

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 11th December 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.

S Barber-Clerk
05.12.2025
Sarah Barber

The Public and Press are cordially invited to be present.

Parish Council.

Council Members: -Cllr M Collison, Cllr P Hayes, Cllr H Howatt, Cllr M Hewitt, Cllr S King, Cllr A Mustill, Cllr A Puntambekar, Cllr M Tandy and Cllr T Yates.

All meetings are recorded by the Clerk or Assistant Clerk.

AGENDA

25/26 -169 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- 170 To approve the minutes for the Full Parish Council Meeting held on Thursday 20th November 2025

25/26- 171 To approve the recommendation for next year's budget set by the Finance and Constitution Committee

25/26- 172 To update council on the release of funds for Cambridge Road

25/26- 173 Update on the village hall development and request for release of remaining funds.

25/26- 174 Volunteer role to be clarified

25/26- 175 Update on Xmas event and announcement of thanks to Volunteer Roy McGee on his achievements with the Xmas event.

25/26- 176 Following the announcement of the Local Government Service Pay Agreement 2025/26, approve the increase in hourly pay and backdate to April 2025 Total £884.90.

25/26- 177 Planning Committee structure (ratification of approach for "minor" applications).

25/26- 178 Staffing Committee Chair to be appointed.

25/26- 179 Bank Balances to date and approve bank reconciliation -November.

25/26- 180 Payment Schedule – approve December invoices.

Ref	Payee	Description	Net	Admin/ Materials	Vat	Total	Method
1	AGE UK inv 588964	Warden service Mr. S	75.00			75.00	BACS
2	Agriplant inv 12545	Allotment ditches	2,300.00		460.00	2,760.00	BACS
3	Agriplant inv 12546	Hedge & grass cutting -The Fen	900.00		180.00	1080.00	BACS
4	Agriplant inv 12547	Hilton Road grass and strim	150.00		30.00	180.00	BACS
5	Agriplant inv 12548	Grass cut Cambs road inc 1307 slip road	700.0		140.00	840.00	BACS

6	Agriplant inv -12549	Section 2 allotment ditches	3,500.00		700.00	4,200.00	BACS
7	Chris Burns Handyman	November- weeks-4	800.00			810.00	BACS
8	Clear insurance inv549196671	Event insurance	256.52			256.52	BACS
9	Roland Fletcher inv 2387	Late season maintenance and winter preparation	1,686.10		337.20	2,023.20	BACS
10	HMRC	PAYE	200.00			200.00	BACS
11	Ron Jacob inv 11	6 x topsoil for Handyman	35.10			35.10	BACS
12	Fenstanton Church centre inv 1127	Meeting hire	82.92		16.58	99.50	BACS
13	Fenstanton Church centre inv 1128	Welcome space	300.00		60.00	360.00	BACS
14	Fenstanton Church centre inv 1129	Practice sessions for volunteer performers	102.50			102.50	BACS
15	Jensen group inv 25296	Engineer set up app program portable panic alarm	203.56		40.71	244.27	BACS
16	Ian Wilson inv Nov	Underpass x 4 bus stop windows hub windows	139.00			139.00	BACS
17	Kalpana inv 0170376	Fortnightly clean	18.00			18.00	BACS
18	KTS inv 251000	Online backup, 365 business, ESET Security,365 plan	85.66		17.13	102.79	BACS
19	Majestic inv 18633	Final cut 11th November	904.58		180.92	1,085.50	BACS
20	HDC inv 70101893	Exercise classes-welcome space x4	164.00			164.00	BACS
21	Bryan Mutter inv 25104	Sycamore Rookery park	350.00		70.00	420.00	BACS
22	Bryan Mutter inv 25105	Rookery park cut back limbs over telephone lines	250.00		50.00	300.00	BACS
23	Bryan Mutter inv 25108	Remove 5 branches allotment tree	200.00		40.00	240.00	BACS
24	Smith of Derby inv 138869	Clock repair and service	175.00		35.00	210.00	BACS
25	TW Electrical inv 1730	Install lighting with backup from and first floor clocktower	260.00			260.00	BACS
26	Staff costs	Clerk and assistant salaries	£3864.72			£3864.72	BACS
27	HMRC	Income tax and NI Clerk and assistant	£854.69			£854.69	BACS
28	Nest	Pension Clerk and assistant	£323			£323	BACS

29	Places for people	Garage Rental -	63.57	12.71	76.28	DD
30	Tim Brain	Office rental -	199.00	-	199.00	SO
31	Zoom	Monthly charge	13.99	2.80	16.79	DD
32	Eon	Electricity -clock tower 21.11-30.11	15.69	.78	16.47	DD
33	Eon	Electricity -clock tower 21.10-20.11	25.92	1.30	27.22	DD

25/26- 181 Payments received.
£2,000 Co-op grant.
£510.00 Mrs Barnett for bench
£10.00 overpayment
£201.45 donations from Christmas market- so far.

25/26- 182 Agenda Items for 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.