# MINUTES OF A MEETING OF HOLYWELL-CUM-NEEDINGWORTH PARISH COUNCIL HELD ON TUESDAY 4th MARCH 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 (from item 164)
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 was one member of the public present.

**160. Apologies.**

To receive and accept Apologies for Absence.

**None**

**161. 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 169.3 – Cllr A Whyte – Pecuniary – Chairmans Allowance payment

The Chairman asked Cllr R Fountain whether he will declare an interest in item 172 (ii) due to being a Village Hall Trustee and the Village Hall Trust receiving money raised from the Music Festival.

Cllr R Fountain declined declaring an interest stating that the Music Festival is being organised by a sub committee, and he has no direct association with it.

**162. Minutes.**

(i) To confirm the Minutes of the Meeting held on 4th February 2025.

**Resolved:** That the minutes of the meeting held on 4th February 2025 be signed as a true and correct record (Prop Cllr A Whyte, 2nd Cllr E McNeill) All in favour

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

Rev V Pimenta introduced himself to the Council and quoted Pslam 32 v. 6. This is a joyful village and a pleasure to live here saying he would like to work together with the Parish Council, local groups and other denominations to provide the best services to the village. Councillors are welcome to call into the vicarage at any time.

*Cllr S Mortlock arrived at 7.06pm*

**164. Public Forum.**

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

Time Allowed 10 minutes.

The footpath volunteer spoke detailing his understanding of his role which is to report obstructions on the footpaths. A written report has been sent to Council.

He has received feedback regarding the amount of mud on footpaths this winter which prevents access to footpaths – unsure what could be done.

Footpath 2 – reported 3 items – sign laying on it's side, fallen tree and section of footpath rutted due to being ploughed over.

The Council map is accurate with CCC Rights of Way digital map except for the change to Footpath 2 – this was rerouted.

The Clerk advised that CCC have confirmed the sign is scheduled for replacement.

**165. Policing**

165.1 Neighbourhood Policing Team – Any Issues and Concerns.

**None**

**166. District and County Councillor Reports.**

To receive verbal reports from district and county councillors.

County Councillor K Reynolds reported that he had a meeting with the new Highways Officer which covered:

- Church Street – fully aware of the urgency regarding drain covers but this will require a full road closure with a diversion through Harris Crescent.
- Chicken Farm – talked to business owner and 'mud on road' signs have been displayed.
- A1123 from Golf Club to roundabout will be resurfaced and relined.
- Wheatsheaf crossroad improvements have been held up due to probate. In the interim the area will be relined with a reduced speed limit put in place.

Cllr N Dyne queried whether the manhole cover at the back of Morrisons on Parsons Green is scheduled for repair.
County Councillor K Reynolds is not sure whether this has been reported or if it is an adopted road but will check.
Cllr J Neish advised that the temporary 30mph signs on Bluntisham Road have been removed and whether pressure could be put on David Wilson Homes to install the permanent 30mph signs. County Councillor K Reynolds will follow up with the officer.

District Councillor P Hodgson-Jones reported:

- HDC budget has been approved at £5 increase on a Band D property.

District Councillor J Neish advised members:

- a motion was put forward to give 1 hour free parking in HDC car parks but was declined.
- Green bin payments are due by 1st April if you are not paying by Direct Debit.
- Reorganisation of Councils – extra ordinary meeting on 19 March to review it.

**167. Committees.**

To note the following draft minutes.

(i) Planning & Finance 18th February 2025

**Noted**

(ii) Leisure Facilities 18th February 2025

**Noted**

**168. Clerk's Report.**

To receive written report.

Meeting Dates: –

Full Council – 1st April 2025

Committees – 18th March 2025 Environment, Planning & Finance, Consultation.

Items to report.

- Clerk attended T&P Council's briefing via zoom 13/2/25 6pm-7pm. Clerk does have a copy of the presentation if any member wishes to view.

Session covered the changes in the NPPF which have immediate effect and impact on planning applications going forward now that the District Council is in tilted balance.

- Community right to bid application submitted re One Stop shop 20/2/2025
- Machinery servicing booked 5th March 2025.
- Small bin electrical waste- HDC have emailed to say that they are awaiting the stickers and that the bins will be delivered by 14th March 2025.
- Questionnaire on village hall users has been delivered with the Villager and also posted online. Responses are being received, these will be summarised and reported to the next appropriate Council meeting.
- Replacement mooring sign ordered for Holywell Front to replace vandalised one.


