WISTOW PARISH COUNCIL

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Clerk: Jessica Knights
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MEETING	Full Council
TIME	7.30pm
DATE	Tuesday, 25th March 2025
VENUE	Village Hall, Manor Street, Wistow, Cambs
MEMBERS	4 – Cllr Leaton (Chairman), Cllr Simms (Vice Chairman), Cllr Smith & Cllr Greggory.
QUORUM	3
VACANCIES	1
STAFF	Jessica Knights (Parish Clerk & Responsible Financial Officer)

MINUTES

	Start 19:30pm
03.25/1	**Welcome and to receive and approve Apologies for Absence** Apologies received and accepted for Cllr Boulton. Cllr Twigden was taken poorly just before the meeting and apologise received and accepted. No apologies received for County Cllr Corney and District Cllr Costella.
03.25/2	**To receive Declarations of Interest** No declarations of interest received.
03.25/3	**Public Participation** 3 members of the public were present. 1. Update provided from the flood group meeting. Going forwards, there will be quarterly meetings with all other Parishes with the Regional Flood & Coastal Committee which has been set up by the EA. 2. Member requested permission to use the playing field for the Village Hall Summer Fete on 12/07/25. All agreed in principle that they wish to support the event where possible, but there are risk assessments in place before this can proceed. Clerk to send risk assessment to member. 3. Member asked when will Mill Road resurfacing take place. Cllr Simms believed this to be May 25 but Clerk will confirm. The member also

	asked if the speed camera monitors speed of both directions of traffic. Cllr Simms confirmed it does.
03.25/4	**<u>District Councillors and County Councillor reports</u>** District Cllr Lowe: - HDC Budget Approved - Garden Waste renewal - Freighter Service being cancelled - Up to 10 free green bins for each Parish - 20mph LHI - Local Government Restructure - Economic Growth Strategy - Active Lifestyles - VE Day - Big Lunch - Hunts Future Grants - Elections 01/05/25
03.25/5	**<u>Minutes of last meeting</u>** Minutes of the meeting held on 25th February 2025 approved.
03.25/6	**<u>Matters arising log or carried forward from the previous meeting</u>** a. **Flooding** - No further issues. **b. Operations** - Celebrations for 80th anniversary of VE Day on 8th May 2025 is taking place with all groups and communities in the village. PC has provided the church with a VE Day Flag and will also be putting up bunting and lamppost signs. - All reviewed and approved Armed Forces Covenant Pledges. - All reviewed and approved Gov.uk/Pay for local councils - All reviewed and approved annual subscription to CAPALC. **c. Other** - All reviewed and approved clerk's training at Town & Parish Forum – 19/06/25
03.25/7	**<u>Clerk's Report</u>** **Operations** Updated Grant Application Form added to website. Grant Application successful to Warboys Impact Group for funding for VE Day celebrations. Applied for Armed Forces Covenant. Assisted residents with concerns regarding the condition of houses opposite playing field on Oakland Avenue. **Highways**

<table>
<tr><td></td><td>Report sent on 26.02.25 regarding trees on junction at Manor & Bridge Street.

Site visit with Highways arranged for 27/03/25.

Playing field
Ray & Emma Jackson removed stump free of charge.</td></tr>
<tr><td>03.25/8</td><td><u>Notification of planning items</u>

No planning items received.</td></tr>
<tr><td>03.25/9</td><td><u>Finance</u>
Payments reviewed and approved: 28th March 2025.

<table>
<tr><th>Payee</th><th>Description</th><th>Amount</th></tr>
<tr><td>Clerk</td><td>Payroll</td><td>£536.55</td></tr>
<tr><td>Emma Jackson</td><td>Grass maintenance</td><td>£730.00</td></tr>
<tr><td>CAPALC</td><td>Annual Membership</td><td>£362.98</td></tr>
</table>

All agreed to the payment of 2 grass-cutting invoices for Emma Jackson for March given that no grass-cutting took place in February.

All reviewed, noted, considered and approved the following for March 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.</td></tr>
<tr><td>03.25/10</td><td><u>Correspondence and Communications</u>
The following correspondence has been reviewed by the Councillors:
a. Parish & Town Council Briefing Notes
b. Gov.uk/pay information</td></tr>
<tr><td>03.25/11</td><td><u>Portfolio Responsibilities</u>
a. Litter/village maintenance & Trees/Grass - Cllr Leaton-Kemp
Cllr Simms and Cllr Leaton have noticed a few members of the public assisting with tasks around the village and would like a public thank you on social media. Clerk to do.
b. Playing field - Cllr Twigden
No further comments.
c. Countryside - Cllr Gregory
No further comments.
d. Website/ Operations – Clerk
No further comments.
e. Highways - Cllr. Simms</td></tr>
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	Cllr Smith & Cllr Simms are meeting highways on 27/03/25 and will be discussing the issues already on the report it tool, the blocked culverts at Mill Road/Harris Lane and the illegal parking at the Bridge. Cllr Leaton said the road has started slipping away near the bridge which needs reporting to Highways. Clerk to submit a report. **f. Flooding/Neighbourhood Watch - Cllr. Smith** No further comments. **g. Village Hall & Finance Auditing – Cllr Boulton** No further comments.
03.25/12	**Matters for future consideration** Village Hall Summer Fete.
03.25/13	**Dates of next meeting** Parish Council Meeting on Tuesday 29th April 2025 in the Village Hall at 7.30pm.
	Finish 20:34pm