



WISTOW PARISH COUNCIL

MEETING:	Parish Council Meeting
DATE:	Tuesday 8 th September 2026
TIME:	19:30pm
VENUE:	Wistow Village Hall, Manor Street, Wistow, Cambs, PE28 2QB (w3w ///passages.surpasses.skate)
MEMBERS PRESENT:	4 – Cllr Simms (Chairman), Cllr Cook (Vice-Chairman), Cllr Pizzie & Cllr Newton.
MEMBERS ABSENT:	3 – Cllr Gregory, Cllr Rice & Cllr Forster
STAFF PRESENT:	1 - Jess Knights, PSLCC – Clerk & RFO
PUBLIC PRESENT:	0
AUTHORITIES PRESENT:	2 – District Cllr Mcllwain and District Cllr Lowe.

MINUTES OF MEETING

- 09/26.01 WELCOME AND TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE**
The meeting was officially declared open at 7:30pm by the Chairman, Cllr Simms.
Cllr Gregory and Cllr Rice provided their apologies for absence in advance of the meeting.
No apologies for absence were received for Cllr Forster.
- RESOLVED:** All approved and accepted Cllr Gregory's apologies of absence for work reasons and Cllr Rice's apologies for absence for personal reasons. The Council did not accept Cllr Forster's absence.
- 09/26.02 TO RECEIVE DECLARATIONS OF INTEREST**
RESOLVED: No declarations of interests were received.
- 09/26.03 TO APPROVE AND SIGN THE MINUTES OF PREVIOUS MEETING**
RESOLVED: All approved the minutes of the Council Meeting held on 14th July 2026 as a true and accurate record. The minutes were officially signed by the Chairman.
- 09/26.04 PUBLIC PARTICIPATION**
Open: 7:32 pm
RESOLVED: As there were no members of the public, the public forum was closed at 7:32pm.
- 09/26.05 DISTRICT COUNCILLORS AND COUNTY COUNCILLOR REPORTS**
To receive reports from District and County Councillors.

Clerk: Jess Knights, PSLCC
Tel: 07401 733818

Email: parishclerk@wistowcambsparishcouncil.gov.uk
Web: www.wistowcambsparishcouncil.gov.uk

District Cllr Lowe:

- Future of the Fens and,
- Children & Young People Reports.

District Cllr Mcllwain:

- Local Government Reorganisation (LGR) has been paused,
- The vote of no confidence in the leadership of HDC was unsuccessful following the C&C proposals,
- The Local Plan is being decided on 09/09/26 and,
- Following a request from the Clerk regarding planning permission for a defibrillator to be installed onto a listed building, Cllr Mcllwain confirmed that planning may not be required but a Listed Building Consent (LBC) would be required. The Clerk thanked District Cllr Mcllwain for his swift response.

09/26.06

**BUSINESS TO BE TRANSACTED
COUNCIL OPERATIONS**

- a) **To consider and approve Data Protection Policy regarding complaints process in accordance with the Data (Use and Access) Act 2025 (DUAA).**
RESOLVED: Cllr Pizzie confirmed that this is her area of expertise and has some minor changes to make. All agreed for Cllr Pizzie and the Clerk to work together on this.
- b) **To consider and approve training on Planning for Clerk & Councillor.**
RESOLVED: All agreed for Cllr Cook and Clerk to attend.
- c) **To consider and approve Insurance.**
RESOLVED: All agreed insurance renewal of £1,325.02 per annum from Hiscox Insurance.
- d) **To consider and approve Cyber Security Insurance.**
RESOLVED: All agreed to proceed with Cyber Security Insurance to protect the Parish Council of £191.88 per annum from Coalition Risk Solutions.
- e) **To review and approve new Internal Auditor for the Financial Year 26-27.**
RESOLVED: All agreed to the appointment of Legra Internal Audit Services of £300 per year.

09/26.07

FINANCIAL

- a) **To consider, approve and sign payment list. All invoices have been examined, verified and certified by the RFO prior to submission.**
RESOLVED: All approved the payment list and invoices which were duly signed by two authorised signatories, Cllr Cook and Cllr Pizzie.
- b) **To consider, approve and sign bank reconciliation, cash book, summary budget comparisons and note monthly internal risk audit (enclosed). All financial reports have been certified by the RFO prior to submission.**
RESOLVED: All approved the documents which were duly signed by the Chairman.
- c) **To consider and approve retrospective approval of emergency works under Clerk's Scheme of Delegation.**
RESOLVED: All approved the emergency works.