- Chairman & Clerk met with representatives of CCC & Holywell school re plans for MUGA 24/2/25. Exchange of land to school to be undertaken. Volunteers to work on levelling the site. Planning application to be submitted to HDC. Fund raising continues.
- Internal audit – date set for 1st May 2025.

**169. Finance and Risk.**

169.1 To approve payments made within the Clerks delegated powers.

**Resolved:** That the payment to Cameo, Holywell Front sign totalling £54.00 be approved (Prop Cllr A Whyte, 2nd Cllr E MacPherson) All in favour.

169.2 To approve accounts for payment made for the period 5th February 2025- 4th March 2025

**Resolved:** That the accounts for payment made for the period 5th February 2025 – 4th March 2025 totalling £7884.72 be approved (Prop Cllr E MacPherson, 2nd Cllr M Williamson) All in favour.

*Cllr A Whyte left the meeting 7.25pm*

Cllr S Mortlock chaired the next item.

169.3 To approve accounts for payment to be made on 4th March 2025

**Resolved:** That the following payments: Function 28, Website fees, Invoice No. 16445 - £36.00, Chairman's Allowance, Final quarter - £75.00, ESPO, Hand towels & cloths, Inv. No. 7629659 - £32.52 and Black Pine, Tree surgery labour, INV-5189 - £510.00, Green Room Gardens, Invoice 2004 - £2488.80, KTS £94.89 totalling £3291.21 be approved. (Prop Cllr E MacPherson, 2nd Cllr M Williamson) All in favour.

*Cllr A Whyte returned to the meeting 7.26pm*

169.4 To note the budget report as at 24th February 2025.

**Noted**

169.5 To note the bank reconciliation as at 1st February 2025

**Noted**

169.6 To note the change in interest rates - Co-operative Bank effective 23rd April 2025.
**Noted**

169.7 To note report from Clerk regarding contractors' insurance.
**Noted**

169.8 To consider quotes for PAT testing office equipment and Millfield's.
**Resolved:** That the quote from Patstop at a cost of £75.00 for 30 items and £1 per additional item be approved (Prop Cllr E MacPherson, 2nd Cllr E McNeill) All in favour.

169.9 To ratify the decision of Leisure Facilities item 16 (ii) February 18th and agree purchase including postage.
**Resolved:** That the decision of Leisure Facilities item 16 (ii) February 18th to purchase bollards be approved subject to cost of bollards from Screwfix being less than £74.00 each with no postage cost. (Prop Cllr S Mortlock, 2nd Cllr J Neish) All in favour.

169.10 To consider quotes for electricity supplier Millfield's pavilion.
**Resolved:** That the quote form Scottish Power for 36 months be approved (Prop Cllr S Mortlock, 2nd Cllr E MacPherson) All in favour.

**170.Village Hall and car park.**

(i) To consider report on area cleared to rear of village hall and agree actions.
Members requested the Clerk to contact the resident's association to fix or replace the fence.

(ii) To consider options for creation of disabled car parking in hard surface car park Overcote Lane.
**Resolved:** That quotes be sought for the yellow lining of disabled bays be approved (Prop Cllr C Pearce, 2nd Cllr S Mortlock) All in favour.

**171. Planning.**

171.1 To consider the following application(s) received.

**(i)** Application ref: 25/00255/FUL The partial removal of the roof and dormer window to create a balcony at each of the existing dormers.
James Hall Parsons Green St Ives PE27 4AA.
**Resolved:** That the application be approved (Prop Cllr S Mortlock, 2nd Cllr G Norman) 11 in favour, 1 abstention.

171.2 To consider letter from CCC Planning officer and HDC planning officer comments regarding application 23/01002/OUT Proposed development of up to affordable 30 dwellings to include public open space, landscaping, access and associated works. Approval sought for Access to Overcote Lane only at this stage with Layout, Landscaping, Scale and Appearance as reserved matters and agree any comments.
**Resolved:** That the application be objected to on the basis of the proximity to the Water Treatment Centre and Chicken Farm, the development being out of the village envelope and also that the development was deemed not fit for market priced housing but is acceptable for affordable housing. (Prop Cllr E MacPherson, 2nd Cllr R Fountain) 11 in favour, 1 abstention.

171.3 To appoint a representative to attend DMC for application 23/01002/OUT (if required)
**Resolved:** That the Chairman attend DMC if required. (Prop Cllr E MacPherson, 2nd Cllr E McNeill) 11 in favour, 1 abstention.

