

**MINUTES OF A MEETING OF HOLYWELL-CUM-NEEDINGWORTH PARISH COUNCIL HELD ON
TUESDAY 3rd MARCH 2026 AT 7.00PM AT NEEDINGWORTH VILLAGE HALL**

PRESENT:

Cllr A Whyte (Chairman)
Cllr N Dyne
Cllr R Fountain
Cllr D Jackson
Cllr S Martin
Cllr E MacPherson
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 Cllr A Bulat
HDC Cllr P Hodgson-Jones

There was one member of the public present.

175. Apologies.

To receive and accept Apologies for Absence.

Cllr E McNeill - personal
Cllr S Mortlock - personal
Cllr J Neish - personal

176. 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 183.2 Cllr A Whyte – Pecuniary – Chairmans Allowance

177. Minutes.

To confirm the Minutes of the Meeting held on 3rd February 2026.

Resolved: That the minutes of 3rd February 2026 be signed as a true and correct record (Prop Cllr E MacPherson, 2nd Cllr S Martin) 8 in favour, 1 abstention

178. Public Forum.

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

Time Allowed 10 minutes.

The secretary of the Colts addressed Council detailing the reasons for their request to allow midweek matches and training during March and April.

The Chairman moved item 184 (i) & (ii) to after item 178.

179. Policing

179.1 Neighbourhood Policing Team – Any Issues and Concerns.

None

180. 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:

- A141 – CCC Cllr A Bulat will attend the Combined Authority transport committee, where it is expected the Mayor will be removing the bus gate from the proposals.

- Capital Maintenance Program – A1123 between Morrisons roundabout and Needingworth roundabout was not accepted as a project.
- Local Government Reorganisation – consultation runs until 26 March 2026.

Cllr N Dyne congratulated Option E having 31 comments relating to Parish Councils as opposed to Option A, B & D having only one mention of Parish Councils and queried what changes are likely to take place in highways following the reorganisation. He further queried whether the level of CIL would remain.

CCC Cllr A Bulat advised there will be some continuity for a couple of years. CIL is decided by District Council.

Cllr R Fountain commented on the impact of the toucan crossing.

CCC Cllr A Bulat will get feedback from the officer regarding the timings of the crossing.

Cllr A Whyte thanked CCC Cllr A Bulat for following up with the solicitor but advised there has still be no response.

CCC Cllr A Bulat will escalate the query.

District Councillor P Hodgson-Jones reported:

- Budget meeting – HDC approved to increase by the maximum allowed.
- Elections in May.
- LGR – asked Parish Council to respond to the consultation and advised Councillors can also respond individually. Also requested the Parish Council to draw the consultation to the attention of residents to respond.

Cllr A Whyte advised that an information display is in the lobby of the Village Hall and it has been posted on Facebook and displayed on the village noticeboards.

181. Committees

To note draft minutes of the following committee meetings.

- (i) Planning & Finance 17th February 2026
Noted
- (ii) Leisure Facilities 17th February 2026
Noted

182. Clerk's Report.

To receive written report.

Meeting Dates: –

Full Council – 7th April 2026.

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

Items to report.

- Credit £53.55 received from Eltisley Parish Council being 50% of travel expenses Practitioners Conference January 2026. Will also be reported on budget report.
- 18/2/26 Resident reported a male defecating on the pavement by the bowls club. Offender not found. Staff cleared the pavement.
- Reported issue with drain Mill Way to AWA 18/2/26 Ref:29007060. An officer should carry out a site visit within 48 hours.
- 18/2/26 Reported signs at roundabout on A1123 to CCC asking for removal or permission for Parish Council to remove. – Update 20/2/26 Will be removed w/c 23rd February 2026 and returned to CCC depot to be held until the owners request them back, after 14 days they will be disposed.
- 20/2/26 Gravel laid outside of the village hall fire doors.

183. Finance and Risk.

- 183.1 To approve payments made within Clerk delegated powers for period 4th February 2026-3rd March 2026.

Resolved: That the transfer £50 from Current Account to Garden Plot Deposit Account for Plot 15b deposit be approved (Prop Cllr E MacPherson, 2nd Cllr G Norman) All in favour

Cllr A Whyte left the meeting 7.57pm

Cllr E MacPherson chaired item 183.2

- 183.2 To approve accounts for payment on 5th March 2026

Resolved: That the following payments: Chairman's Allowance, Final quarter - £75.00, Neil Craig Electrician, Supply 7 fit electric panel heater - £160.00, Green Room Gardens, Supply and spread 2 tons gravel at VH, Inv. No. 2084 - £234.00, Core Synergy Limited and Website fees, Invoice No. 18599 - £36.00 and Ben Burgess Invoice 984337 service X350 mower £317.53 totalling £822.53 be approved (Prop Cllr S Martin, 2nd Cllr R Fountain) All in favour

Cllr A Whyte returned to the meeting 7.58pm

- 183.3 To approve accounts for Payment made for the period 4th February 2026-3rd March 2026.

Resolved: That the accounts for payments for period 4th February 2026 – 3rd March 2026 totalling £10,405.93 be approved. (Prop Cllr E MacPherson, 2nd Cllr D Jackson) All in favour

- 183.4 To note the budget report as at 17th February 2026.

Noted

- 183.5 To note the bank reconciliation as 30th January 2026.

