**WISTOW PARISH COUNCIL**

Clerk: Martin Woolhouse 7 Howards Meadow, Kings Cliffe, Nr. Peterborough, Northants PE8 6YJ

E-mail: parishclerk@wistowvillage.info

**NOTICE OF MEETING** Full Council

**TIME** 7:30 pm

**DATE** Tuesday, 29th March 2022

**VENUE** Village Hall, Manor Street, Wistow, Cambs.

**MEMBERS** 7

**QUORUM** 3

**All members of the Council are hereby summoned to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below.**

**The meeting is open to members of the public (to include the press) unless stated otherwise in accordance with the Public Bodies (Admissions to Meetings) Act 1960.**

Martin Woolhouse, Clerk to Wistow Parish Council, 23rd March 2022

**A G E N D A**

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| **03.22.01****03.22.01.01** | **Welcome and to** **receive and approve Apologies for Absence**To receive and approve apologies for absence. |
| **03.22.02****03.22.02.01** | **To receive Declarations of Interest**Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by Wistow Parish Council Code of Conduct for Members and by the Localism Act 2011. |
| **03.22.03****03.22.03.01** | **Public Participation**To allow 10 minutes for any members of the public and Councillors declaring a prejudicial interest to address the meeting in relation to the business to be transacted at the meeting. |
| **03.22.04****03.22.04.01** | **District Councillors and County Councillor reports**To receive reports from District and County Councillors |
| **03.22.05****03.22.05.01** | **Minutes of last meeting**To approve the minutes of the meeting held on 22nd February 2022 |
| **03.22.06** | **Matters arising or carried forward from the previous meeting.** |
| **03.22.06.01****03.22.06.02****03.22.06.03****03.22.06.04****03.22.06.05****03.22.06.06****03.22.06.07** | FloodingStreet lighting 2nd defibrillatorPlayground equipment repairsLocal Highway InitiativesThe Queen’s Platinum Jubilee – Trees, beacon and celebrationsaffordable housing in Oaklands Avenue |
| **03.22.07****03.22.07.01** | **Notification of planning items.****Application 22/00648/HHFUL – Glen Lyon, Wistow Toll**Proposed internal alterations and adjustments to entrance fenestration. |
| **03.22.08****03.22.08.01** | **Finance**To approve accounts for payment: 29th March 2022 |
| **Date** | **Ref No** | **Payee** | **Description** | **Amount £** |
| **29.03.2022** | **82** | **Mr M Woolhouse** | **Net salary February 2022 and expenses** | **282.00** |
| **29.03.2022** | **82** | **Mr M Woolhouse** | **Zoom reimbursement** | **14.39** |
| **29.03.2022** | **83** | **Balfour Beatty** | **Lighting maintenance**  | **124.20** |
| **29.03.2022** | **84** | **CAPALC**  | **Affiliation fee** | **286.02** |
| **29.03.2022** | **85** | **TPW Electricians** | **Defibrillator wiring** | **162.00** |
| **29.03.2022** | **86** | **HMRC**  | **Mr Woolhouse PAYE** | **70.50** |
| **29.03.2022** | **87** | **WPC @ Unity Bank**  | **Transfer of £1.25 in deposit account at MetroBank** | **1.25** |
| **29.03.2022** | **88** | **Defib World** | **Pads and battery previously approved, purchased and paid for.** | **217.59** |
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| **03.22.08.02** | To note the bank charges for March 2022 | **00.00** |
| **03.22.08.03** | To note the Income and Expenditure Accounts for March 2022 (enclosed within meeting papers). |
| **03.22.08.04** | To note the bank reconciliation for March 2022 (enclosed within meeting papers). |
| **03.22.08.05** | To note the bank balances in the current and deposit accounts and to consider moving funds to the deposit account. |
| **03.22.08.06** | To receive an update on bank arrangements with Unity Trust Bank |
| **03.22.08.07** | To appoint LGS Services as the Council’s Internal Auditor for 2022 |
| **03.22.08.08** | To note the full year budget outturn (enclosed with meeting papers)  |
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| **03.22.09****03.22.09.01****03.22.09.02** | **Traffic, Highways & Road Safety**Save as referred to below or in correspondence nothing to report this month.Mill Road surfacing |
| **03.22.10****03.22.10.01****03.22.10.02** | **Policing Matters**Incidents relating to Wistow were included in Correspondence and all alerts are posted to the Parish Council’s Facebook page.Sgt. Rob Saville – Community Policing Team |
| **03.22.11****03.22.11.01** | **Village Maintenance**To consider any items not considered elsewhere. |
| **03.22.12****03.22.12.01** | **Correspondence and Communications**The following correspondence has been circulated to CouncillorsCCC flood management consultationCAPALC bulletinsSurface dressing updatesOaklands Avenue temporary closureMill Road closure Planting a tree for the JubileeOne Leisure newsletterQEH press releaseSt Ives knifepoint robberyDrunk Driver arrestsLGA/HDC Code of Conduct |
| **03.22.13****03.22.13.01****03.22.13.02****03.22.13.03****03.22.13.04****03.22.13.05****03.22.13.06****03.22.13.07** | **Portfolio Responsibilities.**Litter Cllr Leaton Playpark Cllr Bradford – presentation from playground usersCountryside Cllr Gregory Village Hall Cllr. Bradford Website/filing ClerkTrees/Grass Cllr. R WallerHighways Cllr. Simms |
| **03.22.14****03.22.14.01** | **Monthly Audit**A volunteer is required for April 2022 |
| **03.22.15****03.22.15.01** | **Matters for future consideration**To raise matters for discussion at the next meeting. |
| **03.22.16****03.22.16.01** | **Date of next meeting**To approve the dates of the next meetings1. The Open Meeting of the Parish will be held on Tuesday 26th April 2022
2. The next meeting of the Parish Council will be held on Tuesday 26th April 2022 at 7.30pm or immediately following the Open Meeting
3. The AGM will be held at 7.00pm on Tuesday 10th May 2022 at 7pm in the Village Hall.
4. The Parish Council meeting will be held on Tuesday 25th May 2022 at 7.30pm in the Village Hall, Manor Street, Wistow.

Because 2022 is an election year the AGM MUST be held within 14 days of the new council taking office, the deadline for the AGM is therefore Sunday 22nd Sunday.  |