

**MINUTES OF A MEETING OF ELTISLEY PARISH COUNCIL HELD ON TUESDAY 10<sup>th</sup> MARCH 2026 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 S Ellis

Cllr M Lines

Cllr R Pinner

Cllr M Welland

Mrs A Jackson (Parish Clerk)

**IN ATTENDANCE:**

No members of public

CC Cllr C Poulton

SCD Cllr P Sandford

**88. Apologies.**

To receive and accept Apologies for Absence.

Cllr B Bidgood – Personal

Cllr J Francis - Personal

**89. Declarations of Interest.**

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

**None**

**90. Minutes.**

To confirm the Minutes of the Meeting held on 13<sup>th</sup> January 2026.

**Resolved:** That the minutes of the Meeting held on 13<sup>th</sup> January 2026 be signed as a true and correct record (Prop Cllr R Pinner, 2<sup>nd</sup> Cllr S Ellis) All in favour.

**91. Public Forum**

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

**None**

**92. District and County Councillor Reports**

To receive verbal reports from district and county councillor.

SCD Cllr P Sandford reported:

- Precept set with a 2.99% increase, approx. 50p/month increase on a Band D property.
- Development Corporation (DevCo) – Government have drawn a red line around Cambridge City and South Cambridgeshire District Council and are consulting to put in place a DevCo to deal with large scale developments. SCDC have a meeting next week to put forward their response to the consultation.
- Climate and Nature strategy – now have enough charging points to run 18 electric bin lorries which mainly serve the city and built-up areas. Currently do not have the range to serve the villages. Target to improve the district recycling rates – the food waste bins will start this year which is hoped to improve recycling rates.
- Action on Energy – county wide program - grants available for residents to move off oil fired heating, colour gas etc. Details will be included in the next month newsletter.

Cllr R Pinner commented that he understood that DevCo's are not subject to the normal planning process.

SCD Cllr P Sandford advised that Government plan to build 75k houses in Greater Cambridge and the DevCo can override the planning process.

Cllr D Stevenson queried the matter raised regarding the tax base for the precept. SCD Cllr P Sandford will follow up.

Cllr D Stevenson commented on the response regarding buses serving Eltisley – one in the morning, one in the evening and the Tiger service to use at other times.

CC Cllr C Poulton will follow up.

Cllr S Ellis asked if the 4-day week has come into effect for SCDC.  
SCD Cllr P Sandford advised it has been agreed and takes effect from next financial year and will be in place until the new unitary authority takes over.

CC Cllr C Poulton reported:

- Local Government Reorganisation – consultation on 4 options runs until 26 March. Government will decide in the summer.
- Budget set with an increase of 4.99%.
- Biomedical Campus in Cambridge – agreed a partnership with Prologis to expand eastwards.
- Pot holes – a Teams meeting has been organised to discuss the state of the roads.
- Highlighting the safe disposal of batteries following an increase in fires caused by incorrectly disposed lithium-ion batteries.
- Have been contacted by a resident regarding the reopening of Cambridge Road and informed they have asked for a FOI from National Highways.

Cllr R Pinner queried whether the new authority would take a new name and the on costs from renaming.

CC Cllr C Poulton yes will have a new name depending on the option chosen. It will take a long time to realise any savings from the LGR.

### 93. Clerks Report

To receive written report

Meeting Dates: –

Full Council – Tuesday 26<sup>th</sup> May 2026

Items to report.

- 23/2/26 requested Drainage Officer to inspect drainage in Eltisle ref: CLR25092301
- 20/2/26 – contacted AVG security re upgrade regarding payment methods – only option available was payment by card have enquired whether we can pay by bank transfer, awaiting response.
- Cade rethatch – work started 17/2/26
- Co-vid 19 commemoration tree ordered 21/1/26
- BANKLINE – Cllr R Pinner set up.
- Water bill received for The Green £548.51 – Still awaiting response re leak allowance.

6/10/25 Source 4 Business Escalation Team contacted Clerk – advised that engineer met Cllr Pinner (Jan 25)\* advised that leak is further up the line and would turn off the meter to prevent further loss (this information from his request to wholesaler for further info 10/7/25). Agent will raise a leak allowance on our behalf and contact when they get a response. Next stage would be an official complaint. The stop on the account will be automatically continued until a resolution is reached.

\*Cllr R Pinner did not meet engineer just advised location of the leak but did not attend on site.