Noted

- 183.6 To consider quotes for repairs to estate railings, churchyard St John the Baptist Holywell.

Resolved: That the quote from Nigel Dolby totalling £385 + VAT be accepted (Prop Cllr E MacPherson, 2nd Cllr G Norman) All in favour

- 183.7 To receive a CIL report/spreadsheet and agree actions

Cllr N Dyne explained the purpose of the CIL spreadsheet was to have a report separate to the budget where CIL is shown as just a line in the budget. The CIL spreadsheet will show the impact of any receipt, expenditure or potential expenditure.

Resolved: That an updated CIL spreadsheet is reported when there is a substantive change to CIL funds held or when a project is being considered under CIL budget (Prop Cllr N Dyne, 2nd Cllr E MacPherson) 7 in favour, 2 abstentions

- 183.8 To consider quotes for fencing at access to Millfield's pavilion.

Members discussed the quotes received noting that they were not like for like.

Resolved: That quotes are sought to repair the fence only. (Prop Cllr C Pearce, 2nd Cllr G Norman) All in favour

184. Community Engagement.

- (i) To consider amending dates for Parish Council surgeries due to clash with Cambridgeshire County Cllr Bulat surgery.

Cllr A Whyte commented that there were only two surgeries planned 12th March 2026 & 10th April 2026.

Resolved: That the surgeries remain as booked. (Prop Cllr A Whyte, 2nd Cllr C Pearce) All in favour

- (iii) To consider request from Needingworth Colts to play matches Thursday evenings during April 2026.

Council members asked questions to clarify the request. Members acknowledged the benefits of sport for young people and wanted to work with the club to find a solution.

As loss of playing time was cited as part of the reason for the request Cllr Pearce asked if the Secretary was aware of why the facility had been closed last weekend namely due to blue paper being put down the toilets.

Resolved: That matches are approved to be played on Wednesday evenings on the bottom 2 pitches subject to a letter from the Welfare Officer confirming she has carried out a risk assessment for the overlap between Colts and seniors. School to be used to minimise parking congestion. (Prop Cllr E MacPherson, 2nd Cllr G Norman) All in favour

- (iv) To consider request from Needingworth Colts to resume midweek training w/c 30th April 2026.

Colts trained for 2 evenings in September/ October 2025.

Chairman clarified with club secretary that the request was for training to commence 30th March and not April as per written request. This was confirmed.

Resolved: That Colts can select Monday or Friday as an additional training night to be advised to the Clerk. Training to be on the bottom 2 pitches only. (Prop Cllr E MacPherson, 2nd Cllr C Norman) All in favour

Resolved: That Colts training on Thursday evenings can resume from w/c 30th March 2026. Training to be on the bottom 2 pitches only. (Prop Cllr S Martin, 2nd Cllr E MacPherson) All in favour

- (v) To receive an update on plans for NFest 26 and confirm approval for event to go ahead on the playing field Overcote Lane needingworth.

Clerk advised that the information requested regarding the personal licence, insurance, security, risk assessment, safety advisory group, overnight parking and application form not signed has not been provided.

Resolved: That the item is considered on receipt of information requested from NFest committee (Prop Cllr A Whyte, 2nd Cllr D Jackson) 8 in favour, 1 abstention.

185. Planning.

185.1 To note the following **appeal** that have been **allowed**:

- (i) Application ref: 25/00009/REFUSL Demolition of existing agricultural barn and erection of a self-build dwelling.
Appeal reference APP/H0520/W/25/3363562
Land North West Of The Pastures Conger Lane Holywell.

Noted

186. Policy.

To review the following policies.

- (i) Civic Regalia Policy
- (ii) Co-option Policy
- (iii) Grant Aid Awards Policy
- (iv) Lone Working Policy
- (v) Risk Management
- (vi) Smoke Free Policy
- (vii) Statement on Dogs Accessing Parish Council Facilities

Resolved: That with the amendments to the Risk Management the above policies are adopted en bloc. (Prop Cllr E MacPherson, 2nd Cllr N Dyne) All in favour

187. Correspondence.

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

- (i) To consider request to metal detect on Parish Council land.
Resolved: That the request to metal detect on Parish Council land be declined. (Prop Cllr C Pearce, 2nd Cllr D Jackson) All in favour
- (ii) To consider attendance at Cambs Acre Community Building Conference- 17 March 2026
There were no volunteers to attend.
Cllr E MacPherson queried whether the Village Hall Trust had received a copy and asked to pass the information on to the Chair of VHT.

188. Items to report

- Cllr R Fountain commented that the repair to the Overcote Lane car park had been approved a while ago but is still outstanding. The Clerk advised that the contractor has been affected by the weather but hopes to complete this month. He has noted that the hole is worse and has agreed to repair the area under the original agreement.
- Cllr N Dyne asked what activities were undertaken to encourage people to stand for election to the Parish Council. The Clerk advised that notices have been displayed on the noticeboards, details have been included in March edition of the Villager, shared on Facebook

along with details of CAPALC training and discussions held with people who have shown interest.

- The Clerk reported:

1. Local liaison meeting for the quarry is on 25th March, 1pm – 3pm. District Cllr J Neish normally attends but is not available for this meeting.
2. HDC – Waste minimisation meeting on Friday 20th March, 6pm – 7pm

The Clerk asked members to email if they could attend either of the meetings above.

Being no further business the meeting closed 8.39pm

Chairman
Date