

**MINUTES OF A MEETING OF HOLYWELL-CUM-NEEDINGWORTH PARISH COUNCIL HELD
ON TUESDAY 1st SEPTEMBER 2026 AT 7.00PM AT MILLFIELDS PAVILION**

PRESENT:

Cllr N Dyne
Cllr G Fisher
Cllr L Fisher
Cllr R Fountain
Cllr E MacPherson
Cllr S Martin (Chairman)
Cllr M Wetherfield

IN ATTENDANCE:

Miss J Bowd (Parish Clerk)
Mrs A Jackson (Assistant to the Parish Clerk)

There were no members of the public present.

Cllr S Martin was elected to chair the meeting in the Chairman and Vice Chairman's absence. (Prop Cllr E MacPherson, 2nd Cllr L Fisher) All in favour.

60. Apologies.

To receive and accept Apologies for Absence.

Cllr A Whyte - Personal

Cllr S Mortlock - Personal

Cllr J Neish – HDC Business

Cllr C Norman - Personal

Cllr G Norman – Personal

Cllr C Pearce - Personal

CCC Cllr A Bulat – HDC Business

HDC Cllr P Hodgson-Jones – HDC Business

Resolved: That the above apologies were accepted. (Prop Cllr E MacPherson, 2nd Cllr M Wetherfield) All in favour.

To record absence when no apologies given:

None

61. 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

62. Minutes.

(i) To confirm the Minutes of the Meeting held on 4th August 2026.

Resolved: That the minutes of the Meeting held on 4th August 2026 be accepted as a true and correct record (Prop Cllr E MacPherson, 2nd Cllr M Wetherfield) 6 in favour, 1 abstention.

63. Public Forum.

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

Time Allowed 10 minutes.

None

64. Policing

64.1 Neighbourhood Policing Team – Any Issues and Concerns.

None

65. District and County Councillor Reports.

To receive verbal reports from district and county councillors.

CCC Cllr A Bulat provided a written report that was tabled on the night.

HDC Cllr P Hodgson-Jones provided a written report that was tabled on the night.

Reports attached to the minutes.

Cllr R Fountain queried why the busway will be reducing their services at the beginning of 2027. The Clerk to follow up with CCC Cllr A Bulat.

Cllr S Martin commented that she was pleased to see that the streetlight on the T-junction of Bramley Avenue will be re-instated.

66. Committees

To note draft minutes of the following committee meetings.

i. Planning & Finance 18th August 2026

Noted

ii. Leisure Facilities 18th August 2026

Noted

iii. HR Non-confidential 18th August 2026

Noted

67. Clerk's Report.

To receive written report.

Meeting Dates: –

Full Council – 6th October 2026.

Committees – 15th September 2026 Environment, Planning & Finance, Consultation.HR

Items to report.

- .Envar planning ref 23/01649/COA –Construction of waste transfer station and Biomass building, 4 fire water holding tanks, wastewater treatment plant and new surface water attenuation lagoon.
Refused by CCC 6/2/24- Appeal upheld by secretary of state. Statement issued by CCC 30/7/24.
- 25th August 2026
Co-Op banking has confirmed the amendments to the signing mandate adding Cllrs Dyne, C Norman, G Norman and Wetherfield.
- 2026-27 National Salary Award announced back dated to 1st April 2026.

68. Finance and Risk.

68.1 To approve renewal of fleet insurance policy.

Resolved: That the renewal of fleet insurance policy at a cost of £1209.97 be approved. (Prop Cllr E MacPherson, 2nd Cllr M Wetherfield) All in favour.

68.2 To consider correspondence from Messrs Copleys regarding Woodland Mill Way and agree actions.

Clerk to confirm with Copleys Solicitors that the following searches are to be carried out: Environmental, Highway, Regulated Water and Drainage and Regulated Local Authority. Members discussed the update including the lack of access to Holywell Spinney.

Resolved: That the following questions are raised: 1. Boundary disparity on Plan 4 & 5. 2. Access to Holywell Spinney (Plan 2) to be confirmed. (Prop Cllr E MacPherson, 2nd Cllr R Fountain) All in favour.

68.3 To approve payments made within the Clerks delegated powers.

Resolved: That the following payments made within the Clerks delegated powers: S. D. A. Pest Control, Treatment wasp nest at the Cemetery, Inv. No. 8/841 - £70.00 be approved (Prop Cllr E MacPherson, 2nd Cllr N Dyne) All in favour.

68.4 To approve accounts for payment to be made on Thursday 3rd September 2026.

Resolved: That the following payments: Wicksteed, See saw repairs, Inv. No. 0000832406 - £1003.81 and Cllr A Whyte, Chairman's Allowance – 2nd quarter - £75.00 totalling £1078.81 be approved (Prop Cllr E MacPherson, 2nd Cllr N Dyne) All in favour.

