



WISTOW PARISH COUNCIL

Clerk: Jess Knights

E-mail: parishclerk@wistowcambsparishcouncil.gov.uk

Tel: 07401 733818

MEETING TIME	Ordinary Parish Council Meeting 7:30pm
DATE	9 th June 2026
VENUE	Wistow Village Hall, Manor Street, Wistow, Cambs, PE28 2QB (w3w ///passages.surpasses.skate)
MEMBERS PRESENT	6 – Cllr Simms (Chairman), Cllr Cook (Vice-Chairman), Cllr Gregory, Cllr Rice, Cllr Forster & Cllr Pizzie.
STAFF	Jess Knights, PSLCC – Clerk & RFO
QUORUM	3
VACANCIES	1

MINUTES

- 06/26.01 WELCOME AND TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE**
The meeting was officially declared open at 7:30pm by the Chairman, Cllr Simms.
- 06/26.02 DECLARATION OF ACCEPTANCE OF OFFICE**
RESOLVED: Cllr Cook
- Signed his declaration of acceptance of office of Councillor.
 - Signed his declaration of acceptance of electronic summons.
 - Signed his declaration of acceptance of office of Vice-Chairman.
 - Signed his declaration of 'no changes' to the register of disclosable pecuniary interests (DPI)
- All were witnessed and signed by the clerk.
- 06/26.03 TO RECEIVE DECLARATIONS OF INTEREST**
RESOLVED: No declarations were received.
- 06/26.04 TO APPROVE AND SIGN THE MINUTES OF PREVIOUS MEETING**
RESOLVED: All approved the minutes of the Council Meeting held on 19th May 2026 as a true and accurate record. These will be officially signed at the next meeting on 14th July 2026.
- 06/26.05 PUBLIC PARTICIPATION**
Open: 7:38pm
Three members of the public and District Councillor McIlwain were present.
Member One

Member one asked when he was getting paid. Please see minute reference 06/26.09(b) below. Member one also confirmed that there are no signs directing highway users to the Village Hall or the playing field. Clerk confirmed that she would look into this. Member one who is also a member of the Village Hall Committee (VHC) asked for money for VHC. The Clerk confirmed that the member needs to submit a grant application form which is located on Wistow Parish Council's (WPC) website. Member one also requested that the Clerk complete any applicable funding applications for the VHC. The Clerk and Council confirmed that they will help in any way possible but the Clerk will not complete the full applications on behalf of the VHC. The Clerk is employed directly by WPC only.

Member Two

Member two, on behalf of the VHC thanked WPC for their full support regarding Wistowfest26. Member two asked if the financial position of the running costs of the VHC could be reviewed at the next Council meeting in July 2026 with a view to allowing the Council time to consider the position for the Autumn budget setting. The Clerk requested that member two kindly submits the current financial position to her before the next meeting so this can be included in the Council Pack.

RESOLVED: As there were no further discussions, the public forum was closed at 7:49 pm.

06/26.06

DISTRICT COUNCILLORS AND COUNTY COUNCILLOR REPORTS

District Councillor McIlwain:

- Recent meeting with the Mayor of Cambridge & Peterborough Combined Authority where he raised the issue of road conditions.
- Cllr McIlwain has confirmed that he is a member of the Democratic Management Committee (DMC) and will need to excuse himself from any planning matters.

06/26.07

BUSINESS TO BE TRANSACTED COUNCIL OPERATIONS

- a. **To review co-option applications received for the position of Councillor.**

RESOLVED: One co-option application was received and all unanimously resolved to co-opt Chris Newton as a Councillor for WPC. Cllr Newton duly signed his declaration of acceptance of office as Councillor and his declaration of acceptance of electronic summons. Cllr Newton then took his seat with the other Councillors.

- b. **To review and approve expenses policy and adoption of HMRC mileage increase.**

RESOLVED: All approved the expenses policy and adoption of HMRC mileage increase.

- c. **To review legal update from Clerk regarding publication of home address.**

RESOLVED: Cllrs Pizzie, Gregory, Rice, Forster & Newton confirmed that they require their home address in the DPI to be redacted from 29 June 2026, in accordance with section 65 of the English Devolution and Community Empowerment Act 2026 ('2026 Act'). Cllr Simms & Cook resolved to have their home address visible in the public register.

- d. **To review Chairmanship Training with CAPALC on 4th July 2026, 9:30am-12:30pm of £50.**

RESOLVED: All agreed for Cllr Simms to attend the Chairmanship training.

- e. **To review and approve Clerk's attendance at CAPALC's annual conference on 18th September 2026 of £75.**

RESOLVED: All agreed for the Clerk to attend CAPALC's annual conference.

06/26.08 FINANCIAL

- a. **To review, approve and sign payment list to be paid on 30th June 2026. All invoices have been examined, verified and certified by the RFO.**

RESOLVED: All approved the payment list and invoices which were duly signed by the Chairman.

- b. **To review, approve and sign bank reconciliation, cash book, budget comparisons and note monthly internal risk audit (enclosed).**

RESOLVED: All approved the documents and they were duly signed by the Chairman. All documents have been examined, verified and certified by the RFO.

06/26.09 AMENITIES & HIGHWAYS

- a. **To review report received from Dr Howard Manwaring (enclosed) regarding speeding and any action thereof.**

RESOLVED: The Council expressed their thanks to Dr Manwaring and resolved to send the data report to Cambridgeshire County Council (Highways & County Councillor Ross Martin) and to the Police. All agreed to try to recruit sufficient volunteers for the speed watch group.

- b. **To review retrospective approval of works undertaken on the playing field entrance gate.**

RESOLVED: All agreed to the retrospective works of £100 for repair of the playing field gate. Payment to be made asap.

06/26.10 PLANNING

To review and decide on planning applications:

- a. Brighton & Molesworth Neighbourhood Plan.

RESOLVED: All approved and no comments made.

06/26.11 CLERK'S REPORT

RESOLVED: All reviewed and accepted the report containing activities affecting and pertaining to the Parish. Appendix 1.

06/26.12 MATTERS FOR FUTURE AGENDA ITEMS ONLY

RESOLVED: All agreed for the following to be added to the next agenda:

- Event review of Wistowfest.
- Financial position of the Village Hall Committee
- Footpaths on Oaklands Avenue.

06/26.13 DATE OF NEXT FULL COUNCIL MEETING

Tuesday 14th July 2026 in the Village Hall, Wistow at 7.30pm. Cllr Cook provided his apologise in advance due holiday.