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| **-1465- 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 April 2022 at 7.12pm at the Village Hall, Manor Street, Wistow, Cambs. immediately following the Open Meeting. | | | | | |
| **04.22.01**  **04.22.01**  **04.22.02**  **04.22.02.01**  **04.22.02.02** | **Present**  Cllr. R Waller (chair), Cllr. C Leaton, Cllr. J Bradford, Cllr. T Harris, Cllr. N Simms, Cllr. J Wiltshire and Cllr. Gregory from minute 04.22.12.  **In Attendance**  Mr. M Woolhouse – Clerk to the Parish Council  Three members of the public were present. | | | | |
| **04.22.03**  **04.22.03.01** | **Apologies for Absence**  Cllr. J Gregory | | | | |
| **04.22.04**  **04.22.04.01** | **Declarations of Interest**  Declarations 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. | | | | |
| **04.22.05**  **04.22.05.01** | **Public Participation:**  There was no participation from the public on any matter on the agenda or otherwise. | | | | |
| **04.22.06.**  **04.22.06.01** | **District and County Councillor reports**  In the absence of any district or county councillor due ot the forthcoming local elections there were no reports to receive. | | | | |
| **04.22.07**  **04.22.07.01** | **Approval of minutes of meeting held on 26th March 2022**  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.** | | | | |
| **04.22.08**  **04.22.08.0-**  **-1466-**  **04.22.08.02** | **Matters Arising or carried forward from previous meetings**  Flooding  Cllr. Wiltshire reported that he had written to the Environment Agency at the email address provided by CCC but had yet to receive a response regarding the EA’s intentions to dredge/clear Bury Brook from Broughton.  Street lighting  The Clerk reported that he had still to receive the correct information from Balfour Beatty regarding the “dimming regime” information. | | | | |
| **04.22.08.03** | Playground equipment repairs  Cllr. Bradford reported that Mr Jackson would complete the repairs before the end of the month. | | | | |
| **04.22.08.04** | Local Highways Initiative  Cllr Simms reported that he had heard nothing since the last meeting and expected that a decision would be announced in May. | | | | |
| **04.22.08.05** | Queen’s Platinum Jubilee  The meeting agreed to purchase a blossoming tree eg Cherry tree, and erect it within a protective frame and plaque in the SE corner of the playground near other trees. | | | | |
| **04.22.08.06** | Litter Pick  Cllr Leaton reported that the litter pick had taken place and 2 bags of rubbish collected. | | | | |
| **04.22.08.07** | Matters Arising Action Log  In response to a request from Cllr. Leaton, the Clerk tabled a draft matters arising actions log capturing actions agreed at prior meetings. The meeting agreed to introduce such a log with immediate effect. | | | | |
| **04.22.09**  **04.22.09.01** | **Planning**  There were no items to consider | | | | |
| **04.22.10**  **04.22.10.01** | **Finance**  The Meeting approved the accounts for payment: 26th April 2022. | | | | |
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| **Date** | **Ref No** | | **Payee** | **Description** | **Amount £** |
| **26/04/2022** | online | | Mr. M Woolhouse | Net salary and expenses. | **300.00** |
| **26/04/2022** | online | | Mr. M Woolhouse | Zoom reimbursement | **14.39** |
| **26/04/2022** | online | | Mr. R Jackson | Grass cutting | **700.00** |
| **26/04/2022** | online | | Mr. C Bradford | Dog poo bags | **54.00** |
| **26/04/2022** | online | | Source for Water | Cemetery water supply | **36.94** |
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| **04.22.10.02** | | The Meeting noted the income and expenditure account for April 2022. | | | |
| **04.22.10.03**  **-1467-** | | The Meeting noted the bank reconciliation for April 2022 and the Clerk reported that the three minor variances had been included in the end of year accounts. | | | |
| **04.22.10.04** | | The Meeting noted bank account balances as at 22 April 2022. | | | |
| **04.22.10.05** | | The Clerk reported that the accounts held with Metro Bank had been closed and the remaining £20.00 in the current account and £1.25 on the deposit account had been transferred to the Unity Bank current account as requested. The Clerk confirmed that £15,000 had been transferred to the deposit account. | | | |
