

# Eltisley Parish Council

Clerk to the Council: Mrs A Jackson Needingworth Village Hall, Overcote Lane, Needingworth, Cambs. PE27 4TU  
(Telephone: 01480 468451 email: [clerk@eltisley-pc.gov.uk](mailto:clerk@eltisley-pc.gov.uk))

## To all members of Eltisley Parish Council

You are hereby summoned to attend the Annual meeting of the Full Council to be held **on Tuesday 26<sup>th</sup> May 2026 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*

Wednesday 20<sup>th</sup> May 2026

A Jackson, Clerk to the Council

## AGENDA

### 1. Election of Chairman

1.1 To elect a Chairman for 2026/27

1.2 To receive Chairman's Declaration of Acceptance of Office

### 2. Apologies.

To receive and accept Apologies for Absence.

### 3. Declaration of Acceptance of Office

To approve signing of Acceptance of Office of absent Councillors on or before 14<sup>th</sup> July 2025

### 4. Declarations of Interest.

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

### 5. Minutes.

To confirm the Minutes of the Meeting held on 10<sup>th</sup> March 2026.

### 6. Public Forum

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

### 7. Election of Vice Chairman.

7.1 To elect a Vice Chairman for 2026/27

7.2 To receive Vice Chairman's Declaration of Acceptance of Office

### 8. Parish Council Representatives on Outside Bodies.

8.1 To nominate Parish Council Representatives to outside bodies for 2026/27

### 9. District and County Councillor Reports

To receive verbal reports from district and county councillor.

### 10. Clerks Report

To receive written report and meeting dates for 2026/27

### 11. Members reports

To receive verbal report and agree any actions

(i) Hastoe Housing

(ii) Parish Forum

(iii) Village maintenance

(iv) Parish plan survey

(v) Speedwatch

(vi) Play area/RoSPA report

(vii) A428

(viii) Cross Path

(ix) Drainage

(x) East West Rail

## 12. Finance and Risk

### 12.1 To approve the accounts for payment for period from 11<sup>th</sup> March 2026 – 26<sup>th</sup> May 2026

Date	Payee Name	Cheque No.	Description	Net	VAT	Total
12/03/2026	SSE Energy Solutions	Online Transfer	Streetlight electricity	£20.33	£1.02	£21.35
24/03/2026	Cobb Thatching Ltd	Online Transfer	Cade re thatch – final payment	£17575.00	£3,515.00	£21090.00
24/03/2026	HMRC/ Clerk	Online Transfer	Staff costs	£680.24		£680.24
07/04/2026	CAPALC	Online Transfer	CAPALC membership & DPO Scheme	£328.48		£328.48
07/04/2026	SLCC Enterprises Ltd	Online Transfer	SLCC membership	£158.00		£158.00
09/04/2026	Cade Pavilion	Online Transfer	Contribution for electricity – Peace Tree lights	£25.00		£25.00
17/04/2026	NPower	DDR	Electricity bus shelter	£44.27	£2.21	£46.48
22/04/2026	SSE Energy Solutions	DDR	Streetlight electricity	£22.51	£1.13	£23.64
24/04/2026	Room Hire	Online Transfer	Cade Pavilion	£45.00		£45.00
24/04/2026	Office Rent	Online Transfer	Holywell-cum-Needingworth Parish Council	£242.52		£242.52
24/04/2026	HMRC/ Clerk	Online Transfer	Staff costs	£658.64		£658.64
24/04/2026	Bradgate Ltd	Online Transfer	Grass cutting	£1185.00	£237.00	£1422.00
13/05/2026	ROSPA	Online Transfer	Annual play area inspection	£119.00	£23.80	£142.80
13/05/2026	Bradgate Ltd	Online Transfer	Grass cutting	£1285.00	£257.00	£1542.00
13/05/2026	CAPALC	Online Transfer	Internal Audit Fee	£233.90		£233.90
20/05/2026	SSE Energy Solutions	DDR	Streetlight electricity	£21.79	£1.09	£22.88
			<b>TOTAL</b>	<b>£22644.68</b>	<b>£4038.25</b>	<b>£26682.93</b>

