

**MINUTES OF A MEETING OF HOLYWELL-CUM-NEEDINGWORTH PARISH COUNCIL HELD ON
TUESDAY 1st JULY 2025 AT 7.00PM AT MILLFIELDS PAVILION**

PRESENT:

Cllr A Whyte (Chairman)
Cllr R Fountain
Cllr D Jackson
Cllr E MacPherson
Cllr E McNeill
Cllr J Neish
Cllr C Norman
Cllr G Norman
Cllr C Pearce

IN ATTENDANCE:

Miss J Bowd (Parish Clerk)
Mrs A Jackson (Assistant to the Parish Clerk)
CCC A Bulat 7.25 pm onwards.
There were no members of the public present.

34. Apologies.

To receive and accept Apologies for Absence.
Cllr S Mortlock – personal

35. 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.

None.

36. Minutes.

(i) To confirm the Minutes of the Meeting held on 3rd June 2025.

Resolved: That the minutes be signed as a true and correct record. (Prop Cllr A Whyte, 2nd Cllr E McNeill) 7 in favour, 2 Abstentions.

37. Public Forum.

To allow any member of the public to address the council on matters on the agenda.
Time Allowed 10 minutes.

None

38. Policing

38.1 Neighbourhood Policing Team – Any Issues and Concerns.

Clerk advised she had met with PC Caruana at the recent Parish Forum and asked if members wanted another “coffee with a cop” session organising. Members felt this would be a good idea after school holidays and asked the Clerk to arrange.

39. District and County Councillor Reports.

To receive verbal reports from district and county councillors.

District Councillor J Neish advised District Council are currently discussing:

- Local Government Reorganisation including Unitary Authorities
- Food waste

Item taken out of order at 7.25pm

CCC Cllr A Bulat provided a written report.

Cllr A Bulat spoke to convey the importance of the change to unitary authority and asked that members forward any views to her.

She asked that specific highways queries be passed onto her, to which Cllr J Neish reminded Cllr A Bulat that there remain issues with the road safety audit on Bluntisham Road and that he would continue to work with her to get these resolved.

Cllr J Neish also spoke about the bus stop on Bluntisham Road. The Clerk advised that CCC had been in touch re the s106 monies and was trying to find out if these funds can be otherwise allocated within the Parish since members had resolved not to install a bus shelter. Clerk was asked to forward the email received to Cllr A Bulat.

40. Committees.

To note the following draft minutes.

- (i) Leisure Facilities 17th June 2025.

Noted

- (ii) Planning & Finance 17th June 2025.

Noted

41. Clerk's Report.

To receive written report.

Meeting Dates: –

Full Council – 5th August 2025 (if required)

Committees – 15th July 2025 Environment, Planning & Finance, Consultation.

Items to report.

- Clerk and Assistant attended HDC Town & Parish Forum 19th June 2025. Primarily sessions were on the move to a unitary authority, no real answers were given as nobody as yet has the answers.
- CCC cut verges 23/6/25. Query raised over area cut as work Overcote Lane stopped at 30mph signs.
- Fire safety checks completed for Millfield's 20th June 2025. New fire extinguishers will be required in September 2025.
- Change of signature mandates submitted to Cambridge Building Society and Co-Operative Bank following resignation of Cllr Williamson.
- Hedge, Ashton Close reported to CCC. Response as follows:
Thank you for contacting Cambridgeshire County Council.

The issue you raised with us is the responsibility of the landowner. Unfortunately, we do not have records of who is responsible for this location, and we are therefore unable to take any action.

Your report details:

Reference: 00511399

Date reported: 18/06/2025

Fault type: Overhanging trees/hedges

Address: ASHTON CLOSE,

Location: Boundary of Lodel Lane/Ashton Close Needingworth

Description of fault: Hedge now overgrows footpath and road.

- 22/6/25 Overcote Chicken Farm has now been handed back from the contractors to the farm manager. Clerk has been provided with contact details.
- Letter sent to MP 22/5/25 re planning concerns. No reply as at 25/6/25

Repair to Spacenet surface completed 18-19th June 2025. Await invoice. Clerk discussed at length with workmen and took pictures of problems. Sample pieces of the matting were retained.