| **04.22.10.06** | | The meeting considered the 2022 AGAR form and **it was unanimously agreed to hat the Chairman and Clerk be and are authorised to sign the certificate**. The Clerk reported that due to the purchase of the street lighting, expenditure had exceeded the limit of £25,000 for self-certification and therefore an assurance review, to be undertaken by PKF Littlejohn, was required. He anticipated the fee to be c£200. | | | |
| **04.22.10.07** | | It was agreed that LGS, which provides payroll service to the Council be and are appointed as Internal Auditor for the 2021/22 financial year. | | | |
| **04.22.11**  **04.22.11.01**  **04.22.11.02**  **04.22.11.02** | | **Traffic, Highways & Road Safety.**    The meeting noted previously circulated correspondence.  The Clerk reported that the fallen tree would be attended to by CCC tree surgeons tomorrow.  The meeting noted the work under taken by Cambs Water to replace manhole covers in Oaklands Avenue. | | | |
|  | | Cllr. Gregory joined the meeting | | | |
| **04.22.12**  **04.22.12.01**  **04.22.12.02** | | **Policing Matters**  The meeting considered the spate of petty crime and the Clerk was requested to contact the Sgt. leading the local policing team to investigate and also to invite him to the next meeting.  The Clerk reported that he had posted an appeal on Facebook from Cambs. Police regarding an individual who had disappeared, failing to comply with the terms of their sentence. | | | |
| **04.22.13**  **04.22.13.01** | | **Village Maintenance**  Manor Street flower box  Cllr. Bradford confirmed that the decayed box had been removed and agreed to obtain a quote from Mr. Jackson for the supply and installation of a replacement. | | | |
| **04.22.14**  **04.22.14.01** | | **Correspondence and Communications**  The meeting noted the previously circulated correspondence. | | | |
| **-1468-**  **04.22.15**  **04.22.15.01** | | **Verbal reports from Parish Councillors on matters arising from their portfolio** **responsibilities**  Highways  Cllr. Simms reported that there was nothing in addition to points raised previously. | | | |

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| **04.22.15.02**  **04.22.15.03**  **04.22.15.04**  **04.22.15.05** | Website  The Clerk reported that the remaining photos of the village had been uploaded to the village website.  Countryside  The four main paths, leading from Wistow are clear, generally clean and well used; the hand rail attached to the small bridge leading off Harris Lane has been reported and is awaiting repair.  Various farm wastes and litter were collected from the footpaths and brought back to be disposed of. Litter, albeit still present, remains at low levels, with only the occasional pile on the Raveley Bends that requires cleaning up.  Litter  Cllr. Leaton reported that there is not a great litter problem, mainly being choc bar wrappers, plastic bottles and the odd mask or sock along the verges. All large items on the outskirts of the village are reported by the Clerk to be removed by the Council. Playing field bins are maintained and emptied by Councillor Bradford. The annual clean and tidy up round the village had recently taken place.  Playground    Cllr. Bradford reported that there was nothing to add in addition to the points raised previously. |
| **04.22.16.**  **04.22.16.01**  **04.22.17**  **04.22.17.01** | **Monthly Audit**  Cllr. Simms volunteered to be Auditor for May 2022 and Cllr. Harris volunteered to be Auditor for June 2022.  **Items for discussion at the next meeting**  No items were raised for discussion at the next meeting. |
| **04.22.18**  **04.22.18.01** | **Dates of next meetings:**  Because of the election on 5 May 2022, the AGM had to be held no later than 23rd May.  The next meetings would take place as follows   1. The AGM will be held at 7.30pm on Tuesday 10th May 2022 in the Village Hall. 2. The May Parish Council meeting will be held at 7.30pm on Tuesday 31st May 2022 at 7.30pm in the Village Hall. |