WISTOW PARISH COUNCIL

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Clerk: Jessica Knights

E-mail: parishclerk@wistowcambsparishcouncil.gov.uk
Tel: 07899987819

NOTICE OF MEETING	Full Council
TIME	7.30pm
DATE	Tuesday, 24th September 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, 18th September 2024

A G E N D A

09.24/1 **Welcome and to receive and approve Apologies for Absence**

To receive and approve apologies for absence.

09.24/2 **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.

09.24/3 **Public Participation**

To allow 15 minutes (3 minutes per person) 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.

Councillors with pecuniary interests must leave the room immediately prior to any discussion on a disclosed interest this could be during the public forum or elsewhere on the agenda.

Councillors cannot remain in the room to hear the representations of others nor make any representation to the meeting. Please note: When the Council starts to discuss any item on the agenda, where a member has an interest, the member with that interest must have regard to the Code of Conduct and make the necessary disclosure and leave the meeting. At the close of this agenda item members of the public will no longer be permitted to address the Council.

09.24/4 **District Councillors and County Councillor reports**

To receive reports from District and County Councillors

09.24/5 **Minutes of last meeting**

To approve the minutes of the meeting held on 30th July 2024.

09.24/6 **Matters arising log or carried forward from the previous meeting**

a. **Flooding**
   Discuss any issues and upcoming meeting on 25.09.24.
b. **Website & Operations**
   News section all up to date. Discuss insurance renewal. Discuss SLCC Membership.
c. **Playing field**
   Discuss any issues. Installation of new bug hotels & re-painting of play equipment.
d. **Village Hall**.
   Discuss any issues. Ash Tree works all complete.
e. **Highways**
   Discuss any issues. Installation of new speed camera. Discuss 24/25 LHI funding.
f. **Grass Cutting Contract**
   Discuss any issues. Review tender submissions received for the 24-26 contract.
g. **Bulb Planting Day & Planters**
   Discuss planting day that took place on 21st September 2024. Discuss location of planters.
h. **Allotments**
   Discuss rent increase in line with CPI of 3.1%
i. **Community Infrastructure Levy**
   Discuss funding for CIL.
j. **External Audit**
   Discuss outcome of external audit and any additional measures.
k. **HDC Local Plan**
   Discuss proposal and next steps.

09.24/7 **Clerk's Report**

Please see appendix below.

Notification of planning items

09.24/8a **New**

09.24/8b **Past**

Planning Permission Consultation - Parkside Bungalow Cross Drove Wistow (ref 24/00442/FUL) – no comments
Planning Permission Consultation - 12 Harris Lane Wistow Huntingdon (ref 24/01322/HHFUL) – no comments
6 Bance Court Wistow Huntingdon (ref 24/01461/TREE) – no comments
5 Oaklands Avenue Wistow Huntingdon (ref 24/01465/FUL) – comments raised regarding access, noise, disruption, and parking.
Three Horse Shoes Mill Road Wistow (ref 24/01598/TREE) – no comments.

09.24/9 **Finance**

To approve accounts for payment: 25th September 2024

Date	Payee	Description	Amount £
1	Clerk	Payroll	£ 393.23
2	PKF Littlejohn	External Audit	£ 252
3	Total Energies	Electricity	£ TBC
4	Emma Jackson	Grass Cutting	£ TBC
5	Tom Jeakins	Ash Tree	£ TBC

9a To note the Income and Expenditure Account for August & September 24 (within meeting papers).

9b To note cash book and other files for August & September 24 (within meeting papers)

9c To note the bank reconciliation for August & September 24 (within meeting papers).

9d To note bank balances, interest and charges in the current and deposit accounts for August & September 24.

9e To consider the August & September 24 cash flow (within meeting papers)

9f To review budget for August & September 24.

9g To note the monthly audit.

9h To review 6-month snapshot

09.24/10 **Correspondence and Communications**

The following correspondence has been circulated to Councillors:

Grass Cutting Submissions
VH Minutes July 24
CILCA Training hours
SLCC Membership

External Audit Documentation

09.24/11 **Portfolio Responsibilities**

11a **Litter/village maintenance - Cllr Leaton-Kemp**

11b **Playing field - Cllr Twigden**

11c **Countryside - Cllr Gregory**

11d **Website/ Operations - Clerk**

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

11f **Highways - Cllr. Simms**

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

11h **Village Hall – Cllr Boulton**

09.24/12 **Matters for future consideration**

Please note that no decisions can lawfully be made under this item. LGA 1972 s12 10(2) (b) states that business must be specified; therefore, the Council cannot lawfully raise matters for discussion.

To raise matters for discussion at the next meeting.

09.24/13 **Dates of next meeting**

Parish Council Meeting on Tuesday 29th October 2024 in the Village Hall at 7.30pm.