

**MINUTES OF A MEETING OF HOLYWELL-CUM-NEEDINGWORTH PARISH COUNCIL HELD
ON TUESDAY 4th AUGUST 2026 AT 7.00PM AT MILLFIELDS PAVILION**

PRESENT:

Cllr A Whyte (Chairman)
Cllr G Fisher
Cllr L Fisher
Cllr E MacPherson
Cllr S Martin
Cllr S Mortlock
Cllr C Norman
Cllr G Norman
Cllr C Pearce
Cllr M Wetherfield

IN ATTENDANCE:

Mrs A Jackson (Assistant to the Parish Clerk)
CCC Cllr A Bulat

There were no members of the public present.

47. Apologies.

To receive and accept Apologies for Absence.

Cllr R Fountain - personal

Cllr J Neish – personal

HDC Cllr P Hodgson-Jones-personal

To record absence when no apologies given:

Cllr N Dyne

48. 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.

None

49. Minutes.

(i) To confirm the Minutes of the Meeting held on 7th July 2026.

Resolved: That the minutes of the Meeting held on 7th July 2026 be accepted as a true and correct record (Prop Cllr A Whyte, 2nd Cllr S Martin) 7 in favour, 3 abstentions.

50. Public Forum.

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

Time Allowed 10 minutes.

None

51. Policing

51.1 Neighbourhood Policing Team – Any Issues and Concerns.

None

52. District and County Councillor Reports.

To receive verbal reports from district and county councillors.

Cllr A Bulat gave a verbal report covering:

- Local Plan Development & Infrastructure – there has been a lot of debate with requests for more information.

- Local Government Reorganisation delay. Expect a decision October 2026.
- Highways Extraordinary meeting – the Administration agreed to allocate a further £5m for winter maintenance for the roads.
- Streetlights – Officer will review the requested replacement streetlights, once confirmed Cllr A Bulat will let the Clerk know.
- The Administration have decided the scheme for free car parking – Monday – Friday, 4pm - 6pm in Huntingdon, St Neots & St Ives. Cllr A Bulat will attend a meeting tonight at 7.30pm to further discuss the scheme.

Cllr C Pearce advised the trees on Overcote Lane are overhanging the road on the blind bend and need cutting back asap. He noted that the trees on A1123 were cut back this week. He further commented that the chicken farm continues to be noisy and smelly. Cllr A Bulat will report the trees. The chicken farm has been reported to the Environment (EA) and Cllr A Bulat has also written to the EA directly. She commented that the Parish Council should continue to encourage residents to report noise and smells to the EA.

53. Committees

To note draft minutes of the following committee meetings.

- Planning & Finance 21st July 2026

Noted

- Environment 21st July 2026

Noted

54. Clerk's Report.

To receive written report.

Meeting Dates: –

Full Council – 1st September 2026.

Committees – 18th August 2026 Leisure Facilities, Planning & Finance, Consultation.

Items to report.

- Thalia: We are pleased to let you know that, following a review of current fuel costs, we will be reducing our fuel surcharge from 7.5% to 3.5%, from 01st July 2026
- Highways faults reported & actioned.
7/7/26: 95412 - Trees/hedge along length of Meeting Lane /FP9 are overhanging the right of way and require cutting back.

I have investigated the issue, and the **Hedge** 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

Reference: 96062

Date reported: 10/06/2026

Fault type: Pavement or kerb issue / Footpath condition

grit bin on the footpath opposite the entrance to Millfield' Mill Way

Grit bin in situ and in front of this the tarmac path as sunken causing a trip hazard

We can confirm that work to repair the General Footway/Cyclepath Defect has been completed.

- Groundsman accident 23/7/26: Occurred whilst carrying out low level tree work on Overcote playing field. Resulting in dislocated little finger on right hand.
- Parish office will be closed Thursday 27th August – staff holiday.

