



WISTOW PARISH COUNCIL

Clerk: Jessica Knights

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MEETING	Full Council Meeting
TIME	7.30pm
DATE	28 th April 2026
VENUE	Wistow Village Hall, Manor Street, Wistow, Cambs, PE28 2QB (w3w ///passages.surpasses.skate)
MEMBERS PRESENT	4 – Cllr Simms (Chairman), Cllr Cook, Cllr Gregory & Cllr Forster.
STAFF	Jess Knights – Clerk & RFO
QUORUM	3
VACANCIES	1

MINUTES

- 04/26.01 WELCOME AND TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE**
The Council meeting was officially declared open at 19:30pm by the Chairman.
RESOLVED: Apologies were received and accepted by the Council for Cllr Rice due to holiday.
- 04/26.02 TO APPROVE AND SIGN THE MINUTES OF PREVIOUS MEETING**
RESOLVED: Council approved the minutes of the Council Meeting held on 31st March 2026 as a true and accurate record and were signed by the Chairman.
- 04/26.03 TO RECEIVE DECLARATIONS OF INTEREST**
RESOLVED: No declarations of interest received.
- 04/26.04 PUBLIC PARTICIPATION**
Open 7:33pm
Two members of the public present.

Resident one, on behalf of the Village Hall Committee, provided an update on Wistowfest26 and confirmed that due diligence will be with the Council by 7th May 2026.

Resident two was present to observe the meeting.

RESOLVED: As no other members of the public were present, the public forum was closed at 7:37pm.

04/26.05 DISTRICT COUNCILLORS AND COUNTY COUNCILLOR REPORTS

Please see appendix 1 for District Cllr Lowe's Report. No report was received for County Council.

**04/26.06 BUSINESS TO BE TRANSACTED
BIODIVERSITY**

- a. Review and consider biodiversity updates.

RESOLVED: As the Clerk has managed to obtain a discount on the two large bug hotels, the Council resolved to spend the additional grant funding on lavender bushes and daffodils in the playing field and a community planting day will be organised.

04/26.07 COUNCIL OPERATIONS & GOVERNANCE

- a. **To review and consider an additional member to join the Personnel Committee.**

RESOLVED: Council agreed to defer this item until all seats on the Council have been filled.

- b. **To review the recommendations made by the Personnel Committee following the Clerk's annual appraisal on 20th April 2026.**

RESOLVED: Council agreed to increase the clerk's salary by 2 NJC scale points following a positive appraisal.

- c. **To review and note the first set of changes to the Employment Rights Act 2025 (report enclosed).**

RESOLVED: Council reviewed and noted the changes.

- d. **To review and note the uncontested elections and approval of new Councillor Training on 6th June 2026 with Cambridgeshire & Peterborough Association of Local Councils (CAPALC).**

RESOLVED: Council noted the uncontested elections and agreed for Cllr Pizzie and Cllr Cook to attend the training with CAPALC for £75 each.

04/26.08 AMENITIES

- a. **To consider purchase of safety cones for the playing field (report enclosed).**

RESOLVED: Council agreed the clerk's recommendation of purchase for cones and safety tape for £124.28 plus VAT. It was further resolved for the clerk to source suppliers to have the reflector sign written to the Parish Council should any be misplaced.

- b. **To review and consider quotes for removal of stumps in playing field and quotes for skip hire.**

RESOLVED: Council approved contractor, Emma Jackson, for the stump removal work of £350 (no VAT) and Mick George Ltd for the skip hire of £165 plus VAT.

- c. **To review request from grass maintenance contractor for an extra cut to take place during May 2026.**

RESOLVED: Council agreed to decline request due to budget restraints.

04/26.09

PLANNING

To review planning applications for:

- a. **19 Harris Lane Wistow Huntingdon (ref 26/00578/HHFUL)**

RESOLVED: All approved subject to works not taking place on Sundays to reduce noise levels.

- b. **19 Harris Lane Wistow Huntingdon (ref 26/00523/HHFUL)**

RESOLVED: All approved subject to works not taking place on Sundays to reduce noise levels.

04/26.10

CLERK'S REPORT

RESOLVED: Council accepted and noted the report.

04/26.11

FINANCE

To approve accounts for payment on 30th April 2026 (report enclosed).

RESOLVED: Council approved the payments for 30th April 2026 and the payment list and invoices were signed by the Chairman and RFO.

04/26.12

To review and approve the following.

- 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 financial documents and were signed by the Chairman and RFO.

04/26.13

CORRESPONDENCE AND COMMUNICATIONS

The following correspondence has been circulated to Councillors:

- Town & Parish Newsletter March/April 2026.

RESOLVED: Council accepted the above communications.

04/26.14

MATTERS FOR FUTURE AGENDA ITEMS ONLY

No items were received.

04/26.15

DATE OF NEXT FULL COUNCIL MEETING

Tuesday 19th May 2026 Annual Meeting of the Parish 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 transact, the Chairman declared the meeting closed at 20:18pm.

DRAFT

Appendix 1

District Councillor Charlotte Lowe

Food Waste Collections

Approximately 80 tonnes of food waste was collected last week across the District. This equates to 16.5 truckloads of food waste diverted from landfill, going instead to creating energy and fertiliser.

If anyone hasn't received their caddies please call 01480 388 382 or email wasteminimisation@huntingdonshire.gov.uk

East West Rail

Final consultation - End date 9 June

Wed 6th May - online webinar 3pm - 4.30pm

Sat 30th May - drop in session Belfry Hotel, Cambourne 11am - 6pm

Tuesday 2nd June - Online Webinar 10.30am - 12pm

Crisis Payment for oil central heating users

Up to £400 per household for those who have 150litres or less in their tank and must be on Universal Credit, Pension Credit or ESA and live in Cambridgeshire. More info is available on Cambridgeshire Community Foundation - [Oil Crisis & Resilience Fund: Support with heating oil costs - Cambridgeshire Community Foundation](#)