

**MINUTES OF A MEETING OF HOLYWELL-CUM-NEEDINGWORTH PARISH COUNCIL HELD ON
TUESDAY 4th FEBRUARY 2025 AT 7.00PM AT MILLFIELDS PAVILION**

PRESENT:

Cllr A Whyte (Chairman)
Cllr N Dyne
Cllr R Fountain
Cllr D Jackson
Cllr E MacPherson
Cllr E McNeill
Cllr S Mortlock
Cllr J Neish
Cllr C Norman
Cllr G Norman
Cllr C Pearce
Cllr M Williamson

IN ATTENDANCE:

Miss J Bowd (Parish Clerk)
Mrs A Jackson (Assistant to the Parish Clerk)
County Councillor K Reynolds
District Councillor P Hodgson-Jones

There were no members of the public present.

The Chairman opened the meeting offering condolences to Mrs Martin on the death of her husband.

144. Apologies.

To receive and accept Apologies for Absence.

None

145. Declarations of Interest.

To receive Declarations of Disclosable and/or Non-Disclosable Pecuniary Interests as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any Agenda item.

Item 153.6 Cllr S Mortlock – Pecuniary – Husband has quoted for the work

Item 155.1(i) Cllr D Jackson – Non-pecuniary – rents a unit

Item 155.1(i) Cllr C Pearce – Non-pecuniary – accesses a unit

Item 157 (v) Cllr D Jackson – Non-pecuniary – pre-purchased 2 plots

Item 157 (v) Cllr E MacPherson – Non-pecuniary – pre-purchased plot

146. Minutes.

(i) To confirm the Minutes of the Meeting held on 7th January 2025.

Resolved: That the minutes of the meeting held on 7th January 2025 be signed as a true and correct record (Prop Cllr A Whyte, 2nd Cllr E MacPherson) 10 in favour, 2 abstentions

147. To receive a message of welcome and introduction from Rev V Pimenta, Vicar St. John the Baptist Holywell.

Rev V Pimenta was unable to attend.

148. Public Forum.

To allow any member of the public to address the council on matters on the agenda.

Time Allowed 10 minutes.

None

149. Policing

149.1 Neighbourhood Policing Team – Any Issues and Concerns.

None

150. District and County Councillor Reports.

To receive verbal reports from district and county councillors.

County Councillor K Reynolds reported:

- Still awaiting permanent 30mph signage for Bluntisham Road.
- Drain cover on Church Street outstanding.
- Local Government reorganisation – the Government White Paper states that Unitary Authorities will replace CCC & HDC, and these will cease to exist. CCC and Combined Authority Mayor elections will go ahead this May. 2027 - election for a shadow authority made up of CCC & HDC Councillors will take place. 2028 – CCC & HDC will cease to exist.

District Councillor J Neish reported:

- David Wilson Homes safety report has been completed which covers: speed limit, lighting and pavements.
- Planning – with the increase from 835 to 1100-1200 of required houses/ year HDC are back in tilted balance. Briefing for Parish Councils next week.
- Budget – expecting maximum increase of £5 - 3.9% increase.
- Planning enforcement – chasing outstanding cases.
- Senior team in HDC has been reorganised.
- Gym at One Leisure, St Ives has been refurbished.

District Councillor P Hodgson-Jones reported:

- HDC budget coming up.
- Local Government review – will have some impact to interaction between Parish Councils and sponsoring Authority. Cambridgeshire is most likely to be split into 2 Unitary Authorities. 2026 – District Council elections may be cancelled this may cause complications for Parish Council elections that coincide with District Council elections.
HDC have appointed a working group to look at the reorganisation.

151. Committees.

To note the following draft minutes.

- (i) Planning & Finance 21st January 2025

Noted

- (ii) Environment 21st January 2025

Noted

152. Clerk's Report.

To receive written report.

Meeting Dates: –

Full Council – 4th March 2025

Committees – 18th February 2025 Leisure Facilities, Planning & Finance, Consultation.

