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A meeting of Wistow Parish Council took place on Tuesday 25 February 2020, in the Village Hall, with Cllr Waller in the Chair.

**02.20.01**      **Present:**

Cllr C. Leaton, Cllr C. Bradford, Cllr G. Macinnes, Cllr G. Smith, Cllr R. Waller and Cllr. J. Wiltshire.

**In Attendance**

Mr M. Woolhouse – Clerk to the Council

Cllr J. Tavener – HDC councilor for the Ward (for minutes 02.20.06 to 02.20.07)

Cllr T. Rogers – Cambs. CC councilor for the Ward (for minute 02.20.06.03)

Cllr G. Bull - HDC councilor for the Ward (until minute 02.20.08)

1 member of the public was present.

**02.20.02**      **Apologies for Absence**

Apologies for absence were received from Cllr J. Gregory.

**02.20.03**      **To receive Declarations of Interest:**

- a. All Parish Councillors as Trustees of the Village Hall.
- b. Cllr Bradford and Cllr Macinnes, as members of the Village Hall Committee.

**02.20.04**      **Public Participation:**

There was no public participation of any members of the public or from Councillors declaring a prejudicial interest to address the meeting in relation to the business to be transacted at the meeting.

**02.20.05**      **Approval of minutes of meeting held on 28 January 2020**

The minutes had been circulated prior to the meeting and Cllr R Waller proposed that the minutes be approved and Cllr C Leaton seconded the proposal. **It was resolved that the minutes be approved and that they be signed by Cllr Waller.**

**02.20.06**      **District Councillors and County Councillor reports:**

Verbal reports were received from Cllrs Tavener and Bull as follows.

**02.20.06.01** Cllr Bull - Huntingdonshire DC

There was nothing to report which was specific to Wistow. The council tax increase for 2020/21 was to be 2.6%. The planning application for 5,000 houses at former RAF Wyton had been withdrawn, which removed the concern that the existing roads infrastructure e.g. bridges over the River Ouse would be inadequate to cope with traffic generated from the extra homes. Alternative interest into the former airbase was expressed by Marshalls, the aerospace engineering company, for use as its base following the anticipated closure of their current home at Cambridge Airport. Marshalls was also considering Cranfield but it preferred sole use of the facility with Wyton being more convenient for Marshalls' skilled staff to commute and avoid relocation.

**02.20.06.02** Cllr Tavener - Huntingdonshire DC

An application for development at former RAF Upwood had been received including confirmation that the resident bats had moved to new bat boxes installed at the site. Ramsey Leisure Centre was to be upgraded in line with the improvements at other such facilities in the Council's area.

**02.20.06.03** Cllr Rogers – Cambridgeshire CC

The 2018/9 accounts had been approved by Ernst Young, the current auditors but the accounts for the previous two years were still to be agreed by BDO, then auditors, following allegations and interventions by a councillor. The financial settlement for 2020/21 had been agreed with central government and basic council tax would rise by 1.59% with an additional 2% allocated for adult social care. There was an additional £22m of grants for activities such as roads, housing and social care support. The council had earmarked £15m to be sent on climate change and related environmental projects. Cllr Rogers agreed to put the relevant County Council environmental advisor in touch with Cllr Wiltshire.

**02.20.07** **Matters arising or carried forward from the previous meeting.**

**02.20.07.01** Street Lighting

The Clerk reported that the new energy contract was operational and Cllr Macinnes confirmed that the lights were now installed and working. It was noted that the Council had yet to be invoiced by Balfour Beatty for the installation of LED lights.

The Clerk explained that he had spoken with TPG, the new energy provider, who had felt that fitting individual meters would be expensive and not necessarily practical. He added that he intended to investigate with TPG and UKPN the benefits of lower bills now that the council was now using low consumption LED lights.

**02.20.07.02** Dog Fouling.

Cllr Macinnes reported that installing signage was still outstanding on council owned lamp posts with the focus on locations where dog fouling was an issue.

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**02.20.07.03** Speed Sensor

Cllr Wilshire reported that the sensor was working and the solar panel purchased with its installation awaiting drier weather.

**02.20.07.04** Defibrillator

Cllr Wilshire reported that the equipment was working and the solar panel purchased with its installation awaiting drier weather.

**02.20.07.05** Bridge Street Flooding

The meeting confirmed that since the gullies had been emptied there had not been any instances of roads flooding.

**02.20.07.06** Climate Action

Cllr Wiltshire reported that he was to attend the seminar to be run by CCC on 7<sup>th</sup> March to try to identify initiatives that could be implemented by the parish council.

**02.20.07.07** Village Emergency Plan

Cllr Wiltshire was thanked for the work he had undertaken in preparing the helpful plan. Cllr Smith agreed to publicise the plan on social media and to identify both individuals willing to participate in assisting if an emergency arose as well as resources available to the council.

**02.20.07.08** Village Plan

Cllr Wiltshire referred to his previously circulated draft plan, which the meeting found to be most helpful. It was noted that it bore strong similarities to the last plan produced approximately 15 years ago.

**02.20.07.09** VE75

It was reported that the pub landlord had been approached and agreed to hold a commemorative event.