- 68.5 To approve accounts for Payment made for the period 5th August 2026 – 1st September 2026

Resolved: That the payments for the period 5th August 2026 – 1st September 2026 totalling £12,169.40 be approved (Prop Cllr E MacPherson, 2nd Cllr M Wetherfield) All in favour.

- 68.6 To note the budget report as at 24th August 2026.

Noted

- 68.7 To note the bank reconciliation as at 25th August 2026.

Noted

- 68.8 To note the correspondence relating to the acquisition of Co-Op bank by Coventry Building Society.

Noted

69. Planning.

- 69.1 To consider the following **appeal**:

Application Ref: Reference: 26/00605/PIP

Permission in principle for 4 dwellings.

Land North West Of Manor Farm Conger Lane Holywell

Resolved: That the original objections are reiterated, Clerk to check National Planning Policy, to include that the proposed development is outside of the village envelope and the need to keep the two village identities within the Parish. Extend an invitation to the Inspector to visit the site. Errors in the HDC report to be advised. (Prop Cllr M Wetherfield, 2nd Cllr R Fountain) All in favour.

- 69.2 To note the following appeal application that has been **dismissed**:

24/02275/FUL Development of Use Class C2 Residential Accommodation with Care comprising of apartments for people aged 65 and over, communal facilities, associated landscaping, car

parking, services and access from Meadow Lane

Land At Junction Of Harrison Way And Meadow Lane St Ives

Noted

70. Community Engagement.

- (i) To consider draft plans from CCC Highways for improvements to Mill Way Needingworth.

Resolved: That the Highway Officer is invited to the Planning & Finance meeting on 15th September 2026 to answer members questions and bring a tulip. (Prop Cllr N Dyne, 2nd Cllr E MacPherson) All in favour

- (ii) To approve draft design of replacement sign Falklands Walk/Engineers Wood. Cllr M Wetherfield commented that the label showing Engineers Wood appears that is naming Millfields. Suggested that arrows are added to each name: Engineers Wood, Needingworth Copse & Holywell Spinney to show the relevant area referred to and that 'Millfields' is added to the sign.

Resolved: That with the above amendments the draft design of replacement sign Falklands Walk/ Engineers Wood be approved. (Prop Cllr L Fisher, 2nd Cllr M Wetherfield) All in favour

- (iii) To approve date for meeting with Village Hall Trust.

Resolved: That 7th October, 8pm for meeting with Village Hall Trust be approved. (Prop Cllr G Fisher, 2nd Cllr L Fisher) 6 in favour, 1 abstention.

71. To consider and resolve to authorise the chair to conduct the annual performance review and appraisal of the clerk.

Resolved: That authority is given to the Chair to conduct the annual performance review and appraisal of the Clerk. (Prop Cllr E MacPherson, 2nd Cllr N Dyne) All in favour.

72. Policy

- 72.1 To approve amendment to standing order 3(i) to reflect Councillors raising a hand to speak.

Resolved: That amendment to standing order 3(i) to reflect Councillors raising a hand to speak be approved. (Prop Cllr E MacPherson, 2nd Cllr N Dyne) All in favour.

73. Correspondence.

To receive correspondence and agree any actions: -

- (I) To note correspondence regarding AWS Fens Reservoir Survey Notification

Noted

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

- Cllr E MacPherson reported an unauthorised 'Slimming World' banner that has been on the roundabout for approx. 2 months.
- Cllr N Dyne advised that one of the bollards at the Pike & Eel end of the bank has gone missing.
- Cllr R Fountain reported that the uncut area on the field behind Ashton Close and Russett Avenue has still not been cut. Clerk advised that this has been reported.
- The Clerk reported:
 1. Cambridgeshire ACRE's AGM is on Wednesday 7th October 2026, 2pm -3pm Online via Zoom
 2. Waste Busters meeting will be on Thursday 10th September 2026, 5.30pm – 6.30pm at Pathfinder House, St Mary's St, Huntingdon. This has been advertised on the Council Facebook page
 3. Districtwide Dog Control – Public Spaces Protection Order (PSPO) consultation received 1st September 2026 runs 27 August 2026 – 13th September 2026. There is no Parish Council meeting before expiry of consultation. HDC are proposing to renew the Order as is for a further 3 years subject to annual review annual review and any future changes resulting from Local Government Reorganisation (LGR).
 4. Thanks offered to Cllr S Martin for Chairing the meeting.

Being no further business the meeting closed 8.07pm

Chairman
Date