



WISTOW PARISH COUNCIL

Clerk: Jessica Knights

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MEETING	Full Council
TIME	7.30pm
DATE	Tuesday, 28 th November 2023
VENUE	Village Hall, Manor Street, Wistow, Cambs
ATTENDANCE	Cllr. C Leaton (Chair), Cllr. N Simms, Cllr. G Smith, Cllr. T Harris and Cllr. N Twigden, J.Knights (Clerk), Cllr. C.Lowe (District Councillor)

MINUTES OF MEETING

Draft minutes will appear on the Council website until approved by the Council.

www.wistowvillage.info

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| 11.23.01 | <u>Welcome and to receive and approve Apologies for Absence</u> |
| 11.23.01.01 | John Gregory (Councillor), Steve Corney (District Councillor), Adela Costello (District Councillor) |
| 11.23.02 | <u>To receive Declarations of Interest</u> |
| 11.23.02.01 | No declarations of interests declared. |
| 11.23.03 | <u>Public Participation</u> |
| 11.23.03.01 | No members of the public attended. |
| 11.23.04 | <u>District Councillors and County Councillor reports</u> |
| 11.23.04.01 | Charlotte Lowe – District Councillor
Cllr. Lowe made WPC aware of the following: <ul style="list-style-type: none">- Biodiversity Grant – starts January 2024- NHI Application (closes 12.01.24)- CIL Funding |

- Village Hall disabled bay (see further details below)
- HDC would like parish councils to have their say on what they would like HDC to be doing.
- Cllr. Lowe has a meeting with highways regarding speeding.
- Cllr. Lowe met with Broughton Flood Group. Cllr. Smith to make contact to see if they can share knowledge.

11.23.05 Minutes of last meeting

11.23.05.01 Minutes of 31st October 2023 approved.

11.23.06 Matters arising log or carried forward from the previous meeting

Flooding

Nothing further to report. Cllr. Smith to send link again to camera to Councillors. Cllr. Smith to make contact with Broughton Flood Group.

Website & PR

New email accounts for Councillors. Councillors to let clerk know when set up. First draft of new website set up. Clerk is reviewing and editing.

Playfield

Nothing further to report other than works will hopefully be completed by January 2024.

Parish Councillor Vacancy

No further applications received following social media post and posters put up throughout the village.

Allotments

All monies received.

Village Hall

Clerk confirmed to VHC that under the agreement, the VHC are responsible for the insurance and maintenance on the building. Cllr. Leaton attended the monthly VHC meeting and confirmed they have some excellent event ideas. The VH Summer fete is due to take place on 08.06.24. Councillors discussed the quotes for the tree maintenance, the cheapest being £1,200. Cllr. Lowe said to try and contact agricultural colleges to see if they would like to do the work for work experience purposes.

Speeding Tractors / Signage

Clerk confirmed that the tractors will be taking an alternative route next harvest. Cllr. Simms confirmed locations of the new signage. Cllr. Leaton to measure signs and send links to Clerk to order.

Community Gritting

No further applications received following social media post and posters put up throughout the village.

Defib Pads

All ordered and received. NS to install new pads.

Nature Funding

Agreed to ask residents what they would potentially like from the funding. There is potential for bird boxes, cameras etc. Clerk to put a post on social media.

Police – NHW Grants

Agreed the funding would not benefit WPC at this time as already have the operations in place that the funding would provide.

Avast Driver

Clerk confirmed a driver update is required for the WPC Laptop at £21 per year plus VAT. This was agreed by all Councillors.

Cemetery Water Tap

The Church is open at weekends for residents to use water for the cemetery. To save money and become more environmentally friendly, clerk is to look into obtaining a water butt and liaise with the Church on this.

Clerk Training

CILCA training cannot take place until clerk has been in post for more than 12 months. It was agreed the best method of training and price is for the clerk to attend the Introduction to a Parish Clerk at £120 plus VAT and for the clerk to study this in her own time.

Clerk Holiday Allowance

Clerk confirmed that a new tab on the time recording document has been set up which will automatically calculate the clerk's holiday entitlement.

Donation for over 70's Christmas lunch

Still awaiting bank details to make payment. Clerk to contact VHC to see if they can invoice the WPC accordingly.

Poppy Appeal Decoration

Discussed various options of decorations and potential to have it on the church grounds. Cllr. Simms suggested netted hand knitted poppies from the craft group. Cllr. Simms to consider further and come back to the Council in January 2024 with his idea/drawings.

11.23.07 Notification of planning items

10.23.07.01 Site Address: 5 Oaklands Avenue Wistow Huntingdon - Reference: 23/02082/FU

Councillors addressed their concern over potential traffic from building works. Councillors to consider detailed plans further.

Village Hall: Disabled Parking bay

This was previously requested by the VHC and the application was made by WPC in early 2023. CCC have said they have funding available to create more disabled parking spaces in the area and wish to join the application. After discussion with the Village Hall Chairman and further discussion between Councillors it was agreed that creating this disabled space may cause disruption to local residents and difficulty with loading/unloading at the VH. It was agreed the

application would be withdrawn and that if a disabled spot is required, the VH would kindly ask local residents to avoid parking outside the front of the VH and potentially put cones out.

11.23.08 Finance

11.23.08.01 All payments below approved.

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 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

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 Traffic, Highways & Road Safety

11.23.08.04 Save as referred to in correspondence or below nothing to report this month.

Cleaning of Gulleys – The HGV arrived in the village but appears to not have completed full works. Clerk to contact CCC regarding this.

11.23.09 Policing Matters

11.23.09.01 Incidents relating to Wistow were included in Correspondence and all alerts are posted to the Parish Council's Facebook page.

Cllr. Smith is to attend an online meeting on 12.12.23.

11.23.10 Village Maintenance

11.23.10.01 To consider any items not considered elsewhere.

11.23.11 **Correspondence and Communications**

11.23.11.01 The following correspondence has been circulated to Councillors

Cambs Acre
CAPALC
CCC – (LED Street Lights)
HDC
NALAC
ECops
Training

Email from Mr Scanlon-Carling
New email accounts
Letter to Pretoria

11.23.12 **Portfolio Responsibilities**

11.23.12.01 Other than mentioned above:

Litter - Cllr Leaton
Nothing to report.

Playing field - Cllr Twigden
Nothing to report.

Countryside - Cllr Gregory
Update on how to create new public footpaths – Cllr. Gregory submitted his apologies so will submit his response in January 2024.

Website – Clerk
Nothing to report.

Trees/Grass - Cllr. T Harris
Dead trees opposite church – Clerk to contact Ray Jackson regarding options/quotes.

Highways - Cllr. Simms
Cllr. Simms confirmed there are a lot of articles circulating at the moment in respect of the 20mph speed limit being adopted. One article shows that despite the 20mph speed limit, 49% of vehicles are still going 5mph faster. Clerk to look into more articles and statistics and review thereafter.

Flooding - Cllr. Smith
Nothing to report

11.23.13 **Monthly Audit**

10.23.13.01 Cllr. Harris will be the auditor for December 2023

11.23.14 Matters for future consideration

11.23.14.01 To raise matters for discussion at the next meeting.

11.23.15 Dates of next meeting

11.23.15.01 Parish Council Meeting on Tuesday 30th January 2024 in the Village Hall at 7.30pm.