

# Eltisley Parish Council

Clerk to the Council: Mrs A Jackson Needingworth Village Hall, Overcote Lane, Needingworth, Cambs. PE27 4TU  
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## To all members of Eltisley Parish Council

You are hereby summoned to attend a meeting of the Full Council to be held **on Tuesday 9<sup>th</sup> September 2025 at 7.00pm** at The Cade Pavilion, The Green, Eltisley. PE19 6TG for the purpose of transacting the following business.

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

*A Jackson*

Thursday 4<sup>th</sup> September 2025  
A Jackson, Clerk to the Council

## AGENDA

### 40. Apologies.

To receive and accept Apologies for Absence.

### 41. Declarations of Interest.

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

### 42. Minutes.

To confirm the Minutes of the Meeting held on 29<sup>th</sup> July 2025.

### 43. Public Forum

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

### 44. District and County Councillor Reports

To receive verbal reports from district and county councillor.

### 45. Clerks Report

To receive written report

### 46. Members reports

To receive verbal report and agree any actions

- (i) Hastoe Housing
- (ii) Parish Forum
- (iii) Village working party
- (iv) Parish plan survey
- (v) Speedwatch
- (vi) Play area/RoSPA report
- (vii) A428
- (viii) Cross Path
- (ix) Drainage
- (x) East West Rail

### 47. Finance and Risk

47.1 To approve the accounts for payment for period from 9<sup>th</sup> July 2025 – 9<sup>th</sup> September 2025

Date	Payee Name	Cheque No.	Description	Net	VAT	Total
09/07/2025	Source for Business	2082	Water bill – standing charge	44.71	8.94	£53.65
29/07/2025	HMRC/ Clerk	2094/2095	Staff costs	£647.01		£647.01
29/07/2025	CAPALC	2100	Internal Audit	£232.60		£232.60
29/07/2025	Shropshire Manufacturing Company	2096	Duck house	£412.50	£82.50	£495.00
29/07/2025	NGF Play Ltd	2097	Swing seat, cradle seat, chains & cap	£213.38	£42.67	£256.05

29/07/2025	Bradgate Ltd	2099	Grass cutting	£480.00	£96.00	£576.00
30/07/2025	Cade Pavilion	2101	Room hire	£3.75		£3.75
30/07/2025	Richard Rodgers	2102	Website hosting fees	£93.59		£93.59
14/08/2025	IT Solutions	2103	Laptop & Microsoft Office 2021	£291.67	£58.33	£350.00
14/08/2025	HMRC/ Clerk	2104/2105	Staff costs	£663.11		£663.11
14/08/2025	Bradgate Ltd	2106	Grass cutting	£480.00	£96.00	£576.00
27/08/2025	NPower	DDR	Bus shelter electricity	£41.05	£2.05	£43.10
27/08/2025	Holywell-cum-Needingworth Parish Council	2107	Office Rent	£233.65		£233.65
04/09/2025	HTLA Property Services – Ian Fordham	2108	Tree works	£280.00		£280.00
			<b>TOTAL</b>	<b>£4117.02</b>	<b>£386.49</b>	<b>£4503.51</b>

- 47.2 To note the bank reconciliation as at 11<sup>th</sup> August 2025
- 47.3 To note the budget report dated 1<sup>st</sup> September 2025
- 47.4 To note the receipt of verge cutting contribution from CCC £1950.79
- 47.5 To note the receipt of S106 received from SCDC £ £42,918.58 and agree transfer of £18394.19 to Village Institute deposit account, allocation of £14247.31 to Formal Sports Reserve, allocation of £6468.29 to the Cade Reserve (Community Space Reserve)
- 47.6 To note the Local Government services pay agreement 2024/25 and resolve to adopt the increase as advised.
- 47.7 To consider set up of new website and generic email account hosted on an authority-owned domain
- 47.8 To consider online banking arrangements
- 47.9 To consider and agree the wording for the grass cutting and Parish verges tender
- 47.10 To review insurance renewal documents and approve renewal
- 47.11 To agree Clerk's attendance at CAPALC Annual Conference, Friday 19<sup>th</sup> September 2025
- 47.12 To note the instruction of Surrey Hills Solicitors for the Deed of Easement for Manor Farm
- 47.13 To note email from Npower Business Solutions - Market-wide Half-Hourly Settlement (MHHS) is going live in September 2025
- 47.14 To consider and agree planning advice re the Cade rethatch
- 47.15 To consider and agree actions regarding the Buildings Regulations Approval Advice for the Cade rethatch

## 48. Policy

### To review and adopt the following policy documents.

- (i) Disciplinary Policy
- (ii) Grievance Policy
- (iii) FOI Publication Scheme
- (iv) Complaints Procedure
- (v) Management of Records Policy
- (vi) Biodiversity Policy and Action Plan

## 49. Planning.

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

- (i) Application ref: 25/02809/LBC  
Listed building consent to replacement existing fenestration  
23 The Green Eltisle PE19 6TG

49.2 To note the following application that has been **Refused**:

- (i) Application ref: 25/02615/PIP  
Application for permission in principle for development of 3 No. Custom/Self-Build dwellings  
Land Adj 84 Caxton End Eltisle Cambridgeshire PE19 6TG

49.3 To note the following application that has been **Approved**:

(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

(ii) Application ref: 25/02621/HFUL

Part two storey and part single storey rear extensions and changes to the front canopy.

49 The Green Eltisley PE19 6TG

49.4 To note the following application for information only:

(i) Application reference: 24/02919/CONDB

Submission of details required by condition 4 (Archaeology) of planning permission  
24/02919/FUL

Manor Farm Caxton End Eltisley Cambridgeshire PE19 6TJ

## 50. Consultations

**To review and agree any comments on the following documents:**

(i) Draft Greater Cambridge Supplementary Planning Documents consultation

## 51. Community Engagement

51.1 To consider projects for LHI Bid 2026/2027

51.2 To agree date and venue for 2025 Christmas Party

## 52. Correspondence.

To receive correspondence and agree any actions: -

(i) To consider email from resident regarding football on the Green

(ii) To consider emails from residents regarding Cambridge Road A428 junction

(iii) To note CCC newsletter - new highways asset management system – Aurora July & August 2025

(iv) To note MP Briefing, Update on Devolution dated 23 July 2025 (updated 5 August 2025)

(v) To note the Cambridgeshire and Peterborough Combined Authority monthly newsletter. August 2025

(vi) To note and agree any comments to the introduction to SCDC Town & Parish Council Liaison Officer

(vii) To consider email request from Forward in Faith Church for use of play area on 13 September 2025

## 53. Items to report.

*The next meeting of Eltisley Parish Council will be on Tuesday 11<sup>th</sup> November 2025 at 7.00pm in The Cade Pavilion, The Green, Eltisley. PE19 6TG*