

**MINUTES OF A MEETING OF HOLYWELL-CUM-NEEDINGWORTH PARISH COUNCIL
HELD ON TUESDAY 7th APRIL 2026 AT 7.00PM AT MILLFIELDS PAVILION**

PRESENT:

Cllr A Whyte (Chairman)
Cllr R Fountain (to item 203)
Cllr D Jackson
Cllr S Martin
Cllr E MacPherson
Cllr E McNeill
Cllr S Mortlock
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 Cllr A Bulat
HDC Cllr P Hodgson-Jones

There were two members of the public present.

189. Apologies.

To receive and accept Apologies for Absence.

Cllr N Dyne-Personal

190. 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 199 (iii) - Cllr R Fountain – Non-Pecuniary – Resided near development site

Item 204 & 205 – Cllr R Fountain – Non-Pecuniary – Village Hall Trustee

191. Minutes.

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

Resolved: That the minutes of the 3rd March 2026 meeting be signed as a true and correct record. (Prop Cllr A Whyte, 2nd Cllr C Pearce) 8 in favour, 3 abstentions

192. Public Forum.

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

Time Allowed 10 minutes.

A resident raised concerns regarding the proposed PIP, item 199 (iii) and advised Council they have emailed their objections due to the planning portal not being accessible. They further commented that to date their objections have not been uploaded to the planning portal.

193. Policing

193.1 Neighbourhood Policing Team – Any Issues and Concerns.

Cllr S Mortlock requested some 'No Cold Calling' stickers.

193.2 To note the Safe Communities - A Year in Review. Cambs Police & crime Commissioners report.

Noted

194. District and County Councillor Reports.

To receive verbal reports from District and County Councillors.
CC Cllr A Bulat provided a written report as attached to the minutes.

Cllr S Mortlock queried what improvements were going to be made to Mill Way footway and advised that a lady had fallen over tree roots on the footpath. She sustained injuries to her hands, knees and chin and was very shaken from the fall. This has been reported to the Highways Officer.

CC Cllr A Bulat will follow up as unsure of what is included.

Cllr R Fountain raised concerns regarding the timing of the toucan crossing lights stating they are red for 10 seconds.

CC Cllr A Bulat was told these have been set to 5-8 seconds but will follow up with the Highways Officer to try a lower timer. The sensor should also recognise when there is heavy traffic and not change so quickly.

HDC Cllr P Hodgson-Jones reported:

- HDC is now in the pre-election period
- A special ceremony was held at the end of March to invest Sir John Major and give him the 'Freedom of the District'
- DMC is the only committee currently operating; all other committees are dormant until after the elections
- If you have been previously registered for a postal vote, you must reregister.

HDC Cllr J Neish reported:

- It takes time for comments to be loaded on to the planning portal, however if they are not loaded, please contact either District Councillor and they will follow up
- Waste food collection has started
- Nominations for elections close on 9th April.

195. Committees.

To note draft minutes of the following committee meetings.

- (i) Planning & Finance 17th March 2026.
Noted
- (ii) Environment 17th March 2026.
Noted
- (iii) Consultation 17th March 2026.
Noted
- (iv) HR (non-confidential) 17th March 2026.
Noted

196. Clerk's Report.

To receive written report.

Meeting Dates: –

Full Council – 5th May 2026.(last meeting of the current Council)

Annual Parish Meeting 21st April 2026.

Committees – 21st April 2026 Leisure Facilities, Planning & Finance, Consultation.

Items to report.

- 19th May 2026 will be the Annual Council meeting (a Full Council meeting) the first following elections. There will not be committee meetings on that date.
- Internal audit booked 27th April 2026. Please do not visit the office unless it is an emergency.
- Bucket swing – legs concerted in by groundsmen 23rd March 2026.
- Fire assembly point signs have been put up on Overcote playing field and also Millfield's.
- Emergency gate from the holdings onto Millfield's has been cleared and lock tested for ease of opening.
- Ferryboat Inn sent the following regarding the holding of Dog Shows.

“Thank you for your correspondence regarding using the land where the boats Moore for the dog show. I have decided to use the land that belongs to The Old Ferry Boat “.

- Needingworth cricket club have advised of “Friendly fixture for Sunday 24th May against the Queen's Head”.
- 25/3/26 Damaged flue stack pipe on Mill Way has been capped.

• **Reference:** 84583

Date reported: 02/03/2026

Fault type: Signs, road markings and street furniture / Missing / Damaged / Faded

Address: BACK LANE, HOLYWELL, CAMBRIDGESHIRE

25/3/26:

I have investigated the issue, and the **Sign (Non-Illuminated) Defect** meets our criteria for repair, but is not an immediate safety issue. Therefore, this will be assessed as part of our prioritisation criteria and be considered in the context of other defects across the county and planned into future repair work.

