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www.wistovillage.info**

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A meeting of Wistow Parish Council took place on Tuesday, 31st May 2016 following the AGM, in the Village Hall, with Mr Carter in the Chair.

2016/17-19	To receive apologies for absence – None Present: Mr Bucknell, Mr Carter, Mrs Coles, Mr Gregory, Ms Leaton, Mr Leigh, Mrs Tavener, Mr Tew. Members of the public, Ms Emery, Mr Twigden, Mr Smith and Mr Butler.	
2016/17-20 2016/17-20.1 2016/17-20.2	To Receive Declarations of Interest All Parish Councillors as Trustees of the Village Hall Mr MacInnes and Ms Leaton as members of the Village Hall Committee.	
2016/17-21	Public Participation Mr Smith and Mr Butler had read an article in the Hunts Post regarding a pub becoming a Community Asset and had come to the meeting to ask the Parish Council to look into ensuring our village pub is not lost. There was some discussion on how this could be done and the Clerk would look into options. Upwood had registered their pub and she would contact the Upwood Clerk and CAMRA for advice. Mr Bucknell explained options, and that registration would give extra time. Clerk to report back next meeting. Mr Smith left the meeting.	Clerk
2016/17-22	Approve the Minutes of the Parish Council Meeting on 26 th April 2016 Having been circulated prior to the meeting the minutes were approved as a true record and signed.	Mr Carter
2016/17-23	Matters for information only Items 1 to 11 were discussed with no further action required	
2016/17-24 2016/17-24.1 2016/17-24.2 2016/17-24.3 2016/17-24.4	Policing Matters Speedwatch update, training had happened and an order had been placed for the kit. Various ecops updates A car had been broken into in Oaklands Avenue and a car seat taken. Message from Sir Graham Bright on leaving PCC office.	
2016/17-25 2016/17-25.1 2016/17-25.2 2016/17-25.3	To receive reports from District and County Councillors Mr Tew reported that County were looking at devolution, and combined authorities to save money. Adult social care is covered and would not be affected. Highways open day on 18th July. Mr Bucknell reported that HDC are also discussing devolution. There is an open day at the tree nursery at Godmanchester on 4 th June. Mrs Tavener had nothing to report on this occasion	
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2016/17-26 2016/17-26.1	<p>Finance</p> <p>The Financial Statement and Cashflow for May was discussed and agreed</p> <p>payment of the following was approved</p> <table style="width: 100%; border: none;"> <tr> <td>CGM grasscutting</td> <td style="text-align: right;">£1500.00</td> </tr> <tr> <td>Mrs P Coles, salary</td> <td style="text-align: right;">£285.51</td> </tr> <tr> <td>Mrs P Coles, expenses</td> <td style="text-align: right;">£44.43</td> </tr> <tr> <td>Mrs R Moore, internal audit</td> <td style="text-align: right;">£50.00</td> </tr> </table>	CGM grasscutting	£1500.00	Mrs P Coles, salary	£285.51	Mrs P Coles, expenses	£44.43	Mrs R Moore, internal audit	£50.00	
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2016/17-26.2	c) Income in May – none, invoice raised to CCC for grasscutting.									
2016/17-27 2016/17-27.1 2016/17-27.2	<p>Correspondence</p> <p>Invitation to Heritage Lottery Green spaces event on 1st July</p> <p>Electoral Review, draft recommendations.</p>									
2016/17-28 2016/17-28.1 2016/17-28.2 2016/17-28.3 2016/17-28.4	<p>To consider any Planning Applications received and planning related issues</p> <p>Chestnuts Farm, Church Street, Wistow 16/000773/HHFUL, Proposed replacement of garage and store. Approval was recommended.</p> <p>A response had been received regarding the wall in Harris Lane. An error had been made by HDC Planning when advising the occupant of the allowed height of wall. Therefore no action was appropriate.</p> <p>The new email planning system had received some criticism with emails going back and forth. We had downloaded the above application without difficulty and already use email to respond.</p> <p>Registering a community asset, this has already been covered.</p>	Clerk								
2016/17-29 2016/17-29.1 2016/17-29.2 2016/17-29.3 2016/17-29.4	<p>Highways Report/Traffic Matters</p> <p>The approximate cost of MVAS is £3000, whichever route is decided upon. Miss Leaton was asked to find out whether there was any discount if 2 were purchased. If it works in tandem with speedwatch then one fixed unit would be appropriate. It was agreed that it should be a powered unit.</p> <p>Mr Leigh was progressing with CCTV and would report back at the next meeting.</p> <p>Mr Tew encouraged attendance at the Highways open day. Mr Leigh would confirm whether he could attend.</p> <p>No further outstanding issues</p>	<p>Mr Leigh/Ms Leaton</p> <p>Mr Leigh</p> <p>Mr Leigh</p>								
2016/17-30 2016/17-30.1	<p>Maintenance Issues</p> <p>Mr Carter and Mr MacInnes were working on the playground and would need to purchase materials to repair the wooden trail along with basic screw caps etc. This was agreed. They hoped to have most of the work completed prior to the school holidays. Mr Carter was completing the grant forms for the aerial runway but this was unlikely to be in place prior to the school holidays.</p> <p>THIS IS PRINTED PRIOR TO BEING CERTIFIED AS A TRUE RECORD BY THE PARISH COUNCIL Page 2 of 4</p>	Mr Carter/Mr MacInnes								

