

FENSTANTON PARISH COUNCIL

Notice of Meeting

I hereby give notice that the next meeting of Fenstanton Parish Council will be held at the Church Centre, School Lane, Fenstanton PE28 9JR on Thursday 9th January 2025 at 19:00

All members of the committee are hereby summoned to attend for the purpose of considering and resolving the business to be transacted at the meeting as set out below.

Jo Perez
04.01.2025

The Public and Press are cordially invited to be present.

Parish Council

Council Members: Cllr M Collison, Cllr N Ferrier, Cllr P Hayes, Cllr M Hewitt, Cllr P Kent, Cllr S King, Cllr R McGee, Cllr A Mustill, Cllr A Puntambekar, Cllr M Tandy and Cllr T Yates.

AGENDA

24/25- 183 **To receive any apologies of absence and to receive any declarations of interest.**
Comments and observations from members of the public. (NB comments should be relevant to items on this agenda only).

24/25-184 **To approve the minutes of the meeting held on Thursday 14th November 2024.**

24/25-185 **To receive reports from the District and County Council.**

24/25-186 **Matters arising from the last meeting – information only. No discussion and no decisions can be made -Local Government Act 1972 s12 10(2) (b) states that business must be specified.**

24/25-187 **To ratify decisions made by the delegated committee whilst the Parish Council did not meet:-**

a) Response to the PR1074 Proposed Shared-Use Paths - Low Road and London Road, St Ives.
b) Decision made to approve the installation of a 1.8m high close board fence with concrete posts and gravel boards for £8200 at the Old Orchard.
c) Decision made to conduct a village-wide survey regarding having a Pump Track at Hampton Park.
d) Submission made to CCC Highways Capitally Funded Maintenance Scheme – Collapsed Drain Hall Green Lane/Manor Drive. Submissions made via County Cllr D Dew – footpath resurfacing, A1307/Cambridge Road Slip Road - footpath around to High Street and Feasibility Study for Active Travel Bridge.
e) Logo for FPC Welcome Space agreed upon.
f) Ideas submitted for Vibrant Communities Funding.

24/25-188 **Discuss and decide whether to continue with Saturday surgeries in 2025.**

24/25-189 **Update from Cllr S King following a meeting with the Scouts regarding the use of the old orchard.**

24/25-190 **Consider any action that can be taken following a request to make the junction on Talls Lane, Bell Lane and Swan Road safer.**

24/25-191 **Update on CCC Highways local road works schedules.**

24/25-192 **Update on CCC Highways Drainage works and drain/gully clearance.**

24/25-193 **Update on St Ives & Brownshill Staunches and Hall Green Brook EA clearance progress. Cllr P Kent to attend the Environment Agency RFCC meeting on the 13th February.**

24/25-194 **Discuss HDC Local Plan: FPC submission, next steps and schedule.**

24/25-195 **Discuss and decide on Underpass refurbishment – LHI funding applications to be submitted by Friday 10th January.**

24/25-196 **Discuss Net Zero villages.**

24/25-197 **EV Charging update.**

24/25-198 **Improved Fenstanton Buses and how to promote, discuss the possibility of a leaflet drop.**

24/25-199 **Update on public footpaths improvements and quotations.**

24/25-200 **Discuss the Christmas Tree light switch-on event following concerns raised by some Parishioners**

24/25-201 **Discuss concerns from residents regarding the mobile food outlet Rookery Way shops.**

24/25-202 **Discuss approach for 2025 Annual assembly to encourage Parishioner attendance.**

24/25-203 **Update on Community Warden – following the resignation of Rachael Mortimer.**

24/25-204 **Committee Updates:- Planning, General Purposes, Finance and constitution and Burial Board information only- No discussion and no decisions can be made -Local Government Act 1972 s12 10(2) (b) states that business must be specified.**

24/25-205 **Bank Balances and approve bank reconciliations November and December 2024.**

