MINUTES OF PLANNING AND FINANCE/AUDIT COMMITTEE HELD ON TUESDAY 15th SEPTEMBER 2026 AT 7.00PM at MILLFIELDS PAVILLION MILL WAY NEEDINGWORTH

**PRESENT:**

Cllr A Whyte (Chairman)
Cllr N Dyne
Cllr S Martin
Cllr S Mortlock
Cllr C Pearce
Cllr M Wetherfield

**IN ATTENDANCE:**

Miss J Bowd (Parish Clerk)
Mr J Hudson -CCC Highways
No members of the public.

26. To Receive Apologies for absence.

    Cllr L Fisher-Personal
    Cllr G Fisher- Personal
    Cllr R Fountain -Personal
    Cllr E MacPherson-Personal
    Cllr J Neish- Personal
    Cllr C Norman-Personal
    Cllr G Norman-Personal

    **Resolved:** That the above apologies be accepted (Prop Cllr Whyte 2nd Cllr Pearce) All in favour

27. To approve the minutes of the meetings held on 18th August 2026.
    Error item 23 – should read 5 against.
    **Resolved:** That with the above correction, the minutes of 18th August be accepted as a true and correct record (Prop Cllr Whyte 2nd Cllr Martin) All in favour.

28. To note declarations of interest relating to items on the agenda.
    Cllr Pearce item 31.5 pecuniary - wife is a member of a member of staff.

29. Public Forum.
    To allow any member of the public to address the council on matters on the agenda.
    Time Allowed 10 minutes.
    **None.**

30. **To receive a presentation from CCC Highways regarding outline proposals for work to Mill Way**.
    Mr Hudson provided Clerk with a draft technical briefing.
    He also brought 2 sample tulip bollards to the meeting. Flexible, reflective.
    The designs were talked through. Councillors concern over children's safety were discussed and Mr Hudson confirmed he had spoken to Westminster Council where the bollards are in use and there have been no problems. He also advised that the manufacturer is happy to liaise with the school over road safety.
    The crossing points are to be aligned so the crossings are not staggered.
    Aim is for the project to be completed in Summer 2027.

31. Finance & Risk.
    31.1 To approve amendments to insurance renewal as at 1st September 2026.Year 2 of 3 year agreement.
    Clerk advised that the additional premium is to cover the tractor shed (Nissan Hut)

Overcote lane which had been omitted from the original quote.
**Resolved:** That the amendment be approved and premium of £171.73 paid (Prop Cllr Martin 2nd Cllr Whyte) All in favour.

31.2 To approve renewal of annual cyber insurance policy.
Clerk has updated income figure with insurer.
Premium remains unchanged on last year
**Resolved:** The the premium of £227.60 be approved (Prop Cllr Pearce 2nd Cllr Martin)All in favour.

31.3 To approve payments made within Clerk delegated powers.
**Resolved**: That payments S.D.A Pest Control, Treatment for wasps' nest in front of Ferry Boat, Inv. No. 9/879 - £7000, Holywell-cum-Needingworth WI, Xmas Bazaar table - £10.00 K Perryman, Repair taps Millfield's - £98.57 totalling £178.57 be approved. (Prop Cllr Whyte 2nd Cllr Pearce) All in favour.

*Cllr Pearce leaves the meeting 7.25pm*

31.4 To approve accounts for payment on 24th September 2026.
**Resolved**: That payments STARK Building Materials UK Limited, Inv. No. 3402/01314280 - £28.08 Core Synergy Ltd, Website monthly charges, Inv. No. 19458 - £36.00
ESPO, 2027 Year Planner, Inv. No. 8151525 - £2.52. Gilks Fencing, Millfield's fence repairs, Inv. No. CGF 13327 - £1400.68 Clear Insurance, additional premium (Nissan Hut), Inv. No. 560107894 - £171.73.KTS computers, IT support, Inv. No. 260651 – £94.89 Cyber insurance- Insurance 4 business £226.60 Totalling £1960.50 be approved (Prop Cllr Whyte 2nd Cllr Martin) All in favour.

31.5 To approve salaries & HMRC for payment on 24th August 2026.
**Resolved:** That salaries and HMRC for September 2026 totalling £8659.20 be approved (Prop Cllr Whyte 2nd Cllr Martin) All in favour.