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d) To consider, approve and sign retrospective payment list for August 2026.

RESOLVED: All approved the payment list and invoices which were duly signed by the two authorised signatories, Cllr Cook and Cllr Pizzie.

09/26.08

AMENITIES & HIGHWAYS

a) To receive update on position regarding the third defibrillator potentially located at the Village Hall.

RESOLVED: The Clerk confirmed that the Village Hall Committee (VHC) have now requested that the Parish Council be responsible for the maintenance and installation of the third defibrillator. In accordance with Standing Order 7(a), a new resolution can now be passed as the specified time period of 6 months has now passed. All agreed to purchase the third defibrillator but for the VHC to be responsible for the installation and maintenance as previously stated in original resolution.

b) To discuss options for Community Infrastructure Levy (CIL) funding 26/27.

RESOLVED: All agreed that there are no applicable projects that qualify for CIL at present.

c) To review and consider next steps following the Annual Community Feedback Survey.

RESOLVED: All agreed for speeding to be the top priority for 2027-2028 and for the Clerk to research the situation regarding street lighting.

d) To review and approve position on the Village Hall's grant application.

RESOLVED: All agreed that following the feedback received from the Community, the Parish Council will award a £1,000.00 grant to the VHC. This grant is strictly on the basis of the VHC providing an Annual Plan on how they will raise the rest of the funds for their operational costs, evidence of their other grant funding applications and a full disclosure of their expenditure.

e) To reallocate the Councillor Village Hall Portfolio.

RESOLVED: All agreed for Cllr Cook to be reallocated the portfolio of the Village Hall.

f) To review and resolve to appoint Grass Maintenance Contractor for 2026-2028.

RESOLVED: All agreed to appoint contractor 1, Emma Jackson for the Grass Maintenance Contract 2026-2028 with a total per annum of £6,935.00 and to appoint contractor 2, MAM Garden Maintenance for the Cemetery & Playing field annual hedge trim for 2026-2028 of a total of £740 per annum.

g) To resolve to appoint contractor for Annual Hedge Trim (Oaklands Playing Field).

RESOLVED: All agreed to appoint MAM Garden Maintenance to be undertake the annual hedge trim during September 2026 in the sum of £425.

09/26.09

PLANNING & CONSULTATIONS

To review and resolve the following applications:

a) Bury Village Draft Neighbourhood Plan under Regulation 14 of the Neighbourhood Planning (General) Regulations 2012.

RESOLVED: All agreed to the approval of the plan.

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- b) **Cambridgeshire and Peterborough Minerals and Waste Local Plan Review - Scoping Consultation & Call for Sites.**
RESOLVED: All agreed to not make any comments at this stage.
- c) **Manor House Manor Street Wistow - 26/01476/HHFUL**
RESOLVED: All agreed and approved this application.
- d) **Manor House Manor Street Wistow - 26/01477/LBC**
RESOLVED: All agreed and approved this application.
- e) **Vine House Church Street Wistow (ref 26/01490/TREE)**
RESOLVED: All agreed and approved this application.
- f) **Planning Powers for Mayors in England – Open Consultation**
RESOLVED: All agreed to object to the consultation. The Clerk and Cllr Pizzie will prepare the submission.

09/26.10

CLERK'S REPORT

To review and note the report containing activities affecting and pertaining to the Parish
RESOLVED: All reviewed and accepted the report.

09/26.11

MATTERS FOR FUTURE AGENDA ITEMS ONLY

1. Bin Stickers – Dog Poo (Cllr Cook) – Motion proposed by Cllr Cook.
2. Relocation of Highways sign on Oaklands – Motion proposed by Cllr Cook.
3. MVAS Rota & relocation – Motion proposed by Cllr Pizzie.
4. National Emergency Briefing – Clerk.
5. Annual Allotment Charges – Clerk.
6. Mandatory Code of Conduct Training – Clerk.

09/26.12

DATE OF NEXT FULL COUNCIL MEETING

Tuesday 13th October 2026 in the Village Hall, Wistow at 7.30pm.

CLOSED

21:27pm

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