24/25-206 **Payment Schedule – approve January invoices for payment.**

Ref	Payee	Description	Net	Admin/ Materials	Vat	Total	Method
1	Fenstanton Church Centre	Hall Hire – FPC Welcome space- December 2024	£202.50		£40.50	£243.00	BACS
2	Fenstanton Church Centre	Hall Hire – December meeting	£10.42		£2.08	£12.50	BACS
3	Fenstanton Church Centre	Hall Hire FPC Welcome space pop up events December	£54.00		£10.80	£64.80	BACS
4	HDC inv 70087037	Exercise classes Nov x 4	£156.00			£156.00	BACS
5	KTS INV 241154	Hosted Exchange email accounts and online backup	£129.64		£25.93	£155.57	BACS
6	Majestic inv 15154	Churchyard hedge maintenance	£3,500		£700.00	£4,200	BACS
7	Chris Burns - Handyman	Handyman – December	£880.00			£880.00	BACS
8	Majestic inv 15417	29th Nov grass cut as agreed	£1,2499		£249.00	£1,493.99	BACS
9	Staff costs	Salaries	£3,383.54			£3,383.54	BACS
10	Expenses	Expenses	£8.09			£8.09	BACS
11	Nest	Pension	£328.98			£328.98	BACS
12	HMRC	PAYE & NI	£881.38			£881.38	BACS
13	Scribe inv 8077	Scribe accounts package renewal	£777.60		£155.52	£933.12	DC
14	Unity Trust bank	Account Charges	£6.00			£6.00	BACS
15	All undercover	Marquee hire for Village fun day (deposit)	£637.74		£127.55	£765.29	BACS
16	KTS inv 241129	Maintenance 2 laptops and new security app installed.	£150.00		£30.00	£180.00	BACS
17	Kalpana inv 06336940	Office clean 16.12.2024	£18.00			£18.00	BACS
18	Canmac Catering	Portable, folding Bar – BVFD	£758.82		£151.77	£910.59	DC
Standing Orders and Direct Debits							
19	Chorus Homes	Garage Rental	£63.16		£12.63	£75.79	DD
20	Tim Brain	Office Rent	£199.00			£199.00	DD
21	Zoom	Virtual Meeting	£12.99		£2.60	£15.59	DC
22	O2	Mobile Phone	£11.20		£2.24	£13.44	DD
23	BT	Hub phone and internet	£190.87		£38.17	£229.04	DD

24/25-207 **Payments Received**

November:-

a) CCLA Investment Interest £ 311.13
b) VAT reclaim 01/04/2024 – 30/09/2024 £7,431.42
c) Bank Interest £ 179.25
d) Burial Fees £ 792.00
e) FPC Welcome Space – Donations £ 103.89

December:-

a) CCLA Investment Interest £ 292.81
b) Bank Interest £ 139.81
c) Barr Ellison – refund £1,800.00

24/25-208 **To ratify December payments made.**

Ref	Payee	Description	Net	Admin/ Materials	Vat	Total	Method
1	Fenstanton Church Centre	Hall Hire – FPC Welcome space- November	£270.00		£54.00	£324.00	BACS
2	Fenstanton Church Centre	Hall Hire – November	£57.29		£11.46	£68.75	BACS
3	S & D Services	Various projects inc -Churchyard Fence, Cranesbrook, Church & Chequers St carpark, playpark & The Orchard clearance	£12,140.00		£2428.00	£14,568.00	BACS
4	KTS INV	Hosted Exchange email accounts x12 online backup x 2 365 apps for business x 2 ESET Security x 2	£129.64		£25.93	£155.57	BACS
5	Majestic	Pollard Lime Trees & Cemetery Clearance	£1,450.00		£290.00	£1,740.00	BACS
6	Chris Burns - Handyman	Handyman – November	£860.00	£10.00		£870.00	BACS
7	Joliffe Daking LLP	Allotment Rent	£300.00			£300.00	BACS
8	Staff costs	Salaries	£3,609.94			£3,609.94	BACS
9	Expenses	Expenses	£81.69			£81.69	BACS
10	Ali Watchman	Expenses for Christmas Tree Festival	£37.51			£37.51	BACS
11	Nest	Pensions	£355.66			£355.66	BACS
12	HMRC	PAYE & NI	£1,017.89			£1,017.89	BACS
13	Post Office	First class stamps x 5	£8.25			£8.25	BACS
14	Unity Trust bank	Account Charges	£6.00			£6.00	BACS
15	Parish Services LTD inv-89884	One year listing in Fenstanton Parish Business directory	£19.00			£19.00	BACS
16	Kalpana inv 0633637	Office Clean	£18.00			£18.00	BACS
17	Kalpana inv 0633638	Office Clean	£18.00			£18.00	BACS
18	Agriplant inv-12339	Hedge cutting - Fen Bridleway	£650.00		£130.00	£780.00	BACS
19	Timpson- reimbursement to Clerk	Engraving and award with engraving	£75.50			£75.50	BACS
20	Hunts Volunteer Centre	Donation	£600.00			£600.00	BACS
21	Green City	Investigate Clocktower power issue	£60.00		£12.00	£72.00	BACS
22	Advancescape Ltd	2 x Litter bins	£365.00		£73.00	£438.00	BACS
23	HDC inv 70085293	Exercise and balance classes August x 4	£156.00			£156.00	BACS
24	HDC inv 70086290	Exercise and balance classes October x 4	£156.00			£156.00	BACS
Standing Orders and Direct Debits							
25	Chorus Homes	Garage Rental	£63.16		£12.63	£75.79	DD
26	Tim Brain	Office Rent	£199.00			£199.00	DD
27	Zoom	Virtual Meeting	£12.99		£2.60	£15.59	DC
28	O2	Mobile Phone	£11.20		£2.24	£13.44	DD
29	Ecotricity	Office Electricity Dec	£56.17		£2.81	£58.98	DD
30	Ecotricity	MUGA Electricity Dec	£16.61		£0.83	£17.44	DD

24/25-209 **Agenda items for the next meeting**

Any business, to be considered at Parish Council meeting must be delivered to the Clerk for inclusion on the agenda at least 7 days prior to the meeting.