



Wistow Parish Council

Meeting Papers – September 2025

Finance

Agenda Item: 09/25.10

Payments

Number	Payee	Description	£	Paid
1	Payroll	Salary & ENIC	£511.36	
2	Emma Jackson	Grass Cutting (pre-agreed amount)	£730.00	
3	SLCC	Membership (pre-agreed)	£165.00	
4	PKF Littlejohn	External Audit Fees	£252.00	
5	CAPALC	Annual Conference (pre-agreed)	£ 75.00	
6	Jess Knights	Expenses	£ 21.60	
	Pre-agreed payments August			
	Emma Jackson	Removal of wooden structures (chairman's allowance)	£250.00	29.08.25
	Payroll	Salary & ENIC (August)	£499.38	29.08.25
	Emma Jackson	Grass Cutting (pre-agreed amount)	£730.00	29.08.25

Payments made outside of meetings due before the next full Council meeting shall be presented retrospectively for approval.

Bank Reconciliation

Agenda Item: 09/25.11

Current Account	551.14
Deposit account	28,119.32
OPENING BALANCE	28,670.46
INCOME	
HDC Precept	
Bank Interest	
Allotments	

Funding	19,950.00
Other	
TOTAL INCOME	19,950.00
EXPENDITURE	
Admin	-
PAYE	499.38
Maintenance	250.00
Utilities	6.00
Misc	
TOTAL EXPENDITURE	(755.38)
NET INCOME/(EXPENDITURE)	19,194.62
CLOSING BALANCE	47,865.08
Represented by:	
Current account	795.76
Deposit account	47,069.32
CASH AT BANK AUG 25	47,865.08

Parish Clerk Report

Agenda item: 09/25.07

Operations

Outcome of annual feedback survey and plan uploaded to website and social media.

Clerk attended CAPALC's annual conference on 19th September 2025.

Highways

Following the clerk's review of the village, the below have been reported to Highways at CCC

What	Where
Lines not visible	Wistow bends t-junction on to Mill Road
Lines not visible	Middle of road on Mill Road
Lines not visible	Outside Playing field on Oaklands Avenue
Fallen Trees	Harris Lane
Grit Bins	Replacement on Harris Lane
Lines not visible	T junction Harris Lane/Mill Road
Lines not visible	Kingston Way T Junction

Fallen concrete bollard	Bance Court
Lines not visible	St Johns Place
Overhanding trees	Bridge Street
Railing painted	Bridge Street
Public Footpath sign not visible	Bridge Street
Bollard to stop parking	Bridge Street
Broken path	Oaklands Avenue
Gullies & Drains	All of Wistow post Harvest

Clerk has submitted an expression of interest for LHI 26/27.

Misc

Research into graveyard land availability and deeds.

Open church yard belongs to the Parish Council but is running out of available spaces. A Council may provide cemeteries in or outside its area (LGA 1972 s214(2)) but it can appropriate land which it owns for some other purpose (Burial Act 1952.) Land should be a medium soil, not on a slope. Outline planning permission should be obtained, trial boreholes should be sunk and a medical officer of health should certify the suitability of the soil. Clerk contacted neighbouring parishes regarding their input and majority contacted land owners to see if they would be willing to sell their land and the use of a public loan was used. Clerk has contacted local land owners for further enquiries and a full advice document has been prepared for the Councillors

Transparency Code 2015

Wistow Parish Council are now fully compliant with the code and all requirements are now published on the website.

Assertion 10 – Practitioners Guide 2025

Wistow Parish Council are now fully compliant with the guide. The website is WAC 2.2AA and all forms are now web form and no longer PDF/Word.

Annual Audit 2025

The outcome has been received from PKF Littlejohn and the Notice of Conclusion has been published.

Grant Funding

Wistow Parish Council was successful in applying for £200 from Hunts Community Chest for the Maintenance Day 2025.

Clerk is applying for grant funding for the replacement play equipment in Oakland Avenue.