

MINUTES OF A MEETING OF ELTISLEY PARISH COUNCIL HELD ON TUESDAY 8th JULY 2025 at THE CADE at 7.00pm

The meeting will be open to the public and press unless the Council otherwise directed.

PRESENT:

Cllr D Stevenson (Chairman)
Cllr B Bidgood (from item 24 onwards)
Cllr S Ellis
Cllr R Pinner
Cllr M Welland

Mrs A Jackson (Parish Clerk)

IN ATTENDANCE:

No members of public
CCC C Poulton
SCDC P Sandford

19. Apologies.

To receive and accept Apologies for Absence.

Cllr J Francis - personal

Cllr M Lines - personal

20. Declarations of Interest.

To receive Declarations of Interest – Personal and/or prejudicial and the nature of those interests relating to items on the agenda.

Cllr M Welland completed his Declaration of Acceptance of Office prior to the start of this meeting.

21. To receive Vice Chairman's Declaration of Acceptance of Office

Cllr S Ellis having been duly elected at the 13th May 2025 meeting signed the Vice Chairman's Declaration of Acceptance of Office along with the Clerk

22. Minutes.

To confirm the Minutes of the Meeting held on 13th May 2025.

Resolved: That the minutes of the Meeting held on 13th May 2025 be signed as a true and correct record (Prop Cllr D Stevenson, 2nd Cllr S Ellis) All in favour.

23. Public Forum

To allow any member of the public to address the council. Time Allowed 10 minutes

None

24. District and County Councillor Reports

To receive verbal reports from district and county councillor.

District Councillor P Sandford reported:

- Planning – the updated Local Plan is emerging covering two main considerations:
 1. More housing – considering North of Cambourne and a new town near Abingdon/ Linton
 2. More warehousing on A428 – 4 shortlisted sites being considered – 2 sites near the Boxworth junction and 2 sites near the Bar Hill junction

Cllr B Bidgood arrived 7.10pm

- Local Government Reorganisation - detailed business plans are being written for the 3 possible options. These will be submitted to Government for their decision.
- Four day week – will be before Council next Thursday. The consultation results have shown an improvement in the service or no change, therefore expect the recommendation to make this permanent.
- Biodiversity Net Gain (BNG) – consultation due 18 July 2025 for 6 weeks.

County Councillor C Poulton reported:

- End of the year 2024/25 revenue overspend of £4.45m, this was smaller overspend than expected.
- Public Health Plan – focus on obesity, mental health and well-being, smoking and health and work support initiatives.
- Assets and Procurement – investigating breaches in procurement rules. A number of breaches have been identified, however none involved fraud, corruption or financial irregularities.
- Adult learning services received a Good Ofsted report.
- Household support fund has been reopened for households experiencing immediate hardship – can apply for £110 voucher.
- Environment and Green investment – the Government are taking control of new reservoirs; this should accelerate the delivery of the reservoirs.
- Climate Leadership – CCC has been ranked as one of the top performing Councils in the country for the action it has taken towards Net Zero,
- Conservation - new local nature recovery strategy approved.
- Public Rights of Way – questionnaire for Council to complete.
- A14 – CCC challenging National Highways regarding the trees planted along the A14 that were not watered.
- Bus way – CCC have agreed to fence the entire length of the busway to provide a barrier between the footpath and the busway.

Cllr R Pinner asked if CCC C Poulton had made contact with the drainage officer to arrange another meeting. CCC C Poulton will follow this up.

Cllr D Stevenson commented that M Smith, the previous County Councillor was in conversation with Caxton and Eltisle regarding the footpath between Caxton and Eltisle, that could benefit from resurfacing. CCC C Poulton advised that Caxton has a grant application in process for Caxton to Cambourne footpath.

25. Clerks Report

To receive written report

Full Council – Tuesday 9th September 2025

Items to report.