171.4 To note the presentation slides from the HDC Housing Land Supply Update presentation.
**Noted.**

**172.Community engagement.**

(i) To receive a verbal update from working party re VE Day 2025.
Cllr E MacPherson reported that the next meeting is scheduled for 11th March and that all is going well.

The Chairman challenged Cllr R Fountain again regarding a declaration of interest in the following item. Cllr R Fountain reiterated his previous comments, objected to this request but left the room.

*Cllr R Fountain left the meeting 8.06pm*

(ii) To approve application and site plan for NFest 25.
**Resolved:** That Plan 1 is accepted, BBQ and hot food stalls are not sited on the grassed area but on the gravel area, clarity to be sought regarding music start and finish times and VHT to be advised that any damage caused to the field by cars driving on it must be repaired be approved (Prop Cllr E MacPherson, 2nd Cllr G Norman) All in favour.

*Cllr R Fountain returned to the meeting 8.26pm*

(iii) To approve the application and layout for sports day event June 15th, 2025.
Cllr R Fountain advised this event is not on behalf of the Village Hall and the contact address should be changed.
Cllr D Jackson declared an interest in this item – nonpecuniary – member of the Bowls Club

*Cllr D Jackson left the meeting 8.25pm*

**Resolved:** That the application and layout for sports day event 15th June 2025 be approved (Prop Cllr C Pearce, 2nd Cllr J Neish) All in favour.

*Cllr D Jackson returned to the meeting 8.26pm*

(iv) To consider applying for 20mph speed limit across Needingworth/Holywell village(s).
Members discussed the proposal for a village wide scheme may lack impact and felt that targeted areas of the village may be more appropriate.
**Resolved:** That a consultation is held with the village. To be sent out with the September edition of the Villager and be the focus of the Parish Council information stall at the Village Bazaar in preparation for the next round of funding in 2026 be approved (Prop Cllr E McNeill, 2nd Cllr E MacPherson) 9 in favour, 3 against.

**173. Policy.**

To review and approve the following policy documents: -

(i) Complaints procedure governing any breach of the code of conduct.
(ii) FOI Information Publication scheme.
(iii) Risk Management.
(iv) Smoke free policy.
(iv) Privacy notice.

Cllr N Dyne queried when the charges within the FOI Information Publication scheme were last reviewed.
**Resolved:** That the FOI Information Publication scheme be brought back to a future meeting (Prop Cllr E McNeill, 2nd Cllr A Whyte) All in favour.

**Resolved:** That the Complaints procedure governing any breach of the code of conduct, Risk Management, Smoke free policy and Privacy Notice be approved (Prop Cllr A Whyte, 2nd Cllr C Pearce) All in favour.

**174.Correspondence.**

To receive correspondence and agree **<u>any actions:</u>**

(i) To consider request form Hunts FA to hold finals competition at Millfield's and agree response

**Resolved:** That the request from Hunts FA to hold finals competition at Millfield's be declined (Prop Cllr C Pearce, 2nd Cllr D Jackson) 11 in favour, 1 abstention.

(ii) To note the update from the Local Highways officer dated 19th February 2025.
**Noted**

(iii) To note the report from the Parish footpaths officer dated 21st February 2025.
**Noted**

**175. Items to report (for information only and not for resolution.**

- Cllr G Norman raised the numerous scrap cars on property on Bluntisham Road. Cllr J Neish commented that this was under enforcement 2 years ago.
- Cllr R Fountain advised members that a repair to the Village Hall roof will be started on 10th March. Also, the Trust has approved a reduced size of solar installation that will be installed end April/ beginning of May.
  The Chairman advised Cllr R Fountain that the solar panels must be submitted as an agenda item to the Council for approval prior to installation.
- Clerk advised members of Teams meeting regarding local government reorganisation on 7th March @ 12.30pm or 10th March, 5.30pm. Any Councillor who wishes to attend to contact the Clerk for Teams link.

**176. To resolve to close the meeting to members of the public due to the confidential nature of the item to be discussed.**

**Resolved:** That the remainder of the meeting be closed to the public due to the confidential nature of the business to be discussed. (Prop Cllr A Whyte, 2nd Cllr M Williamson) All in favour.

*Meeting closed 8.45pm*

**177. To note staff holiday 2025**

*Meeting re opened 8.48pm*

No members of the public returned

Being no further business the meeting closed 8.49pm

Chairman
Date