Members received a verbal update from the Clerk on the issues found during the repair. It was agreed that the Clerk write to Sovereign advising of the findings and cost and request reimbursement.

Cllr D Jackson commented that he was disappointed to see that the hedge outside of the chicken farm Overcote Lane has been removed. Cllr J Neish agreed to look at the planning decision notice.

42. Finance and Risk.

- 42.1 To approve accounts for payment to be made on Thursday 3rd July 2025.

Resolved: That the following payments OLP – Spacenet repairs £8234.88, Aitkens – gallup herbicide £78.00, Core synergy website hosting £36.00 and B Mutter tree works £420.00, totalling £8768.88 be approved. The transfer of funds between the co-op deposit and current account of £10,000 was also noted under Clerks delegated powers. (Prop Cllr A Whyte, 2nd Cllr E McNeill) All in favour.

- 42.2 To approve accounts for Payment made for the period 4th June 2025.- 1st July 2025

Resolved: That the accounts for payment made for the period 4th June 2025 – 1st July 2025 totalling £21089.47 be approved (Prop Cllr C Pearce, 2nd Cllr G Norman) All in favour.

- 42.3 To note the budget report as at 24th June 2025.

Noted.

- 42.4 To note the bank reconciliation as 24th June 2025.

Noted.

- 42.5 To appoint a solicitor for the Parish Council acquisition of the Falklands Walk and Engineers Wood.

Resolved: That Copley solicitors be appointed. Clerk to advise CCC accordingly. (Prop Cllr E MacPherson, 2nd Cllr E McNeill) All in favour.

- 42.6 To review the Risk Assessment for 2025/26.

The report was reviewed and approved.

Resolved: That the report be accepted (Prop Cllr E MacPherson 2nd Cllr G Norman) All in favour.

- 42.7 To approve the purchase of 8 sections of speed ramp- Millfield's.

Resolved: That the ramps be ordered. (Prop Cllr E McNeill 2nd Cllr J Neish) All in favour.

43. Planning.

- 43.1 To consider the following applications that have been **Received:**

- (i) Application ref:25/01077/HHFUL Conversion and extension of study to form an attached annexe

Blyth House Holywell Front Holywell St Ives PE27 4TQ

Resolved: That the application be approved (Prop Cllr E McPherson 2nd Cllr R Fountain) 7 in favour, 2 Abstentions.

- 43.2 To note the following applications that have been **approved:**

- (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.

Noted

- 43.3 To note the following applications that have been **refused:**

- (i) Application ref: 24/01292/FUL Retrospective planning to regularise use of the site for breeding and distribution of Japan Koi Carp with ancillary retail of fish related products, including retention of side extension and existing hardstanding, in addition to removal of existing containers and ancillary structures.

Cottage Farm Lowndes Drove Needingworth St Ives PE27 4NE

Noted

43.4 To note decision of HDC Environmental Health re Permit application Needingworth Quarry.

Noted

44. Community Engagement.

44.1 To approve text for annual report 24/25 and award contract for printing.

Cllr E MacPherson pointed out 2 typos which will be corrected.

Cllr A Whyte queried dates on the photographs which will be amended to 2024/25

A Copy of the current list of Councillors and contact details was tabled and it was agreed that these should be used in the report.

Resolved: That with the above amendments the report be approved and that Just Digital be awarded the printing contract at a cost of £279.00 (Prop Cllr D Jackson, 2nd Cllr C Pearce) All in favour.

44.2 To consider overhaul of planters outside of village hall and agree a budget.

Resolved: That the overhaul of planters outside of village hall be approved with a budget set of up to £500.00 (Prop Cllr J Neish, 2nd Cllr C Pearce) All in favour.

44.3 To note the comments from PC Surgery 12th June 2025.

Noted.

44.4 To consider and agree actions on report on Nissan Hut.

The report was noted.

Resolved: That the Clerk arrange for the scrap man to collect as much as possible for disposal (Prop Cllr J Neish, 2nd Cllr G Norman) All in favour.