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2016/17-30.2	Mr Leigh had completed the risk assessment forms. Ms Leaton June, Mr Carter July.	
2016/17-31	Annual Audit Please note that the agenda shows an incorrect order of business. The Annual Governance Statement must be approved prior to the account statements.	Mr Carter and Clerk to sign paperwork at meeting
2016/17-31.1	Mrs Moore has now carried out the internal audit and is happy with our procedures and accounts.	
2016/17-31.2	The Annual Governance Statement was read and approved.	
2016/17-31.3	The accounts had been circulated prior to the meeting and it was agreed that they truly reflect the financial position. Proposed Mr Carter, seconded Mr MacInnes	
2016/17-31.4	The Account Statements shown on the annual return were read and approved.	
2016/17-32	Administration issues	Clerk
2016/17-32.1	Complaints procedure, Mr Carter had circulated his proposed review which was well received. Mr Gregory proposed its adoption, seconded by Ms Leaton and agreed. The Clerk will publish it.	
2016/17-32.2	Mrs Anna Janik-Emery had applied to become a Parish Councillor. Mr Gregory proposed and Mr Leigh seconded her co-option. This was unanimously agreed and Mr Carter welcomed her to the Parish Council. The Clerk furnished her with a little 'light reading'.	
2016/17-32.3	Mr Carter needed some further information to complete the survey on street lighting in Manor Street, the Clerk would print it and it was agreed that Councillors would knock on doors and try and get an answer on the spot. The cost of installation would be put onto the survey so that everyone was aware.	
2016/17-32.4	It was agreed to renew our CAPALC membership at a cost of £210.81	
2016/17-33	Working parties feedback and updates	
2016/17-33a	Litter – nothing to report	
2016/17-33b	Countryside- Mr Gregory had nothing to report.	
2016/17-33c	Village Hall – Mr MacInnes reported that the Village Hall Committee were preparing for Fun Weekend and looking at funding.	
2016/17-34	Items for Wistow Warbler and Website Mr Carter and Dr Farrar had had an initial meeting regarding the website and Dr Farrar was going to put together some proposals and costs. Information on the A14 and CCC Parish news letter had been sent to Dr Farrar and Mrs Williams.	
2016/17-35	Monthly Audit Mr Gregory is our auditor for May, Mr Leigh volunteered for July.	
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<p>2016/17-36 2016/17-36.1 2016/17-36.2</p>	<p style="text-align: center;">-1201-</p> <p>Matters for future consideration PCC to come back to us regarding clearing graveyard Community Plan</p>																	
<p>2016/17-37</p>	<p>Date of Next Meeting The next meeting would be on Tuesday, 26th July 2016, at 7.30 pm</p> <p>There being no further business the meeting closed at 8.50 pm</p>																	
	<p>FINANCE REPORT</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">CGM grasscutting</td> <td style="text-align: right;">£1500.00</td> </tr> <tr> <td>Mrs P Coles, salary</td> <td style="text-align: right;">£285.51</td> </tr> <tr> <td>Mrs P Coles, expenses</td> <td style="text-align: right;">£44.43</td> </tr> <tr> <td>Mrs R Moore, internal audit</td> <td style="text-align: right;">£50.00</td> </tr> <tr> <td>CAPALC renewal</td> <td style="text-align: right;">£210.81</td> </tr> <tr> <td colspan="2">Balance as at 29th May 2016</td> </tr> <tr> <td>Current account</td> <td style="text-align: right;">£17879.50</td> </tr> <tr> <td>Deposit account</td> <td style="text-align: right;">£15794.17</td> </tr> </table> <p>THIS IS PRINTED PRIOR TO BEING CERTIFIED AS A TRUE RECORD BY THE PARISH COUNCIL Page 4 of 4</p>	CGM grasscutting	£1500.00	Mrs P Coles, salary	£285.51	Mrs P Coles, expenses	£44.43	Mrs R Moore, internal audit	£50.00	CAPALC renewal	£210.81	Balance as at 29 th May 2016		Current account	£17879.50	Deposit account	£15794.17	
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