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WISTOW WEB-SITE: 'www.wistovvillage.info'**

- 802 -

The Parish Council Meeting of the Wistow Parish Council took place on Tuesday 30th September 2008 at 7.30pm in the Wistow Village Hall, with Dr Farrar in the chair.

1 APOLOGIES FOR ABSENCE: Mr Franklin, Mr Lucas, Mr Titmarsh (Clerk)

1.1 PRESENT: Dr Farrar, Mr Williams, Mr Cook, Mr Leigh, Mr Latter, Mr Bucknell, Mr Ward, and Mrs Patsy Coles (applicant for impending Parish Clerk position) Mr Roberts (Luminous Group) PCSO Tiernan .

**2 TO SIGN AND APPROVE MINUTES OF THE PARISH COUNCIL
MEETING DATED 26TH AUGUST 2008**

2.1 As these minutes had been circulated around the Councillors present prior to this meeting, and there being no further queries regarding these, they were voted upon and unanimously approved as being correct.

3 MATTERS ARISING FROM PREVIOUS MINUTES

3.1 Further to point 3.2 Mr Bucknell informed us that the Minor Improvements Grant Applications had been judged and not in our favour. He suggested that in future the application should be started earlier. In order that improvements to the application could be made next time Mr Bucknell would circulate a copy of the report.

3.2 Further to point 3.4 Mr Bucknell reported that photographs of the playmatting had been done, one of which was to be used in publicity material.

**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 was 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 also declared an interest, with regards to any items under Agenda item 9, as a member of the Huntingdonshire District Council, and item 13h as he was actually chairing the Flood Forum Meeting due on the 15th October 2008.

5 COMMUNITY LIAISON OFFICER - ANY POLICE OR CRIME ISSUES TO BE DISCUSSED?

- 5.1 PCSO Tiernan reminded us that Becca Johnston was on honeymoon.
- 5.2 PCSO Tiernan stated that there had been 2 crimes in the Wistow Parish since the 26th August 2008, one dwelling burglary and one shed burglary. There had been no incidents of Anti-Social Behaviour recently in the Parish.
- 5.3 She raised the question of Neighbourhood Watch as there is plenty of information available for anyone interested in being involved. Dr Farrar agreed to invite volunteers via the website and organise an entry in the Warbler

PCSO Tiernan was thanked for her report and left the meeting at 7.45.

6. LUMINOUS GROUP REPRESENTATIVE – ISSUES TO BE DISCUSSED

6.1 Mr Roberts was welcomed to the meeting. There were two issues to be raised, the painting of the garage doors in Oaklands Avenue and the condition of the fence around the playing field. The garage doors would be painted but he was not aware that the fence was Luminous' responsibility. It was pointed out that it was transferred in 2002 and he agreed to look into it.

6.2 Mr Roberts was asked if Luminous would consider developing the land below the garages which is designated for social housing. Luminous did not own all the land and it would have to go through the Council Development Team. A Local Needs Survey would have to be carried out.

Dr Farrar thanked Mr Roberts and he left the meeting at 7.55.

6.3 Development of the land below the garages and whether to carry out a Local Needs Survey is an issue for further discussion.

7 a- FINANCE - TO APPROVE THE FINANCIAL STATEMENT/ PAYMENT OF ACCOUNTS FOR AUGUST 2008

7.1 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.

7	b- FINANCE - TO APPROVE PAYMENT OF OUTSTANDING AMOUNTS: MR D TITMARSH - SEPTEMBER 2008 SALARY (RATES AS PER MINUTE NO. 13.1 OF THE MEETING DATED THE 29TH APRIL 2008)	£ 202.36
	R J WARREN LTD - GRASSCUTTING - CHURCHYARD AND GRAVEYARD - AUGUST 2008	£ 205.62
	R COOK - CLEAN/ RE-COAT - BENCHES/ TABLES ETC. AND SECURE GOAL POSTS - PLAYING FIELD	£ 352.50
	CAMBRIDGE WATER CO -STANDPIPE 1/4/08 – 30/9/08	£15.36
	ZEN INTERNET WEB SITE ANNUAL RENEWAL FEE	£85.62

7.2 These payments listed were formally approved at this meeting, and the cheques duly signed.

7 **c- FINANCE - TO REVIEW CASH FLOW AND RESOLVE ANTICIPATED ISSUES**

7.3 As this Cash Flow Document had been circulated around the Councillors present prior to this meeting, this was voted upon and unanimously confirmed as being a true record.

7.4 A brief discussion ensued about the Precept payment for 2009, but the Clerk was asked to put it on the agenda for the next meeting.

8 **CORRESPONDENCE**

8.1 A letter had been received from Warboys Community School asking for applicants for the position of Community Governor Dr Farrar would post details on the website and organise for details to go into the Warbler. A thank you letter was read out from the Wistow in Bloom Chairperson.

