

**MINUTES OF A MEETING OF HOLYWELL-CUM-NEEDINGWORTH PARISH COUNCIL HELD ON
TUESDAY 2nd DECEMBER 2025 AT 7.00PM AT MILLFIELDS PAVILION**

PRESENT:

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

IN ATTENDANCE:

Miss J Bowd (Parish Clerk)
Mrs A Jackson (Assistant to the Parish Clerk)
CCC Cllr A Bulat
Mr J Hudson, CCC Highways Officer
There were no members of the public present.

122. Apologies.

To receive and accept Apologies for Absence.

Cllr E McNeill – personal

Cllr G Norman - personal

123. 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 131.2 Cllr A Whyte – Pecuniary – Chairman's Allowance

Item 131.3 Cllr D Jackson – Pecuniary – Wife a member of staff

Item 131.3 Cllr C Pearce – Pecuniary – Wife a member of staff

Item 131.7 Cllr S Mortlock – Non-Pecuniary – Requested the work to the trees

Item 137 Cllr R Fountain – Non-Pecuniary – Village Hall Trustee

124. Minutes.

To confirm the Minutes of the Meeting held on 25th November 2025.

Members asked for the following amendments:

119.3 Cllr J Neish spoke stating that no increase *would be* welcome...

Review of CIL reserves and spending requested.

Resolved: That with the above amendments the minutes of the Meeting held on 25th November 2025 be signed as a true and correct record (Prop Cllr C Pearce, 2nd Cllr E MacPherson) 9 in favour, 1 abstention.

125. To receive a report from CCC Highways officer regarding upcoming closure A1123 phase2: Including installation of toucan crossing.

CCC Highways Officer reported:

- Phase 1 – solar lights and repairs to the footpath has been completed.
- Phase 2 to start early 2026, no later than the first week of February. A1123 between Morrisons roundabout and BP roundabout - Work to be carried out: install a toucan crossing, drainage survey, drainage repairs, vegetation clearance, resurfacing, white lines and a new speed limit. Morrisons roundabout will remain open. There will be 4-6 weeks of overnight closures 8pm – 6am, which will be phased 8pm – 12am one lane closed & lane out of St Ives will remain open. 12am – 6am – full road closure. Official diversion will be via A1307. Presentation will be sent to the Clerk.

Cllr J Neish queried why the footpath was not repaired with the red tarmac and why there were no improvements made to the 'no right turn' out of Morrisons.
 Mr Hudson advised that the red was very expensive and is no longer available. Morrisons 'no right turn' was not included in the planned works.
 Cllr C Pearce asked why the footpath between Needingworth roundabout, and the village was not included as this is the darkest part of the footpath. Also what impact will the toucan crossing have on the traffic in that area.
 Mr Hudson is not aware why the footpath between the roundabout and the village was not included but it may be considered in the future. He considers the toucan crossing will have minimal impact on the traffic due to someone has to press the button to cross but the improvement in safety outweighs the potential delay.
 There will be a press release in the next 2 weeks.

126. Public Forum.

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

Time Allowed 10 minutes.

None

127. Policing

127.1 Neighbourhood Policing Team – Any Issues and Concerns.

None

128. District and County Councillor Reports.

To receive verbal reports from district and county councillors.

CCC Cllr A Bulat provided a written report. CCC A Bulat further reported:

- Bus way – increased journey times due to the reduction in speed whilst the work is completed. There is a time frame for works when each section will be done and there will be up to 2 years of delays.
- LGR – HDC put forward Option E.
- Local Highways Improvement Bid – would encourage the Council to put in an application.
- A141 improvements – have sent a joint letter to oppose the bus gates and to pause and rethink the improvements using more up-to-date traffic information.

District Councillor J Neish reported:

- LGR – Option E was supported at the cabinet meeting.
- Civil Parking Enforcement (CPE) – CCC are still responsible for some areas, the Police are responsible for dangerous and obstructive parking including disabled parking. The penalties are set nationally.
- Planning enforcement: Sunrise Meadows – 27/8/25 a breach of conditions was served, they have 6 months to comply. The agreed number of caravans on the site is 11 and currently circa 70 in situ.

