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, 28th January 2025
VENUE	Village Hall, Manor Street, Wistow, Cambs
MEMBERS	6 – Cllr Leaton (Chairman), Cllr Simms (Vice Chairman), Cllr Smith, Cllr Twigden, Cllr Greggory & Cllr Boulton.
QUORUM	3
VACANCIES	1

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 & RFO to Wistow Parish Council, 22nd January 2025.

A G E N D A

01.25/1	**Welcome and to receive and approve Apologies for Absence** *(LGA 1972 s 85(1))* To receive and approve apologies for absence.
01.25/2	**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 s31 & s33.

01.25/3	**<u>Public Participation</u>** 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.*
01.25/4	**<u>District Councillors and County Councillor reports</u>** To receive reports from District and County Councillors.
01.25/5	**<u>Minutes of last meeting</u>** To approve and sign the minutes of the meeting held on 26th November 2024.
01.25/6	**<u>Matters arising log or carried forward from the previous meeting</u>** a. **Flooding** - Discuss any issues and update on stock. **b. Highways** - Discuss the position on harvest tractors and agree plan. - Discuss outcome of CCC Highways Stakeholder engagement. **c. Operations** - Review and approve updated Equality Policy, Action Plan, Grant Policy, Risk Management Scheme & Strategy, Accessibility Policy, Unreasonable/Vexatious Complaints, Publication Scheme, Financial Regulations, Community Engagement and Training Policy. - Review and approve data shredding (£95 plus VAT min charge and 45p per kg thereafter.) - Consider plan for 80th anniversary of VE Day on 8th May 2025
01.25/7	**<u>Clerk's Report</u>** Please see appendix below.
01.25/8	**<u>Notification of planning items</u>** **<u>Previous</u>** Porch House Manor Street Wistow (ref 24/02084/LBC) – no objection. Toll Farm Wistow Toll Wistow (ref 24/02056/FUL) – no objection.
01.25/9	**<u>Finance</u>** To approve accounts for payment: 31st January 2025.

	Payee	**Description**	**Amount**
	Clerk	Payroll	£584.33
	Emma Jackson	Grass maintenance	£TBC
	To review, note and consider the following for January 25: a. Income and Expenditure Account. b. Cash book and other files. c. Bank reconciliation. d. Bank balances, interest and charges in the current and deposit accounts. e. Cash flow. f. Review budget. g. Monthly audit.		
01.25/10	**<u>Correspondence and Communications</u>** The following correspondence has been circulated to Councillors: - HDC Local Plan Submission - CCC Budget Plan - Police & Crime Plan - Capital Maintenance Programme - Standards and Conduct Government Review.		
01.25/11	**<u>Portfolio Responsibilities</u>** a. Litter/village maintenance & Trees/Grass - Cllr Leaton-Kemp b. Playing field - Cllr Twigden c. Countryside - Cllr Gregory d. Website/ Operations - Clerk e. Highways - Cllr. Simms f. Flooding/Neighbourhood Watch - Cllr. Smith g. Village Hall & Finance Auditing – Cllr Boulton		
01.25/12	**<u>Matters for future consideration</u>** *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.		
01.25/13	**<u>Dates of next meeting</u>** Parish Council Meeting on Tuesday 25th February 2025 in the Village Hall at 7.30pm.		