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www.wistovillage.info ONCE THE COUNCIL HAS APPROVED THEM.

A meeting of Wistow Parish Council took place on Tuesday 26 May 2020 by video conference at 7.38pm with Cllr Waller, located at Northern Cottage, Church Street, Wistow, PE28 2QE in the Chair.

05.20.01 Present:

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

In Attendance

Mr. M. Woolhouse – Clerk to the Council
Cllr T Rogers – Cams. CC until minute 05.20.10

05.20.02 Apologies for Absence

Apologies for absence were received from Cllr G Bull and Cllr Tavener (both HDC)

05.20.03 To receive Declarations of Interest:

Declarations of Interest were noted for:

1. All Parish Councillors as Trustees of the Village Hall.
2. Cllrs Bradford and Macinnes, as members of the Village Hall Committee.

05.20.04 Public Participation:

There was no public participation of any members of the public and, save for minute 05.20.12.02, nor from Councillors declaring a prejudicial interest in any matter to address the meeting in relation to the business to be transacted.

05.20.05 Approval of minutes of meeting held on 31 March 2020

The minutes had been circulated prior to the meeting and **it was resolved unanimously that the minutes be and are approved and that they be signed by the Chairman.**

05.20.06 Matters arising or carried forward from the previous meeting

05.20.06.01 Emergency Plan. Cllr Wilshire was thanked for his good work in preparing the plan which had formed the basis of the Parish Council's response to the pandemic.

05.20.06.02 Village Plan. The meeting agreed that development of the updated plan was a longer term matter and further consideration should await greater clarity of likely issues and concerns once the pandemic has subsided.

05.20.06.03 VE75 Commemorations. The meeting noted the individual commemorations within the village

- 05.20.06.04** Village Funday. It was noted that the Funday would be reconsidered once restrictions on public gatherings and social interaction imposed due to the pandemic were substantially removed.
- 05.20.06.05** Playground Zipwire. Cllr Macinnes reported that he was due to meet Wicksteed tomorrow (Wednesday 27th May) to consider the detailed installation of the zipwire.
- 05.20.06.06** Street Lighting. The Clerk reported that restrictions on social gathering and the fact that delays in the production of various pieces of equipment had halted completing the installation of new street lights.
- 05.20.07.** District Councillors and County Councillor reports:
- Cllr Rogers reported on items of note from Cambs CC.
- 05.20.07.01** School Opening. The Council would know on Thursday 28 May whether the 5 tests identified by HM Government (HMG) as being necessary before schools could reopen would be satisfied by county schools. 27% of primary schools were open to provide childcare for key workers.
- 05.20.07.02** Shielded list. There were c17500 residents in the county identified as being at risk from Coronavirus, and whilst HMG continues to revise the definition of “at risk”, the Council’s policy was to keep people on the register and provide assistance to them all as needed. The transfer of Council staff from their regular duties to the Covid-19 Hub meant that delays were occurring in dealing with usual business.
- 05.20.07.03** Track and Trace. The numbers of COVID-19 cases in the county were relatively small compared to elsewhere in the country but in the event of a local spike the County Council would be responsible for operating the “track and trace” system.
- 05.20.07.04** Staff. To date 72 staff had displayed symptoms and 30 tested positive for the virus.
- 05.20.07.05** Recent Council Meeting. The Council had met by teleconference on Thursday (21st May) for 4 hours to cover both usual as well as Coronavirus related business.
- 05.20.08** Finance
- 05.20.08.01** The meeting noted the payments made under delegated authorities for 30th April 2020.

Date	Ref No	Payee	Description	Amount £
28/04/20	449	Garden Reclaim	Grass cutting	242.00
28/04/20	450	HMRC	MBW PAYE October 2019 reissued cheque	122.45
28/04/20	451	Mr. M Woolhouse	Net salary May 2020	156.00
28/04/20	452	Environment Agency	Annual water drainage charges	14.74

05.20.08.02 To approve the accounts for payment : 26th May 2020

Date	Ref No	Payee	Description	Amount £
26/05/20	453	LGS	Annual payroll services	95.40
26/05/20	454	Mr M Woolhouse	Net salary for May 2020	256

05.20.08.03 Income and Expenditure Account

The Meeting noted the income and expenditure account for the month.

