5 c - FINANCE - TO REVIEW CASH FLOW AND RESOLVE ANTICIPATED ISSUES

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

6 CORRESPONDENCE (INCLUDING CIRCULATION OF ENVELOPES DELAY)

6.1 The Clerk reported that no correspondence had been received that did not subsequently appear in this Agenda.

6.2 The Clerk stated that there were currently 9 envelopes in circulation with the Parish Councillors, one dated from the 14th August 2006. It was confirmed by everyone present, that this delay in passing envelopes onto fellow Councillors was totally unacceptable, as it potentially meant that deadlines of meetings, application forms, gathering of information etc., would be missed and therefore creating a lot of confusion. It was asked if the Clerk could amend future envelopes to include dates of when Councillors first received the envelope, and also the date of when they passed in onto another Councillor, and the Clerk agreed to amend this immediately.

6.3 CORRESPONDENCE PREVIOUSLY CIRCULATED

- 6.31 Ramsey Area Partnership Board Meeting Minutes - 19/7/06
- 6.32 Ramsey Community Warden Scheme leaflet
- 6.33 CCC - Council Services Directory
- 6.34 CCC - Cambs Scrutiny Booklet
- 6.35 Hunts Regional College - Saxongate leaflets
- 6.36 Hunts PCT Meeting and leaflets 21/9/06 and 27/9/06
- 6.37 CPRE - Fieldwork Magazine - September 2006
- 6.38 Ramsey Heritage Day 10/9/06 and leaflets
- 6.39 Clerks and Councils Direct - September 2006
- 6.40 Ramsey Area Partnership AGM - 20/9/06 and Information
- 6.41 Cambs Celebrates Age Booklet
- 6.42 Glasdon leaflets

As no Police was present at this time, it was decided to defer item 7 of the Agenda for the time being, in case some Police were able to attend later on.

Also, as it was hoped that another Councillor might become present soon at this meeting, it was also decided to defer item 8 of the Agenda for the time being.

9 BANK ACCOUNT SIGNATORIES FORMS - REQUEST FROM CLERK

9.1 The Clerk stated that each new Parish Councillor had been passed a Bank Certificate of Identification Form to be completed as soon as possible, as at present only Mr Franklin and Mr Benson could officially sign Parish Council cheques. It was therefore requested that each new Parish Councillor return this form to the Clerk duly completed as soon as possible.

10 PARISH PLAN ACTION PLAN WORKING PARTIES FEEDBACK AND UPDATES

10.1 With regards to Communication, Dr Farrar stated that the new Village Web-site was now on the Google search engine, and that the Police Community Support Officers were also on the web-site. One complaint had apparently been received from someone accessing the web-site who objected to the article entitled 'Village Idiot', as being in poor taste.

10.2 Regarding the proposed Youth Club, it was stated that 3 people had stated they would be willing to help run it, believed to be Criminal Records Bureau checked already. It was also stated that a Grant might also be available to help set up the Youth Club. It was proposed to run from 6-9pm, with the first hour to be for younger youths.

10.3 Mr Franklin stated that the idea of a second Post Box in the village was still ongoing.

10.4 Regarding the Village Sign, Mr Franklin stated that there was due to be another meeting next week to finalise the design and picking relevant contractors. The National Lottery Grant Application for this was still ongoing.

10.5 The Community Neighbourhood Scheme had reportedly had 1 person currently using it, and an article was due to go onto the village Web-site regarding this scheme.

10.6 With regards to Roads, it was reported that the latest Grant Application had not been considered yet by Cambridgeshire County Council.

10.7 With regards to Flooding, Mr Bucknell confirmed that work had taken place recently on the village stream to help build the flood defences in the village.

10.8 With regard to footpaths, it was stated that more dog fouling penalty stickers were being passed to the village to stick on relevant streetlights, but maybe not one for each of the 43 streetlights in the Parish.

11 **ANGLIA IN BLOOM COMPETITION FOR 2007 - APPLICATION AND FUNDING DISCUSSION?**

11.1 Mr Franklin stated that the Anglia in Bloom Steering Group Committee was due to meet this weekend, and that Saturday 2nd December was to be official Wistow Bulb-planting day. Mr Franklin currently had the 2007 Anglia in Bloom Application Pack.

