MINUTES OF THE ANNUAL MEETING OF HOLYWELL-CUM-NEEDINGWORTH PARISH COUNCIL HELD ON TUESDAY 6th MAY 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 C Norman
Cllr G Norman
Cllr C Pearce

IN ATTENDANCE:
Miss J Bowd (Parish Clerk)
Mrs A Jackson (Assistant to the Parish Clerk)
County Councillor A Bulat

There were 5 members of the public present.

1. Election of Chairman.

1.1 To elect a Chairman for 2025/26

Resolved: That Cllr A Whyte be elected as Chairman for 2025/26 (Prop Cllr E McNeill, 2nd Cllr G Norman) All in favour.

1.2 To receive Chairman's Declaration of Acceptance of Office

Resolved: Acceptance of Office signed by Cllr A Whyte and the proper officer.

2. Apologies.

To receive and accept Apologies for Absence.

Cllr J Neish – Personal
District Councillor P Hodgson-Jones

3. Election of Vice Chairman.

3.1 To elect a Vice – Chairman for 2025/26

Resolved: That Cllr S Mortlock be elected as Vice Chairman for 2025/26 (Prop Cllr C Pearce, 2nd Cllr E MacPherson) All in favour.

4. Parish Council Committees.

4.1 To approve members of the Parish Council Committees 2025/26.

Cllr N Dyne asked to move from Leisure Facilities to Environment.

Cllr E McNeill requested to join the Consultation committee.

Cllr N Dyne & Cllr D Jackson requested join the HR committee.

Resolved: That members for Parish Council Committees 2025/26 be as appendix A. (Prop Cllr D Jackson, 2nd Cllr E McNeill) All in favour.

5. Parish Council Representatives on Outside Bodies.

5.1 To nominate Parish Council Representatives to outside bodies for 2025/26

Resolved: That Parish Council Representatives to outside bodies 2025/26 be as appendix B. (Prop Cllr C Pearce, 2nd Cllr E MacPherson) All in favour.

6. 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.

Cllr C Pearce item 13.4 non-pecuniary – has a container at the site

Cllr D Jackson item 13.4 non-pecuniary – has a container at the site

Cllr R Fountain item 12.5 non -pecuniary – VHT trustee.

7. Minutes.

(i) To confirm the Minutes of the Meeting held on 1st April 2025.

Resolved: That the minutes of the Meeting held on 1st April 2025 be signed by the Chairman as being a true and correct record. (Prop Cllr A Whyte, 2nd Cllr C Pearce) 9 in favour, 1 abstention.

8. Public Forum.

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

Time Allowed 10 minutes.

A resident spoke on the Lodel Farm development. Having watched HDC Development Management Committee (DMC) give the go ahead, 8 in favour, 2 against, for outline permission for 30 affordable homes stated that in his opinion DMC have failed in their duty by passing the development prior to obtaining a proper environmental assessment on the new poultry farm. He proposed that the Council should consider taking legal advice regarding Judicial Review and investigating the probability of a successful review.

A second resident spoke in support of the self-store application stating that it is an affordable service for residents and local people.

9. District and County Councillor Reports.

To receive verbal reports from district and county councillors.

County Cllr A Bulat introduced herself, with a background of her experience as a County Councillor, to members. She advised members that Liberal Democrats hold the majority on CCC and as a Labour Councillor she will be in opposition.

Cllr S Mortlock advised there are outstanding issues that have been put on hold due to the election and queried whether she could email County Cllr Bulat to follow up on these.

Cllr E McNeill challenged the support Council could expect regarding planning issues due to tilted balance and Labour's stance on planning.
County Cllr A Bulat advised she would look at each case individually and confirmed she is here to represent the concerns of residents.

The Clerk passed on District Councillor J Neish's congratulations on County Cllr A Bulat's election to CCC.

The Clerk read out an email from ex County Cllr K Reynolds passing on his best wishes to all.
Resolved: That the Clerk write to ex County Cllr K Reynolds thanking him for all his support over his years as County Councillor. (Prop Cllr E McNeill, 2nd Cllr C Pearce) All in favour.

10. Committees.

To note the following draft minutes.

(i) Leisure Facilities 15th April 2025.
Noted

(ii) Planning & Finance 15th April 2025.
Noted

11. Clerk's Report.

To receive written report.

6th May 2025

Meeting Dates: –

3rd June Full Council –2025

Committees – 20th May 2025 Environment, Planning & Finance, Consultation.

