**WISTOW PARISH COUNCIL**

Clerk: Martin Woolhouse 7 Howards Meadow, Kings Cliffe, Nr Peterborough Northants PE8 6YJ

E-mail: parishclerk@wistowvillage.info

**NOTICE OF MEETING** Full Council

**TIME** 19:30

**DATE** Tuesday, 31st March 2020

**VENUE** Village Hall, Manor Street, Wistow or by telephone

**MEMBERS 7**

**QUORUM** 3

**All members of the Council are hereby summoned to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below.**

**The meeting is open to members of the public (to include the press) unless stated otherwise in accordance with the Public Bodies (Admissions to Meetings) Act 1960.**

Mr. Martin Woolhouse, Clerk to Wistow Parish Council, 26th March 2020

**A G E N D A**

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| **03.20.01** | **To** **receive and approve Apologies for Absence** |
| **03.20.02** | **Resignation of Councillor**To note the resignation of Mr G Smith as Councillor with effect from 15 March 2020  |
| **03.20.03** | **To receive Declarations of Interest**Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by Wistow Parish Council Code of Conduct for Members and by the Localism Act 2011. |
| **03.20.04** | **Public Participation**To allow 10 minutes for any members of the public and Councillors declaring a prejudicial interest to address the meeting in relation to the business to be transacted at that meeting. |
| **03.20.05** | **Approval of Minutes**To receive and approve the minutes of the meeting held on 25th February 2020 |
| **03.20.06****03.20.06.01****03.20.06.02****03.20.06.03****03.20.06.04****03.20.06.05****03.20.06.06** | **Matters arising or carried forward from the previous meeting.**The Environment (Zero Carbon) (formerly Climate Emergency including Emergency Plan)Village PlanVE75 commemoration Council LaptopVillage Funday updatePlayground Zip Wire |
| **03.20.07** | **Notification of planning items.**There have been no planning matters notified this month. |
| **03.20.08****03.20.08.01** | **Finance**To approve accounts for payment: 31st March 2020 |
| **Date** | **Ref No** | **Payee** | **Description** | **Amount £** |
| **31/03/20** | **441** | **CAPALC** | **Annual membership fee** | **274.44** |
| **31/03/20** | **442** | **Balfour Beatty** | **Street lighting maintenance charges Q1 2020/21** | **124.20** |
| **31/03/20** | **443** | **Garden Reclaim** | **Grass cutting** | **117.00** |
| **31/03/20** | **444** | **Wistow Village Hall** | **Annual hire fees** | **110.00** |
| **31/03/20** | **445** | **Parrott Print** | **Wistow Warbler print cost contribution** | **48.00** |
| **31/03/20** | **446** | **Mr M Woolhouse** | **Net salary March 2020** | **260** |
| **31/03/20** | **447** | **HMRC** | **PAYE tax on Mr Woolhouse salary**  | **65** |
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| **03.20.08.02** | To note income received (nil) |
| **03.20.08.03** | To note the Income and Expenditure Account for March 2020 (enclosed). |
| **03.20.08.04** | To note the Bank reconciliation for March February 2020 (enclosed). |
| **03.20.08.05** | To note the bank balances in the current and deposit accounts. |
| **03.20.08.06** | To approve the opening of bank accounts with MetroBank (draft minutes attached) and the transfer of account balances from Barclays |
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| **03.20.09** | **Traffic, Highways & Road Safety**Save as referred to in correspondence nothing to report this month |
| **03.20.10** | **Village Maintenance**Save as previously reported under correspondence, matters arising or councillors’ portfolios nothing to report this month. |
| **03.20.11** | **Policing Matters**Incidents relating to Wistow were included in the Correspondence and all alerts are posted to the Parish Council’s Facebook page. |
| **03.20.12****03.20.12.01****03.20.12.02****03.20.12.03****03.20.12.04****03.20.12.05****03.20.12.06****03.20.12.07****03.20.12.08****03.20.12.09** | **Correspondence and Communications**This correspondence has been previously circulated to CouncillorsLetter to Rose DevelopmentsLocal Highway improvement projectsHDC Letter re proposed name of Mill Road developmentCambridgeshire matters newsletterParishes meetingHunts traffic matters 1-15 MarchHunts traffic matters 16-31 MarchForthcoming road closuresProposed temporary closure of Manor Street (three documents) |
| **03.20.13** | **Decision Making** |
|  | To consider alternative decision making arrangements during pandemic |
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| **03.20.14** | **To receive verbal reports from Parish Councillors on matters arising from their portfolio responsibilities.**In the light of the Covid-19 pandemic to miss these reports.a)- Litter /Playpark Cllr Bradford\Cllr Macinnes b)- Countryside Cllr Gregory c)- Village Hall Cllr. Bradfordd)- Website Clerke)- Trees/Grass Cllr. R WallerF)- Highways Cllr. Bradford |
| **03.20.15** | **Monthly Audit**A Volunteer is required for March 2020 |
| **03.20.16** | **Matters for future consideration**None save those as previously raised or as matters arising   |
| **03.20.17****03.20.17.01** | **Date of next meetings**To note that the date of the next meeting will be Tuesday 28th April 2020 in Wistow Village Hall at 7.30pm |