

**MINUTES OF A MEETING OF HOLYWELL-CUM-NEEDINGWORTH PARISH COUNCIL HELD ON
TUESDAY 3rd FEBRUARY 2026 AT 6.30PM AT MILLFIELDS PAVILION**

PRESENT:

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

IN ATTENDANCE:

Miss J Bowd (Parish Clerk)
Mrs A Jackson (Assistant to the Parish Clerk)
CCC Cllr A Bulat (from item 162)
HDC Cllr P Hodgson-Jones (from item 162)
Ms L Chambers – Cambs Acre

There were no members of the public present.

156. Apologies.

To receive and accept Apologies for Absence.

Cllr S Mortlock – personal
Cllr C Pearce - personal

157. 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 160 – Cllr R Fountain – Pecuniary – Village Hall Trustee

Item 167.7 – Cllr N Dyne – Non Pecuniary – Applied to be a director of CAPALC

158. Minutes.

To confirm the Minutes of the Meeting held on 6th January 2026.

Cllr D Jackson noted that the proposer and seconder of item 146.7 had been omitted. Assistant to the clerk checked notes and advised proposer was Cllr C Pearce and 2nd was Cllr G Norman.

Cllr R Fountain challenged the content of item 150 citing an omission. Cllr D Jackson objected to the omission. Members voted whether to add the omission 1 for, 3 against, 6 abstentions

Resolved: That with the amendment to item 146.7 the minutes of 6th January 2026 be signed as a true and correct record (Prop Cllr A Whyte, 2nd Cllr E McNeill) 8 in favour, 1 against, 1 abstention

159. 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 meeting be closed to members of the public due to the confidential nature of the items to be discussed (Prop Cllr D Jackson, 2nd Cllr S Martin) 9 in favour, 1 abstention

Meeting Closed 6.38pm

160. Village Hall Management.

- (i) To approve confidential minutes of 6th January 2026.
- (ii) To receive a presentation from Cambs Acre regarding Parish Council position in respect to future management of the village hall.
- (iii) To receive the report on meeting with potential new Trustees held on 19th January 2026.
- (iv) To consider options for future management of the village hall should new trustees not be forthcoming and decide on preference.

161. To reopen the meeting to members of the public.

Meeting reopened 7.21pm

Cllr R Fountain returns to the meeting 7.22pm

162. Public Forum.

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

Time Allowed 10 minutes.

None

163. Policing

163.1 Neighbourhood Policing Team – Any Issues and Concerns.

The Clerk advised of the Coffee with a Cop event in St Ives this week.

Cllr E McNeill advised that someone had been knocked off their bicycle on Conger Lane/ Back Lane.

164. 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:

- 10th February CCC will be presenting their budget. Anticipated to increase by 4.99%.
- LOCAL Government Reorganisation (LGR) – Government are due to launch their consultation on the options available in February.
- Flooding – Environment Agency have allocated £1.5m budget for the repairs at Brownhill Stauch but have reduced the budget for St Ives.
- Bus way – continues to challenge the delays. CCC have employed more people to install the fencing to speed up the works.

Cllr A Whyte commented on the poor condition of the A1123 between Needingworth and Morrisons roundabout.

CCC Cllr A Bulat advised she has put this forward as a Capital Maintenance project for resurfacing for prioritising for next year. The projects will be decided in March 2026.

Cllr A Whyte advised that the Parish Council are in the process of purchasing some woodland from CCC however the CCC solicitor is not responding to our solicitor.

CCC Cllr A Bulat will follow up.

Cllr A Whyte further queried the replacement of bollards in Holywell. CCC Cllr A Bulat advised they are waiting for the contractor.

HDC Cllr P Hodgson-Jones reported:

- February is budget month for HDC. Finances are healthy.
- LGR – Government have discounted option C and are due to consult on 4 options.
- Elections – HDC voted almost unanimously to go ahead with the elections in May 2026. Elected District Councillors will serve until the end of March 2028. Elections will be held in 2027 for a shadow authority who will take effect from 1st April 2028. Currently do not know how many seats will be up for election.
- There have been some changes in HDC personnel.