- Clerk attended Clerks conference 14th May 2025 – received a presentation on planning which included S106 information and a presentation on Communities which included information on grants
- Water bill received for The Green £548.51 – June 2025 account put on hold for a further 4 weeks whilst awaiting information from Staffordshire Water.
20/5/25 Clerk contacted Source for Business – account put on hold for a further 4 weeks – raised a cheque for £53.65 for standing charge remaining amount remains in dispute. Permanent disconnection of supply form sent.
29/4/25 Clerk contacted Source for Business – account on hold for 4 weeks whilst they get information from Staffordshire Water.
- 28/5/25 Reported footpath issues to CCC – Rear of 9 Greenfields, Front of 15 Greenfields, 44 St Neots Road, 34 – 40 The Green, 17 – 21 The Green and next to village pond on Potton End
- 29/5/25 Memorandum of Understanding for Mobile Vehicle Activated Signs and Speed Indicator Devices signed and MVAS and one solar panel collected. Second solar panel on order as was missed of original order.
- AGAR submitted to external auditors 11/6/25
- Accepted quote from Cobb Thatching for rethatch of the Cade – will be booked in next summer and will avoid w/c 18th July 2026
- 16/6/25 reported damaged drain cover as an urgent repair – repaired 20/6/25

26. Members reports

To receive verbal report and agree any actions

- (i) Hastoe Housing

Cllr D Stevenson commented that the official opening day was well attended, Roger's speech was well received, and the housing had been built to a high standard. The Clerk shared the final press release for the Hastoe Housing development, which Cllr R Pinner suggested making a booklet with the information and photos for displaying on the noticeboard and to give the History Society a copy for their archives.

- (ii) Parish Forum
Nothing to report
- (iii) Village working party
Plan to employ HTLA Property services for village maintenance services 1 day per month. Cllr R Pinner will be meeting with the contractor to discuss areas of work. Next working party – Saturday 2nd August 2025, 10am – to clear the pond.
- (iv) Parish plan survey
Nothing to report
- (v) Speedwatch
Cambridge Road still shut, expected to reopen September 2025.
Cllr D Stevenson has the new MVAS and solar panel ready for installation.
- (vi) Play area/RoSPA report
Nothing to report
- (vii) A428
A428 near Eltislely will be shut this weekend which is expected to be the last closure for a while. Cambridge Road expected to be reopened September 2025, initially one way to leave the village with an option for the entrance to be reopened at a later date.
- (viii) Cross Path
CCC C Poulton is expecting to arrange an on site meeting with the Highways Officer to review the condition of roads around Eltislely.
- (ix) Drainage
Nothing to report
- (x) East West Rail
CCC C Poulton and DC P Sandford attended a meeting with local representatives from EW Rail and reported that -
 - Doing a drilled tunnel under the A428
 - Developer has asked EW Rail to consider moving the station back to the Cambourne roundabout.

DC P Sandford advised that a formal consultation will be launched sometime next year. So far no start date set.

Cllr D Stevenson gave members an update on the mobile phone tower – the second letters have been sent to the landowners, no response received.

Cllr R Pinner suggested putting the allotment site forward to be considered.

27. Finance and Risk

27.1 To approve the accounts for payment for period from 14th May 2025 – 8th July 2025

Date	Payee Name	Cheque No.	Description	Net	VAT	Total
23/05/2025	Emorsgate Seeds	2084	Wildflower seeds	£110.00		£110.00
29/05/2025	HMRC/ Clerk	2082/2083	Staff costs	£647.01		£647.01

16/06/2025	HMRC/ Clerk	2091/2092	Staff costs	£666.81		£666.81
16/06/2025	Bradgate Ltd	2087	Grass cutting	£760.00	£152.00	£912.00
16/06/2025	Holywell-cum-Needingworth Parish Council	2093	Office rent	£233.65		£233.65
16/06/2025	Bradgate Ltd	2089	Grass cutting	£760.00	£152.00	£912.00
16/06/2025	Cade Pavilion	2085	VE Day refreshments	£40.00		£40.00
16/06/2025	SLCC	2088	CiLCA Qualification fee	£450.00		£450.00
16/06/2025	Cade Pavilion	2090	Contribution to Peace Tree lights 2024	£500.00		£500.00
			TOTAL	£4167.47	£304.00	£4471.47

Cllr R Pinner requested a meeting be arranged with Bradgate to discuss the verge cutting.

Resolved: That payments totalling £4471.47 be approved (Prop Cllr D Stevenson, 2nd Cllr R Pinner) All in favour.

27.2 To note the bank reconciliation as at 11th June 2025

Noted

27.3 To note the budget report dated 30th June 2025

Noted

27.4 To note the Important Update from npower Business Solutions: Your Unmetered Supplies (UMS) are now settled Half-Hourly (HH)

Noted

27.5 To consider completion of the Indemnity for execution on behalf of the Parish Council for the S106 received from "the Developer" (Hastoe Housing Association) for the following amounts: Formal Sports - £9,879.27, Play Space - £15,395.81, Community Facilities - £4,485.19

Resolved: That the Indemnity for execution on Behalf of the Parish Council for the S106 received from "the Developer" be approved and be signed by Cllr D Stevenson and Cllr R Pinner. (Prop Cllr S Ellis, 2nd Cllr B Bidgood) All in favour.