Cllr E MacPherson queried whether there will be free parking in HDC car parks over the Christmas period – HDC J Neish advised there will not be.

Cllr S Mortlock queried how much profit HDC has received from the CPE.

HDC J Neish advised that it had cost over £1m to set it up and it will be up to 9 years before any profit is made.

129 Committees.

129.1 To note the following draft minutes:

- (i) Environment 18th November 2025.
Noted
- (ii) Planning & Finance 18th November 2025.
Noted
- (iii) Consultation 18th November 2025.
Noted

130. Clerk's Report.

To receive written report.

Meeting Dates: –

Full Council – 6th January 2026

Committees – 20th January 2026 Environment, Planning & Finance, Consultation.

Items to report.

- Office will close on Friday 19th December and re-open Wednesday 31st December 2025.
- Elections May 2026
Notice of Election will be published on Monday, 30 March 2026.
Notices will be supplied to you for display in your town/Parish.
Deadline for submission of nomination forms is 4pm on Thursday, 9 April 2026.
Nomination forms will be supplied to you via email.
Polling day is 7am – 10pm on Thursday, 7 May 2026.
- HDC revised waste collection dates for Christmas/New Year attached.
- Christmas Bazaar Saturday 6th December 2025 12 noon – 4pm. Volunteers required to man Parish Council stall. Please contact the Parish Clerk.

Christmas bazaar volunteers: Cllr E MacPherson for set up, Cllr S Mortlock, 3pm – 4pm, Cllr J Neish & Cllr R Fountain.

131. Finance and Risk.

- 131.1 To approve payments made within Clerk delegated powers for period 5th November 2025 – 2nd December 2025

Resolved: That the following payments made within Clerk delegated powers: £50 transfer to garden plot deposits – new tenant plot 12a be approved. (Prop Cllr E MacPherson, 2nd Cllr S Martin) All in favour.

Cllr A Whyte left the meeting 7.35pm

Cllr S Mortlock chaired item 131.2

- 131.2 To approve accounts for payment on 4th December 2025 and 16th December 2025.

Resolved: That the following payments: Mr A Whyte, Chairman's Allowance – 3rd quarter - £75.00, Online Playgrounds, Zip wire annual check - £673.44, Cambridge Building Society, funds to abide within minimum balance (by cheque) - £530.00 - (item 121.12), Green Room Gardens, Xmas tree, Inv. No. 2064 - £460.00, Core Synergy, Website fees, Inv. No. 18126 - £36.00, ESPO, A4 paper, A4 blue paper & laminating pouches, Inv. No. 7912484 - £89.64 and Green Room Gardens, Clear back of VH & install gates, Inv. No. 2063 - £5803.68 totalling £7667.76 be approved. (Prop Cllr E MacPherson, 2nd Cllr S Martin) All in favour.

Cllr A Whyte returned to the meeting 7.37pm

Cllr D Jackson and Cllr C Pearce left the meeting 7.37pm

- 131.3 To approve salaries & PAYE for payment on 19th December 2025.

Resolved: That salaries for December totalling £5654.30 be approved. (Prop Cllr E MacPherson, 2nd Cllr J Neish) All in favour

Cllr D Jackson and Cllr C Pearce returned to the meeting 7.38pm

- 131.4 To approve accounts for Payment made for the period 5th November 2025 – 2nd December 2025

Resolved: That the accounts for payment made for the period 5th November 2025 – 2nd December 2025 totalling £51,815.78 be approved (Prop Cllr J Neish, 2nd Cllr C Pearce) All in favour

- 131.5 To note the budget report as at 25th November 2025.

Noted

- 131.6 To note the bank reconciliation as 30th October 2025.

Noted

Cllr S Mortlock left the meeting 7.40pm

- 131.7 To consider quotes for the removal of 3 Silver Birch trees Falklands Walk
Resolved: That the quote from Green Room Gardens totalling £180 ex VAT be accepted. (Prop Cllr E MacPherson, 2nd Cllr S Martin) All in favour.