Cllr N Dyne congratulated HDC on voting for democracy.

HDC Cllr J Neish reported:

- David Wilson Homes road safety report, issues are still outstanding. The MP is getting involved.
- Planning – Installation of the MUGA at the school has been delayed due to a financial issue from a planning perspective.

165. Committees

To note draft minutes of the following committee meetings.

- (i) Planning & Finance 20th January 2026.

Noted

- (ii) Environment 20th January 2026.
Noted
- (iii) Consultation 20th January 2026
Noted

166. Clerk's Report.

To receive written report.

Meeting Dates: –

Full Council – 3rd March 2026.

Committees – 17th February 2026 Leisure Facilities, Planning & Finance, Consultation.

Items to report.

- Clear insurance 9/1/26 confirmed share office facilities: “.We can confirm that there are no issues here. Please ensure that you are carrying out the relevant risk assessments to ensure that the office/workspace is safe.”
- Fire alarm at Millfields went off 14/1/26. Reported by NUFC that the steam from the showers set it off.

167. Finance and Risk.

- 167.1 To approve payments made within Clerk delegated powers for period 7th January 2026-3rd February 2026.

Resolved: That payment to City of Ely Council, Fire Warden training, Inv. No. 2526521 - £120.00 be approved (Prop Cllr E McNeill, 2nd Cllr N Dyne) All in favour

- 167.2 To approve accounts for payment on 5th February 2026.

Resolved: That the following payments: SLCC Enterprises Ltd, Practitioners Conference, INV. No. BK224693-1 - £240.00 and Core Synergy, monthly Website fees, Inv. No. 18468- £36.00 totalling £276.00 be approved (Prop Cllr J Neish, 2nd Cllr G Norman) All in favour

- 167.3 To approve accounts for Payment made for the period 7th January 2026.-3rd February 2026

Resolved: That the accounts for payments for period 7th January 2026 – 3rd February totalling £11378.12 be approved. (Prop Cllr J Neish, 2nd Cllr E McNeill) All in favour

- 167.4 To note the budget report as at 26th January 2026.

Noted

- 167.5 To note the bank reconciliation as 31st December 2025.

Noted

- 167.6 To approve Parish Council payments to be made by Direct Debit 2026/27.

Resolved: That direct debits as appendix A be approved. (Prop Cllr E McNeill, 2nd Cllr S Martin) All in favour

Cllr N Dyne left the meeting 7.39pm

- 167.7 To appoint an internal auditor for financial year ending 31st March 2026.

Resolved: That CAPALC be appointed as internal auditor for financial year 2025/26 (Prop Cllr E MacPherson, 2nd Cllr E McNeill) All in favour

Cllr N Dyne returns to the meeting 7.40pm

- 167.8 To consider quotes for repair of bench changing room A: Millfield's pavilion.

Clerk provided paper, 3 quotes sought only 1 received.

Resolved: That the quote from CCS Decoration Ltd totalling £250 be accepted (Prop Cllr J Neish, 2nd Cllr R Fountain) 9 in favour, 1 abstention

- 167.9 To consider CIL spreadsheet produced following item 146(ii) January 2026.

Cllr N Dyne commented that the spreadsheet would be a way of tracking the CIL funds and advised an updated simpler version of the spreadsheet was sent after the papers were delivered.

Cllr E MacPherson and Cllr S Martin commented that they couldn't understand the spreadsheet.

Resolved: That the updated spreadsheet is added to the next agenda for consideration. (Prop Cllr E MacPherson, 2nd Cllr N Dyne) All in favour.