### 94. Members reports

To receive verbal report and agree any actions

(i) Hastoe Housing

Cllr D Stevenson commented that one of the shared ownership houses is back on the market.

The original contractor is completing some groundworks and then Hastoe will be responsible for the long-term maintenance of the areas, their Estate Services Manager, will be the best person to liaise with from that point regarding any queries over the grounds.

(ii) Parish Forum

Nothing to report

(iii) Village maintenance

Cllr R Pinner has given the list of works to HTL Property services to complete.

(iv) Parish plan survey

Survey responses passed to the Clerk, will be collated and results reported back.

- (v) Speedwatch  
Cllr S Ellis commented that volunteers are dwindling, a request for volunteers didn't get any response. Also, that the police do not send letters anymore. The speed watch co-ordinator advised that they have enough volunteers to operate one morning and one afternoon per month.  
Cllr R Pinner requested the Clerk to write to the local police co-ordinator to visit to discuss.
- (vi) Play area/RoSPA report  
Received notification of annual inspection to take place in April.
- (vii) A428  
The results of the ballot were: 54 votes to 46 for Cambridge Road to remain open in one direction only.
- (viii) Cross Path  
Members noted a resident's objection to the proposal which will be included in the survey report.  
Survey responses passed to the Clerk, will be collated and results reported back.
- (ix) Drainage  
Clerk to request a copy of the letter sent to riparian owners from the Drainage Officer.  
Clerk to respond to the Exec Director Place and Sustainability.
- (x) East West Rail  
Appear to be on track to deliver EW Rail.

## 95. Finance and Risk

95.1 To approve the accounts for payment for period from 14<sup>th</sup> January 2026 – 10<sup>th</sup> March 2026

Date	Payee Name	Cheque No.	Description	Net	VAT	Total
15/01/2026	SSE Energy Solutions	Online Transfer	Streetlight electricity	£22.51	£1.13	£23.64
22/01/2026	Cade Pavilion	Online Transfer	Christmas party expenses	£57.50		£57.50
22/01/2026	SLCC Enterprises Ltd	Online Transfer	Practitioners Conference	£200.00	£40.00	£240.00
22/01/2026	Cambs ACRE	Online Transfer	Cambs ACRE Membership 2026	£62.08	£12.42	£74.50
30/01/2026	HMRC/ Clerk	Online Transfer	Staff costs	£669.44		£669.44
03/02/2026	Cllr D Stevenson	Online Transfer	Christmas party expenses	£18.40		£18.40
03/02/2026	Holywell-cum-Needingworth PC	Online Transfer	50% travel expenses Practitioner Conf	£53.55		£53.55
12/02/2026	Holywell-cum-Needingworth PC	Online Transfer	Quarterly Office Rent	£233.65		£233.65
12/02/2026	Legal fees – Deed of Easement	Online Transfer	Surrey Hills Solicitors	£540.00		£540.00
12/02/2026	Room Hire	Online Transfer	Cade Pavilion	£15.00		£15.00
18/02/2026	SSE Energy Solutions	Online Transfer	Streetlight electricity	£22.51	£1.13	£23.64
25/02/2026	HMRC/ Clerk	Online Transfer	Staff costs	£658.64		£658.64
02/03/2026	Cobb Thatching Ltd	Online Transfer	Cade re thatch – first payment	£17575.00	£3,515.00	£21090.00
			<b>TOTAL</b>	<b>£20128.28</b>	<b>£3569.68</b>	<b>£23697.96</b>