11.2 A letter had been received from the Anglia in Bloom Committee asking for the Wistow Parish Council to possibly donate some money towards its funds, to help buy bulbs, pots, compost etc., needed to make the Anglia in Bloom Competition a success. The Parish Councillors present were happy to contribute something for this funding, but as there weren't many Parish Councillors present, it was decided to defer deciding the actual amount to be given, to the next Parish Council Meeting, but a figure suggested was that of either £50-£100. It was asked if the Parish Clerk could therefore put this on the next Agenda, and the Clerk agreed to do this.

At 8.25pm, PC Liam Gibb and PCSO Goodfellow arrived at the meeting.

It was therefore decided to do item 7 of the Agenda at this time now.

7 COMMUNITY LIAISON OFFICER - TO REPORT TO PARISH COUNCIL

7.1 PC Gibb and PCSO Goodfellow reported that there had been a straw fire and one domestic incident in the Parish since the last meeting.

7.2 Dr Farrar informed them that there was now a Police page on the new village Web-site, with relevant contact numbers.

7.3 The Police stated that there was planning to be a speed team coming to the village soon, to do an inspection.

7.4 Parking on the pavement on Bridge Street was mentioned to the Police present, and it was stated that since Mr Benson had spoken to the main offender of this situation, the problem had eased somewhat.

7.5 Selling second hand cars from the verges of Mill Road, was also mentioned to the Police present, and PC Gibb stated that he would investigate and see what the cars tax status were.

There being no further Police issues to be discussed, PC Gibb and PCSO Goodfellow were thanked for their time at this Parish Council Meeting, and they left at 8.30pm.

The Agenda then commenced as previously.

12 a - PLAYGROUND - MR FRANKLIN, MR WILLIAMS, CLERK & MR BUCKNELL TO REPORT

12.1 Further to point 12.3 of the previous minutes, Mr Williams confirmed that he had as yet, not been able to assess the 2 picnic tables in need of repair in the Playing Field. Mr Franklin confirmed that he currently has one of the picnic tables, and believes that possibly 2 good tables could be made out of the 3 existing ones. It was suggested that these tables ultimately needed bolting down somewhere in the Playing Field to stop them being moved about and destroyed. It was asked if the Clerk could approach the village Handymen to see if they would be interested in doing this renovation work, and Mr Franklin stated that he would be prepared to show them, what was actually required, if they were interested in this job. The Clerk agreed to do these letters to the Handymen. Mr Franklin also agreed to do an article for the Wistow Warbler and the village Web-site on this matter.

12.2 Further to point 12.2 of the previous minutes, Mr Bucknell stated that he understood the Huntingdonshire District Council proposed funding process for the Playing Field play matting and possible play equipment would start in January 2007 now.

12.3 Further to point 12.1 of the previous minutes, it was stated that the Playing Field Goal posts were still currently okay.

12 **b - STREETLIGHTS - MR BENSON, DR FARRAR & CLERK TO REPORT
(INCLUDING CCC'S LATEST CHARGING CORRESPONDENCE)**

12.4 The Clerk stated that the Cambridgeshire County Council latest charging correspondence was still in circulation around the Parish Councillors.

12.5 Dr Farrar stated that he was still chasing Cambridgeshire County Council about the numbering of the Wistow Parish Council Street Lighting Columns.

12.6 It was stated that there could possibly be an Environmental Grant available from the recently erected Wind Farm at Warboys, to help put lower wattage bulbs in the Parish Streetlights, to help them be more efficient.

12.7 It was also stated that there was an old streetlight column present in Bridge Street, and it was wondered if this was due for removal sometime.