Items to report.

- Potential leak at sewage works reported to AWA (reference number **27326528**). Confirmation received that the site has been visited, and matter resolved.
- Traffic issues at Morrisons with cars turning right and also vehicles going the wrong side of the island to access MacDonalds: Matter raised with Highways officer – advised these are both matters for the Police. Without specific details I cannot report so if you do witness either please advise Clerk, date, time and if possible registration of the vehicle.
- Tree hit by delivery lorry 10/4/25 Holywell Front. Road blocked for 45 minutes whilst resident cleared it to the side of the road.
  Company contacted 10/4/2025 as yet no reply (15/4/25)
- Falklands Walk. 15/4/25
  CCC acknowledge receipt of 3rd valuation. Officer trying to finalise internal approval.
- AWS Fens Res Upcoming NI Survey: planned botanical survey due to take place between 29.04-01.05 and 07.05-08.05 at title CB200698.
- 28/4/25 VHT advise that Villager has a "shortfall in commercial revenues" Clerk has written in response to advise that the PC are not aware of this matter but that it will be taken to Council if a request for assistance is received.

12. Finance and Risk.

12.1 To approve accounts for payment to be made on Thursday 8th May 2025.
Resolved: That the following payments: Function 28, Monthly website fees, Invoice No. 17077 - £36.00, Playsafety – ROSPA report £158.40 totalling £289.29 be approved. (Prop Cllr A Whyte, 2nd Cllr E McNeill) All in favour.

12.2. To approve accounts for Payment made for the period 1st April 2025 – 6th May 2025.
Resolved: That the accounts for payment made for the period 1st April 2025 – 6th May 2025 totalling £19781.32 be approved (Prop Cllr D Jackson, 2nd Cllr E MacPherson) All in favour.

12.3 To note the budget report as at 28th April 2025.
Noted

12.4 To note the bank reconciliation as at 31st March 2025 and 29th April 2025.
Noted.

12.5 To review the landlord reinspection report of the village hall and agree next actions.
Cllr R Fountain advised that he is responsible for village hall maintenance and would be pleased to answer any questions.

Cllr R Fountain left the meeting 7.34pm

Members discussed the report and felt that there were still works to be completed specifically the décor of the main hall, and the storage cupboard at the end of the pavilion. As there was uncertainty over the PAT testing clarification would also be required.
It was noted that the Trustees are volunteers but that the management of the facility was a concern.
Resolved: That the Clerk write expressing thanks for the works completed to date but pointing out the matters that still need addressing by 1st September 2025 and that from now onwards there will be an annual inspection. (Prop Cllr G Norman, 2nd Cllr N Dyne) All in favour.

Cllr R Fountain returns 7.47pm

12.6 To receive minutes and budget of VE Day 80 meeting 23rd April and approve payments.
Cllr MacPherson spoke to advise that plans were going well and that she looked forward to seeing Councillors at the event.
Payments of £61.23 and £15.00 required approval.
Resolved: That £76.23 for banners and pinnies be approved. (Prop Cllr MacPherson, 2nd Cllr McNeill) All in favour.

12.7 To note Function 28 is now a trading name of Core Synergy Ltd.
Noted

12.8 To consider purchase of replacement ride on mower.
Clerk provided a report and groundsmen's comments following visit to view the Stiga and Al-Ko. Chairman read out findings of a google search comparing John Deere and Stiga.
Resolved: That Stiga is purchased subject to the trial of a machine and the groundsmen being happy with the product. (Prop Cllr R Fountain, 2nd Cllr E McNeill) All in favour.

12.9 To note the email from CCC regarding the purchase of land Mill Way Needingworth and to agree purchase price, appoint solicitor and approve heads of terms.
Resolved: That the purchase of land Mill Way Needingworth at a cost of £4792.50 to be funded from CIL be approved. (Prop Cllr C Pearce, 2nd Cllr E MacPherson) All in favour.
The Chairman requested three quotes for the solicitor and for the item to be brought back to a future meeting.
Noted

12.10 To approve the transfer of £50,000 from Co-op current account to co-op reserve account.
Resolved: That the transfer of £50,000 from Co-op current account to Co-op reserve account be approved. (Prop Cllr E MacPherson, 2nd Cllr E McNeill) All in favour.

