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| **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 26th October 2021 at 7.30pm at the Village Hall, Manor Street, Wistow, Cambs. |
| **10.21.01** | **Present**Cllr. R Waller (Chair), Cllr. C Leaton, Cllr. J Bradford, Cllr. N Simms and Cllr. J Wiltshire.**In Attendance**Mr. M Woolhouse – Clerk to the CouncilCllr. G Bull – HDCCllr. M Haines – HDCCllr. S Corney – CCCOne member of the public was present. |
| **10.21.02****10.21.02.01** | **Apologies for Absence**Cllrs. J Gregory and T. Harris |
| **10.21.03****10.21.03.01** | **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. |
| **10.21.04****10.21.04.01** | **Public Participation:**There was no participation from the public.  |
| **10.21.05****10.21.05.01****10.21.06****10.21.06.01****10.21.06.02****-1443-****10.21.06.03** | **Approval of minutes of meeting held on 28th September 2021** The minutes had been circulated prior to the meeting and **it was resolved unanimously that the minutes be and are approved and be** **signed by the Chair of the Meeting.****County and District Councillor reports** Cllr. Corney – CCC.Cllr. Corney reported that the full council now met quarterly and there was little to report, save that funding had been reduced for a school in Wisbech. Cllr. Haines – HDC.Cllr. Haines reported that Red Tile Trust had funds available to for environmental projects. Cllr. Bull – HDC.Cllr. Bull reported there was now a Cabinet Member for Covid recovery whose role was to energise local town centres and businesses, notwithstanding a lack of funding for the role. Cllrs. Bull, Corney, and Haines left the meeting. |
| **10.21.07****10.21.07.01** | **Matters Arising or carried forward from previous meetings**Street lighting The Clerk reported that he was awaiting details of the new lighting from Balfour Beatty so that UKPC can provide the certificate in order to permit reduced charges. The old lights were now disconnected.  |
| **10.21.07.02** | 2nd DefibrillatorCllr. Simms reported that the cabinet was still awaited and it was agreed to proceed with the installation upon arrival. The Clerk confirmed that the council owned the lamp post to be used to hold the defibrillator. |
| **10.21.07.03** | FloodingCllr. Wiltshire reported that the meeting planned for 6 October in St Ives had been cancelled at short notice without either explanation or date rescheduled. He felt that the only realistic approach was to make our own arrangements to mitigate flooding damage.The Clerk agreed to contact Highways to order gulley a sucker to ensure clear drains ahead of the winter.Cllr. Bradford agreed to approach Mr Jackson to obtain his written quote for £900 to clear the ditch adjacent to the Anglian Water pumping station.  |
| **10.21.07.04** | Playground equipment repairsCllr. Bradford reported that he was still searching for a company to repair the non Wicksteed equipment and was considering asking Mr Jackson to quote for repairing the damaged wooden items. |
| **10.21.07.05** | Local Highways InitiativeCllr Simms reported that the application for funding 6 no 40mph and associated “slow down” signs was submitted ahead of the deadline, acknowledged and accepted for consideration. It was hoped that funding could be provided via the LHI scheme and/or HDC CIL funds.  |
| **-1444-****10.21.08****10.21.08.01** | **Planning**ApplicationsThere were no new applications to consider. HDC had circulated a consultation paper regarding updated Town and Landscape supplementary planning guidance with a closing date of 15th December 2021. One point was that Neighbourhood Plans gave HDC planners an insight into agreed local ambitions and wants. |
| **10.21.09****10.21.09.01** | **Finance**The meeting approved the accounts for payment: 26th October 2021. |
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| **Date** | **Ref No** | **Payee** | **Description** | **Amount £** |
| **26/10/2021** | 59 | Mr. M Woolhouse  | Net salary and expenses | **298.65** |
| **26/10/2021** | 59 | Mr. M Woolhouse | Zoom reimbursement | **14.39** |
| **26/10/2021** | 60 | Cancelled  |  |  |
| **26/10/2021** | 61 | Zen Internet | Annual fee | **83.84** |
| **26/10/2021** | 62 | Wicksteed Leisure | Playground inspection  | **103.20** |
| **26/10/2021** | 63 | Balfour Beatty | Street Lighting upgrade  | **12030.32** |
| **26/10/2021** | 64 | PKF Littlejohn | Audit letter | **48.00** |
| **26/10/2021** | 65 | HMRC | MBW PAYE | **181.60** |
| **26/10/2021** | 66 | Cambs ACRE | membership | **57.00** |