12 **c - FOOTPATHS - ANY ISSUES TO REPORT (INCLUDING PARISH PATH
PARTNERSHIP LETTER)**

12.8 As Mr Cook was not present at this meeting, no formal Report could be given at this meeting.

12 **d - VILLAGE HALL - ANY ISSUES TO REPORT**

12.9 Further to point 12.10 of the previous minutes, it was stated that the Village Hall Management Committee had actually been asking the Parish Council for suggestions for who could help fix the Village Hall Notice Board, and not actually asking for help or financial assistance. However, the Parish Councillors present were not aware of anyone who might be able to do this kind of job.

12.10 It was also commented on, that the Parish Notice board was looking a bit weather-beaten, but it was agreed to not do anything with this at the moment, as it was still reasonably new.

12 **e - ALLOTMENTS - MR COOK, MR BENSON AND CLERK TO REPORT**

12.11 Further to point 12.15 of the previous minutes, Mr Benson stated that no meeting had still taken place between him and Mr Cook to discuss the outstanding issues with regards to the Allotments, but it was stated that this meeting would be pursued.

12 **f - TRAFFIC & ROAD ISSUES - MR BENSON, MR COOK, MR BUCKNELL
AND CLERK TO REPORT**

12.12 Mr Benson stated that a bush had gone on the approach to the Broughton Crossroad's, that had been reported for obscuring motorists visibility.

12.13 Mr Benson also stated that the pavement was now better in Church Street, Wistow.

12.14 The reflectors by the Bridge were still noted as being present.

12.15 Mr Bucknell passed to the Parish Councillors present a leaflet regarding the future of the A14 road, and the Clerk agreed to circulate this around the rest of the Parish Councillors who were not at this meeting.

12.16 A letter was mentioned that had been received by Mr Bucknell initially, from a gentlemen who wished to move to Wistow, but had many concerns about the traffic and state and condition of the roads in and around Wistow. These concerns had been replied to, by both Mr Bucknell and Mr Lucas, and it was unsure if the gentleman concerned was still planning to move into the village or not.

12.17 This led onto a further discussion regarding Cambridgeshire County Council funding in general, and how roads and their maintenance now have a much lower priority than previously. It was stated that the County Council was only receiving a below inflation increase from the Government this coming year.

12.18 It was also stated that there was a blocked drain at the cul-de-sac in Oakland's Close, and Mr Benson confirmed that he would check that Anglia Water Authority had attended to this.

12.19 The Clerk reported that he had received an e-mail from Jason Tyrell of Cambridgeshire County Council Highways Division regarding the state of the pavement in Harris Lane, Wistow, as some subsidence had been reported there. Mr Tyrell stated that he had inspected the pavement and admitted that there were some small cracks appearing. However, he stated that at the moment, none of these cracks were deemed a trip hazard, but stated that he would monitor the area and take appropriate action as necessary.

12.20 A report had been received that a lady had fallen in the village, and sustained some injuries. Mr Benson stated that he would try to find out more, to see if this was as a result of faulty pavements or road surfaces.

Mr Lucas offered his apologies and left the meeting at 9.15pm.

12 **g - GRASS CUTTING - ANY ISSUES TO REPORT, INCLUDING PAROCHIAL CHURCH COUNCIL CONTRIBUTION FOR 2007**

12.21 Further to point 12.19 of the previous minutes, the Clerk stated that an e-mail had been received from the Reverend Dowman, confirming that the Parochial Church Council would only be able to contribute £525 again towards the grass cutting in the village Graveyard. It was asked if the Clerk could reply to Reverend Dowman agreeing that the Parish Council would make up the shortfall for the village Graveyard grass cutting, providing that when the quotations started to appear, they were not vastly in excess of those amounts anticipated, in which case further discussions may have to take place between the Parish Council and the Parochial Church Council. It was also stated that in future years, the amounts paid by each party would once again need to be reviewed, and this needed relaying to the Reverend Dowman. The Clerk agreed to do this letter as soon as possible.

12.22 It was stated that no villager had yet come forward to quote for the work of grass cutting the areas that the Parish Council are responsible for, in the village.

