**Wistow Parish Council**

**Draft minutes of the Wistow Parish Council meeting held on Tuesday 9th November 2021**

**held**

 **at 7.30 pm in the Chapel Hall Wistow**

**Present:** Councillors : Cllr M Hewan (Chair) Cllr C Clark (Deputy Chair) Cllr O Macdonald, Cllr M Golton, Cllr R Harrison, Cllr A Kendal.

In attendance Clerk and Responsible Financial Officer Margaret Horton

Two members of the Public in attendance

**58. Apologies for Absence**.

Apologies were accepted from Cllr C Tindall due to work commitments

**59. Declaration of Interest**

None

**60. To consider approval of the** **Meeting of the Parish Council minutes held on the 5th October 2021**

Resolved that the minutes be approved.

**61. No issues were raised out of the previous minutes**

**62. To consider issues raised by Members of the Public**

Village pond and fence

Clerk updated Council that works had been undertaken by a member of the public to ensure that the pond was now ready for winter after the rushes and iris had been cut back. She had asked for 4 quotes to repair the fence around the pond as yet no quotes had been received. After discussion it was agreed that the fence had received a temporary repair and it was resolved to undertake this work in spring when the price of wood would hopefully be reduced.

**63. To consider the maintenance of the Green**

It was noted that the issues about the pond had been resolved. Clerk had previously circulated an e mail from Branches Out (tree surgeons) regarding trees on the Green and the path running parallel with the Cemetery. After discussion it was resolved that the following works should be undertaken :-

* Fell large dead tree in the Cemetery land
* Cut back two large limbs on the oak tree which are overhanging the path and neighbouring properties
* Leave the oak tree on the Green intact
* Trim and prune the tree near the yellow bicycle
* Councillors to have a look at the bushes near the defibrillator and determine what action they felt was necessary

It was agreed that the issue of the bushes should be discussed at the next meeting thus allowing time for Councillors to look and determine what action should be taken if any.

Resolved that Clerk would contact Branches Out to give them instructions about tree works which had been approved.

**64. To consider the draft Notice of tender for grass cutting**

Cllr Harrison circulated a draft for discussion it was resolved that subject to some slight changes that it should be discussed at the next meeting. It was noted at the meeting that there was no contract with the current service provider.

**65. To consider the inspection report of the playground.**

Cllr Harrison and Cllr Kendal provided a verbal report on the playground after the annual inspection by ROSPA it was noted that there were no non compliance issues. It was resolved to undertake monthly inspections by Cllr Harrison and Cllr Kendal who would alert Council regarding any issues.

**66. To note Clerks up date**

* Flooding on Station Road this has been resolved by Yorkshire Water Authority
* Field Lane this bin will be emptied twice a week
* Station Road this bin will not be replaced as there are no lampposts to attach bin
* Prospect Place new bin has been ordered
* Bin on skate park will be repaired with a new lid
* Caravan on Garth Close Planning application had been refused
* Blocked Gully/drain on Pinfold Hill NYCC had reported back stating that the issue does not meet their criteria for repair at this time and they would continue to monitor the problem during their routine inspections.

67. To receive updates from the following

Web site -Cllr MacDonald informed Council that the Facebook page was set up and working , web site was ongoing.

Finance – report was circulated by Cllr Hewan it was resolved to increase clerks hours from 5 to 8 a week. It was also noted that the Clerk was entitled to holiday pay which the payroll service would calculate .

Policies – Clerk informed the Council that she was currently updating Standing Orders.

Playground/footpaths – Playground update already discussed. Footpaths –noted that the Nesses were open.

Cemetery – Cllr C Clark confirmed that a meeting would be arranged shortly agreed Clerk should be in attendance for the first meeting.

68. Financials:

 a) To consider the Bank Statement

 b) To consider the Bank Reconciliation Statement

 c) To consider and approve the list of payments

 d) to consider and approve the budget forecast against budget

Councillors approved the above reports.

**69.To receive and note Complaints Procedure**

Cllr Harrison presented this item it was resolved to adopt the policy.

**46. Date of next meeting 7th December 2021 at 7.00pm**

**Meeting closed at 8.30 pm**