**02.20.07.10** Council laptop

The Clerk reported that the machine had been purchased and was being commissioned. A problem had arisen regarding logon to Zen emails and it was suggested that he should contact Dr Farrar who commissioned the current machine.

**02.20.08** **Notification of planning items.**

**02.20.08.01** There were no new matters to consider.

**02.20.08.02** Church Street – Appln. 19/026/PIP - Application for permission in principle for between 2 and 5 bungalows to be built in the field in Church Street.

It was noted that the HDC planning portal showed there were 12 responses opposing the application, including one from a group which felt that an application for permission in principle would not consider fundamental environmental issues affecting the site. There was a brief discussion whether the notice on the post adjacent to the field confirming the response period had been in situ from no later than the date on the notice.

**02.20.09** Finance

**02.20.09.01** To approve accounts for payment: 25<sup>th</sup> February 2020

Date	Ref No	Payee	Description	Amount £
25/02/20	434	Mr. J Wiltshire	Reimbursement of purchase of 2 no solar panels	24.70
25/02/20	435	Balfour Beatty	Street lighting maintenance charge Q2 2019/20	124.20
25/02/20	436	Mr. M Woolhouse	February 2020 net salary	259.60
25/02/20	437	HMRC	PAYE re Mr Woolhouse salary	62.40
25/02/20	438	Mr. M Woolhouse	Reimbursement of laptop for council use	412.93
25/02/20	439	Mr. G Macinnes	Reimbursement of dog fouling prevention literature and other items	553.54

Cllr R. Waller proposed that the accounts be approved for payment; Cllr Leaton seconded the proposal. **It was unanimously resolved that the payments be approved.**

**02.20.09.02** Income

The Meeting noted the income received during the month (nil).

**02.20.09.03** Income and Expenditure Account

The Meeting noted the income and expenditure account.

**02.20.09.04** Bank Reconciliation

The Clerk explained that the Bank had failed to send bank statements and therefore, the bank reconciliation for February 2020 was an estimate.

(Secretary's note: the statement for the deposit account arrived on 27 February.)

**02.20.09.06** Bank Balances

The Meeting noted the estimated current and actual savings account balances as at 25 February 2020.

**02.20.09.07** Banking Arrangements

The Clerk explained that bank statements had not been received for January 2020 despite Cllr Waller chasing Barclays. He had considered the offers from Unity and Metro Banks in more detail and concluded that Metro provided the better option. Nat West provided e banking services to Unity and was a bureaucratic legacy bank, set up and running costs were greater than Metro Bank's and their customer service was based around a UK call centre whilst Metro branches were open 7 days a week. The Clerk explained that setting up the accounts would require formal minutes to be approved, which he would bring to the next meeting and there was a need for councillors to comply with "money laundering" checks, including proof of identity and residence. **It was unanimously agreed to open accounts with Metro Banks and that Cllrs Waller, Bradford, Leaton and Macinnes would be the signatories.**

**02.20.09.08** Red Tile Trust Grant Application

The Clerk reported that Red Tile would consider an application to fund up to 50% of the cost of the new street lighting, however the application had to be made before the work was undertaken. The Trust did not meet until June and so there was a risk that an application would be rejected. The Clerk was instructed to submit the application.

**02.20.10** Traffic, Highways & Road Safety.

Save as previously noted in correspondence there was nothing to consider.

**02.20.11** Village Maintenance

It was noted that there was nothing to report.

**02.20.12** Policing Matters:

No incidents in the village of Wistow were reported with all alerts posted to the Parish Council's Facebook and Neighbourhood Watch pages.

**02.20.13** Correspondence and Communications

**02.20.13.01** The meeting noted the previously circulated correspondence.

**02.20.14** Verbal reports from Parish Councillors on matters arising from their portfolio responsibilities.

The Meeting received verbal reports from Councillors on matters arising from their portfolio responsibilities.

**02.20.14.01** Litter /Play area Cllr Bradford / Cllr Macinnes

Cllr Macinnes enquired if the works had been ordered from Wicksteed and the Clerk confirmed that they would be ordered as a matter of urgency in accordance with quotation no 75220/JM/020120/CBW2 dated 2 January 2020.

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**02.20.14.02** Countryside Cllr Gregory

**02.20.14.03** Nothing to report

Village Hall Cllr Bradford

**02.20.14.04** Nothing to report

Website Cllr Smith

**02.20.14.05** Cllr Smith reported that he and the Clerk both had access to the website and that work would be undertaken to update the content.

Trees/Grass Cllr Smith

**02.20.14.06** Nothing to report

Highways Cllr Bradford

Cllr Bradford referred to the potholes in Wistow Fen Lane and the Clerk responded that the matter had been reported on at least 2 occasions to CCC. He added that following intervention with the relevant Highways Officer, the worst of the potholes had been repaired and also that CCC was aware of the other issues e.g. resurfacing and verges issues. Fundamental repair of the road was dependant on funding of the long term maintenance plan. The Clerk explained that one of the residents had expressed frustration and Cllr Rogers had been informed and requested to contact the resident.

**02.20.14.07** Monthly Audit

Cllr Macinnes volunteered to be the Auditor for March.

**01.20.17** Date of next meeting:

It was agreed that the next meeting would take place on Tuesday 31<sup>st</sup> March 2020 at 7.30pm in Wistow Village Hall.