12.2 To note the bank reconciliation as at 31<sup>st</sup> March 2026 & 5<sup>th</sup> May 2026

12.3 To note the budget report dated 19<sup>th</sup> May 2026

12.4 To receive the RoSPA play area report 21<sup>st</sup> April 2026 and agree actions

12.5 To note receipt of Watercourse Grant of £5160

12.6 To consider response from resident regarding fine imposed under the bylaws for parking on the Green

12.7 To consider email and invoice from Source for Business and agree next actions

12.8 To note receipt of pages 8-15 of JPAG to clarify Annual Governance Statement assertions.

12.9 To note the internal audit report for 2025/26 and agree any actions.

12.10 To note Clerk has successfully completed the CiLCA qualification

12.11 To note Progeny Annual review meeting on Tuesday 9<sup>th</sup> June 2026, 10am via Teams and agree attendance.

12.12 To note Npower Business Solution notification of Market-wide Half-Hourly Settlement (MHHS) migration window

12.13 To consider grant application for MVAS.

## 13. Policy

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

- (i) To adopt the General Power of Competence
- (ii) Financial regulations
- (iii) Standing orders
- (iv) Code of conduct

- (v) Model Publication Scheme
- (vi) Guide to information provided by Parish Council under the model publication scheme

#### **14. End of Year Accounts**

- 14.1 To approve accounts for the Year ending 31<sup>st</sup> March 2026.
- 14.2 To complete and approve Annual Governance Statement for year ending 31<sup>st</sup> March 2026.
- 14.3 To approve Statement of Accounts on Annual Return for year ending 31<sup>st</sup> March 2026.
- 14.4 To approve text for Annual Return.
- 14.5 To note that the notice of public rights has been completed for issue 28<sup>th</sup> May 2026.

#### **15. Planning**

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

- (i) Application ref: 22/00253/CONDA  
Submission of details required by conditions 3 (written scheme of investigation - partial discharge), 4 (contamination), 5 (surface water and foul water), 6 (arboricultural method statement and tree protection plan), 7 (hard and soft landscaping scheme), 8 (newt licence), 9 (biodiversity enhancement), 21 (vehicle and pedestrian visibility splays), 26 (ecological measures), 28 (amended access), 29 (amended access falls and levels) and 30 (vehicular access) of planning permission 22/00253/FUL  
Land At Manor Farm Caxton End Eltislely St Neots Cambridgeshire PE19 6TJ

15.2 To note the following applications that are for information only and Certificate Granted:

- (i) Application ref: 26/00906/CL2PD  
Certificate of lawfulness under S192 for Use of the land for siting a mobile home for use ancillary to the main dwelling.  
Taylors Close Potton End Eltislely Cambridgeshire PE19 6TH
- (ii) Application ref: 26/00958/CL2PD  
Certificate of lawfulness under S192 for the construction of a boundary wall to the front of the property.  
49 The Green Eltislely Cambridgeshire PE19 6TG

#### **16. Freedom of Information**

- 16.1** To note response to Freedom of Information request made regarding the reopening/ closing of Cambridge Road junction dated 26.3.26
- 16.2** To consider correspondence relating to Freedom of Information request 1/26 and agree any actions

#### **17 Consultation**

To consider the following consultation and agree actions

- 17.1 East West Rail Spring consultation 2026 – Tuesday 14 April to Tuesday 9 June 2026

#### **18. Community Engagement**

- 18.1 To review the Boxing Day meet 2025
- 18.2 To receive an update regarding the telephone mast and agree any actions

#### **19. Correspondence.**

To receive correspondence and agree any actions: -

- (i) To note response from Revenue & Benefits Service Manager regarding the Tax Base 2026/27
- (ii) To note CCC Close Pass Campaign and agree any suitable locations to propose for temporary signage.

- (iii) To consider request for use of the Green for the annual church fete dated 1<sup>st</sup> April 2026.
- (iv) To consider request for permission to park a food van outside the Cade on 7<sup>th</sup> November 2026.
- (v) To consider submitting project to Repair shop as per CAPALC newsletter.
- (vi) To consider attending Code of Conduct training provided by CAPALC.
- (vii) To note CCC update on 2026/2027 Local Highway Improvement (LHI) Application Process

**20. Items to report.**

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

**22. Minutes.**

- (i) To confirm the confidential Minutes of the Meeting held on 10<sup>th</sup> March 2026.

**23.** To receive an update and agree actions regarding Manor Farm

*The next meeting of Eltisley Parish Council will be on Tuesday 14<sup>th</sup> July 2026 at 7.00pm  
venue tbc.*