| **26/10/2021** | 67 | Source for Business | Cemetery water  | **37.74** |
| **26/10/2021** | 68 | WPC re Unity Trust Bank | Opening deposit | **500.00** |
| **26/10/2021** | 69 | Mr. N Simms | Reimbursement of playground sign | **84.00** |
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| **10.21.09.02** | The meeting noted the bank charges for the month | **20.00** |
| **10.21.09.03** | Income and Expenditure AccountThe Meeting noted the income and expenditure account for October 2021. |
| **10.21.09.04** | Bank ReconciliationThe Meeting noted the bank reconciliation for October 2021.  |
| **10.21.09.05** | Bank Balances The Meeting noted account balances as at 20th October 2021. |
| **10.21.09.06** | BankingThe Clerk reported that the application to open an account had been submitted and a few enquiries arose which were being answered. An initial deposit of £500 was included in the list of cheques approved and signed at the meeting.  |
| **-1445-****10.21.09.07** | Budget and preceptThe meeting considered the previously circulated cashflow forecast and noted that the only likely major expenditure in the near future related to playground upgrades or repairs. There was a budget surplus of c£5000 for 2021/22 and even after paying for the street lighting works there would be c£20,000 in reserve. In view of the anticipated stretch on household finances due to inflation and the consequence of the pandemic **it was unanimously agreed to maintain the precept for 2022/23 at £15,000.** |
| **10.21.09.08** | Clerk’s remunerationThe Chairman reported that it was a number of years since the Clerk’s pay had been reviewed. The Clerk offered to leave the meeting whist the item was discussed. **It was unanimously agreed to increase the hourly rate of pay from £13.00 per hour to £15.00 per hour with effect from 1st November 2021.** |
| **10.21.10****10.21.10.01** | **Traffic, Highways & Road Safety.**The meeting noted the previously circulated correspondence. |
| **10.21.11****10.21.11.01** | **Policing Matters**Cllr. Simms reported that he had received a crime number from the police and confirmation that they would not investigate the damage and removal of signs on the gate of the playground. **It was agreed to replace the removed sign** and Cllr. Simms agreed to obtain prices for more robust signage. |
| **10.21.12****10.21.12.01** | **Village Maintenance**Cllr. Bradford reported that the sign at the village green had been damaged and Cllr. Waller added that he understood it was caused by builders working at the bungalow at the junction of Bridge and Manor Streets. He agreed to obtain contact details from the owner of the bungalow. Fortunately the incident was witnessed.  |
| **10.21.13****10.21.13.01** | **Correspondence and Communications**The Meeting noted the previously circulated correspondence. |

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| **10.21.14** | **Verbal reports from Parish Councillors on matters arising from their portfolio** responsibilities |
| **10.21.14.01****-1446-** | Litter /PlayparkCllr. Bradford reported that dog poo bags were on order but the vendor was awaiting stock and added that low level branches and overgrowth at the playground and agreed to ask Mr Jackson for a written quote. **It was unanimously agreed to proceed with a replacement sign banning electric** vehicles **from the Playground** and Cllr. Simms agreed to obtain quotes for a more robust sign.  |
| **10.21.14.02****10.21.14.03****10.21.14.04** | HighwaysIn addition to previously reported matters Cllr. Waller reported that the junction at the Toll was partially over grown creating a blind spot and the Clerk added that he had contacted Highways to tidy the junction.Website The Clerk reported that he had received no contact from residents with village photos and agreed to approach photographers and also join the Wistow Now and Then Facebook Group. Grass cutting Cllr. Bradford reported that he anticipated there being one further cut in the current season. |
| **10.21.15.****10.21.15.01****10.21.16****10.21.16.01** | **Monthly Audit**Cllr. Wiltshire volunteered to be Auditor for November 2021. **Items for discussion at the next meeting**There were not any items for discussion at the next meeting.  |
| **10.21.17****10.21.17.01** | **Date of next meeting:** It was agreed that the next meeting would take place on Tuesday 30th November at 7.30pm in the Village Hall. It was noted that unless there was a particular need for the council to meet, there would not be a meeting in December.   |