- Resolved:** That payments totalling £23697.96 be approved (Prop Cllr R Pinner, 2<sup>nd</sup> Cllr D Stevenson) All in favour.
- 95.2 To note the bank reconciliation as at 30<sup>th</sup> January 2026  
**Noted**
- 95.3 To note the budget report dated 4<sup>th</sup> March 2026  
**Noted**
- 95.4 To consider contribution of £25 to the Cade for the electricity for the Peace Tree lights  
**Resolved:** That a contribution of £25 to the Cade for the electricity for the Peace Tree lights be approved. (Prop Cllr R Pinner, 2<sup>nd</sup> Cllr M Lines) All in favour.
- 95.5 To approve renewal of CAPALC membership 2026  
**Resolved:** That the renewal of CAPALC membership 2026 at a cost of £328.48 be approved. (Prop Cllr D Stevenson, 2<sup>nd</sup> Cllr R Pinner) All in favour.
- 95.6 To approve the Clerks membership of SLCC  
**Resolved:** That the Clerks membership of SLCC at a cost of £158 be approved. (Prop Cllr D Stevenson, 2<sup>nd</sup> Cllr R Pinner) All in favour.
- 95.7 To note the transfer of £35,150 made on 11<sup>th</sup> February 2026 from the Reserve Account to the Current Account for the rethatch of the Cade  
The Chairman advised members that the Cade have requested a cricketer finial to be installed on the thatch roof, this has been agreed between the Cade Management Committee and the contractor.  
**Noted**
- 95.8 To note the receipt of £20,000 from the Improving the High Street Grant on 23<sup>rd</sup> February 2026 and approve transfer of £20,000 to the reserve account  
**Resolved:** That the receipt of £20,000 from the Improving the High Street Grant on 23<sup>rd</sup> February 2026 is noted and the transfer of £20,000 from the current account to the reserve account be approved. (Prop Cllr R Pinner, 2<sup>nd</sup> Cllr D Stevenson) All in favour.
- 95.9 To approve list of Direct Debit payments made by Parish Council 2026/27  
**Resolved:** That the list of Direct Debit payments made by Parish Council 22026/27 be approved. (Prop Cllr D Stevenson, 2<sup>nd</sup> Cllr R Pinner) All in favour.
- 95.10 To approve and countersign the contract between Eltisley Parish Council and Bradgate Grounds Maintenance Ltd for Grass cutting / maintenance 2026 – 2029  
Cllr S Ellis queried the areas of wildflowers that should not be cut when Bradgates start the verge cutting. Clerk will email the contract manager to advise the areas will be marked where wildflowers are to be left.  
**Resolved:** That the contract between Eltisley Parish Council and Bradgate Grounds Maintenance Ltd for Grass cutting/ maintenance 2026 – 2029 be approved and countersigned by the Chairman (Prop Cllr R Pinner, 2<sup>nd</sup> Cllr D Stevenson) All in favour.
- 95.11 To consider letter from The Cade Management Committee regarding contribution to the unexpected cost of the fire membrane  
**Noted**
- 95.12 To consider the response from CCC regarding the additional MVAS solar panel and agree next action.  
**Resolved:** That the Town & Parish Councils liaison officer is contacted to enquire if there are any grants available to apply to purchase a compatible MVAS for the solar panel. (Prop Cllr M Lines, 2<sup>nd</sup> Cllr R Pinner) All in favour.
- 95.13 To consider imposing fine under the bylaws for parking on the Green  
Members were advised that the owner had received 2 letters and the parking on the Green persisted. A third letter was sent advising that the Council would consider invoking a fine as permitted by the bylaws.  
**Resolved:** That a fine of £1000 reduced to £500 if paid within 14 days is invoked for the persistent parking on the Green. Letter to be sent by recorded delivery. (Prop Cllr M Lines, 2<sup>nd</sup> Cllr D Stevenson) All in favour.
- 95.14 To consider email and invoice from Source for Business and agree next actions  
**Resolved:** That the matter is escalated stating they have failed to produce evidence that the leak was our side of the meter, the tap has been turned off for approx. 8 years, dispute the claim that they met Cllr R Pinner when he was not in the area at that time and to stress that the Green is administered by a charity. (Prop Cllr R Pinner, 2<sup>nd</sup> Cllr D Stevenson) All in favour.

## 96. Planning

96.1 To consider the following applications that have been **Received**:

- (i) Application ref: 26/0211/TTCA

Proposal: Process and Remove Selected Limbs on 2 Hornbeam Trees (Highlighted in Photos 1-2). Up to a 2.5m height Reduction to a Group (Approximately 15 trees) of Hawthorn and Hazel trees.

81 The Green Eltisley Cambridgeshire

**Resolved:** That the application be supported with no comments (Prop Cllr R Pinner, 2<sup>nd</sup> Cllr D Stevenson) All in favour.

96.2 To note the following application that has been **Permitted**:

- (i) Application ref: 25/05063/S19LB

S19LB to vary condition 2 (approved plans) of listed building consent 24/02738/LBC and amend Builders report.

