

**WISTOW PARISH COUNCIL (“the Council”)**

**APPROVED MINUTES**

A meeting of Wistow Parish Council took place on Tuesday 30<sup>h</sup> May 2023 at 7.55pm in the Village Hall, Manor Street, Wistow, Cambs.

**05.23.01      Present**

**05.23.01.01**    Cllr. C Leaton (Chair) and, Cllrs J Gregory, T Harris, N Simms, G Smith and N Twigden.

**05.23.02      In Attendance**

**05.23.02.01**    Mr. M Woolhouse – Clerk to the Parish Council

**05.23.03      Apologies for Absence**

**05.23.03.01**    Cllr. C Bradford

**05.23.04      Declarations of Interest**

**05.23.04.01**    Declarations were noted for all Parish Councillors as Trustees of the Village Hall and for Cllr. C Bradford as council nominated member of the Village Hall Committee. There were no other pecuniary interests to declare.

**05.23.05.      Public Participation**

**05.23.05.01    Festival**

Mr Williams reported on arrangements for the Festival to be held in the playing field on 15<sup>th</sup> July. His offer to paint the playing field gate dark green was accepted.

He requested that the straggling branches on the Oaklands Avenue hedge be trimmed and Cllr. Harris agreed to contact Mr Jackson. It was important to not disturb nesting birds.

Cllrs. Leaton and Twigden agreed to clean the playing field notice board.

Cllr. Simms agreed to research possible storage sheds for the playing field suitable for Festival equipment on a regular basis.

The Clerk confirmed that both the Village Hall and the Council had insurance against playing field equipment being broken at the Festival.

**05.23.05.02    Bus Shelter**

The notice board needed to be tidied up and Cllr. Simms offered to arrange for the removal of the union flags displayed during the recent Coronation.

**05.23.06      District and County Councillor reports**

**05.23.06.01**      In the absence of any District or County Councillors there was nothing to report.

**05.23.07      Approval of minutes of meeting held on 25<sup>th</sup> April 2023**

The Meeting considered the minutes of the meeting held on 25<sup>th</sup> April 2023 and resolved unanimously that they be and are approved and be signed by the Chair.

**05.23.08.      Matters Arising and Action Log**

**05.23.08.01      Village Hall**

Cllr Simms reported that CCC would permit one disabled parking bay outside the VHC, installed at no cost to the parish council. The Clerk added that CCC would install white parking lines in front of a drop kerb with a cost of £120.

It was confirmed that the Village Hall had affected insurance for the Festival.

**04.23.08.02      Flooding**

Cllr. Smith reported on discussions with EA and CCC and in addition to the camera the CCC had agreed to install and pay for an internet capable water level monitor.

He added brook clearance would require engagement with relevant landowners and confirmed that the EA would not undertake the work.

**05.23.08.03      Local Highways Initiative**

Cllr. Simms reported that CCC had yet to confirm when the LHI would be installed. Following a discussion it was agreed to hold a public meeting immediately prior to the June council meeting to consider speeding and additional measures which could be taken to deter its occurrence.

**05.23.08.04      Website**

The Clerk reported that there because of a lack of interest from the businesses contacted he had emailed two local companies specialising in local council websites. A discussion with one based in Alconbury Weston seemed promising.

**05.23.08.05      Electricity**

The Clerk reported that he had reviewed billing from TotalEnergies and whilst he was unable to reconcile the bill in detail was satisfied that it was broadly accurate. There were no physical meters but the unmetered supply was calculated on a theoretical basis and he had compared the last 3 year charges to the three years under the previous purchasing arrangements, as adjusted for the 2022 rise in prices. He added that the meter identity numbers tallied between the council, the distributor, ESPO and TotalEnergies.

**05.23.08.      Bank Charge Card**

The Clerk reported that the application had been submitted and received

**05.23.09      Planning**

**05.23.09.01    Local Plan**

The meeting noted the public consultations regarding a number of aspects of the developing HDC Local Plan and the Clerk agreed to possible options to create a Neighbourhood Plan to the June meeting.

**05.23.10      Finance**

**05.23.10.01**    The Meeting approved the accounts for payment: 30<sup>th</sup> May 2023 save for the weed killer and Clerk was requested to make further enquiries as to its purpose.

Date	Ref No	Payee	Description	Amount £
30.05.2023	online	Mr. M Woolhouse	Net pay May 2023	300.00
30.05.2023	online	Mr. M Woolhouse	Expenses and purchases	176.81
30.05.2023	online	Environment Agency	Drainage annual charge	15.15
30.05.2023	online	TotalEnergies	Electric charges from 2020 to date	2878.98
30.05.2023	online	Mr. G Macinnes	Dog pooh bags	97.65
30.05.2023	online	Mr. G Macinnes	5l weedkiller	82.99
30.05.2023	online	Mr. R Jackson	Grass cutting	1400.00

**05.23.10.02**    The Meeting noted the income and expenditure account for May 2023.

**05.23.10.03**    The Meeting noted cash book and other files for May 2023.

**05.23.10.04**    The Meeting noted the bank reconciliation for May 2023.

**05.23.10.05**    The Meeting noted bank balances, charges and interest for May 2023.

**05.23.10.06**    The Clerk agreed to present the 2023/4 cash flow budget to the June meeting.

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

**05.23.11.01**    The Meeting noted previously circulated correspondence.

**05.23.12      Policing Matters**

**05.23.12.01**    The meeting noted that there was nothing to report.

**05.23.13      Village Maintenance**

**05.23.13.01**    There was nothing to report in addition to items already considered.

**05.23.14      Correspondence and Communications**

**05.23.14.01**    The meeting noted the previously circulated correspondence.

**05.23.15.01    Litter**

Cllr. Leaton confirmed there was nothing to report.

**05.23.15.02**    Playground

There was nothing to report other than items previously raised.

**05.23.15.03**    Countryside

Cllr. Gregory reported that there was nothing in addition to items previously discussed.

**05.23.15.04**    Website

The Clerk reported there was nothing in to items previously raised.

**05.23.15.05**    Highways

Cllr. Simms reported that there was nothing in addition to items previously raised.

**05.23.15.06**    Trees and Grass

Cllr. Harris reported that there was nothing in addition to items previously raised..

**05.23.16**        **Monthly Audit**

**05.23.16.01**    Cllr. Gregory agreed to be Auditor for April 2023.

**05.23.17**        **Items for discussion at the next meeting**

**05.23.17.01**    There were no items for discussion at the next meeting.

**05.23.18**        **Date of next meetings:**

**05.23.18.01**    The next meeting of the Parish Council will be held at in the Village Hall on Tuesday 27<sup>th</sup> June 2023.