|  |
| --- |
| **-1437-**  |
| **WISTOW PARISH COUNCIL****THE APPROVED MINUTES WILL BE AVAILABLE ON THE WISTOW VILLAGE WEBSITE**[**www.wistowvillage.info**](http://www.wistowvillage.info) **ONCE THE COUNCIL HAS APPROVED THEM.** |
| A meeting of Wistow Parish Council took place on Tuesday 28th September 2021 at 7.30pm at the Village Hall, Manor Street, Wistow, Cambs. |
| **09.21.01** | **Present:** Cllr. C Leaton (Chair), Cllr. J Bradford, Cllr. J Gregory, Cllr T. Harris (from minute 09.21.04), Cllr. N Simms and Cllr. J Wiltshire.**In Attendance**Mr. M Woolhouse – Clerk to the CouncilOne member of the public was present. |
| **09.21.02****09.21.02.01****09.21.02.02** | **Welcome and Apologies for Absence**Cllr. R Waller, Cllr. G Bull – HDC, Cllr. M Haines – HDC, Cllr. S Corney – CCCCllr Harris apologised for his late arrival, which was due to transport delays and the Chair welcomed him to his first meeting. |
| **09.21.03****09.21.03.01** | **Declarations of Interest**Declarations of Interest were noted for all Parish Councillors as Trustees of the Village Hall. There were no other pecuniary interests to declare in respect of business to be transacted. |
| **09.21.04****09.21.04.01** | **Public Participation:**There was no participation from the public.  |
| **09.21.05****09.21.05.01****09.21.06****09.21.06.01****-1438-** | **Approval of minutes of meeting held on 31st August 2021** 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 Chair of the Meeting.****County and District Councillor reports** In the absence of the County or District councilors no reports were presented, however Cllr Corney had sent the following email but which was seen only after the end of the meeting.“Sorry not to have emailed sooner but the day has run away somewhat, as I didn’t make it to Abbots Ripton’s last meeting by coming to Wistow I will do the reverse this evening so would you please except my apologies. I don’t have much to report other than we are now using the New Shire Hall at Alconbury. I am still waiting to meet with Urban and Civic and Hilary Ellis from CCC but it seems everyone is doing the same at the moment and I am in the queue. Finally at the green and environment committee last week we voted through a new scheme that has a £300k budget that can be applied to by local members and PC’s to clear riparian dykes that have caused localised flooding where ownership is unsure to try and alleviate the problems of flooding we all suffered at Christmas.” |
| **09.21.07****09.21.07.01** | **Matters Arising or carried forward from previous meetings**Street lighting The Clerk reported that he approached ESPOS, the buying agent, regarding charges for lighting following the change to LED lights. The electrical supply industry was very complex but he was obtaining the relevant information needed to effect the change in charges.The Clerk was asked to confirm that all of the old lights were now disconnected.  |
| **09.21.07.02** | 2nd DefibrillatorCllr. Simms reported that the defibrillator had arrived and he was awaiting the cabinet. **It was agreed to proceed with the installation upon arrival.** **The Clerk agreed to investigate ownership of the post to be used to hold the defibrillator.** |
| **09.21.07.03** | FloodingCllr. Bradford reported that Mr Jackson had verbally quoted £900 to clear the ditch adjacent to the Anglian Water pumping station and would obtain written confirmation of the price. Cllr Wiltshire reported he had seen the HDC report into last December’s flooding and which explained that the complexity of parties involved in water management resulted in a lack of ownership. A number of proposals were made in the report, the majority of which relied on local communities taking their own steps to mitigate the consequences of flooding. He added that would be attending a forthcoming meeting organised by Action on Flooding, a group of local councils, at Slepe Hall.  |
| **09.21.07.04** | Playground equipment repairsCllr. Bradford reported that Wicksteed had repaired its equipment. He was searching for a company to repair the non Wicksteed equipment and pursuing a lead which had arrived recently.  |
| **09.21.07.05** | Local Highways InitiativeCllr Simms reported that the application for 6 no 40mph signs and associated “slow down” signs was ready to be submitted ahead of the extended deadline of 14th October. It was hoped that funding could be provided via the LHI scheme and/or HDC CIL funds.  |
| **-1439-** |  |
| **09.21.08****09.21.08.01** | **Planning**ApplicationsThere were no new applications to consider. |
| **09.21.09****09.21.09.01** | **Finance**The meeting approved the accounts for payment: 28th September 2021. |
|  |  |
| **Date** | **Ref No** | **Payee** | **Description** | **Amount £** |
| **28/09/2021** | 54 | Mr. M Woolhouse  | Net salary and expenses | **260.00** |
| **28/09/2021** | 54 | Mr. M Woolhouse | Zoom  | **14.39** |
| **28/09/2021** | 55 | Mr. R Jackson | Grass cutting and tree maintenance | **880.00** |
| **28/09/2021** | 56 | Arthur J Gallagher | Insurance renewal. | **1095.05** |
| **28/09/2021** | 57 | Wicksteed Leisure | Playground repairs and maintenance  | **2009.52** |
| **28/09/2021** | 58 | Mr. N Simms | Reimbursement of SID battery | **57.96** |
|  |  |
| **09.21.09.02** | The meeting noted the bank charges for the month | **15.00** |
| **09.21.09.03** | Income and Expenditure AccountThe Meeting noted the income and expenditure account for September 2021. |
| **09.21.09.04** | Bank ReconciliationThe Meeting noted the bank reconciliation for September 2021.  |
| **09.21.09.05** | Bank Balances The Meeting noted account balances as at 24th September 2021. |
| **09.21.09.06****-1440-**  | BankingThe Clerk referred to his previously circulated report and noted that his initial impressions of Unity Trust Bank were positive and the on line account application form quite straight forward. He added that he had used, wherever possible, the information in the paperwork used to open the MetroBank accounts. It was necessary for the Council to pass the following resolution, a draft of which had been contained in the meeting papers. “YOUR RESOLUTION1. Wistow Parish Council (“We/Our”) wishes to open an account with Unity Trust Bank plc (“Unity”) and have read the account opening Terms and Conditions therein.
2. We accept Unity’s Terms and Conditions and appoint them as our bankers.
3. We acknowledge that Unity’s Terms and Conditions may vary from time to time and agree to be bound by them.
4. We will provide Unity with instructions and changes in line with the mandate.
5. Unity should rely on the mandate until We send future amends.
6. We will send Unity copies of such documents needed to evidence Our existence and will inform Unity of any changes to these in writing.
7. We will also inform Unity in writing of any change in Officers or Councillors.
8. Committee members/Trustees of unincorporated entities acknowledge that they shall be jointly and severally liable for any liabilities incurred by individuals authorised to give instructions.