13. Planning.

13.1 To note the following applications that have been received:

(i) Application ref: 25/00667/FUL Demolition of agricultural barn and erection of self-build dwelling including relocation of vehicular access.
Land North West Of The Pastures Conger Lane Holywell.
Clerk explained this was a new application with slight changes to the dimensions which were clarified.
Cllr E McNeill felt that this was development creep.
Cllr R Fountain considered that there was little change from the original application that was rejected.
Resolved: That the application be approved (Prop Cllr E MacPherson, 2nd Cllr S Mortlock) 8 in favour, 2 against.

(ii) Application ref: **25/00744/CLED** Enterprise House, adjacent to The Laburnhams, has been used by Pro Care UK as a commercial office (Class E) for in excess of 10 years.
Enterprise House Bluntisham Road Needingworth St Ives PE27 4TA.
Members were unaware that this was an office having assumed it was part of the house.
Resolved: That the application be approved (Prop Cllr E MacPherson ,2nd Cllr C Norman) All in favour.

(iii) Application ref: **25/00654/FUL** Change of use of shepherds hut (currently ancillary use) for use as Airbnb/short term holiday accommodation in connection with the main dwelling
Wild Croft Holywell Front Holywell St Ives PE27 4TG
Resolved: That the application be approved with a condition that parking must be off road within the boundary of the house. (Prop Cllr E MacPherson, 2nd Cllr N Dyne) 9 in favour, 1 abstension.

13.2 To note the following applications that have been approved:

(i) Application ref :25/00255/FULThe 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
Noted

(ii) Application ref: 25/00241/HHFUL Repair/replace a road frontage low brick wall with access steps to the above property (part retrospective)
Goodyers Farm Holywell Front Holywell St Ives PE27 4TG.
Noted

13.3 To note the planning appeal re application 24/00594/ful and consider Councils comments in line with letter dated 11th April 2025.
Noted no further comments to be made.

Cllrs Jackson and Pearce leave the meeting 8.22pm

13.4 To consider further information and any comments re application ref. 25/00069/FUL.
Change of use to self-storage yard (Use Class B8)
The Barn Overcote Lane Needingworth St Ives PE27 4TN.
Cllr McNeill expressed concerns over the operating hours and the number of vehicles.
Clerk advised of visit explaining vehicles parked assuming they were connected with the 5 businesses operating from the site.
Also, a boat, caravan and large pile of garden debris.
As representatives of the development were in attendance Chairman permitted responses to the queries raised:

- Entrance remains unchanged but meets highways requirements.
- Cars are for the 9 businesses operating from the site. And the offices in the barn.
- Caravan has been occupied for many years, and a certificate of legal development will be sought.

Resolved: That the application be accepted (Prop Cllr E MacPherson, 2nd Cllr G Norman) 6 in favour, 2 against.

Cllrs Jackson and Pearce return 8.32pm.

14. Community Engagement.

14.1 To consider the comments from Parish Council surgery 10th April 2025.
Noted

14.2 To consider offer of working with Community payback service.
Cllr MacPherson spoke in support advising that the service has been used previously.
Resolved: That the Clerk arrange for the co-ordinator to attend a site visit to discuss possible works and schedule. (Prop Cllr E MacPherson, 2nd Cllr E McNeill) All in favour.

15. Policy.

To review and approve the following documents: -

(i) Parish Council structure.
Resolved: That the policy be approved (Prop Cllr A Whyte, 2nd Cllr E MacPherson) All in favour.

(iii) Standing orders.
Resolved; That with the amendments as shown the policy be approved (Prop Cllr A Whyte, 2nd Cllr E MacPherson) All in favour.

(iii) Financial regulations.
Resolved; That the policy be approved (Prop Cllr A Whyte, 2nd Cllr E MacPherson) All in favour.

16. Correspondence.

To receive correspondence and agree any actions: -

(i) To note the email regarding the funding for the school MUGA project.
Noted

(ii) To consider the correspondence from Houghton & Wyton PC including CPRE Campaign.
Resolved: That the Clerk write to the MP expressing Councils concerns relating to planned development and the lack of infrastructure. (Prop Cllr A Whyte, 2nd Cllr E MacPherson) All in favour.

(iii) To consider email from resident regarding HDC and planning application Lodel Farm
Resident spoke in public forum.
Noted.

(iv) To consider Offer of Public Open Space - land off Bluntisham Road, Needingworth

Clerk confirmed that she had received no reply to her request for further information.
Resolved: That the request be declined due to lack of information. (Prop Cllr MacPherhson, 2nd Cllr Whyte) All in favour.

