



WISTOW PARISH COUNCIL

Clerk: Jessica Knights

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MEETING	Full Council Meeting
TIME	7.30pm
DATE	31 st March 2026
VENUE	Wistow Village Hall, Manor Street, Wistow, Cambs, PE28 2QB (w3w ///passages.surpasses.skate)
MEMBERS PRESENT	4 – Cllr Simms (Vice Chairman), Cllr Cook, Cllr Gregory & Cllr Rice
STAFF	Jess Knights – Clerk & RFO
QUORUM	3
VACANCIES	2

MINUTES

Council meeting was officially declared open at 19:30pm

- 03/26.01 WELCOME AND TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE**
RESOLVED: Cllr Simms (Vice-Chairman) opened the meeting as acting Chairman. Apologies were received and accepted for Cllr Forster due to work commitments.
- 03/26.02 ELECTION OF CHAIRMAN**
RESOLVED: Following the resignation of the Chairman, Cllr Simms was nominated and the Council voted unanimously for Cllr Simms to be accepted as Chairman. Cllr Simms accepted and signed his declaration of acceptance. The term of office ceases on 11th May 2026 due to elections on 7th May 2026.
- 03/26.03 TO APPROVE AND SIGN THE MINUTES OF PREVIOUS MEETING**
RESOLVED: Council approved the minutes of the Council Meeting held on 24th February 2026 as a true and accurate record and were signed by the Chairman.
- 03/26.04 TO RECEIVE DECLARATIONS OF INTEREST**
RESOLVED: No declarations of interest received.
- 03/26.05 PUBLIC PARTICIPATION**
Open 7:34pm
One member of the public present.

Member one asked the clerk to send him details regarding the maintenance costs of a third potential defibrillator in the village for discussion at the next Village Hall Committee (VHC).

RESOLVED: As no other members of the public were present, the public forum was closed at 7:46pm.

03/26.06 DISTRICT COUNCILLORS AND COUNTY COUNCILLOR REPORTS
Please see appendix 1 for District Cllr Lowe's Report.

03/26.07 BUSINESS TO BE TRANSACTED
ASSETS & AMMENTIES

- a. **Review position regarding third defibrillator for the village to be located at the Village Hall.**

RESOLVED: Council agreed for clerk to send maintenance costs to the VHC to review further on the basis that the Council pay for the defibrillator.

- b. **Review Operational Inspection of play equipment, quotes for remedial works and report prepared.**

RESOLVED: Council reviewed all quotes provided and agreed to appoint CPW Landscaping to remove the wooden play equipment of £380 due to its high-risk safety category. Council further agreed to consider and approve entrance gate remedial works (moderate risk) and other low risk remedial works when the 26-27 precept is received.

- c. **Review and approve updated asset register.**

RESOLVED: Council approved asset register.

03/26.08 BIODIVERSITY

- a. **Review and consider biodiversity updates.**

RESOLVED: Council noted they have successfully received £685 for biodiversity improvements.

03/26.09 COMMUNITY & HIGHWAYS

- a. **Review report prepared regarding dog fouling and unleashed dogs in public spaces and next steps.**

RESOLVED: Council agreed to monitor, report events and for clerk to prepare news article.

- b. **Review tree inspection audit and quotes for remedial works.**

RESOLVED: Council reviewed all quotes provided and approved quote from Cambridge Trees of £300 plus VAT for the highest risk trees located in the churchyard with the remainder to be completed after the nesting season in the sum of £500 plus VAT.

- c. **Review response received from Highways regarding moving bridge weight signs and additional signs and any next steps.**

RESOLVED: Council agreed that the steps advised by Highways will not make any material improvement to the HGV's using Wistow. Clerk to contact Highways to enquire regarding a structural inspection.

- d. **Armed Forces Day 2026 takes place on 27th June. Discuss ideas and proposals to celebrate this event.**

RESOLVED: Council agreed that larger local events are taking place in the area but clerk to obtain feedback from community.

03/26.10 COUNCIL OPERATIONS & GOVERNANCE

- a. **Review and consider renewal of CAPALC's annual membership.**

RESOLVED: Council approved CAPALC's annual membership of £377.75 per annum.

- b. **Review and consider Martyn's Law Update.**

RESOLVED: Council noted Martyn's Law update and resolved that this does not apply to the Council at present.

- c. **Review and approve updated H&S Policy and Closed Churchyard Risk Management Policy.**

RESOLVED: Council approved updated H&S Policy and Closed Churchyard Risk Management Policy.

03/26.11 PLANNING

- a. **Toll Farm Wistow Toll Wistow (ref 25/02037/OUT)**

RESOLVED: Approved under clerk's scheme of delegation.

03/26.12 CLERK'S REPORT

RESOLVED: Council accepted and noted the report.

03/26.13 FINANCE.

RESOLVED: Council approved the payments for 31st March 2026 and were signed by the Chairman and RFO.

03/26.14

- 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: Council approved the above and were signed by the Chairman and RFO.

03/26.15 CORRESPONDENCE AND COMMUNICATIONS

The following correspondence has been circulated to Councillors:

- Water Care Newsletter.

- CAPALC LGR Impact Assessment
- C&P Combined Authority Newsletter

RESOLVED: Council accepted the above communications.

03/26.16

MATTERS FOR FUTURE AGENDA ITEMS ONLY

No items were received.

03/26.17

DATE OF NEXT FULL COUNCIL MEETING

RESOLVED: Council agreed to the next meeting being held on Tuesday 28th April 2026 in the Wistow Village Hall at 7.30pm. To note that the Annual Meeting of the Parish will take place on Tuesday 19th May 2026 at 6:30pm and the Annual Parish Council Meeting will take place on Tuesday 19th May 2026 at 7:00pm.

With no further business to conduct, the Chairman declared the meeting closed at 20:38pm.

Appendix 1

District Report – March 2026

Highways Officer: Richard Kingston Tree Officer: Emma Stannard

All HWYS issues must 1st be reported www.highwaysreporting.cambridgeshire.gov.uk
0345 045 5212 – Highways number for updates/issues/reporting

CRISIS PAYMENT FOR OIL CENTRAL HEATING USERS

(Email sent approx. 6pm this evening)

Up to £400 per household for those who have 150 litres or less in their tank for heating and hot water use – have to be on Universal Credit, Pension Credit or ESA and live in Cambs.

Cambridgeshire Community Foundation

Honorary Freeman of the District of Huntingdonshire to The Rt Hon Sir John Major KG CH last week at Burgess Hall for all his service to the District as MP and PM

Food waste collections have started this week!

POSTAL VOTE application deadline 21 April 2026 [5pm]

LGR Government Consultation results will be out roughly July/August time

COMMUNITY CHEST SCHEME still open! Find it under the Grants page on HDC's website)

FACT Community Transport

[Apprentago – Find, learn, land an apprenticeship](#)