Items to report.

- AED/Defibrillator returned to cabinet at One Stop shop 10/1/25 following it being located at Hinchingbrooke Hospital.
- Car in flood water Holywell Front removed Saturday 11th January 2025.



- Cambs Acre are marking village hall week with an event at Cottenham village hall 18th March @10am
- SSE have invoiced for streetlight electricity October 2024 despite Tomato taking over the contract. Clerk has queried this, and it is being looked into.
- Village hall AED removed 20/1/25 put back into service same day.

- Clerk transferred £10,000.00 from Council deposit account to the current account (Co-op Bank)
- Office will be closed on Monday 17th February 2025. Reopening Tuesday 18th.
- 27/1/25 site visit to Overcote Farm. Very constructive now have direct contact details for site manager. Short report will be in the Villager March 2025.
- Clerk attended Practitioners conference 28-30th January 2025.

Cllr S Mortlock queried whether there has been a response form Tomato Energy/ SSE. The Clerk advised the broker has taken over the investigation and will advise outcome in due course.

153. Finance and Risk.

- 153.1 To approve payments made within the Clerks delegated powers.
23/1/25: Transfer of £10,000 from Co-op deposit account to Co-op Current account
Garden plots - Transfer £50 from Current Account to Garden Plot Deposit Account for Plot 1b deposit
Resolved: That the transfers be approved (Prop Cllr D Jackson, 2nd Cllr E MacPherson) All in favour.
- 153.2 To approve accounts for payment made for the period 8th January 2025-4th February 2025
Resolved: That the accounts for payment made for the period 8th January 2025 – 4th February 2025 totalling £9251.51 be approved (Prop Cllr E MacPherson, 2nd Cllr C Pearce) All in favour.
- 153.3 To approve accounts for payment to be made on 4th February 2025
Resolved: That the following payments: Function 28, Website fees, Invoice No. 16654 - £36.00 and OLP, Invoice No.63293 £673.44 totalling £709.44 be approved. (Prop Cllr E MacPherson, 2nd Cllr C Pearce) All in favour.
- 153.4 To note the budget report as at 27th January 2025
Noted
- 153.5 To note the bank reconciliation as at 21st January 2025
Noted

Cllr S Mortlock left the meeting 7.25pm

- 153.6 To consider quotes for the pedestrian barriers Overcote Lane Car park
Resolved: That the quote from Huntree Fencing Ltd totalling £4220.00 plus VAT be accepted (Prop Cllr E MacPherson, 2nd Cllr R Fountain) 10 in favour, 1 abstention.

Cllr S Mortlock returned to the meeting 7.30pm

- 153.7 To approve the estimate from Ben Burgess for servicing grounds equipment.
Resolved: That the estimate from Ben Burgess for servicing the grounds equipment be approved (Prop Cllr C Pearce, 2nd Cllr E McNeill) 11 in favour, 1 abstention.
- 153.8 To ratify the resolution of Environment committee item 47 21st January 2025.
Resolved: That the resolution of Environment Committee item 47 21st January 2025 - quote from CCC Highways £1330.65 be accepted with funds being paid from CIL be ratified. (Prop Cllr G Norman, 2nd Cllr S Mortlock) 10 in favour, 2 against.
- 153.9 To note the reduction in interest rates- Redwood Bank
Noted
- 153.10 To approve virement of funds from Insurance to General administration within the budget.
Resolved: That the virement of £2,000 from Insurance to General administration within the budget be approved. (Prop Cllr C Pearce, 2nd Cllr J Neish) All in favour.

153.11 To approve amount to be reclaimed from Eltisley Parish Council for use of Scribe software.

Resolved: That the Clerk write advising that there will not be an increase on last year's charge and that £101.27 be invoiced to Eltisley Parish Council for use of Scribe software be approved. (Prop Cllr J Neish, 2nd Cllr E MacPherson) All in favour.

154.Village Hall.