8.2 **CORRESPONDENCE PREVIOUSLY CIRCULATED**

- 8.21 Access Report
- 8.22 Cambs Link leaflets
- 8.23 Glasdon leaflets
- 8.24 CCC grass cutting plan re our take over
- 8.25 COPE Newsletter
- 8.26 Districtwide
- 8.27 CCC – Roadshows letter

9 ALLOTMENT OUTSTANDING ISSUES, INCLUDING SIGNING OF TENANCY AGREEMENTS OPTIONS ANDS MR C BOWD TAKE-OVER OF MR BANCE'S ALLOTMENT LAND AND ALLOTMENT RENTS TO BE DISCUSSED – DUE 11TH OCTOBER 2008

9.1 Mr Cook reported that letters would be issued by 11th October 2008.

8.2 The annual rent increase was discussed, 5% was agreed last year but Mr Bucknell proposed an increase to £990, seconded by Mr Latter, and agreed, Mr Cook would inform Carter Jonas who are drawing up the letters.

10 TO CONSIDER ANY PLANNING APPLICATIONS RECEIVED - NIL RECEIVED

10.1 The Clerk confirmed that there were no Planning Applications that needed to be discussed at this meeting.

10.2 A planning application had been submitted to Upwood Paris Council for 5 dwellings at Kingston Farm, which lies in Upwood, close to the Wistow boundary. It was confirmed that no-one was aware of this application.

11 MR BUCKNELL'S CURRENT POSITION ON THE WISTOW PARISH COUNCIL IN PLACE OF MR GORDON MCINNES – FOR FURTHER DISCUSSION

It was agreed that Mr Bucknell would continue to be reviewed in six months.

12 PARISH CLERK IMPENDING VACANCY - FURTHER DISCUSSION AND IF APPLICABLE APPOINTMENT OF MRS PATSY COLES

12.1 Mr Bucknell proposed and Dr Farrar seconded the appointment of Mrs Coles, this was agreed and the correct pay scale would be confirmed. Mrs Coles accepted the position.

13 ZURICH INSURANCE RENEWAL DUE 1ST OCTOBER 2008 - £840.98 TO BE APPROVED INCLUDING LEGAL EXPENSES OF £23.50

13.1 It was agreed to pay the renewal fee but that cover should be reviewed. Mr Bucknell would find out where responsibility lay for the churchyard and the Clerk would put this item on the agenda for the next meeting.

14 CPALC MEMBERSHIP FOR DISCUSSION

14.1 Mrs Coles reported that the cost of membership for the rest of the year was £76.81 but that no information on the benefits of membership had been received. She would ask for details of what membership would provide.

15 CAMBS ACRE – MEMBERSHIP RENEWAL £25 – TO BE APPROVED

15.1 This was approved and a cheque signed.

16 PARISH PLAN ACTION PLAN WORKING PARTIES FEEDBACK AND UPDATES -

a- TRAFFIC AND ROAD ISSUES - MR COOK AND MR BUCKNELL?

16.1 There were 40 applications for the minor improvements grants and we will need to make more effort in future applications, the top marks went to an application to improve the safety of a crossing. There was no more news on the Bridge, with winter coming safety is a concern. Mr Bucknell will email Mr Lucas re progress.

b- PEDESTRIANS - MR COOK TO REPORT?

16.2 Mr Cook reported that footpaths are done. He also reported that the bus shelter was full of cans and bottles following a party on 26th September and the responsibility for cleaning was questioned. Mr Williams and Mr Leigh will bring this matter up at the next village hall meeting.

c- LIGHTING - DR FARRAR TO REPORT?

16.3 A light is out in Oaklands Avenue Dr Farrar to report

d- LITTER - CLERK TO REPORT?

16.4 The cost of moving the bin by the bus shelter would be £500 and if moved to the corner of Mill Street could become a collision risk. Mr Bucknell had asked that the bin be emptied more thoroughly. If the bin is moved then a problem with litter from the children at the bus stop could arise and it would be difficult to justify the cost. Mr Bucknell would liaise with the team and ask them to empty the bin properly.

e- COUNTRYSIDE - MR COOK AND CLERK TO REPORT?

16.5 There had been some complaints regarding the condition of footpaths but this is due to the ploughing season. Mr Cook would like something in the Warbler and on the website for volunteers to join him on the countryside team. Mr Cook will let Dr Farrar know what he would like posted on the website.

f- ACTIVITIES, SPORTS, CLUBS, SOCIETIES ETC. AND OTHER YOUTH ISSUES - DR FARRAR/ MR BUCKNELL/ MR WILLIAMS TO REPORT?

16.6 Dr Farrar and Mr Bucknell will go and meet with Veronica to talk about spending the grant money on some equipment for the youth club.

g- VILLAGE HALL - MR COOK AND MR LEIGH TO REPORT?

