

**MINUTES OF A MEETING OF HOLYWELL-CUM-NEEDINGWORTH PARISH COUNCIL HELD ON
TUESDAY 25th NOVEMBER 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 S Martin
Cllr E McNeill
Cllr S Mortlock
Cllr J Neish
Cllr C Pearce

IN ATTENDANCE:

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

114. Apologies.

To receive and accept Apologies for Absence.

Cllr C Norman -Personal
Cllr G Norman -Personal

115. 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.

Clerk gave dispensation to all present to discuss the budgets and precept.

116. Minutes.

To confirm the Minutes of the Meeting held on 4th November 2025.

Resolved: That the minutes of the Meeting held on 4th November 2025 be signed as a true and correct record (Prop Cllr Neish, 2nd Cllr Mortlock) 8 in favour, 2 abstentions

117. Receipts and Payments Account

To note the half yearly receipts and payments as at 17th November 2025.

Noted

118. Grants and Donations

To consider making a donation to the following organisations: -

- (i) MAGPAS-donation
- (ii) Citizens Advice bureau.-donation
- (iii) HVC – Grant application
- (iv) Needingworth Cricket Club – grant
- (v) East Anglia Air Ambulance – donation.

Resolved: That a donation of £50 is made to each of the following MAGPAS, HVC and East Anglia Air Ambulance in 2026/27 financial year. (Prop Cllr Mortlock, 2nd Cllr MacPherson) All in favour.

Resolved: That That a donation of £50 is made Citizens Advice in 2026/27 financial year (Prop Cllr McNeill 2nd Cllr MacPherson) 9 in favour. 1 abstention.

Resolved: That the Council investigates the condition of the artificial cricket wicket and will obtain quotes for the work if required. The application for the grant is declined as any work

required will be carried out by the Parish Council. (Prop Cllr Mortlock, 2nd Cllr Neish) All in favour.

119. Budgets

119.1 To note the bank reconciliation as of 24th October 2025.

Noted.

119.2 To review the budgets for 2025/26.

The budgets were reviewed and agreed.

119.3 To set the budgets for 2026/27.

Clerk pointed out provision for Election, Legal fees, Defibrillator parts. Clerk also drew attention to the general reserve which is slightly low against the level of precept. A lengthy discussion took place with questions raised over unknown impact of upcoming budget, lack of information on which to base salary increases, possible impact of the village hall.

Cllr Fountain pointed out the level of allocated reserves.

Cllr Neish spoke stating that no increase is welcomed but that the cost of operating the Council and maintaining assets to the current level is expected and that all Councils are facing the same challenges.

The clerk confirmed that the tax base is an estimate as HDC were yet to confirm.

It was agreed that the budget would be set as per Appendix 3

120. Precept

To agree the Precept figure for 2026/27.

Resolved: That the precept would be set at the meeting to be held on 6th January 2026. (Prop Cllr Pearce, 2nd Cllr Neish) All in favour.

121. Items to report

- Cllr Neish advised of a vehicle accident at Sunrise Meadows earlier this week. Please keep him advised of any incidents at this site.
- Clerk raised the CAPALC AGM.
Having sent out 3 emails only 3 Councillors have replied. Please can all Councillors reply to emails. Cllr Dyne agreed to attend on behalf of Council.

Being no further business the meeting closed 8.00pm

Chairman
Date

**APPENDIX 3
ROUTINE EXPENDITURE
ITEMS**

	2025/26	2025/26	2026/27	
	to date	projected	total 2025/26	
Street Lighting	2174	1247	3421	4000
Recreation Grounds	137	1098	1235	3575
Cemetery , garden plots & Churchyard	4685	3175	7860	8750
Millfields - Running costs	4090	2750	6840	8000
Ground Equipment -running costs	3260	4000	7260	8250
General Parish Maintenance	3892	1300	5192	5000
Salaries	62974	29170	98893	105000
General Administration	7185	2000	9185	9000
Insurances	4912	0	4912	5500
Audit Fee	883	0	883	1000
Chairmans Allowance	150	150	300	300
S137 Expenditure & Sundries	75	20	95	500
Training & Dev of staff and councillors.	572	108	680	1500
Common Land	0	2730	2730	3000
Total Routine expenditure	94989	47748	149486	163375
Other Expenditure				
Youth Work	0	0	0	0
Village Hall	0	1	1	1
Grounds /Office Equipment Reserve	5262	4000	9262	10000
CCC &HDC Devolved functions	0	3000	3000	3000
Renewals and Maintenance of assets	0	6000	6000	6000
Allotments	0	0	0	0
Parish Plan/Annual report/NH Plan	0	0	0	0
Tree survey work/env committee	497	6500	6997	7000
Giffords Park	0	0	0	0
Data protection (GDPR)	0	0	0	0
CIL	13039	36000	49039	0
Legal fees/QS/Architect fees	0	0	0	2500
AED	2905	200	3105	1000
St.John's churchyard	0	1800	1800	2000
Elections	0	0	0	3000
Community Engagement Project	1006	800	1806	500
Total	22709	58301	81010	35001
Estimated Income				
Interest received	6165	1000	7165	3500
Garden plot Rent	1117	0	1117	1103
Rent of Millfields	3388	0	3388	3421
Village Hall Lease rent	1	0	1	1
Other Lease Income	46	0	46	50

Burial Fees	9585	474	10059	3895
CIL	0	0	0	0
office rent (eltisley)	724	241	965	1000
Other Income	1811	400	2211	960
Total				13930

Total Budget Expenditure

Routine Expenditure			151286	163375
Other Expenditure			81010	35001

TOTAL BUDGET **232296** **198376**

CIL **131937**

Add General Reserve **43000**

TOTAL FUNDS REQUIRED **373313**

Less

Parish Council Funds - B/F **211371**

From Estimated Income **13930**

Sub Total **148012**

From reserves **0**

Precept required **148012**