



## WISTOW PARISH COUNCIL

Clerk: Jessica Knights

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### NOTICE OF MEETING

#### TIME

Full Council

7.30pm

#### DATE

Tuesday, 26<sup>th</sup> March 2024

#### 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, 20<sup>th</sup> March 2024

### A G E N D A

#### **03.24/1      Welcome and to receive and approve Apologies for Absence**

To receive and approve apologies for absence.

#### **03.24/2      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.

#### **03.24/3      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.

#### **03.24/4      District Councillors and County Councillor reports**

To receive reports from District and County Councillors

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**This notice must be left at or sent by post or email to the usual place of residence of every member of the council three clear days at least before the Meeting.**

**03.24/5      Minutes of last meeting**

To approve the minutes of the meeting held on 30<sup>th</sup> January 2024.

**03.24/6      Matters arising log or carried forward from the previous meeting**

6a	Flooding	6i	Poppy Murial
6b	Website & Operations	6j	D-Day
6c	Playing field	6k	Dog Fouling Bags
6d	Village Hall	6l	Annual (Open) and APCM (AGM)
6e	Highways	6m	Defib Battery
6f	Church		
6g	Internal Audit		
6h	Policies		

**03.24/7      Clerk's Report**

Please see appendix below.

**Notification of planning items**

**03.24/8a      New**  
Dorrington Farmhouse Straight Drove Wistow (ref 24/00440/FUL)

**03.24/8b      Past**  
PR1016 Proposed 30mph Speed Limit - Huntingdon Road, Upwood

**03.24/9      Finance**

To approve accounts for payment: 27<sup>th</sup> March 2024

Date	Payee	Description	Amount £
1	Jessica Knights	Salary	£384.30
	Total Energies	Electricity	£235.79

**Previously approved/  
Delegated Authority**

Screw Fix	Water Butt	£55.98
Avast Driver	Driver Updates	£21.48
HP	Ink Subscription	£5.49
Street Smart	Street Signs	£223.82

**9a**      To note the Income and Expenditure Account for February & March 24 (within meeting papers).

- 9b** To note cash book and other files for February & March 24 (within meeting papers)
- 9c** To note the bank reconciliation for February & March 24 (within meeting papers).
- 9d** To note bank balances, interest and charges in the current and deposit accounts
- 9e** To consider the February & March 24 cash flow (within meeting papers)
- 9f** To discuss and agree budget for 24-25.

**03.24/10** **Correspondence and Communications**

The following correspondence has been circulated to Councillors

CCC – Reinstatement of Weed Reduction  
HDC – Green waste locations  
PCC – Re war mural  
Resident – Re Ash Tree  
VHC – Re Ash Tree

**03.24/11** **Portfolio Responsibilities**

**11a** **Litter/village maintenance - Cllr Leaton-Kemp**  
Litter picking date 13.04.24

**11b** **Playing field - Cllr Twigden**

**11c** **Countryside - Cllr Gregory**  
Update on how to create new public footpaths

**11d** **Website/ Operations - Clerk**

**11e** **Trees/Grass - Cllr. T Harris**

**11f** **Highways - Cllr. Simms**

**11g** **Flooding/Neighbourhood Watch - Cllr. Smith**

**03.24/12** **Monthly Audit**

A volunteer is requested to be auditor for March 2024.

**03.24/13** **Matters for future consideration**

To raise matters for discussion at the next meeting.

**03.24/14** **Dates of next meeting**

Parish Council Meeting on Tuesday 30<sup>th</sup> April 2024 in the Village Hall at 7.30pm.

DRAFT