16.7 Mr Leigh reported that the last meeting was to discuss the cricket match and therefore there was nothing to report.

h- FLOODING - MR BUCKNELL TO REPORT?

16.8 23 parishes are to attend the meeting on 15th October and 9 organisations. Mr Bucknell will report back at the next meeting.

i- VILLAGE SIGNS - MR COOK AND MR BUCKNELL TO REPORT?

16.9 Mr Bucknell reported that he had spoken with Dan Smith and the grant is in hand and it will go through as an Arts Project

17 a- PLAYGROUND - MR BUCKNELL, MR COOK & CLERK TO REPORT

17.1 Repair is needed to the aerial runway, and brambles need to be cut out of hedge, Mr Cook will obtain quotes.

17.2 Mr Cook proposed and Mr Bucknell seconded that the bill should be settled for the playmatting, this was agreed. It was also agreed that the risk assessment form would be completed once per month as per the bin emptying rota.

17 **b- GRASSCUTTING - MR COOK, MR BUCKNELL, MR LUCAS & CLERK TO REPORT**

17.3 Mr Cook proposed and Mr Williams seconded that the grass cutting currently carried out by Cambs County Council should be taken over by the Parish Council, having confirmed that a contribution of £480 per annum would be made to the costs by CCC. Minute 15.8 of the meeting held on 29th July 2008 applies. The Clerk was asked to write to Cambs County Council informing them of the decision.

17 **c- GRANTS -MR BUCKNELL AND CLERK TO REPORT (INCLUDING DISCUSSION OF ANY GREEN/ ENVIRONMENTAL ISSUES THAT COULD BE OBTAINED BY WIND FARM GRANT MONIES?)**

17.4 It was also confirmed that there was no outstanding issues with regards to Grants at this time.

18 **ITEMS FOR THE WISTOW WARBLER AND WISTOW WEB SITE - TO INFORM JOHN DRANSFIELD AND DR FARRAR OF RELEVANT ARTICLES (ALSO TO DISCUSS OTHER ITEMS RELATING TO COMMUNICATION ISSUES)**

18.1 This item had already been covered.

19 **MONTHLY AUDIT - NOMINEE FOR NEXT MEETING?**

19.1 Mr Bucknell agreed to do the Monthly Audit at the next Parish Council Meeting.

20 **DATE OF NEXT MEETING - TUESDAY 28TH OCTOBER 2008 AT 7.30PM**

20.1 It was requested that the time of the meeting be added to the Agenda.

20.2 It was requested that the Clerk add an item to the Agenda to discuss the request for a donation to the CAB.

There being no further business to discuss, the meeting closed at 9.10pm.

PLANNING APPLICATIONS RECEIVED FROM AUGUST 2007

Wistow Parish Council - WPC

Huntingdonshire District Council - HDC

Not Yet known - NYK

			Approved and Date	
App.Number	Property Address	Purpose	WPC	HDC
07/02598/FUL	4 Oakland's Close, Wistow	Extension to Porch	Yes - 28/8/07	Yes - 6/9/07
07/02658/LBC	Lavender Cottage, Church	Extension to staircase and	Yes -	Yes -
07/02657/FUL	Street, Wistow	alterations to garage and dwelling	25/9/07	9/10/07
07/03808/FUL	Haven, Shillow Hill, Wistow	Conservatory Erection	Yes -	Yes
-			27/11/07	4/1/08
08/00500/FUL	Rookes Grove Farm,	Erection of 2 dwellings and	Yes -	Yes
-				
	Mill Road, Wistow	access road	26/2/08	18/6/08
08/00599/FUL	Poultry Houses, Shillow Hill,	Erection of Agricultural	Yes -	
NYK	Wistow	dwelling	25/3/08	

FINANCE REPORT for September 2008

Clerk's Salary		
23 hours @ £8.04	£	184.92
Computer Usage	£	10.00
Postage Paid 11 stamps @ 24p	£	2.64
Phone Calls 23/8- 34/9	£	4.80
Paid 30/9/08		<hr/>
		£ 202.36
Zen Internet Ltd Annual Renewal	£	85.62
Paid 8/10/08		
R J Warren Ltd		
Grasscutting - Churchyard and Graveyard		
Paid 30/9//08	£	205.62
Wickstead Leisure		
Part payment of playmatting	£	4518.60
Paid 1/10/08		
Cambridge Water Company		
Standpipe charge for churchyard 01/04/08 – 30/09/08	£	15.36
Paid 20/10/08		
Suffolk Acre Services		
Insurance Renewal	£	840.98
Paid 1/10/08		
Cambs Acre		
Membership renewal	£	25.00
Paid 1/10/08		
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		£ 5893.54
Income for September 2008		
HDC – playmatting grant – received 23 rd September 2008	£	6300.00
Balances of Account as at 30th September 2008		
Current Account	£	6384.11
Deposit Account	£	23839.82