

FENSTANTON PARISH COUNCIL

Notice of Meeting

I hereby give notice that the next Annual Meeting of FENSTANTON PARISH COUNCIL

To be held at the Church Centre, School Lane, Fenstanton PE28 9JR on Thursday 19th June 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.

Ali Watchman
13.06.2025
Ali Watchman

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 H Howatt, Cllr S King, Cllr A Mustill, Cllr A Puntambekar, Cllr M Tandy and Cllr T Yates.

AGENDA

24/25-55	**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).
25/26-56	**To approve the minutes of the Parish Council Meeting held on Thursday 15th May 2025.**
25/26-57	**To receive reports from the District and County Council.**
25/26-58	**Clerk Update – information only. No discussion and no decisions can be made -Local Government Act 1972 s12 10(2) (b) states that business must be specified.**
25/26-59	**Clarify the use of email accounts by volunteers and agree on a policy.**
25/26-60	**Acceptance and approval of the internal audit report, including action points recommended.**
25/26-61	**Agree public display dates of AGAR (Parish Council website, notice boards)**
25/26-62	**Discuss and decide on Anne Barnett memorial bench – possibly Chequer Street Playground.**
25/26-63	**Agree to continue to financially support The Journal for the next 12 months, including a payment of £2,000 advertising, together with underwriting a buffer of £5,000 to support any timing lag between advertising revenue and cost of production.**
25/26-64	**To review current committees and sub committees – Appoint committee chairs.**
25/26-65	**Update on Net Zero Village – Cambridge Road scheme**
25/26-66	**Consider changing Hosted Exchange email accounts to Microsoft Office 365 Business Basic.**
25/26-67	**Discuss and decide on the three quotes to clear allotment ditches.**
25/26-68	**Discuss and decide on the request to use the URC green for Vintage and classic Cars exhibition.**
25/26-69	**Discuss and decide on findings on Early season maintenance/cut to parish footpaths.**
25/26-70	**Discuss and decide on Scheme of Delegation for August and December.**
25/26-71	**Discuss and Decide on hiring a Temporary pump track for the Big Village Fun day.**
25/26-72	**Discuss village parking issues and further action we can take.**
25/26-73	**Discuss the 2025/6 Strategic Community Infrastructure Levy funding closing date 15.08.2025.**
25/26-74	**Discuss and decide on plans for a Christmas market.**
25/26-75	**Discuss and decide on Parish Council's presence at BVFD.**
25/26-76	**Discuss and decide on Service level agreement for litter bins.**
25/26-77	**Discuss and decide on locked Gate to Old Orchard.**

25/26-78 **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.**

25/26-79 **Councillor's Saturday surgery updates- No discussion and no decisions can be made -Local Government Act 1972 s12 10(2) (b) states that business must be specified.**

25/26-80 **Bank Balances and approve bank reconciliation May 2025.**

25/26-81 **Payment Schedule – approve May invoices for payment.**

Ref	Payee	Description	Net	Admin/ Materials	Vat	Total	Method
1	Fenstanton Church Centre	Hall Hire – FPC Welcome	225.00		45.00	270.00	BACS
2	Fenstanton Church Centre	Hall Hire – PC Meetings inv 1037	95.00		19.00	114.00	BACS
3	KTS INV 250	Hosted Exchange email accounts and online backup + additional for Hayley Howatt	145.48		29.10	174.58	BACS
4	Latta hire Ltd. Inv 196231	Toilet hire for BVFD	463.20		92.64	555.84	BACS
5	The Fen group inv SI-6301	Pond clearance	1,244.98		249.00	1,493.99	BACS
6	HDC Inv- 70095479	Exercise classes 12th &19th May	82.00			82.00	SO
7	Staff employment costs	Confidential to be confirmed at meeting	TBC			TBC	BACS
8	Fenstanton Church centre	Hire of hall for VE day performers inv 1047	118.75		23.75	142.50	BACS
9	Majestic inv 16836	Grass cut 13th & 27th May	1809.16		361.83	2170.99	BACS
10	Sid Barnett	Tree cutting and clearance Hilton Road subway	150.00		30.00	180.00	BACS
11	Shaw and sons	Inv. 298884 2x minutes folders	178.00		35.60	213.60	BACS
12	Kalpana inv 0170429	Office clean 13.05.2025	18.00			18.00	BACS
13	Kalpana inv 0170433	Office clean	18.00			18.00	BACS
14	Age UK INV 56909	Annual contribution towards community warden scheme	4,000			4,000	BACS
15	Chris Burns – Handyman	May hours plus sundries	980.00	55..97		1035.97	BACS
16	Ibbetts inv 106306	Mower check and parts	32.08		6.41	38.49	BACS
17	Ian Wilson inv 7	Underpass x 4 Bus stops x 1 and Hub windows x 2	139.00			139.00	BACS
18	Bryan Mutter inv 25020	Oak tree Chequer street	300.00		60.00	360.00	BACS
19	Amazon	Sticky notes	6.66		1.33	7.99	DC
20	Amazon	Replacement laptop cable	8.69		1.74	10.43	DC
21	Amazon	Rulers	4.02			4.02	DD
22	50th Cambridge scouts	Marquee hire for BVFD	300.00			300.00	BACS
23	Kalpana inv 01704367	Office clean 10.06.2025	18.00			18.00	BACS
24	Roland Fletcher inv 2371	Early Season 1st cut/maintenance footpaths 1,2,4,7,8,9,10,11,13,15 and permitted paths	1,732.00		346.40	2078.00	BACS
25	DRE Pest control inv 18811	Removal of wasps nest at the allotments	66.67		13.33	80.00	BACS
26	AGE UK inv 57146	Warden service x 6	90.00			90.00	BACS
27	Parish Council websites inv 3577	.org domain registration annual	15.00		3.00	18.00	BACS
28	Roland Fletcher inv 2371	Early season cut to footpaths	1732.00		346.40	346.40	BACS
29	Morespace inv 1545	Annual unit rental	574.50		114.90	689.40	BACS

Standing Orders and Direct Debits -To be paid April							
30	Chorus Homes	Garage Rental	63.16		12.63	£75.79	DD
31	Tim Brain	Office Rent	199.00			£199.00	DD
32	Unity Bank- May	Bank charges	6.00			6.00	DD
33	Lloyds Bank ac 169- May	Bank charges	4.25			4.25	DD
34	O2	Clerk Mobile	12.04		2.41	14.45	DD
35	Lloyds Bank ac 368 - May	Bank charges	8.50			8.50	DD
36	BT	Phone and broadband for office	201.47		40.29	241.76	DD
37	Unity bank - June	Bank charges	6.00			6.00	DD
38	Lloyds – Bank ac 368 -June	Bank Charges	8.50			8.50	DD
39	Lloyds Bank ac 169- June	Bank charges	4.25			4.25	DD
40	Ecotricity	MUGA standing charge	14.91		.75	15.66	DD
41	Ecotricity	The Hub electricity	32.48		1.62	34.10	DD

24/25-82 **Payments Received May 2025**

- Lloyds £94.11
- CCLA £271.95
- Hunts DC - grant for VE Day event £1000
- Welcome Space - net donations - £137.80
- CIL account £0.26

24/25-83 **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.