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**WISTOW PARISH COUNCIL**

Clerk: Jessica Knights

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Tel: 07899987819

**NOTICE OF MEETING** Full Council

**TIME** 7.30pm

**DATE** Tuesday, 28th November 2023

**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.**

Jessica Knights, Clerk to Wistow Parish Council, 22nd November 2023

**A G E N D A**

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| **11.23.01**  **11.23.01.01** | **Welcome and to** **receive and approve Apologies for Absence**  To receive and approve apologies for absence. | | | |
| **11.23.02**  **11.23.02.01** | **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 the Localism Act 2011. | | | |
| **11.23.03**  **11.23.03.01** | **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. | | | |
| **11.23.04**  **11.23.04.01** | **District Councillors and County Councillor reports**  To receive reports from District and County Councillors | | | |
| **11.23.05**  **11.23.05.01** | **Minutes of last meeting**  To approve the minutes of the meeting held on 31st October 2023 | | | |
| **11.23.06** | **Matters arising log or carried forward from the previous meeting** | | | |
| **11.23.06.01**  **11.23.06.02**  **11.23.06.03**  **11.23.06.04**  **11.23.06.05**  **11.23.06.06**  **11.23.06.07**  **11.23.06.08**  **11.23.06.09** | Flooding  Website & PR  Playing field  Parish Councillor Vacancies  Allotments  Village Hall  Speeding Tractors  Community Gritting | **11.23.06.10**  **11.23.06.11**  **11.23.06.12**  **11.23.06.13**  **11.23.06.14**  **11.23.06.15**  **11.23.06.16**  **11.23.06.17**  **11.23.06.18**  **11.23.06.19** | Defibrillator Pads/Policy  Nature Funding – Cambs ACRE  Police – NHW Grants  Avast Driver  Church Water  Clerk Training  Clerk Holiday Allowance  Donation to over 70s group  Poppy appeal memorial fundraising  New email accounts | |
| **11.23.07**  **10.23.07.01** | **Notification of planning items**  Site Address: 5 Oaklands Avenue Wistow Huntingdon - Reference: 23/02082/FU | | | |
| **11.23.08**  **11.23.08.01** | **Finance**  To approve accounts for payment: 28th November 2023 | | | |
| **Date** | **Payee** | **Description** | | **Amount £** |
| **28.11.2023** | 1. Miss Jessica Knights | Salary November 2023 | | £ 486.50 |
| **01.11.2023** | 2. Village Hall | Hire of Village Hall for WPC meetings 2023 | | £ 140.00 |
| 17/11/2023 | 3. Ray Jackson | Grass Grass Cutting / maintenance | | £2045.00 |
| **17.11.2023** | 4. Geoff Smith | Padlock | | £ 25.00 |
| **02.11.2023** | 5. CAPALC | Planning Training | | £ 50.00 |
| **09.11.2023** | 6. Lloyds | Defib Pads | | £ 141.99 |
| **18.11.2023** | 7. Total Energies | Electricity Supply | | £ 261.45 |
| **21.11.2023** | 8. Parish Online | Website & Email Annual | | £ 324.00 |
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| **11.23.08.02** | To note the Income and Expenditure Account for November2023 (within meeting papers).  To note cash book and other files for November 2023 (within meeting papers)  To note the bank reconciliation for November 2023 (within meeting papers).  To note bank balances, interest and charges in the current and deposit accounts  To consider the November 2023 cash flow (within meeting papers) | | | |
| **11.23.08.03**  **11.23.08.04** | **Traffic, Highways & Road Safety**  Save as referred to in correspondence or below nothing to report this month. | | | |
| **11.23.09**  **11.23.09.01** | **Policing Matters**  Incidents relating to Wistow were included in Correspondence and all alerts are posted to the Parish Council’s Facebook page. | | | |
| **11.23.10**  **11.23.10.01** | **Village Maintenance**  To consider any items not considered elsewhere. | | | |
| **11.23.11**  **11.23.11.01** | **Correspondence and Communications**  The following correspondence has been circulated to Councillors  Cambs Acre  CAPALC  CCC  HDC  NALAC  ECops  Training  Email from Mr Scanlon-Carling  New email accounts  Letter to Pretoria | | | |
| **11.23.12**  **11.23.12.01** | **Portfolio Responsibilities**  **Litter - Cllr Leaton**  **Playing field - Cllr Twigden**  **Countryside - Cllr Gregory**  Update on how to create new public footpaths  **Website - Clerk**  **Trees/Grass - Cllr. T Harris**  Review of dead trees opposite church  **Highways - Cllr. Simms**  Update on review of signage for potential 7.5tonne signs  **Flooding - Cllr. Smith** | | | |
| **11.23.13**  **10.23.13.01** | **Monthly Audit**  A volunteer is requested to be auditor for December 2023 | | | |
| **11.23.14**  **11.23.14.01** | **Matters for future consideration**  To raise matters for discussion at the next meeting. | | | |
| **11.23.15**  **11.23.15.01** | **Dates of next meeting**  Parish Council Meeting on Tuesday 30th January 2024 in the Village Hall at 7.30pm. | | | |