WISTOW PARISH COUNCIL

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Parish Clerk & Responsible Financial Officer: Jessica Knights, PSLCC

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NOTICE OF MEETING	**Council Meeting**
TIME	7.30pm
DATE	Tuesday, 29th July 2025
VENUE	Village Hall, Manor Street, Wistow, Cambs
MEMBERS	5 – Cllr Leaton (Chairman), Cllr Simms (Vice Chairman), Cllr Smith, Cllr Twigden & Jess Knights (Clerk/RFO)
QUORUM	3
VACANCIES	2

MINUTES

OPEN

07/25.01 **Welcome and to receive and approve Apologies for Absence**

Local Government Act 1972 s85 requires Parish Councillors to provide a reason for their absence & for that reason to be approved by a majority vote at the meeting.

RESOLVED: Apologies received and accepted for Cllr Gregory and County Cllr Martin.

07/25.02 **To approve and sign the Minutes of previous Meeting**

To consider, approve and sign the minutes of the Council Meeting held on 24th June 2025.

RESOLVED: Minutes approved.

07/25.03 **To receive Declarations of Interest**

Councillors with pecuniary interests must leave the room before any discussion on the disclosed interest, whether during the public forum or elsewhere on the agenda. They cannot remain to hear or make representations. When an agenda item is discussed, councillors with an interest must follow the Code of Conduct, disclose the interest, and leave the meeting. Failure to comply is a criminal offence, punishable by a fine of up to £5,000 and/or disqualification as a Councillor for up to five years. Standing Orders S.13: Dispensation requests must be in writing and submitted to the Proper Officer before or at the start of the meeting. The Proper Officer's decision is final.

RESOLVED: No declarations received.

07/25.04 **Public Participation**

At the close of this agenda item members of the public will no longer be permitted to address the Council.

There were two residents in attendance.

Resident 1 wanted to thank the Council for their support with Wistowfest 25 which was a successful event.

Resident 2 raised concerns over where the adult gym equipment would be installed. All Cllrs stated that they have identified a potential suitable place (subject to approval at agenda item below). Cllrs confirmed that the suitable place would be to locate the equipment where the rotten wooden steps are. Resident 2 asked if the community can be involved in the location which the Council confirmed and is on the agenda but only 1 person has attended to discuss this.

07/25.05 **District Councillors and County Councillor reports**

District Cllr Lowe:

- Local parks have been awarded the green flag again
- Planning has been approved for Hinchingbrooke Park
- Two new website called Invest Huntingdonshire and Discover Huntingdonshire
- One Leisure has a cancer network
- Civil Parking Enforcement commences 1st August 2025
- Community Health & Wellbeing Fund
- Community Chest Fund
- New Electoral Reform
- Summer Slush Warning
- CAPALC conference 19th September 2025
- Highways have received extra funding for pot holes
- Postal Votes expire after 3 years

County Cllr Martin (report sent in)

- Highways are having a restructure of department
- Attended Water Management Conference and happy to liaise with Wistow Flood Group.

07/25.06 **Matters for discussion & Approval**

Democratic

Review and vote on co-option application from Deborah Rice.
RESOLVED: Deborah Rice did not attend meeting.

Review and vote on co-option application from Richard Cook.
RESOLVED: All voted to accept Richard Cook to the Council and his declaration of acceptance was signed.

Burial Land

Review research from Clerk provided and make a plan of action.
RESOLVED: Clerk to contact local land owners, make enquires into new legal changes and quotes for soil testing/planning.

Playing field

Review and approve location of adult gym equipment.
RESOLVED: Removal of rotten wooden steps and replacement with gym equipment.

Operations

Review report prepared by clerk on annual feedback survey and agree plan.

RESOLVED: All approved.

07/25.07 **Clerk's Report**

LGA 1972 Schedule 12 s10 (2) (b) states that business must be specified therefore the Council cannot lawfully raise matters for discussion or make decisions under this item

RESOLVED: Report containing activities affecting and pertaining to the Parish accepted.

07/25.08 **Committee Reports**

No reports received.

07/25.09 **Notification of planning items**

Planning Permission Consultation - 5 Oaklands Avenue Wistow Huntingdon (ref 24/01465/FUL).

RESOLVED: Rejected by Council under scheme of delegation due to increased traffic, parking issues and close proximity to the playing field.

07/25.10 **Finance**

To approve accounts for payment: 31st July 2025

RESOLVED: payments below accepted.

Date	Payee	Description	Amount £
1	Payroll	Salary & ENIC	£516.01
2	Emma Jackson	Grass Cutting (pre-agreed amount)	£720.00
3	Wicksteed Park	Play Swing	£179.03

07/25.11 To review, note and consider the following for July 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.

RESOLVED: The above documents are approved.

07/25.12 **Correspondence and Communications**

RESOLVED: correspondence review, no further action.

07/25.13 **Portfolio Responsibilities**

Litter/village maintenance/Trees - Cllr Leaton-Kemp

Playing field - Cllr Twigden

Countryside - Cllr Gregory

Website/ Operations - Clerk

Highways - Cllr. Simms

Cllr Simms will change speed sign battery.

Flooding/Neighbourhood Watch - Cllr. Smith

Vacancy – Village Hall & Finance

07/25.14 **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.

- Co-option application of Deborah Rice
- Pensions
- Playing field annual hedge trim quote

07/25.15 **Dates of next monthly meeting**

Parish Council Meeting on Tuesday 30th September 2025 in the Village Hall at 7.30pm as there is no August 25 meeting.

Cllr Simms and Cllr Smith sent in their apologise in advance for this meeting.

CLOSE **08:26pm**