

Wyton on the Hill Parish Council

Parish Clerk – Ms Nykki Webber, 2 Anderson Drive, St Ives, Cambs. PE27 6AF
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A meeting of Wyton on the Hill Parish Council was held on Thursday 9th May 2024 at 7.30pm at: Wyton on the Hill Primary School. Wyton on the Hill. Cambs.

Present: Councillor Mark Looker (Chair), Councillor Rebecca Coulter (Vice Chair) and Councillor Emma Bladen.

In Attendance: Ms. N. Webber (Clerk) and 1 member of the public (Caretaker).

MINUTES

- 01-05/24 To elect the chairman of the council and to receive the chairman's declaration of acceptance of office.**
Councillor Looker (Chair) opened the meeting and invited nominations for Chairman. Councillor Coulter nominated Councillor Looker and Councillor Bladen seconded the nomination. All were in favour and it was resolved to appoint Councillor Looker as chairman of Wyton on the Hill Parish Council. Councillor Looker signed the chairman's declaration of office.
- 02-05/24 To elect the vice chairman and to receive the vice chairman's declaration of acceptance of office.**
Councillor Looker invited nominations for Vice Chairman. Councillor Looker nominated Councillor Coulter and Councillor Bladen seconded the nomination. All were in favour and it was **resolved** to appoint Councillor Coulter as Vice Chairman of Wyton on the Hill Parish Council. Councillor Coulter signed the vice chairman's declaration of office.
- 03-05/24 To receive and approve apologies for absence.**
Apologies were received from Councillor Keane who is away with work.
Councillor Looker proposed acceptance of these apologies and this was seconded by Councillor Bladen
Apologies were received from Councillor Bhunu who was working.
Councillor Looker proposed acceptance of these apologies and this was seconded by Councillor Bladen
Apologies were also received from Councillor Gregory who had a sickness bug.
Councillor Looker proposed acceptance of these apologies and this was seconded by Councillor Bladen
All were in favour and the apologies for absence was accepted.
- 04-05/24 To receive declarations of interest.**
Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Wyton on the Hill Parish Council Code of Conduct for Members and by the Localism Act 2011. There were no disclosable pecuniary interests.
- 05-05/24 To receive and approve the minutes of the parish council meeting held on 11th April 2024.**
The minutes of the meeting of Wyton on the Hill Parish Council held on 11th April 2024 have been circulated in advance following their informal approval by the Chairman. Councillor Bladen proposed acceptance of the minutes and Councillor Coulter seconded the proposal. All were in favour and it was resolved to do so. The Chairman signed the minutes.
- 06-05/24 Public participation.**
To allow up to 10 minutes (2 minutes per person) for any members of the public and councillors declaring the existence and nature of a prejudicial interest to address the meeting in relation to the business on this agenda. No members of the public attended the meeting.
- 07-05/24 Matters arising or carried forward from the previous meeting.**
- Potholes – these have been filled since the last meeting.
 - D-Day - still nothing to promote. There is an event in Peterborough but it is mainly American.
 - Future projects – no news on Covenant Fund still

- Security – defer to June agenda when Councillor Gregory will attend
- Military housing - defer to June agenda when Councillor Gregory will attend

08-05/24**To discuss any updates for events and activities on Station – Gill Angel.**

Gill was unable to attend the meeting. A yearly update was heard at the Annual Parish Meeting.

09-05/24**To receive an update from the Estate Caretaker.**

The caretaker reported that the estate is looking good and is tidy with nothing to report apart from the dog bins are being emptied at the back of the officers path.

10-05/24**To receive an update from the local District Councillor.**

Councillor Keane sent in the following which was read out by the clerk:

1. There was an election on May 2nd Key to remember for the next one changes to Voting

<https://www.huntingdonshire.gov.uk/elections/postal-vote-changes/>

- There will be a limit on the number of postal votes a person can hand in at a polling station - they will not be allowed to hand in more than five postal ballot packs for other electors plus their own.
- Anyone handing in postal votes will need to complete a postal vote return form. The person handing in the postal vote(s) will need to complete the form with their name, address and the reason for handing in other people's postal votes. They will also need to complete a declaration that they are not handing in more than the permitted number and that they are not a political campaigner.
- Political campaigners will be banned from handling postal votes, except where the postal vote is their own, that of a close family member, or someone they provide regular care for.