Manor Farm Caxton End Eltisley Cambridgeshire PE19 6TJ

**Noted**

## 97. Freedom of Information

97.1 To note Freedom of Information request made regarding the reopening/ closing of Cambridge Road junction dated 2.3.26

**Noted**

97.2 To give authorisation to the Clerk to have access to Councillor emails for the purpose of answering FOI requests

**Resolved:** That authorisation is given to the Clerk to have access to Councillor emails for the purpose of answering FOI requests. (Prop Cllr D Stevenson, 2<sup>nd</sup> Cllr S Ellis) All in favour.

## 98. Policy

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

- (i) S137 limits for 2026/27  
(ii) Information and Data Policy

**Resolved:** That the S137 limits for 2026/27 and the Information and Data Policy be adopted. (Prop Cllr R Pinner, 2<sup>nd</sup> Cllr D Stevenson) All in favour.

## 99. GDPR

99.1 To note the ICO step by step guide to Data Protection

**Noted**

99.2 To note the GDPR privacy notice on all emails from Parish Office

**Noted**

99.3 GDPR Awareness checklist for Councillors to be completed and returned to Parish Clerk  
Councillors present signed and returned the GDPR Awareness checklist to the Clerk.

**Resolved:** That the absent Councillors complete GDPR Awareness checklist and return to the Parish Clerk. (Prop Cllr R Pinner, 2<sup>nd</sup> Cllr D Stevenson) All in favour.

## 100. Consultation

100.1 Local Government Reorganisation consultation

No comments made.

100.2 Greater Cambridge Community Infrastructure Levy (CIL) consultation

No comments made.

## 101. Community Engagement

101.1 To receive an update regarding the telephone mast and agree any actions

Council noted an email in support of the telephone mast and requested the Clerk to direct the resident to complete the Atlas questionnaire on the Parish Council website.

**Resolved:** That the quote from Surrey Hills Solicitors capping their fees at £1500 + VAT to review the Heads of Terms contract be accepted. (Prop Cllr D Stevenson, 2<sup>nd</sup> Cllr S Ellis) All in favour.

101.2 To consider application for Woodland Trust Community Tree Pack

**Resolved:** That an application for Woodland Trust Community Tree Pack not be made. (Prop Cllr R Pinner, 2<sup>nd</sup> Cllr D Stevenson) All in favour.

## 102. Correspondence.

To receive correspondence and agree any actions: -

- (i) To note the response from Principal Operations Manager – Domestic/ Commercial Waste Collections regarding the bin collection complaint.

### **Noted**

- (ii) To consider correspondence from Gamlingay U9's girls football team and agree any actions

**Resolved:** That a trial period is offered for 6 months, advising that the Green is uneven with rabbit holes and that any damage caused by the training be repaired by them along with strictly no parking on the Green. Also, for the club to contact the Cade in order to hire the Cade for use of their facilities. Subject to receipt of their insurance and risk assessment. (Prop Cllr D Stevenson, 2<sup>nd</sup> Cllr M Lines) All in favour.

- (iii) To consider resident email correspondence regarding Cambridge Road junction  
Members noted the correspondence and in light of item 97.1 no further comment is made.

## 103. Items to report.

- Clerk was notified of a fallen tree near the allotments that was blocking the footpath, letter has been sent to the tenant of the meadow. Tree has now been cleared.
- Email received regarding football on the Green checking whether there were any village events planned on 14<sup>th</sup> March – no known events, Clerk to advise them to check with the Cade.

## 104. To resolve to close the meeting to members of the public due to confidential nature of items to be discussed.

**Resolved:** That the meeting be closed due to the confidential nature of items to be discussed. (Prop Cllr D Stevenson, 2<sup>nd</sup> Cllr R Pinner) All in favour.

*MEETING CLOSED 8.36pm*

## 105. Minutes.

- (i) To confirm the confidential Minutes of the Meeting held on 11<sup>th</sup> November 2025.  
(ii) To confirm the confidential Minutes of the Meeting held on 13<sup>th</sup> January 2026.

## 106. To receive an update and agree actions regarding Manor Farm

## 107. To consider Clerks request to carry over holiday to 2026/27

*MEETING REOPENED 8.44pm*

Being no further business, the meeting closed at 8.45pm

Chairman

Date

*The next meeting of Eltisley Parish Council will be on Tuesday 26<sup>th</sup> May 2026 at 7.00pm in The Cade Pavilion, The Green, Eltisley. PE19 6TG*