YOUR TELEPHONE AND INTERNET BANKING DECLARATION1. We agree to use the Telephone Banking Service to authorise transfers between Our Unity accounts and to request balance and other general account information.
2. We agree to use the Internet banking Service in accordance with the Terms and Conditions.
3. The individuals named on the application form will be our authorised Telephone Banking and Internet Banking service users.
4. Responsibility for all transactions performed on out Internet Banking Service lies with the final authorising individual.

YOUR DECLARATION1. We acknowledge your right not to grant or to suspend operation of this account until we have given Unity any requested documentation or information.
2. We authorise the bank to make any enquiries that it considers necessary to confirm the details in this application form. The information provided is true to the best of our knowledge and belief.”

**The meeting unanimously agreed that the resolution and declarations be and are approved.** TheClerk added that the signatories would be the same as currently authorised, i.e. Cllrs. Waller, Leaton, Bradford, and Simms and the Clerk would have administration and payment establishment powers but not powers to authorise payments.  |
| **09.21.10****09.21.10.01** | **Traffic, Highways & Road Safety.**The meeting noted the previously circulated correspondence and the highways issues dealt with below. |
| **09.21.11****09.21.11.01****-1441-** | **Policing Matters**There was nothing to report this month. |
| **09.21.12****09.21.12.0** | **Village Maintenance**There was nothing to report |
| **09.21.13****09.21.13.01** | **Correspondence and Communications**The Meeting noted the previously circulated correspondence.Fostering It was agreed to circulate the county council’s publicity material regarding fostering services on social media and council notice board. Ann PinkneyThe clerk referred to emails received from Ann Pinkney - Think Communities Community Connector – Huntingdonshire, part of CCC, who wished to visit the parish and learn more about Wistow. **It was agreed that Ms Pinkney was welcome to visit but there were no councillors able to participate in the visit.** |

|  |  |
| --- | --- |
| **09.21.14** | **Verbal reports from Parish Councillors on matters arising from their portfolio** **responsibilities** |
| **09.21.14.01****09.21.14.02** | CountrysideCllr. Gregory agreed to contact CCC regarding the broken bridge support on the footpath on Mr. Juggins land.Litter /PlayparkAs mentioned earlier Cllr Bradford reported that Wicksteed had undertaken repairs to the Wicksteed apparatus and he was pursuing repairers for the non Wicksteed equipment. **It was agreed to scrap the life expired climbing frame**.**It was agreed to proceed with a replacement sign banning electric vehicles from the Playground** and Cllr. Simms agreed to obtain the same.  |
| **09.21.14.03****09.21.14.04****-1442-****09.21.14.05** | Village HallCllr Bradford enquired regarding a contribution to the refurbishment works. The Clerk responded that he had heard nothing since the previous meeting and reminded the meeting that Cllr Waller intended to bring a firm proposal to the Council once the final cost was calculated. It was agreed that the works had re-vitalised the building.WebsiteThe Clerk reported that volumes of historic Council minutes had been archived with CCC. The meeting considered the advantages of increasing the number of photos of village life on the website and **the Clerk agreed to discuss the matter with Dr Farrar.**Churchyard trees The Clerk reported that he had advised Mr. Green that the trees in the cemetery were the responsibility of the parish church and not the parish council. |
| **09.21.15.****09.21.15.01****09.21.16****09.21.16.01** | **Monthly Audit**Cllr. Bradford volunteered to be Auditor for October 2021. **Items for discussion at the next meeting**The Clerk reported that the Council would discuss the budget and precept for 2021/2. |
| **09.21.17****09.21.17.01** | **Date of next meeting:** It was agreed that the next meeting would take place on Tuesday 26th October at 7.30pm in the Village Hall. Cllr Harris tendered his apologies due to a long standing prior appointment.  |