- Fens Reservoir surveys:

Survey Type	Title ID	Dates
Habitat Surveys	CB200698	13/04/2026- 24/04/2026
Water Vole & Otter Survey	CB200698	20/4/26 - 15/5/26

Cllr S Mortlock queried the capping of the sewage pipe.

Clerk advised that Anglian Water have said if the pipe was capped it is no longer an active part of the sewage system.

Cllr C Pearce requested the request to hold a cricket match on 24th May be added to the Leisure Facilities agenda 21st April for consideration.

197. Finance and Risk.

- 197.1 To approve payments made within Clerk delegated powers for period 18th March 2026-7th April 2026.

None.

- 197.2 To approve accounts for payment on 7th April 2026.

Cllr E MacPherson queried the amount invoiced for electricity for the Parish Office and requested this be added to a future agenda to consider a separate supply to the Parish Office that can be managed by the Council.

Resolved: That the following payments: Atlas Tree Surgery Ltd, Cemetery hedge trimming, Inv. No. 9750 - £1440.00, ESPO, Gloves & Toilet cleaner, Inv. No. 8000364 - £52.68, ESPO, Hi viz jackets, Inv. No. 7995857 - £67.20, Core Synergy Limited, Website fees, Invoice No. 18743 - £36.00, Needingworth VHT – Office electricity 1/1/26-31/3/26 inv. 100140 £808.29, KTS Inv.260062 £94.89 and Donations Item 118 25/11/25 - HVC £50.00, East Anglia Air ambulance £50.00, MAGPAS £50.00, Citizens Advice £50.00 totalling £2499.06 be approved (Prop Cllr E MacPherson, 2nd Cllr D Jackson) All in favour.

- 197.3 To approve accounts for Payment made for the period 4th March 2026-7th April 2026
The Chairman advised members that the payments list was until the end of the financial year, 4th March 2026 – 31st March 2026
Resolved: That the payments for the period 4th March 2026 – 31st March 2026 totalling £16,400.60 be approved (Prop Cllr C Pearce, 2nd Cllr E MacPherson) All in favour.
- 197.4 To note the budget report as at 30th March 2026.
Noted
- 197.5 To note the bank reconciliation as at 17th March 2026.
Noted
- 197.6 To approve annual service of CCTV equipment.
Resolved: That the annual service be approved at a cost of £431.35 + VAT (Prop Cllr E MacPherson, 2nd Cllr S Mortlock) All in favour.
- 197.7 To approve increase in solicitors undertaking to £2220.00 reference purchase of Falklands Walk/Engineers wood.
Resolved: That the solicitors undertaking be increased to £2220. (Prop Cllr Neish, 2nd Cllr E MacPherson) 9 in favour, 2 abstentions.
- 197.8 To note maturity of Cambridge & Counties Bank bond and agree re investment.
Resolved: That the maturity of Cambridge & Counties Bank bond is noted and option 1: £60,000 is placed in Cambridge & Counties Bank 1-year fixed bond, £25,000 to Redwood 90-day notice account and £3995.82 interest to the current account be approved. (Prop Cllr S Mortlock, 2nd Cllr J Neish) 10 in favour, 1 abstention.

198. Community Engagement.

- (i) To consider representation at St.Ives Mayor making 13th May 2026.
The Chairman and his partner will represent the Council at St Ives Mayor making on 13th May 2026.
- (ii) To receive an update on plans for NFest 26 and confirm approval for event to go ahead on the playing field Overcote Lane Needingworth.
Cllr D Jackson queried whether the VHT is still not involved in NFest.
Cllr E MacPherson advised the current Chair of VHT is also Chair of NFest committee.

199. Planning.

- 199.1 To consider the following applications **received:**
- (i) Application ref:26/00439/LBC Replacement of like-for-like white painted timber-framed windows, replacement white painted timber door, and painted brickwork underneath to replace the timber panelling.
1 Silver Lane Needingworth St Ives PE27 4SL
Resolved: That the application be approved (Prop Cllr E McNeill, 2nd Cllr E MacPherson) 10 in favour, 1 abstention.
- (ii) Application ref: 26/00507/HHFUL
Proposed single storey side extension
32 Russett Avenue Needingworth St Ives
Resolved: That the application be approved (Prop Cllr E McNeill, 2nd Cllr S Martin) 10 in favour, 1 abstention.
- (iii) Application ref:26/00274/PIP Permission in Principle for 7 to 9 dwellings
Land South Of Lodel Farm Overcote Lane Needingworth
Cllr R Fountain made a statement regarding his objections to the application including comments regarding grade of land, access, traffic, general infrastructure inadequate, primary school full, sewage facility inadequate and aesthetically out of place. He further queried the ownership of Lodel lane.

