

A meeting of Wistow Parish Council took place on Tuesday 30 June 2020 by video conference at 7.30pm with Cllr Waller, located at Northern Cottage, Church Street, Wistow, PE28 2QE in the Chair.

06.20.01 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 – Cambs. CC until minute 06.20.08
Mr G. Smith - member of the public
Mr N. Simms – member of the public

06.20.02 Apologies for Absence

Apologies for absence were received from Cllr C Bradford, Cllr G Bull and Cllr Tavener (both HDC).

06.20.03 To receive Declarations of Interest:

Declarations of Interest were noted for:

1. All Parish Councillors as Trustees of the Village Hall.
2. Cllr Macinnes, as member of the Village Hall Committee.

06.20.04 Public Participation:

There was public participation from 2 members of the public and no requests from the public or any Councillor declaring a prejudicial interest in any matter to address the meeting in relation to the business to be transacted.

06.20.05 Approval of minutes of meeting held on 26 May 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.**

06.20.06 Matters arising or carried forward from the previous meeting

06.20.06.01 Playground Zipwire.

Cllr Macinnes reported that the zip wire had been installed and tested. The ground had been prepared for the equipment to become operational when the play area re-opened (See minute 06.20.14.01 below).

06.20.06.02 Street Lighting.

Cllr Macinnes reported that the some of the installation was yet to be completed and stated that he would chase Balfour Beatty to establish when it would be complete.

06.20.06.03 Village Plan.

The meeting agreed that development of the updated plan was a longer term matter and further consideration would await greater clarity of likely issues and concerns once the pandemic has subsided. It was further agreed to include this matter on each monthly agenda.

06.20.06.04 Village Funday.

It was considered that it was unlikely a village Funday would take place in 2020 and it was agreed to postpone the event until summer 2021, when restrictions on public gatherings and social interaction imposed due to the pandemic would have hopefully been removed.

06.20.06.05 The Environment, including Emergency Plan.

Cllr Wiltshire that he had nothing to report save that both District and County councils were focused on combating the social effects of the coronavirus pandemic.

06.20.07. County Councillor report:

06.20.07.01 Cllr Rogers reported on items of note from Cambs. CC and explained that not a lot was happening outside of dealing with the pandemic.

06.20.07.02 Library Opening.

The Council was to open libraries and some other facilities from 4th July subject to safety concerns being met.

06.20.07.03 Shielded list.

There were c17500 residents in the county identified as being at risk from Coronavirus and whilst HMG continues to revise the categories of people "at risk", Council policy was to not retain people on the register and support them all.

06.20.07.04 Cambridge University

It was not certain if the university would have a physical intake of students in September. Mr Simms commented that his college was working on the assumption that students would attend.

Cllr Rogers left the meeting

-1364-

06.20.08 **Planning**

The meeting noted that there were no planning issues to consider.

06.20.09 **Finance**

06.20.09.01 To approve the accounts for payment: 30th June 2020.

Date	Ref No	Payee	Description	Amount £
30/06/20	455	Garden Reclaim	Grass cutting	518.00
30/06/20	456	HMRC	Clerk's PAYE April – June 2020	169.00
30/06/20	457	Mr. M Woolhouse	Net salary June 2020	260.00
30/06/20	458	Wicksteed Leisure	Zip Wire Installation	14700.29

06.20.09.02 Income and Expenditure Account

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

06.20.09.03 Bank Reconciliation

The meeting noted the bank reconciliation for the month.

06.20.09.04 Bank Balances

The Meeting noted the current and savings account balances as at 30th May 2020.

06.20.09.05 Banking Arrangements

The Clerk reported that because of the length of time in opening the accounts, he proposed that the Council should pass a further resolution opening the accounts with Cllrs Waller, Leaton and Bradford as signatories and add Cllr Macinnes and Gregory subsequently. **It was unanimously agreed** to pass the resolution in the form of the previously circulated draft. Outstanding pieces of personal documentation would be discussed with the appropriate Councillor outside of the meeting.

06.20.09.06 Budget Update

The meeting considered the previously circulated analysis of the financial year against budget with the Clerk identifying notable variances. In addition the meeting noted the previously circulated Financial Overview providing details of the overall financial position of the Council. Cambs. CC had issued the remittance advice for the grass cutting undertaken on its behalf and payment was awaited.

06.20.09.07 Internal Audit

The Clerk reported that LGS (the payroll services provider) had been appointed to undertake the 2020 internal audit. He added there was a delay in submitting the VAT refund paperwork because he was awaiting some copy invoices.

-1365-

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

06.20.10.01 The meeting noted the previously circulated correspondence

06.20.10.02 The meeting considered the previously circulated letter from Mr. Cheeseman and his offer to undertake a survey of villagers' views regarding traffic calming measures on through routes within the village. Cllr Wiltshire explained that Speed Watch was due to recommence shortly and Mr. Smith offered to publicise the need for volunteers on Facebook and Neighbourhood Watch, Cllr Macinnes agreed to contact Mr. Cheeseman and Cllr Leaton offered her services in support.

06.20.11 **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.

06.20.12 **Correspondence and Communication**

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

06.20.12.02 Rose Homes.

The clerk reported that he had written to Rose Homes setting out the Council's viewing that the offer of help regarding the power supply to the defibrillator was linked to supporting the application for planning permission to the field in Church Street. A response had yet to be received.

06.20.12.03 Garden Reclaim

The meeting considered the previously circulated correspondence which explained why the level of service received has fallen in recent months. Whilst councillors recognized that personal circumstances had been affected by the pandemic, the marked decline in service could not be accepted such as failure to remove grass cuttings, omitting areas and not undertaking the contracted number of cuts. Cllr Waller stated that he had provided another copy of the contract and would speak to Mr. Sargent emphasizing strongly the need to adhere to the agreed contract.

06.20.13 **Village Maintenance**

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

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

06.20.14.01 Litter/Playpark.

Cllr Macinnes reported that the national Litter Pick was proposed to be held in late September and agreed to circulate details to councillors.

-1366-

Cllrs Macinnes and Waller agreed to post safety notices in the playground and ensure that it was safe to reopen on 4th July.

06.20.14.02 Village Hall.

Cllr Macinnes reported that with a great deal of assistance from Cllr. Waller the building consent paperwork for the refurbishment of the hall had been submitted, to HDC including the erection of a a replacement shed to the rear of the hall to replace the existing broken sheds..

06.20.14.03 Website

The Clerk explained that he was posting items to Facebook and was commencing posting to the Website. After a suggestion from Mr. Smith he agreed to contact Mr. Carter regarding making the website more attractive.

06.20.14.03 Trees/Grass

See minute 06.20.12.03 above. In addition Cllr Macinnes agreed to approach Mr. R Burton to remove the willow tree within the playground. Cllr Macinnes also agreed to spray weed killer on weeds at the garages in Oaklands Avenue.

05.20.15 Monthly Audit

Cllr Macinnes volunteered to be the Auditor for June and Cllr Waller for July.

06.20.16 Date of next meeting:

It was agreed that the next meeting would take place on Tuesday 28th July 2020 at 7.30pm by video conference. The meeting discussed whether to hold future meetings in the village hall and the Clerk commented that CAPALC and NALC advice was to continue to hold video meetings in line with the terms of the Coronavirus legislation. The Clerk was requested to open a Zoom account and so avoid meetings being interrupted by the expiry of the session allowance.