45. Consultation.

To review the following documents: -

(i) Consultation on change to unitary authority.

Cllr A Whyte asked that the details and the questionnaire be put out to the general public. Clerk to obtain paper copies for collection if required and to place onto Facebook.

Councillors to complete individual forms and return to Parish office by 16th July 2025.

Cllr J Neish spoke to say that ultimately Government will decide on the new boundary. The Mayoral authority will remain. Both Peterborough and Cambridge councils are in debt so either way HDC residents will have to pick that debt up under the reorganisation.

(ii) Public rights of way hierarchy engagement.

Cllr A Whyte spoke to say that in his opinion all of the footpaths are important. They are well used, and they should all be maintained.

Cllr J Neish queried route of FP 11 and the Clerk advised that FP 2 was incorrectly shown following its diversion.

Holywell-cum-Needingworth is a rural Parish, and all of the footpaths provide countryside access to residents as an important part of the village(s)

46. Village Hall.

46.1 To note minutes of Village Hall Trust Management committee dated 17th April and 19th May 2025.

Noted.

46.2 To receive a report on plans for NFest 25 to be held 5&6th July 2025.

Cllr D Jackson asked if the organisers can actually stop people bringing alcohol onto the field as it is a public open space.

Cllr J Neish stated that historically a battery backup lighting was available in the marquee in the event of power cut. This is not mentioned in the risk assessment.

Cllr E MacPherson wished the organisers all the best for the event.

47. Correspondence.

To receive correspondence and agree **any actions:**

- (i) To consider request from resident to relocate lamp post within his property boundary. Clerk provided a report and email thread. Members felt that the post was not owned by the Parish Council and therefore Council would not be moving it.
Resolved: That the Clerk write to the resident advising them that the Council will not be pursuing this matter and that they need to contact UKPN (Prop Cllr A Whyte, 2nd Cllr C Pearce) All in favour.
- (ii) To Consider email from resident regarding difficulty accessing the Ouse Valley Way. Councillors felt that as a rural Parish there is an expectation that cows will be grazing,
Resolved: That the Clerk reply advising that the Parish Council will not be taking any action in this matter (Prop Cllr A Whyte, 2nd Cllr G Norman) All in favour.
- (iii) To consider email from CCC requesting food waste volunteers.
It was suggested that this is included in the Villager and put out on Facebook.
- (iv) To note the WOW event on 20th July 2025 and consider request for use of common land for Ferry crossings.
Cllr E McNeill felt it was a great initiative.
Resolved; That the Council support the event but ask that vehicles are not parked on the Front. (Prop Cllr E McNeill, 2nd Cllr C Norman) All in favour.
- (v) To consider request from Classic Car Club to park Holywell Front when holding monthly meetings.
As common land parking is prohibited hence signs as such it was felt that the Parish Council does not have rights to permit parking.
Resolved: That the Clerk write to the club advising that, reluctantly, Council cannot give permission. (Prop Cllr J Neish, 2nd Cllr E McNeill) All in favour.
- (vi) To consider request for ashes interment into a burial plot Mill Way cemetery.
Resolved: That the request be approved and that the regulations are not changed at present. All cases not covered by the regulations to be taken to Council. (Prop Cllr E McNeill, 2nd Cllr J Neish) All in favour.
- (vii) To consider the consultation leaflet re planning application Needingworth Quarry June 2025.
Resolved: That Council has no objection but will await the formal application. (Prop Cllr E MacPherson, 2nd Cllr C Norman) All in favour.

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

- Cllr C Pearce expressed concerns that, having witnessed AWA vehicles travelling at high speeds along Overcote Lane, narrowly missing a jogger, that an accident is imminent. Clerk to raise with AWA.
- Clerk reported that the footpath officer has advised that the sign at the bottom of Pound Hill has been replaced.
Clerk also reported on an email from the Churchwardens advising that the war graves commission had visited St Johns and passed comment on the well-kept grounds. Clerk will pass on thanks to the groundsmen.

Being no further business the meeting closed 8.15 pm

Chairman
Date