12.23 The existing Churchyard and Graveyard contractor, K Fergusons Ltd, had told the Clerk previously, that they would like to continue to do this contract, and that sometimes other Parishes, like Willingham Parish Council, had agreed to draw up an agreement where K Fergusons were authorised to cut the grass in these Parishes for several years, at an agreed price, allowing for normal inflationary costs. It was asked if when the Clerk started contacted companies to tender for the grass cutting work in the village for 2007, he ask K Fergusons Ltd to also quote for a 2 or 3 year contract, on the same basis as that just described, as well as a normal one year basis. The Clerk agreed to do this.

12 **h - GRANTS - ANY ISSUES TO REPORT**

12.24 No issues were identified that needed reported in relation to Grants at this meeting.

12 **i- CHURCH WALL - CLERK TO REPORT**

12.25 The Clerk reported that the balance monies had now been received from the Local Heritage Initiative, and that everything was now finalised. **The Parish Council wanted to formally thank everyone involved with the Church Wall Project, and all it's associated Projects as well, for all their hard work and efforts.**

13 **MATTERS OUTSTANDING FROM PREVIOUS MINUTES (DATES WHEN LAST APPEARED IN MINUTES)**

13.1 Dog Disturbances along Harris Lane, Wistow - 13.1 - 26/10/06 - it was stated that the dogs concerned were still barking, and it was known that another formal complaint had been registered with Mr Hollingsworth at Huntingdonshire District Council. Mr Bucknell stated that he would try to contact Mr Hollingsworth to again monitor the situation, and possibly do a drive-by to assess the situation properly.

13.2 Car Parking Area Maintenance by Huntingdonshire Housing Partnership behind garages in Oakland's Avenue, Wistow - 13.2 - 26/10/06 - The Clerk stated that several e-mail's had been sent by Mr Bucknell and Mr Robert Ward, of the Operations Division of Huntingdonshire District Council about these outstanding matters. These e-mail's were read out at the meeting, and definitive plans were still awaited from the Land Registry as to who owns what piece of land there. Mr Bucknell confirmed that he would try to see Mr Ray Marshall, to inform him of the developments so far. The Chain Link Fence was also confirmed as being owned by Huntingdonshire Housing Partnership.

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

14.1 It was stated that there were no further items to be considered for the Wistow Warbler at this present time.

15 MONTHLY AUDIT - NOMINEE FOR NEXT MEETING?

15.1 Mr Benson agreed to do the Monthly Audit at the next Parish Council Meeting.

As no further Parish Councillors had turned up at this meeting, it was agreed to now discuss the only outstanding item on the Agenda, item 8.

8 TO CONSIDER ANY PLANNING APPLICATIONS RECEIVED - THE BARN, MILL FARM HOUSE, MILL ROAD - CHANGE OF USE - DISCUSSION?

8.1 As Mr Benson had indeed originated this planning application, he was unable to take part in this Planning Application discussion, and left the room for the entire period that this item was being discussed.

8.2 This left only 2 Parish Councillors present at the meeting , which was below the normal quorum of 3 Councillors needed to make any formal decision, but as the deadline date for this Planning Application was the 1st December 2006, a decision needed to be made tonight. It was identified that 4 Parish Councillors had indeed seen the Planning Application plans prior to, or at this meeting, and it was the view of the Parish Councillors present, and Mr Bucknell, that if this was made clear to the Planning Department of Huntingdonshire District Council, when the Parish Council's response was sent in, then it should be adequate.

8.3 One Parish Councillor, who was not present at this meeting, had voiced their concern that the Planning Application never had the original intention of being used as a 'granny annex', and therefore should remain apart of the original application. Also, that section 13, sub section c, of the change of use application, namely are any trees on the site covered by Tree Preservation Orders, had been marked as 'No', but it had subsequently been identified that a Silver Birch tree on site, did indeed have a Tree Preservation Order on it. Concerns were also raised about the driveway, which indeed would be shared with the Mill Farm House, which even though at present may not be an issue, if the Mill Farm House was subsequently sold, the new owners would definitely need to know the rights of way situation with regards to the driveway. Several other questions were raised by this Parish Councillor, as to how and why the application form had been completed in the way it had. This entire Parish Councillor's e-mail was read out by the Clerk at this meeting.