(i) To note the letter from VHT in support of a survey regarding the proposal for a stage extension.

Noted

(ii) To note the letter from Needingworth Tennis club in support of the village hall extension.
Noted

Cllr A Whyte asked Cllr R Fountain if he needed to declare an interest to which he responded no.

(iii) To review the draft resident's questionnaire and approve for printing.

Cllr E MacPherson proposed the following amendments to the questionnaire:

- 7. Remove
- 8. Add - an explanation for CIL
- 9. Add - if not, why not?
- 10. Add - If this project does not proceed, what improvements would you like to see at the Village Hall?
- Add – Would you support an increase in Council Tax to support the project?
- Add – Please do not ignore, your views are important.
- Also to number the surveys.

Resolved: That the draft resident's questionnaire be approved subject to the above amendments: (Prop Cllr E MacPherson, 2nd Cllr N Dyne) 10 in favour, 1 against, 1 abstention.

Cllr S Mortlock proposed the following amendments:

- Add – Please take everyone in your household into consideration when answering the questionnaire.
- 1. Add - If so which groups?
- 2. Remove
- 3. Add – If not what reason?
- 4. Add – groups and classes
- 5. Remove
- 6. Add – Would you like to see the Village Hall holding more music and theatrical events?
- 7. Remove
- 8. Add – some of the CIL funds and an explanation for CIL
- 9. Add – If not, why not?
- 10. Remove
- Add – What improvements do you believe would enhance the Village Hall and encourage you to use it.
- Add – Any other comments.

Resolved: That the draft resident's questionnaire be approved subject to the above amendments: (Prop Cllr S Mortlock, 2nd Cllr C Pearce) 11 in favour, 1 abstention.

Cllr N Dyne raised how the questionnaire will be communicated to the parishioners suggesting that an electronic method should be used alongside an insert in the Villager. The Clerk advised that Council would not be able to use whats app, however the Villager is delivered to every household in the village. It could also be advertised on Facebook and the website to ask parishioners to look out for the questionnaire.

155. Planning.

155.1 To consider the following application(s) received.

- (i) Application Reference **25/00069/FUL** Change of use to self-storage yard (Use Class B8) (Retrospective)

The Barn Overcote Lane Needingworth St Ives PE27 4TN

Cllr C Pearce spoke in support of the facility stating a lot of local businesses and people use it. He further queried CCC criticism regarding the visibility splay when they do not maintain the hedges and some of the other entrances along Overcote Lane are worse.

Cllr D Jackson & Cllr C Pearce left the meeting at 8.09pm

Members commented:

- Another retrospective application for this site.
- Confusion over the total number of containers to be permitted.
- Increasing traffic on a single-track road
- Lack of footpath
- Danger to horses and pedestrians
- Light pollution
- Health & Safety issues regarding items stored in the containers
- Noise from additional traffic
- Potential damage to the highway from additional traffic and HGV's.
- In breach of LP5 – located in the flood zone
- In breach of LP10 – building in the countryside

Resolved: That the application be declined due to above comments. (Prop Cllr E McNeill, 2nd Cllr N Dyne) 9 in favour, 1 abstention.

Cllr D Jackson & Cllr C Pearce return to the meeting 8.20pm

156. Community engagement

- (i) To receive an update from working party re VE Day 2025 and approve budget as presented. Members received a written update from VE Day 2025 working party. A raffle and teas will generate some money back.

Resolved: That the budget as presented, with £1049.38 (entertainment £849.38, refreshments £200) of the allocated budget of £1500 be approved. (Prop Cllr E MacPherson, 2nd Cllr E McNeill) All in favour.

- (ii) To consider email and associated documents relating to Needingworth Colts and car parking. A lengthy discussion took place.

Resolved: That the PC will investigate enhanced signage, write to the school requesting that the playground be opened for additional parking, advise the Colts that the PC are investigating the possibility of extending the car park and request that the Colts use volunteers to direct traffic back to the school for parking when Millfield's car park is full. (Prop Cllr A Wyte, 2nd Cllr E MacPherson) All in favour.

