



WISTOW PARISH COUNCIL

MEETING: Ordinary Parish Council Meeting
DATE: Tuesday 14th July 2026
TIME: 19:30pm
VENUE: Wistow Village Hall, Manor Street, Wistow, Cambs, PE28 2QB (w3w
 ///passages.surpasses.skate)
MEMBERS PRESENT: 6 – Cllr Simms (Chairman), Cllr Gregory, Cllr Rice, Cllr Forster, Cllr Pizzie & Cllr Newton
STAFF PRESENT 1 – Jess Knights, Clerk & RFO

MINUTES

- 07/26.01 WELCOME AND TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE**
 The meeting was officially declared open at 7:30pm by the Chairman, Cllr Simms.
RESOLVED: All approved and accepted Cllr Cook's apologies of absence for personal reasons.
- 07/26.02 TO RECEIVE DECLARATIONS OF INTEREST**
RESOLVED: No declaration of interests were received.
- 07/26.03 TO APPROVE AND SIGN THE MINUTES OF PREVIOUS MEETING**
 a) **RESOLVED:** All approved the minutes of the Council Meeting held on 9th June 2026 as a true and accurate record. The minutes were officially signed by the Chairman.
 b) **RESOLVED:** The Chairman signed the official minutes of the 19th May 2026 meeting previously approved on 9th June 2026.
- 07/26.04 PUBLIC PARTICIPATION**
 Open: 7:36 pm
 Two members of the public and Two District Councillors were present.
RESOLVED: As there were no discussions, the public forum was closed at 7:37pm.
- 07/26.05 DISTRICT COUNCILLORS AND COUNTY COUNCILLOR REPORTS**
District Councillor McIlwain:
 - Encouraged all Parish and Communities to review the Local Plan
 - Confirmed that a response on Local Government Reorganisation (LGR) is due by Thursday 16th July 2026.

Clerk: Jess Knights, PSLCC
Tel: 07401 733818

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

All decisions made are under the General Power of Competence

Signed by Chairman: NS

District Councillor Lowe:

- Please see Appendix 1.

07/26.06**BUSINESS TO BE TRANSACTED
COUNCIL OPERATIONS**

- a) **To review and resolve position on Clerk's Level 4 Community Governance Training.**
RESOLVED: All agreed to approve the full funding of the Clerk's professional development training as contained in the report with the Clerk supporting herself by studying in her own time and being responsible for all travel & study books.
- b) **To review and resolve position on Cllr Newton's Councillor Training with CAPALC on 24th October 2026 of £75.**
RESOLVED: All agreed to the approval of Cllr Newton's training as funds are still available in the Councillor Training budget.
- c) **To review and resolve position on WhatsApp group.**
RESOLVED: All agreed to close the WhatsApp group and all members to download the email app and allow instant notifications.
- d) **To review and resolve updated retention policy and schedule.**
RESOLVED: All agreed and approved the updated retention policy and schedule.
- e) **To review and resolve portfolio responsibilities for Cllr Newton.**
RESOLVED: All agreed for Cllr Newton to be allocated the portfolio of Internal Audit and Playing Field.
- f) **To review and approve revised code of conduct.**
RESOLVED: All agreed and approved the revised code of conduct.

07/26.07**FINANCIAL**

- a) **To review, approve and sign payment list. 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. All financial reports have been certified by the RFO prior to submission.**
RESOLVED: All approved the documents and which were duly signed by the Chairman.
- c) **To review and resolve position on additional bank account for earmarked reserves**
RESOLVED: All approved to set up an additional bank account for earmarked reserves only.

07/26.08**AMENITIES & HIGHWAYS**

- a) **To review and resolve position on results from new equipment for Oaklands Playing field survey and next steps.**
RESOLVED: All agreed and approved to proceed with funding for option 5.

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- b) **To review position regarding the third defibrillator potentially located at the Village Hall.**
RESOLVED: All approved to defer this item to the next meeting once the Village Hall Committee (VHC) have discussed the same.
- c) **To review position regarding the post event review of Wistowfest26.**
RESOLVED: All noted that Wistowfest26 was a success and the Council expressed their thanks to the VHC for their time for putting on this community event.
- d) **To review and resolve appointment of Annual Playground Inspection.**
RESOLVED: All approved the appointment of Wicksteed Park of £150 plus VAT.
- e) **To review and resolve position on remaining 'at risk' headstones in the churchyard on Parsonage Street.**
RESOLVED: All approved for the remaining headstones to be laid flat.
- f) **To discuss position of the Church clock replacement and next steps.**
RESOLVED: All approved for the clerk to undertake further research on available funding and liaise with the Church accordingly to support them.
- g) **To consider and resolve position on cemetery maintenance.**
RESOLVED: All approved to proceed with the Annual Community Maintenance Day specifically for the churchyard maintenance.
- h) **Discuss options for Community Infrastructure Levy (CIL) funding 26/27.**
RESOLVED: All approved to review potential projects for CIL funding in Autumn.
- i) **To discuss Oaklands Playing Field monthly inspections.**
RESOLVED: All approved to remove the reminder on the safety culture app.
- j) **To review and resolve position on the Village Hall's grant application.**
RESOLVED: All approved to seek feedback from the community by way of survey in regards to the annual grant requested from the VHC. The specific monetary value is deferred to the next Council meeting following feedback received from the community.
- k) **To appoint 2 members of the Council to attend the LHI member panel day on 5th August 2026.**
RESOLVED: All approved to appoint Cllrs Cook and Simms.

DEMOCRATIC

- a) **To receive an update from members regarding the Local Government Review engagement session held on 1st July 2026 and consider next steps (slides enclosed).**
RESOLVED: All noted the verbal update provided by Cllr Rice and Clerk. All noted the outcomes is still awaited and that there is potential for rural parishes to cluster together.

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07/26.09**PLANNING**

To review and resolve the following planning application:

a) 6 Bance Court Wistow Huntingdon (ref 26/01201/HHFUL)

RESOLVED: All approved the above planning application as it complies with the material considerations.

07/26.10**CLERK'S REPORT**

To review and note the report containing activities affecting and pertaining to the Parish.

RESOLVED: All reviewed and noted the report.

07/26.11**MATTERS FOR FUTURE AGENDA ITEMS ONLY**

1. Oakland Avenue Footpaths.
2. Village Hall Committee Grant
3. Thirds Defibrillation to be positioned at the Village Hall.

07/26.12**DATE OF NEXT FULL COUNCIL MEETING**

Tuesday 8th September 2026 in the Village Hall, Wistow at 7.30pm.

CLOSED**21:21PM**

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