Resolved: That the Clerk write to request the "Off-Site Sports Space Contribution" be amended to 'general maintenance and improvements to the Green' due the closure of the cricket team. (Prop Cllr D Stevenson, 2nd Cllr R Pinner) All in favour.

27.6 To consider completion of the Indemnity for execution on behalf of the Parish Council for the S106 received from "the Seller" for the following amounts: Formal Sports - £4,368.04, Play Space - £6,807.17, Community Facilities - £1983.10

Resolved: That the Indemnity for execution on Behalf of the Parish Council for the S106 received from "the Seller" be approved and be signed by Cllr D Stevenson and Cllr R Pinner. (Prop Cllr S Ellis, 2nd Cllr B Bidgood) All in favour.

Resolved: That the Clerk write to request the "Off-Site Sports Space Contribution" be amended to 'general maintenance and improvements to the Green' due the closure of the cricket team. (Prop Cllr D Stevenson, 2nd Cllr R Pinner) All in favour.

27.6 To note receipt of £635 from Community Chest Grant and approve payment of £495.00 for duck house

Resolved: That the receipt of £635 from the Community Chest Grant be noted and payment of £495.00 for the duck house be approved. (Prop Cllr S Ellis, 2nd Cllr D Stevenson) All in favour.

27.7 To approve payment of £256.05 from NGF Play for replacement play equipment

Resolved: That the payment of £256.05 from NGF Play be approved. (Prop Cllr D Stevenson, 2nd Cllr R Pinner) All in favour.

27.8 To note the cancellation of Open Spaces membership along with their response detailing benefits of membership

Noted

- 27.9 To consider grant application for the Cade thatching and Clerk to attend training CAPALC course for Funding for Town & Parish Councils
Resolved: That the Clerk investigate the A428 Community Value Fund and the National Lottery Awards for All for grant funding for the Cade thatching. (Prop Cllr D Stevenson, 2nd Cllr R Pinner) All in favour.
Resolved: That the Clerks attendance at the training course for Funding for Town & Parish Councils at a cost of £45.00 be approved. (Prop Cllr D Stevenson, 2nd Cllr R Pinner) All in favour.
- 27.10 To approve a transfer of £651.00 from current account to deposit account to cover allocated reserves
Resolved: That the transfer of £651.00 from current account to deposit account to cover allocated reserves be approved. (Prop Cllr R Pinner, 2nd Cllr D Stevenson) All in favour.
- 27.11 To consider the requirements under JPAG 2025 of Assertion 3 & 10 relating to Email addresses and the administering of websites
The Clerk provided a written report detailing the key changes in the Practitioner's Guide 2025.
Resolved: That the Clerk obtain detailed quotes for a dedicated Parish Council website and .gov.uk and .org.uk emails for consideration at the September meeting. (Prop Cllr R Pinner, 2nd Cllr S Ellis) All in favour.
- 27.12 To approve the addition of 1x solar powered MVAS and 1 x solar unit to the insurance policy
Clerk advised that there is no cost to add 1 x solar powered MVAS and 1 x solar unit to the insurance policy.
Resolved: That the addition of 1x solar powered MVAS and 1 x solar unit to the insurance policy be approved. (Prop Cllr S Ellis, 2nd Cllr D Stevenson) All in favour.

28. Policy

To review and adopt the following policy documents.

- (i) Communications Policy
- (ii) Death of a Senior Statesman Protocol
- (iii) Investment Policy
- (iv) Equality and Diversity Policy
- (v) Data Protection Policy
- (vi) Dignity at Work Policy

Resolved: That the Communications Policy, Death of a Senior Statesman Protocol, Investment Policy, Equality and Diversity Policy, Data Protection Policy and Dignity at Work Policy be adopted (Prop Cllr B Bidgood, 2nd Cllr S Ellis) All in favour.

29. Planning.

29.1 To consider the following amendment to applications that have been Received:

- (i) Application ref: 25/00966/HFUL

Proposal: Replace current windows and doors with a mix of pvc and aluminium double glazing to anthracite grey and include Georgian bars on front facing and side windows. Install new oil tank to the front of the dwelling.

Amended description to read: Replace current windows and doors with a mix of pvc and aluminium double glazing to anthracite grey and include Georgian bars on front facing and side windows. Install new oil tank to the front of the dwelling and installation of flue to front roof slope.