- (iii) To receive a verbal report on Parish Council surgery 9th January 2025. Nothing to report

- (iv) To approve request for use of village hall playing field for Sports Day Sunday 15th June 2025.

Resolved: That the request for use of village hall playing field for Sports Day Sunday 15th June 2025 be approved subject to receipt of all relevant paperwork be received by the Clerk. (Prop Cllr E MacPherson, 2nd Cllr C Pearce) All in favour.

- (v) To receive a verbal report on school visit 30th January 2025 by Cllr Whyte. Written report was tabled on the night. A meeting to be arranged with Phillip Hill, CCC representative to discuss the area.

157. Policy

To review and approve the following policy documents: -

- (i) Accessibility Statement
- (ii) Child protection policy

- (iii) Civic regalia policy
- (iv) Co-option policy
- (v) Cemetery regulations
- (vi) Statement on dogs accessing Parish Council facilities
- (vii) Unreasonable complainant behaviour.

Resolved: That the Accessibility Statement, Child Protection Policy, Civic Regalia Policy, Co-option Policy, Statement on dogs accessing Parish Council facilities and Unreasonable complainant behaviour be approved. (Prop Cllr E MacPherson, 2nd Cllr J Neish) All in favour.

Cllr D Jackson advised members that he purchased two plots in 2012 in good faith and at that time the cemetery was not closed to non-residents. Now due to personal circumstances do not reside in the village and with the proposed changes would directly affect him.

Resolved: That the Cemetery Regulations be brought back to a future meeting. (Prop Cllr A Whyte, 2nd Cllr N Dyne) 10 in favour, 2 abstentions.

158. Correspondence.

To receive correspondence and agree any actions:

- (i) To note the Fens Reservoir: Phase two consultation feedback summary.
Noted
- (ii) To consider email regarding Councils duty of care to residents over parking by delivery vehicles One Stop shop.
Resolved: That the Clerk write to advise that the PC are unable to do anything and that any further issues the resident should contact the Police or the Shop. (Prop C Pearce, 2nd Cllr J Neish) All in favour.
- (iii) To note the OVW meeting minutes and consider any involvement in the WOW (walk the Ouse valley way) project.
Noted
- (iv) To consider request for double depth cremation with one deceased being a non-resident of the Parish.
Resolved: That the request be deferred to be reviewed alongside the Cemetery Regulations review. (Prop Cllr N Dyne, 2nd Cllr E McNeill) 11 in favour, 1 abstention.

159. Items to report (for information only and not for resolution.

- Cllr S Mortlock reported that the cover is off on streetlight PC2a.
- Cllr E MacPherson advised that the streetlights in Priory Road are now working.
- Cllr D Jackson advised members that he had been contacted by a member of the Senior Football team stating that when they went into Millfield's on Saturday following the Colts the heater was left on in the disabled toilet and there was mud left on the changing room floor.
- Cllr N Dyne advised that 2 further Definitive Map Modification Orders (DMMO) have been submitted for footpaths at Conger Lane, Holywell. He further advised that the verge outside Thatch End is badly eroded and whether cones could be put out to protect the verge.
- The Clerk reported:
 1. Reported road markings on the bypass – have been informed this is on a 3-year rolling program but has no forecast on when these will be done.
 2. Zoom meeting with HDC regarding the National Planning Policy Framework (NPPF) and the 5-year land supply. If Councillors wish to log in contact the Clerk for details.
 3. MP Obese-Jecty has invited Parish Councils (one representative) to a roundtable meeting at Parliament to discuss issues they are facing on Monday 31st March 2025, 11am.
 4. Village Hall week 'Celebration and Thank you Event' for trustees and volunteers – 18 March 2025, 10am – 2pm at Cottenham Village Hall.

Being no further business the meeting closed 9.06pm

Chairman
Date