Cllr S Mortlock returned to the meeting 7.43pm

- 131.8 To note the FSCS Protection Limit increase – Redwood Bank.
Noted
- 131.9 To note the certificate of completion – cableway service- OLP.
Noted
- 131.10 To note contra entry 20th November 2025 to correct duplicate transfer of £25,000 between Co-Op bank accounts.
Noted
- 131.11 To consider applying for a LHI BID 2026/27
Members discussed suggestions for a bid including:
1. Traffic reduction measures at the junction of Brice Aggregates with A1123.
2. Lighting at the junction of Brice Aggregates with A1123
3. Overcote Lane – speed reduction and signs
Resolved: That the traffic reduction measures at the junction of Brice Aggregates with A1123 is submitted as a LHI Bid (Prop Cllr J Neish, 2nd Cllr E MacPherson) All in favour.
- 131.12 To approve the transfer of £530.00 to Cambridge building society to meet minimum account balance requirement.
Resolved: That the transfer of £530.00 to Cambridge Building Society to meet minimum account balance requirement be approved. (Prop Cllr J Neish, 2nd Cllr E MacPherson) All in favour.

132. Community Engagement.

- (i) To note the comments from the Parish Council surgery 13th November 2025.
Noted
- (ii) To receive a verbal report on CAPALC AGM
Cllr N Dyne reported:
- CAPALC are in need of 3 directors and a treasurer.
 - Have recruited new staff members and their salary bill will increase from circa £85k to £130k. This will provide a better service to subscribing Councils and they anticipate that with increased training opportunities, including online and nimble learning, this will make up the increased salary bill.
 - There will be a small increase of 4% to the affiliation fees.
 - They are working with Aubergine on a new website.

133. Planning.

133.1 To consider the following application being **received**:

- (i) Application ref: 25/02170/HHFUL Single-storey rear extension to existing dwelling Beech House Back Lane Holywell.
Resolved: That the application be supported (Prop Cllr S Mortlock, 2nd Cllr S Martin) 9 in favour, 1 abstention
- (ii) Application ref: **25/02252/S73** Variation of condition 2 (dev in accordance with approved plans) of 25/00801/HHFU
Woodlea Holywell Front Holywell St Ives PE27 4TG.
Resolved: That the application be supported (Prop Cllr S Mortlock, 2nd Cllr E MacPherson) 9 in favour, 1 abstention

Cllr N Dyne declared a non-pecuniary interest in item 133.1 (iii) – Neighbour to the property.

- (iii) Application ref: 25/02213/HHFUL and 25/02046/LBC Listed Building Consent to alter and extend the existing chimney pots and repaint the external building and windows
Reed Cottage Holywell Front Holywell
Resolved: That the application be supported (Prop Cllr C Pearce, 2nd Cllr S Mortlock) 8 in favour, 2 abstentions

133.2 To note the following applications that have been **approved:**

- (i) Application ref: **25/01431/PIP** Permission in principle for up to 2no. dwellings.
Land Rear Of 94 To 96 High Street Needingworth.
Noted

134. Correspondence.

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

- (i) To consider correspondence relating to “pause the plan” and consider signing the petition. Members felt that individuals can sign up to ‘pause the plan’ if they wish to and that by pausing the plan could leave HDC in tilted balance for longer.
The Clerk reminded members that after 17 December there will be no more consultation on the Local Plan. District Cllr J Neish advised that when the Local Plan goes to the inspectorate Council would have a further chance to comment.
Resolved: That Council comment on the Local Plan but do not sign up to ‘Pause the Plan’ (Prop Cllr A Whyte, 2nd Cllr N Dyne) All in favour.
- (ii) To consider nominations for Capitally funded highway maintenance schemes.
Resolved: That the lighting at the junction of Brice Aggregates with A1123 be put forward. (Prop Cllr C Pearce, 2nd Cllr J Neish) All in favour.
- (iii) To note change of SUN reference Ethos communications ltd effective 5th December 2025.
Noted

135. Items to report

- Cllr C Norman advised she has received several comments on how nice the Christmas tree is and offering thanks to the Council.

Cllr R Fountain left the meeting 8.26pm

136. 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 C Pearce, 2nd Cllr S Martin) All in favour.

Meeting closed 8.26pm

137. To receive a report from the working party and consider options for the future management of the village hall.

Meeting re opened 9.14pm

No members of the public returned

Being no further business the meeting closed 9.15pm

Chairman
Date