55. Finance and Risk.

55.1 To note payments made within the Clerks delegated powers.

None

55.2 To approve accounts for payment to be made on Thursday 6th August 2026.

Resolved: That the following payments: Green Room Gardens, Tree removal Millfields woods, Inv. No. 2117 - £216.00, HDC Election expenses Inv. 700112069 £222.25, PKF Littlejohn audit fee Inv. SBB20260009 £756.00, ESPO, Bin bags, Gloves, Vacuum bags, Diaries & cleaner, Inv. No. 8131874 - £102.88, Core Synergy Ltd, Monthly website fees, Inv. No. 19308 - £36.00 and Core Synergy Ltd, Annual SSL certificate, Inv. No. 19302 - £59.99 totalling £1393.12 be approved (Prop Cllr E MacPherson, 2nd Cllr C Pearce) All in favour.

- 55.3 To approve accounts for Payment made for the period 8th July 2026 – 4th August 2026

Resolved: That the payments for the period 8th July 2026 – 4th August 2026 totalling £11,951.80 be approved (Prop Cllr M Wetherfield, 2nd Cllr S Martin) All in favour.

- 55.4 To note the budget report as at 28th July 2026.

Noted

- 55.5 To note the bank reconciliation as at 28th July 2026.

Noted

- 55.6 To approve Clerks attendance at CAPALC annual conference 18th September 2026.

Resolved: That Clerks attendance at CAPALC annual conference 18th September 2026 be approved. (Prop Cllr C Pearce, 2nd Cllr S Mortlock) All in favour

- 55.7 To receive and note the external auditors unqualified report and conclusion of audit for financial year 2025/26.

Cllr S Martin congratulated the Clerk on a good report.

Noted

- 55.8 To approve the annual report 2025/26 and award contract for printing.

Cllr page to be updated and figures to be completed.

Resolved: That subject to the above updates the annual report 2025/26 be approved. (Prop Cllr E MacPherson, 2nd Cllr S Martin) All in favour

Resolved: That the quote from Digital Brains totalling £170.00 be accepted (Prop Cllr E MacPherson, 2nd Cllr M Wetherfield) 3 in favour, 7 against. Not passed.

Cllr S Mortlock commented that she would prefer to support a local business.

Resolved: That the quote from Impressions totalling £218 be accepted. (Prop Cllr S Mortlock, 2nd Cllr G Norman) 7 in favour, 3 against.

- 55.9 To consider standardisation of annual review of fees/hire charges in line with RPI/CPI.

Resolved: That the standardisation of annual review of fees/hire charges be in line with September CPI. (Prop Cllr E MacPherson, 2nd Cllr S Mortlock) All in favour

- 55.10 To approve purchase of "I love PDF software" for use with publication of Council papers.

Resolved: That the purchase of "I Love PDF software" at a cost of £60/yr be approved. (Prop Cllr M Wetherfield, 2nd Cllr E MacPherson) All in favour.

Members asked for Eltisley Parish Council to be approached to share the cost and software.

- 55.11 To ratify the decision of the Environment committee 21st July 2026 agenda item 10 and agree wording for the sign.

Resolved: That subject to the following changes: word 'marked' is removed from the footpaths line and the section regarding keeping to the footpath is put in bold the wording on the sign is approved. (Prop Cllr S Martin, 2nd Cllr E MacPherson) All in favour

Resolved: That the quote for £232 + VAT for the replacement sign be approved. (Prop Cllr G Fisher, 2nd Cllr S Martin) All in favour

- 55.12 To consider quotes for repair to fencing at Millfield's gate access road.