167.10 To receive an update on purchase of Woodlands Mill Way Needingworth

Noted

168. Community Engagement.

168.1 To receive a report on meeting with constituency MP on 16th January 2026.

Cllr A Whyte reported:

- 20 Councillors were in attendance.
- LGR – MP commented that he was glad that option E was still being considered however Government will ultimately decide which option is progressed. Following LGR Parish Councils will have more responsibilities however the Unitary Authority cannot make Parish Councils take on more responsibilities.
- Funding pressures / Local services – state of local roads is poor and there is no money available to fix the Fen roads.
- Police – every area should have a named police officer.
- Drugs & knife crime in cities.
- Cllrs commented that the more key services parishes have the more houses are built.
- One Councillor in the County is being sued and has spent £100k defending himself due to the Parish Council insurance not covering the case.

168.2 To approve the risk assessment for the village sports day 7th June 2026.

Resolved: That the risk assessment for the village sports day 7th June 2026 be approved (Prop Cllr S Martin, 2nd Cllr E McNeill) All in favour

169. Planning.

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

- (i) Application ref: 25/02488/HHFUL Replace the existing roof covering rear elevation with natural slate. Woodlea Holywell Front Holywell

Resolved: That the application be supported (Prop Cllr E McNeill, 2nd Cllr E MacPherson) 9 in favour, 1 abstention.

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

- (i) Application ref: 25/02170/HHFUL Single-storey rear extension to existing dwelling Beech House Back Lane Holywell St Ives PE27 4TG

Noted

- (ii) Application ref: 25/02291/S73 Removal of Condition 3 (Occupation) of Application 9101007OUT

The Pastures Conger Lane Holywell St Ives PE27 4TG

Noted

170. Policy.

To review the following policies.

- (i) GDPR general privacy notice.

Resolved: That the GDPR general privacy notice be approved. (Prop Cllr R Fountain, 2nd Cllr N Dyne) All in favour.

- (ii) Standing orders.

Query has been raised with CAPALC regarding Rules of Debate on item 1b.

Resolved: That the Standing Orders are deferred until a response to a query on standing order 1b is received from CAPALC. (Prop Cllr A Whyte, 2nd Cllr G Norman) All in favour.

- (iii) Information and general data protection policy

Resolved: That the Information and General Data Protection policy as amended be approved. (Prop Cllr J Neish, 2nd Cllr E McNeill) All in favour.

171. GDPR

To consider and approve where necessary the following documents relating to GDPR regulations.

171.1 To note the ICO introduction to GDPR.

Noted

171.2 To note the GDPR privacy notice on all emails from Parish office.

Noted

171.3 To note consent forms for garden plots

Noted

171.4 To note volunteers' privacy notice.

Noted

171.5 GDPR Awareness checklist for Councillors to be completed and returned to Parish Clerk.

Noted

172. To receive a verbal update from Cllr Dyne on the CAPALC Strategy day held on 16th January 2026.

Cllr N Dyne attended the CAPALC AGM and was invited to provide a presentation on AI and collaborative working at their Strategy day. He would welcome any ideas to improve communications between parishes and encourage collaborative working.

173. Correspondence.

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

- (i) To consider the letter resident requesting a skate park.
Members discussed the proposal citing that skate parks have been successful in some parishes however the cost, lack of a suitable location, noise, insurance are all significant factors to consider. They further commented that there is a skate park within 3 miles.
Resolved: That the Clerk replies stating that the Parish Council has limited funds along with reasons why it was previously discounted. (Prop Cllr J Neish, 2nd Cllr R Fountain) 7 in favour, 1 against, 2 abstentions.
- (ii) To note the response from CCC Highways (via CCC Cllr Bulat) relating to highways queries raised at January meeting.
Noted
- (iii) To note the letter of thanks from Eltisley Parish Council regarding the shared office facility & scribe licence.
Noted

174. Items to report

- Cllr E MacPherson commented on the condition of the road between Needingworth and Morrisons along with significant potholes along Overcote Lane. The Clerk confirmed that these potholes have been reported.
- Cllr J Neish reminded members that election paperwork will need to be filled in and submitted by 9th April 2026.

Being no further business the meeting closed 8.16pm

Chairman

Date