8.4 Having taking all these concerns into account, the 2 Parish Councillors present agreed to approve this Planning Application, but wished the above Parish Councillors comments to be conveyed to the Planning Department of Huntingdonshire District Council, with the official Parish Council's response. The Clerk agreed to do this as soon possible, by the deadline of the 1st December 2006.

8.5 It was stated that the previous planning application at RAF Upwood, had been refused by the Huntingdonshire District Council.

Mr Benson was allowed to rejoin the meeting at this time.

The Agenda then recommenced as previously.

16 DATES OF 2007 MEETINGS - TO BE DECIDED?

16.1 It was decided to hold the next meeting on the last Thursday of the month in January, namely the 25th January 2007, at 7.30pm. It was also asked if the Clerk could try to get Mr Dewar of CALC to attend this meeting, as he had contacted the Clerk about coming to a meeting to talk about Quality Councils with the Parish Council. The Clerk agreed to contact Mr Dewar, to see if this could be arranged.

16.2 It was agreed to decide about the dates of the rest of the Parish Council Meetings in 2007 at the next meeting, when hopefully more Parish Councillors would be present.

There being no further business the meeting closed at 9.45pm.

PLANNING APPLICATIONS RECEIVED FROM AUGUST 2004

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>
04/02606/FUL	Westmorland, Mill Road	Erection of Conservatory	Yes - 31/8/04	Yes - 21/9/04
04/02536/LBC 04/02946/FUL	2 Kingston House, St John's Place, Wistow	Replacing window with door and additional window	Yes - 30/9/04	Yes - 16/12/04
04/03738/FUL	Northern Cottage, Church Street, Wistow (plans amended 8/2/05)	Extension and Alterations	Yes - 27/1/05 Yes - 25/2/05	Yes - 23/2/05 Yes - 23/2/05
04/03755/FUL	Kingsland Farm, Ramsey Road, Upwood	Vehicular Access Construction	Yes - 31/3/05	Yes - 5/5/05
05/01694/FUL	1 Wistow Fen Cottage, Puddock Road, Warboys	Extension	Yes - 30/6/05	Yes - 5/7/05
05/02091/FUL	12 Harris Lane, Wistow	Extension	Yes - 26/7/05	Yes - 3/8/05
05/02506/FUL	Land at 6 Bridge Street, Wistow	Erection of Dwelling	Yes - 25/8/05	Yes - 23/9/05
05/02424/FUL	4 Oakland's Close, Wistow (plans amended 25/1/06)	Extension	Yes - 25/8/05 Yes -	Yes - 12/9/05 NYK
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

FINANCE REPORT FOR November and December 2006

Clerk's Salary		
18 ½ hours x £ 7.85	£ 145.23	
Computer Usage	£ 10.00	
Phone Calls 3/10 to 25/10	£ 5.20	
Postage Paid 1 stamp @ 55p	£ 0.55	
Postage Paid 2 stamps @ 24p	£ 0.48	
A4 Paper - Stationery	£ 3.88	
Paid 2/11/06		£ 165.34

Hunts District Council		
Grasscutting - Playground and grass by Lodes Cottage		
Paid 25/11/06		£ 814.13

K Fergusons Ltd		
Grasscutting - Churchyard and Graveyard		
Paid 30/11/06		£ 752.00

Clerk's Salary		
15 ¼ hours x £ 7.85	£ 119.71	
Computer Usage	£ 10.00	
Phone Calls 2/11 to 27/11	£ 5.20	
Paid 1/12/06		£ 134.91

£ 1866.38

Income for November and December 2006 -

Countryside Agency - Church Wall Final Grant Monies - received 7/11/06	£ 964.50
HDC - Recycling Credit - received 27/12/06	£ 256.95
	£1221.45

Balances of Account as at 31st December 2006 -

Current Account	£ 545.56
Deposit Account	£ 12344.27
Church Wall Deposit Account	£ 4860.17
Church Wall Current Account	Nil

THIS IS PRINTED PRIOR TO BEING CERTIFIED AS A TRUE RECORD BY THE PARISH COUNCILLORS.