05.20.08.04 Bank Reconciliation

The meeting noted the bank reconciliation for the month.

03.20.08.05 Bank Balances

The Meeting noted the current and savings account balances as at 27th April 2020.

05.20.08.06 Banking Arrangements

The Clerk reported that Cllr Leaton's completed bank account opening paperwork was with Cllr Waller. Cllr Macinnes reported that his paperwork was with Mr. Hurford for witnessing. Once the Clerk was satisfied that the paperwork was complete he would forward it to MetroBank. **It was unanimously agreed that Cllr Gregory be added as an additional signatory to the MetroBank accounts.**

05.20.08.07 Internal Audit

The Clerk reported that under parish council audit legislation it was not possible to appoint a parish resident as the auditor and proposed two possible alternatives, appoint either LGS (the payroll services provider) or an auditor from an adjacent parish, including the Clerk's parish of residence. **It was unanimously agreed that the Clerk should obtain quotes.**

05.20.09 Traffic, Highways & Road Safety.

Save as noted in correspondence there was nothing to consider.

05.20.10 Policing Matters:

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

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05.20.11 **Correspondence and Communication**

05.20.11.01 The meeting noted the previously circulated correspondence which members confirmed that they had read.

05.20.11.02 Rose Homes.

Cllr Waller declared his interest in this matter due to the location of his home. The meeting discussed the recent letter from Mr. Biagioni in response to the request from the Clerk to install an electricity supply from the Bance Court development to the bus shelter and defibrillator. The meeting was very unhappy at the perceived tone of the letter and the attempt to link this matter with the proposed development of the field in Church Street. **It was agreed that** Cllr Leaton would prepare a Facebook post for councillors to comment upon to canvass resident's opinion of the proposed development. The Clerk was requested to draft a response to Mr Biagioni thanking him for his efforts but declining his offer because it was felt that two unrelated matters were being made conditional on each other.

05.20.11.03 Oak Saplings

The meeting considered the email from Cambridge Extinction Rebellion offering oak saplings for planting in the parish. It was noted that Extinction Rebellion contained a strong political element and after a brief discussion the meeting concluded that it should not be seen to align itself with a political organisation and it was unanimously agreed to decline the offer.

05.20.12 **Village Maintenance**

Save as reported in correspondence or matters arising there was nothing to report.

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

05.20.13.01 Litter picking

It was noted that the spring cleanup of the village had been postponed due to the onset of Coronavirus and the resulting introduction of measures intended to stop its spread. However, now that social isolation measures were being relaxed Cllr Leaton felt that it should be possible to undertake a village tidy up whilst complying with instructions on social distancing and Cllr Macinnes agreed to post details of the date for the end of July on the Council's Facebook page. He also confirmed that the equipment was stored at the village hall.

05.20.13.02 Website

The Clerk explained that he was posting items to Facebook and was commencing posting to the Website items such as Notice of Casual Vacancy for a Councillor. Agendas and minutes were already posted to the website. He was to discuss posting news items to the website on Wednesday with Mr. Carter.

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05.20.13.03 Trees/Grass

Clr Waller reported on the poor state of the grass cutting undertaken by Garden Reclaim in recent weeks and felt that they were not complying with the contract schedule of works. He agreed to contact Ross Sargent to establish what was causing the problems and whether they were permanent. He would also contact Bury Parish Council to understand their experiences with Garden Reclaim.

05.20.14 Monthly Audit

Clr Macinnes volunteered to be the Auditor for June.

05.20.15 Date of next meeting:

It was agreed that the next meeting would take place on Tuesday 30th June 2020 at 7.30pm by video conference.

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