Cllr R Fountain left the meeting 7.51pm

Members had a robust discussion covering the following points:

- Development in the countryside – agricultural grade 3 land, open on 3 sides, detract from rural character of the site
- Access
- Wastewater
- Proximity to chicken farm and sewage farm
- Trees and hedgerows
- Light pollution

Resolved: That the application be objected to. (Prop Cllr A Whyte, 2nd Cllr E MacPherson) 9 in favour, 1 abstention.

Cllr R Fountain returns to the meeting 7.56pm

- (iv) Application ref: 26/00442/FUL Temporary retention of 3 monitoring boreholes and associated headworks. (Retrospective)
Land East Of Priory Farm On Needingworth Bypass Needingworth
Resolved: That the application be approved (Prop Cllr S Mortlock, 2nd Cllr E MacPherson) 10 in favour, 1 abstention.
- (v) Application ref: 26/00518/HHFUL
Erection of single storey extension to the rear of dwelling.
39 High Street Needingworth St Ives
Resolved: That the application be approved (Prop Cllr E McNeill, 2nd Cllr S Martin) 10 in favour, 1 abstention.
- (vi) Application ref: 26/00368/HHFUL
Erection of single storey rear extension.
7 Turnpike Close Needingworth St Ives
Resolved: That the application be approved (Prop Cllr E MacPherson, 2nd Cllr E McNeill) 10 in favour, 1 abstention.

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

- (i) Application ref: 25/02488/HHFUL Replace the existing roof covering rear elevation with natural slate
Woodlea Holywell Front Holywell St Ives PE27 4TG.
Noted.
- (ii) Application ref: 25/02445/HHFUL Erection of garden building at rear of existing garage.
3 Gaunt Way Needingworth St Ives PE27 4AH.
Noted.
- (iii) Application ref: 26/00205/HHFUL Front single storey extension, elevations remodelling and partial garage conversion
17 Priory Close Needingworth St Ives PE27 4SQ
Noted.

200. Policy.

To review and approve the following policies.

- Dispensations procedure guide
- Death of a senior statesman protocol
- Tree and woodland management
- Complaints procedure governing any breach of the code of conduct.

Resolved: Tree and woodland management amend Appendix A (d) to remove 'cherry' (Prop Cllr E McNeill, Cllr E MacPherson) All in favour.

Resolved: Tree and woodland management amend 2(b) to use biodegradable tree guards. (Prop Cllr E McNeill, Cllr E MacPherson) All in favour.

Resolved: That the Dispensations procedure guide, Death of a senior statesman protocol, Tree and woodland management, with above amendments, and Complaints procedure governing any breach of the code of conduct be approved. (Prop Cllr A Whyte, 2nd Cllr E MacPherson) All in favour.

201. Correspondence.

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

- (i) To note response form CCC Highways project delivery re concerns over St Ives Toucan crossing.
Noted
- (ii) Huntingdonshire District Council News - Council launches new St Ives 'Shop, Drink & Dine' loyalty card to boost local business.
Noted
- (iii) To note CCC Close Pass Campaign and agree any suitable locations to propose for temporary signage.
Resolved: To put forward 3 locations: High Street, Overcote Lane just before the chicken farm and Mill Way near Cemetery/ Millfield's. (Prop Cllr S Martin, Cllr J Neish) All in favour.
- (iv) To consider residents letter regarding speeding and speed reduction measures.
Resolved: That the following is added to the proposed letter 'the Council will consider all options for a potential crossing on High Street at the next Local Highway Bid' and sent to the resident. (Prop Cllr J Neish, 2nd Cllr A Whyte) All in favour.

202. Items to report.

- Cllr E MacPherson commented on how the playing field looked amazing and asked for consideration for another bench for the U12's play area to be added to Leisure facilities agenda.
- Cllr G Norman queried if the potholes on Harris Crescent have been reported.
- Cllr G Norman further queried if the cars on Bluntisham Road have been reported. Cllr J Neish advised the property is classified as a motor mechanic repair and they are able to have cars on the property.
- Cllr E McNeill commented that she will not be standing in the elections but has found the last 4 years very interesting. She gave thanks to the Clerk, Assistant to the Clerk and the Chair.
- The Clerk advised the Great Ouse Heritage Landscape Designation on Saturday 18th April 10.30am at Hemingford Abbots. Anyone who would like to attend please contact the Clerk.

203. To resolve to close the meeting to members of the public due to the confidential nature of the items 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 E MacPherson, 2nd Cllr S Martin) All in favour.

Meeting closed 8.26pm

204. To approve the confidential minutes of 6th January 2026.

205. To receive a verbal update for the future management of the village hall.

206. To approve option Council will select in the event that a new Village Hall Trust is not formed on 18th May 2026.

207. To approve Clerks attendance at the VHT AGM and her role as independent observer of the ballot.

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

Meeting re opened 9.00pm

No members of the public returned

Being no further business the meeting closed 9.01pm

Chairman
Date