2. No changes to the bin collection – May bank holidays

3. Staying Active is a new 9-week activity programme to help you become more active & move more.

<https://www.huntingdonshire.gov.uk/leisure/staying-active/>

The programme will include a range of activities to help you improve your mobility, socialise and ultimately improve your overall wellbeing.

There are many benefits of staying active as we grow older including:

- maintaining strength to help with daily activities
- improved sleep at night
- keeping muscles strong and joints supple.

4. Council Partners with Police and Fire in Renewable Fuel Trial

<https://www.huntingdonshire.gov.uk/news/council-partners-with-police-and-fire-in-renewable-fuel-trial/>

Huntingdonshire District Council (HDC) has teamed up with Cambridgeshire Police and Cambridgeshire Fire to conduct a trial using hydrotreated vegetable oil (HVO) fuel.

5. New Grant Scheme starting 15th May up to £2,500

11-05/24**Notification of planning items:**

There are no items for planning approval.

12-05/24**Finance**

12-05/24.1

To approve accounts for payment: 01 May 2023

Date	Ref. No.	Payee	Description	Amount
10/05/24	226214005	HMRC	PAYE (Month 1)	£
10/05/24	368426896	Mr A Savage	Caretaker Services (April 2024)	£
10/05/24	39830646	Ms N Webber	Parish Clerk/RFO Services. 30 hours, April 2024	£
10/05/24	39830646	Ms N Webber	Working from home allowance and expenses Apr 24	£10.00
10/05/24	922507215	Enviroplantcare	Maintenance of the front of the estate – Apr 2024	£110.00
10/05/24	368426896	Mr A Savage	Mileage expenses – Apr 2024	£9.00
10/05/24	108869600	CAPALC	Training	£50.00
10/05/24	988306096	Viking Direct	Caretaker consumables	£100.73
10/05/24	849452937	CCC	Childrens playgroup	£90.00

10/05/25	639910505	Wyton Primary School	Coderdojo Sessions Jan – Mar	£120.00
10/05/24	639910505	Wyton Primary School	Parish Council Meetings Jan – Mar	£45.00
10/05/24	836051727	Vision ICT	Email hosting July 2024 – June 2025	£264.00

12-05/18.2 To note income received: 1st May 2024:

24/04/24	BACS	HDC	Precept	£20,000
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13-05/24 Finance

13-05/24.1 To approve accounts to be paid on 9th May 2024

The Vice Chair approved and signed the invoices

13-05/24.2 To note any income received: Precept £20,000

13-05/24.3 To authorise bank reconciliations dated 1st May 2024

The Vice Chair approved and signed the reconciliation and bank statements.

Balance on accounts: Instant: £53,396.52

Current: £5,138.25

Payments to go out of current account: £1,669.57

The pre payment card company (Optimum) has closed down. The clerk was only aware of this due to seeing a post on social media. The card still had a balance of over £400 which the clerk is requesting back. The clerk will need to send account details to Optimun to get this money back. The clerk will source a new card for approval at the June meeting.

14-05/24 Personnel matters

14-05/24.1 To receive an update from Ms Webber (Clerk).

The internal audit has been booked for June 4th June 2024 with Canalbs.

15-05/24 Correspondence and Communications

An email has been received from a member of the public about adopting the roads.

An email has been received regarding an environmental innovation launch event on 4th June at the Burgess Hall – number are requested for those attending. No one will be attending from WOTH.

An email has been received from the Civic Officer for the Mayor making ceremony 23rd May 7.30pm

An email has been received from NALC issuing the new model financial regulations.

An email has been received from Cambs Older Peoples services on what they offer.

An email has been received regarding a reading wall for dementia on 17th May in Huntingdon library.

An email has been received from Hunts volunteers centre for their AGM on 27th June in Hemmingford Abbots.

An email has been received from CCC about a healthy you swap to stop scheme.

An email has been received from the Norris Museum on half term activities.

An email has been received from CCC with an updated list of the Cambs Deaf Association Hearing Aid maintenance clinics/drop in centres.

16-05/24 To receive verbal reports from Parish Councillors on matters arising.

No decisions can be made under this item.

There were no verbal reports on matters arising.

17-05/24 Matters for future consideration.

No decisions can be made under this item.

There were no matters for future consideration.

18-05/24 Date of next meeting: Thursday 6th June 2024

Close of meeting 20.05