Resolved: That the quote from Gilks fencing totalling £1167.23 + VAT be accepted subject to confirmation that a top rail is included for the replacement parts of the fence. (Prop Cllr S Mortlock, 2nd Cllr C Pearce) All in favour

56. Planning.

56.1 To consider the following approved:

Application Ref: 26/00227/OUT

Hybrid planning application: Full planning permission for demolition of existing outbuildings, creation of a new vehicular and pedestrian access, creation of a new driveway and

garaging to Victoria House, and conversion of existing annexe to a dwelling (including extensions, remodelling and re-landscaping). Outline planning permission (with all matters reserved except for access) for 5 No. dwellings and associated works.
Land At And Including Victoria House Bluntisham Road Needingworth
Noted

57. Community Engagement.

- (i) To approve budget and location for community Christmas tree 2026.
Resolved: That the location for community Christmas tree 2026 be on Pound Hill be approved. (Prop Cllr E MacPherson, 2nd Cllr C Norman) 9 in favour, 1 against
Members asked that the lights are checked and quotes sought for a Christmas tree.
Resolved: That a budget of £600 for the Christmas tree 2026 be approved (Prop Cllr C Pearce, 2nd Cllr E MacPherson) 9 in favour, 1 against
- (ii) To review working relationship between Needingworth Village Hall Trust and Parish Council.
Cllr E MacPherson suggested meeting with NVHT for 15 minutes before their meeting to be able to discuss a potential shared community event.
NVHT have invited Councillors to a social event in September/ October. In principle the majority of Councillors would be available to meet in October. Members requested the Clerk to write NVHT.
- (iii) To consider holding a community event.
Cllr E MacPherson noted that for the last 4 years the Parish Council have organised an event (Jubilee, VE Day, etc) and suggested proposing a joint community event with NVHT eg. A village Christmas party for adults.
Cllr S Mortlock commented that this is quite short notice for this year and further commented that if this was being considered as a regular event it would need to cover the costs.
Resolved: That the Clerk writes to the VHT to see if they would consider a shared community event and to set up a working party to discuss ideas. (Prop Cllr A Whyte, 2nd Cllr M Wetherfield) All in favour
- (iv) To approve opening the village lock up as part of Heritage Open Days 2026.
Resolved: That the opening of the village lock up on 13th September 2026 as part of Heritage Open Days 2026 be approved. (Prop Cllr E MacPherson, 2nd Cllr A Whyte) All in favour

58. Correspondence.

To receive correspondence and agree any actions: -

- (I) To note The Consultation Report has now been published – A141 and St Ives Improvements Study
Noted
- (II) To consider the email from Brice Aggregates re: Proposed Minor Amendment to the Needingworth Quarry Traffic Routing Agreement.
Resolved: That the proposed minor amendment to the Needingworth Quarry Traffic Routing Agreement be objected to on the following basis: safety for other road users, effect to other villages and the roads not being appropriate for the weight of the lorries (Prop Cllr S Martin, 2nd Cllr G Norman) All in favour
- (III) To consider the North Huntingdon & St Ives Cumulative Impacts Group - July Update
Resolved: That the North Huntingdon & St Ives Cumulative Impacts Group – July update be noted. (Prop Cllr A Whyte, 2nd Cllr E MacPherson) All in favour

59. Items to report (for information only and not for resolution).

- Cllr G Fisher queried what time the Garden Plot meeting is on 10th August 2026. Assistant Clerk advised an email will be sent to the Environment Committee members.

- Cllr S Martin advised a post on Facebook has warned of a dog running free that had bitten another dog and identified the field behind Ashton Close/ Bramley Avenue as a dog walking field, this is not a designated dog walking field.
- Assistant Clerk reported:
 1. Road closures: Old Farm - Close Temporary obstruction 15-minute delay for new BT service connection -10/8/2026 – 12/8/2026, Church Street – Road closure for highway repair and maintenance works - 5/8/2026 and Silver Lane – Road closure for highway repair and maintenance works – 5/8/2026 – 7/8/2026
 2. Update received regarding Mill Way – feasibility design work is underway once this has been completed it will be shared with the Parish Council for feedback and comments, expected August 2026. Construction works currently planned for FY 2027/28.
 3. Environment Agency have declared a drought across East Anglia.

Being no further business the meeting closed 8.20pm

Chairman
Date