

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 13th March 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
08.03.2025

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- 238	**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).
24/25-239	**To approve the minutes of the meeting held on Thursday 13th February 2024.**
24/25-240	**To receive reports from the District and County Council.**
24/25-241	**To provide clarification on what was discussed in item 167 of the November 2024 meeting following the statements made by Cllr M Tandy and Cllrs S King at the meeting held on 13th February 2025.**
24/25-242	**To create a Staffing Committee to include three/four Council Members and approve terms of reference.**
24/25-243	**HDC Housing Land Supply briefing- update**
24/25-244	**Permission to proceed with previous decision to get legal advice on Land Boundary issue, estimated cost £1,525**.
24/25-245	**To discuss and decide on additional ideas for VE Day Celebrations and plans so far.**
24/25-246	**Discuss moving the Annual PC Meeting in May from the 8th to the 15th due to VE day celebrations.**
24/25-247	**Discuss and decide on an offer from the family of the late Alan Bush to fund a Memorial Bench on Fen Lane.**
24/25-248	**Update on Old Orchard replacement fencing and additional work required cost £300.**
24/25-249	**Confirm the date and details for the Annual Parish meeting to be held before 1st June.**
24/25-250	**Discuss and decide on Clubspark membership renewal £360 + VAT.**
24/25-251	**Update on Manor Drive/Hall Green Lane Collapsed Drain Repairs.**
24/25-252	**Discuss and decide on payment of Christmas Tree 2024 as invoice exceeds the previously agreed sum of £1400.**
24/25-253	**AGE UK- update on funding**
24/25-254	**Connections bus – update - start date after Easter 2025, cost increase to £313.00 per week**
24/25-255	**Update Finance and Constitution committee members.**
24/25-256	**Capalc £574.21, Nalc £225.43 and DPO £50.00 Annual renewal Affiliation fees and nominate a councillor as a CAPALC representative**
24/25-257	**CIL Spend by March 2025 – update.**
24/25-258	**Footpath 5 – update and quotes received.**

24/25-259 **Review Standing Orders -1-13.**

24/25-260 **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.

24/25-261 **Bank Balances and approve bank reconciliation for February 2025**

24/25-262 **Payment Schedule – approve payment schedule February 2025**

Ref	Payee	Description	Net	Admin/ Materials	Vat	Total	Method
1	Fenstanton Church Centre	Hall Hire – FPC Welcome space- inv 1018	£279.00		£55.80	£334.80	BACS
2	Fenstanton Church Centre	Hall Hire – inv 2025	£36.46		£7.29	£43.75	BACS
3	TDP inv 117579	3x park bench	£918.00		£183.60	£1,101.60	BACS
4	Donna Butcher	Jan - Dec 24 planting and maintenance of clock tower and memorial gardens	£560.15			£560.15	BACS
5	KTS INV 241445	Hosted Exchange email accounts and online backup	£129.64		£25.93	£155.57	BACS
6	CAPALC	Annual membership fee for CAPALC NALC & DPO	£849.64			£849.64	BACS
7	Chris Burns - Handyman	Handyman –	£840.00			£840.00	BACS
8	DCO	Data protection fee	£52.00			£52.00	BACS
9	Staff costs	Salaries	£3,836.94			£3,836.94	BACS
10	Expenses	Expenses	£7.19			£7.19	BACS
11	Nest	Pension	£382.35			£382.35	BACS
12	HMRC	PAYE & NI	£1153.82			£1153.82	BACS
13	HDC inv 70089829	Exercise class 6,13,20,2 Jan- FPC Welcome space	£156.00			£156.00	DC
14	Unity Trust bank	Account Charges	£6.00			£6.00	BACS
15	S P Landscapes inv 24594	2 trees for Honey Hill	£800.00		£160.00	£960.00	BACS
16	SIQP inv 25773	Pump track survey leaflets x 1750	£228.00			£228.00	BACS
17	Parish Council websites inv 3345	Website hosting and support £19.00 a month	£228.00		£45.60	£273.60	BACS
18	Parish Council websites inv 3351	Addition of pump track survey to website	£56.00		£11.20	£67.20	BACS
19	Kalpana inv 0170402	Office clean	£18.00			£18.00	BACS
20	Ken Booth inv 463334	Village Christmas tree inc delivery & installation	£1,110.00	£570.00	£84.00	£1,764.00	DC
21	Roy McGee	Reimburse for ink cartridges	£33.22		£6.65	£398.87	BACS
22	Roy McGee	Vinyl banner- for litter picking Banner Buzz inv 1054575	£44.58	£8.32	£8.92	£61.82	BACS
23	The flag company	VE day 80 flag	£44.80			£44.80	DC
24	Gov.UK	Land registry	£7.00			£7.00	DC
25	S & D Services	Old orchard fencing	£8200.00		£1640.00	£9840.00	BACS
26	HDC inv 70090357	Exercise class Feb 3,10,17 & 24	£156.00			£156.00	BACS
27	Kalpana inv 0170405	Fortnightly office clean	£18.00			£18.00	BACS
Standing Orders and Direct Debits							
28	Chorus Homes	Garage Rental	£63.16		£12.63	£75.79	DD
29	Tim Brain	Office Rent	£199.00			£199.00	DD
30	Zoom	Virtual Meeting	£12.99		£2.60	£15.59	DC
31	O2	Mobile Phone	£11.20		£2.24	£13.44	DD
32	Ecotricity	Hub electricity	£64.14		£3.21	£67.35	DD
33	Ecotricity	MUGA electricity	£1.90			£1.90	DD

24/25-263 **Payments received February 2025**

a)	CCLA Investment interest	£297.02
b)	Bank Interest	£128.87
c)	Memorial Headstone	£214.50
d)	FPC Donations received	£147.07
e)	FPC Funding – HDC Vibrant Communities	£780.00
f)	Allotment Rent	£15.00
g)	FPC Donation received from M Blount	£100.00

In accordance with s1 (2) of the Public Bodies (Admission to Meetings) Act 1960 the Press and Public be excluded from the meeting during consideration of item 264 due to the confidential nature of this item.

24/25-264 **To discuss the resignation of the Clerk and consider her offer to continue as RFO only, for 7 hours pw.**

24/25-265 **Agenda items for the next meeting**

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