*Cllr Pearce returns to the meeting 7.27pm*

31.6 To approve design and lay out for bus shelters Bluntisham Road.
Clerk advised of the intention to include solar lighting.
Discussion took place over colour.
**Resolved:** That the contractor be advised to install end panels wherever possible. Colour RAL6035 to be used. (Prop Cllr Dyne 2nd Cllr Wetherfield) All in favour.

31.7 To consider installation of signs advising of speed bumps Millfield's access road.
Discussion took place around the legal requirements for signage and also maximum height of 10 cm for bollards. Bumps installed are within the guidelines.
Cllr Mortlock requested that the signs be reflective and preferred the "skinny" sign.
**Resolved:** That 2 signs costing £63.38 be purchased. One sign to be placed by each bump but facing in opposite directions so that they are visible on both entrance and egress. (Prop Cllr Martin 2nd Cllr Mortlock) All in favour.

31.8 To consider a 6 monthly interim play area inspection by RoSPA.
Discussion took place. It was considered that weekly inspection by staff and annual RoSPA was sufficient.
**Resolved**: That 6 monthly inspection is not carried out by RoSPA but that staff continue weekly checks and act should it be required. (Prop Cllr Pearce 2nd Cllr Dyne) All in favour.

32. Planning.

32.1 To consider the following planning applications **received:**

(i) Application ref: 26/01528/S73

Variation of Condition 1 (Plans) of 21/01723/REM to revise all house types to increase the floor areas to meet NDSS

Land Rear Of 92 To 108 High Street Needingworth.

**Resolved:** That the application be approved) Prop Cllr Mortlock 2nd Cllr Martin) All in favour.

33. Correspondence:

To receive the following correspondence and agree any actions:

(i) To consider resident email regarding parking issues Church Street Needingworth.

**Resolved:** That the Clerk write to the resident advising that the suggestion would be considered by the Parish Council alongside all other potential projects in the next round of funding from CCC for LHI BIDs (Prop Cllr Martin 2nd Cllr Mortlock) All in favour.

(ii) To note the change of terms and conditions- Redwood Bank dated 2nd September 2026.

**Noted**

(iii) To consider correspondence from Chairman Needingworth Colts and agree actions.

Chairman advised that the statement in the papers advising that there had been a complaint is a HR matter and cannot be discussed in this meeting. It is therefore struck from this agenda.

A discussion took place around requirements for bookings and also historic practices.

Cllr Pearce advised that he has been contacted in the past when the Manager unlocking has taken keys home and then the site cannot be locked up.

**Resolved**: That the Chairman of Needingworth Colts be contacted and asked for Managers contact details for emergency contact as previously stated. (Prop Cllr Pearce 2nd Cllr Whyte) All in favour.

**Resolved:** That the Chairman of Needingworth Colts be contacted and asked to provide the Clerk with a weekly fixtures list and details of training sessions as part of the hire agreement. (Prop Cllr Whyte 2nd Cllr Wetherfield) All in favour.

(iv) To consider correspondence relating to The Front Holywell and approve draft response.

Cllr Dyne thanked the Clerk for an excellent draft reply.

**Resolved:** That the reply be sent to the resident (Prop Cllr Martin 2nd Cllr Dyne) All in favour.

(v) To consider Colts manager request that speed bumps are removed from Millfield's access road.

Chairman advised that the 2 letters are from the same person.

Chairman also reminded members of decision item 31.7 that signage will be erected next to the bumps.

**Resolved;** That the bumps remain for health & safety reasons. Signs to be erected. Clerk to write to resident explaining the situation. (Prop Cllr Whyte 2nd Cllr Pearce) 4 in favour 1 against.

34. Items to report.

- Cllr Martin reported on a successful opening of the Lock up as part of Heritage open days. 38 people attended.

  Cllr Martin also reported a fallen tree on Parson Drove (going to Morrisons).

- Cllr Mortlock reported on the webinar for Fens Reservoir. Still very early stages, there should be more to report Spring 2027.
- Cllr Dyne reported fallen tree on Ouse valley way to left of Pike& Eel as you go down Overcote Lane
- Clerk reported that HDC have passed the draft local plan to go to the next stage of consultation. This will be on the Full Council for October, but members may wish to start reading now as it is a lengthy document.

Being no further business the meeting closed at 8.15pm

**Chairman**
**Date**