(v) To consider request from 1st Needingworth Scout Group - Kayaking Evenings at Holywell
Resolved: That the request be approved. (Prop Cllr A Whyte , 2nd Cllr E MacPherson) All in favour.

(vi) To note letter from VHT regarding solar panels dated 22nd April 2025.
Noted

(vii) To note letter from VHT regarding "extension" dated 22nd April 2025.
Noted

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

- Cllr Mortlock reported that the footpath between Overcote Lane and Chapel Close remains unfit especially in the dark.
  She further reported on an incident at Holywell Church and asked the Clerk if the AED had been used. The Clerk advised that no report had been received from the Circuit.
- Cllr MacPherson reiterated her opinion that the Council should write to ex County Cllr Reynolds thanking him for his work within the Parish during his time on the County Council.
  She asked the Clerk when the results of the village survey relating the hall extension would be ready. The Clerk advised that this would be on the June agenda.
- Cllr D Jackson reported poles on either side of the entrance to the sewage works Overcote Lane. Clerk read out an email received advising of the works which should be completed within 2 months.
- Cllr E McNeill reported a tree in Engineers wood that requires attention.
- Cllr R Fountain reported the hedge along Ashton Close and Lodel Lane that is overgrown. Chairman advised this was the responsibility of the developer who retained ownership.
- Clerk reported the following:

1. The latest round of consultation on the call for sites will be going to Consultation on 20th May, if any member not on the committee wishes to attend, please let the Clerk know.
2. A resident has asked if a public open meeting will be held regarding the call for sites.
3. A resident has offered to place letters on vehicles that continue to park on the common land Holywell Front
4. Party at the village hall Sunday evening has caused damage to the tennis court car park, plants in the planter, excessive litter (2 hours cleaning by Parish Council staff). Clerk to write to VHT.
5. Needingworth Colts have a new treasurer who is meeting the Clerk on 7th May 2025.
6. Needingworth Colts have end of season award ceremony at village hall at end of month and will be using the field. 2pm-6pm 200 adults/140 children.

Being no further business the meeting closed 8.58 pm

Chairman
Date

APPENDIX A

Leisure Facilities (5 + 2)		Environment (6 + 2)	
Chairman – Andrew Whyte (ex-officio)		Chairman – Andrew Whyte (ex-officio)	
Vice chairman – Sarah Mortlock (ex-officio)		Vice chairman – Sarah Mortlock (ex-officio)	
Roy Fountain		Nick Dyne	
Eda MacPherson		Deke Jackson	
Jon Neish		Elinor McNeill	
Colin Pearce		Coral Norman	
Vacancy		Geoff Norman	
		Vacancy	
Planning & Finance (Core of 7 + 2)		Consultation (5 + 2)	
Chairman – Andrew Whyte (ex-officio)		Chairman – Andrew Whyte (ex-officio)	
Vice chairman – Sarah Mortlock (ex-officio)		Vice chairman – Sarah Mortlock (ex-officio)	
Roy Fountain		Nick Dyne	
Eda MacPherson		Roy Fountain	
Elinor McNeill		Deke Jackson	
Coral Norman		Elinor McNeill	
Geoff Norman		Jon Neish	
Colin Pearce			
Nick Dyne			
All Councillors may attend this committee			
G & D (For Panels 3 selected from:		Appeals (For Panels 3 selected from:	
Deke Jackson		Roy Fountain	
Eda MacPherson		Colin Pearce	
Elinor McNeill		Jon Neish	
Andrew Whyte as Chair		Sarah Mortlock as Vice-Chair	
HR (5 + 2)		Relief in Need (Share of 3)	
Chairman – Andrew Whyte (ex-officio)		Eda MacPherson as Village Rep	
Vice chairman – Sarah Mortlock (ex-officio)		Sarah Mortlock as Vice-Chair	
Nick Dyne		Andrew Whyte as Chair	
Deke Jackson			
Eda MacPherson			
Jon Neish			
Colin Pearce			

APPENDIX B

The representatives on outside bodies for 2025/26 be as follows:-

Bluntisham Internal Drainage Board – Vacancy
CAPALC – vacancy
Quarry Liaison Committee – vacancy
Relief in Need Charity – Chairman, Vice Chairman, Cllr E MacPherson
Rights of Way – Mr R Consoli
Road Infrastructure – Cllr J Neish
School Governor- vacancy
St Ives Road Safety Committee – Cllr D Jackson
Tree Warden – Cllr A Whyte
Parochial Church Council – Cllr E McNeill