81 The Green Eltisley Cambridgeshire PE19 6TG

Resolved: That the application be supported. (Prop Cllr R Pinner, 2nd Cllr B Bidgood) All in favour.

(ii) Application ref: 25/02615/PIP

Application for permission in principle for development of 3 No. Custom/Self-Build dwellings

Land Adj 84 Caxton End Eltisley Cambridgeshire

Cllr D Stevenson advised a member of the public has raised the following points:

- Road to narrow to take more traffic
- Water pipe to this area is only 3" so would have a potential issue with water pressure to new properties
- Village is served by the X3 bus once a day

Members commented that they could see no planning reason to object to the application.

Resolved: That the application be supported. (Prop Cllr D Stevenson, 2nd Cllr B Bidgood) All in favour.

29.2 To note the following application that has Discharge Agreement Compliance:

(i) Application ref: 24/04318/CONDA

Submission of details required by condition 3(a) (structural details of kitchen wall opening) of Listed Building consent 24/04318/LBC

51 The Green Eltisley Cambridgeshire PE196TG

Noted

29.3 To note the following application for information only:

(i) Application reference: S/3182/19/CONDF

Submission of details required by condition 20 (Archaeology) of planning permission S/3182/19/FL

Site Adjacent Pond at Potton End Eltisley Cambridgeshire

Noted

(ii) Application reference: S/0907/98/CONDA

Submission of details required by conditions 3 (meeting on site) and 4 (sample of proposed floor bricks) of Listed Building consent S/0907/98/LB

Green Farm 51 The Green Eltisley Cambridgeshire PE19 6TG

Noted

29.4 To note Street Naming & Numbering Notification - LZRBCXCH - CAXTON END, ELTISLEY

Members noted that work has begun on Manor Farm site and requested the Clerk to follow up on the letter sent 16th April 2025 to which no response has been received to date.

Noted

30. Consultations

(i) Public Rights of Way Hierarchy engagement

Members reviewed the PROW Hierarchy engagement document and commented that all of the footpaths are important, particularly Bridleway 1 and 6 and considered that all of the footpath should be classed higher. All of the footpaths are well used. Clerk to complete the online version and submit to CCC.

(ii) Consultation on the Local Government Reorganisation survey

Councillors will complete the survey and send to the Clerk for collating and submitting prior to 20th July 2025.

31. Community Engagement

31.1 To receive an update and agree actions for the Emergency Plan

Cllr R Pinner will review the Emergency Plan and advise of any amendments prior to letters being sent out to residents who have been identified as having useful resources.

32. Correspondence.

To receive correspondence and agree any actions: -

- (i) To note Cambridgeshire County Council Press Release 11th June 2025 regarding new unitary councils across Cambridgeshire and Peterborough

Noted

- (ii) To consider email from resident regarding the duck house and New Weir Pond, Eltisley

Cllr R Pinner commented that the pond was last dredged approx. 5 years ago when a grant was accessed, he does not believe it is holding up any water. CCC C Poulton will check whether there are any grants available.

Members asked the Clerk to write to the resident advising the Parish Council are exploring the possibility of grant funding for improvements in the village which may include the pond.

- (iii) To consider email from resident regarding A428 funding application
Members asked the Clerk to write to the resident advising that there have been no other requests to consider a MUGA or skate park and there is nowhere suitable. The Parish Council will be submitting an application for the Cade thatching which they consider a priority.

- (iv) To consider email regarding Action on Biodiversity

Noted

- (v) To consider email from CCC requesting food waste volunteers

Cllr S Ellis to submit an article to the six villages newsletter to include the link for further information from Cambridgeshire County Council website.

- (vi) To consider request from resident for a bouncy castle outside of the Cade, date to be advised

Resolved: That the request from resident for a bouncy castle outside of the Cade be approved subject to receipt of signed agreement of the Conditions of the use of inflatables and a copy of their insurance. (Prop Cllr D Stevenson, 2nd Cllr R Pinner) All in favour.

- (vii) To note CCC - Detailed transparency report on highways maintenance published

Noted

33. Items to report.

- Clerk advised members of the meet your MP on 12th July, 10am – 12pm. Cllr D Stevenson and Cllr R Pinner will attend.



Being no further business, the meeting closed at 9.10pm

Chairman

Date

The next meeting of Eltisley Parish Council will be on Tuesday 9th September 2025 at 7.00pm in The Cade Pavilion, The Green, Eltisley. PE19 6TG