

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 8th January 2026 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.

The Public and Press are cordially invited to be present.

Parish Council.

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

The Clerk or Assistant Clerk records all meetings.

Sarah Barber 2.1.2026
Sarah Barber

AGENDA

25/26 -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).

25/26-184 **To approve the minutes of the meeting held on Thursday 11th December 2025.**

25/26-185 **Planning Committee structure (ratification of approach for "minor" applications).**

25/26-186 **Ratification of Standing Orders and Terms of Reference for Staffing Committee**

25/26-187 **Precept ratification to be included.**

25/26-188 **Discuss email from a resident requesting waste bins to go near the bench on Chequers Close and one on Crest Drive.**

25/26-189 **Update for Council on Handyman.**

25/26-190 **Discuss and decide on new storage garage for items for events.**

25/26-191 **Old Orchard plans for 2026**

25/26-192 **To plan for Christmas tree 2026**

25/26-193 **Review of VAT status on Council activities**.

25/26-194 **Bank Balances to date and approve bank reconciliation -December.**

25-26-195 **Payment Schedule – approve January invoices.**

Ref	Payee	Description	Net	Admin/ Materials	Vat	Total	Method
1	Ali Watchman -reimburse	Recorded delivery of plot holder letter	3.60			3.60	BACS
2	Chris Burns Handyman	1.12.25-28.12.2025	800.00	234.23		1034.23	BACS
3	Fen Drayton church inv 41	Meals for volunteers	146.25			146.25	BACS
4	Fenstanton Church centre inv 1141	Welcome space	225.00		45.00	270.00	BACS
5	Fenstanton Church centre inv 1140	Meeting room hire	29.38		5.87	35.25	BACS
6	Fenstanton Church centre inv 1142	Welcome space High tea	20.83		4.17	25.00	BACS

7	**Fenstanton & Hilton school**	**Hire of school playground**	**297.00**			**297.00**	**BACS**
8	**HDC inv 70102661**	**Welcome space exercise class**	**164.00**			**164.00**	**BACS**
9	**Jensen inv 220271**	**Supply panic alarm set up App**	**203.56**		**40.71**	**244.27**	**BACS**
10	**Kalpana inv 0170379**	**Fortnightly clean**	**18.00**			**18.00**	**BACS**
11	**Kalpana inv 0170382**	**Fortnightly clean**	**18.00**			**18.00**	**BACS**
12	**KTS inv 250804**	**Renewal of domain name**	**39.00**		**7.80**	**46.80**	**BACS**
13	**KTS inv 251087**	**Various work to support Clerk/ assistant clerk**	**191.25**		**38.25**	**229.50**	**BACS**
14	**Majestic inv 18921**	**Church yard hedges for 11.11**	**750.00**		**150.00**	**900.00**	**BACS**
15	**Scribe inv 14351**	**Account renewal**	**777.60**		**155.52**	**933.12**	**BACS**
16	**Staff costs**	**Salaries, expenses, pension, PAYE and NI**	**3812.27**			**3812.27**	**BACS**

	Standing Orders and Direct Debits						
17	**Places for people**	**Garage Rental -**	**63.57**		**12.71**	**76.28**	**DD**
18	**Tim Brain**	**Office rental -**	**199.00**		**-**	**199.00**	**SO**
19	**O2**	**Clerk Mobile**	**12.04**		**2.41**	**14.45**	**DD**
20	**Ecotricity- MUGA**	**MUGA Standing charge**	**15.12**		**.76**	**15.88**	**DD**
21	**Ecotricity- Office**	**Office electricity**	**126.91**		**6.35**	**133.26**	**DD**
22	**Unity Bank**	**Bank charges**	**6.00**			**6.00**	**DD**
23	**Source for business**	**1.7.202-16.12.2025 water**	**46.65**		**2.72**	**49.37**	**DD**
24	**BT**	**Phone , broadband -The Hub**	**190.41**		**38.08**	**228.49**	**DD**
25	**Zoom**	**Monthly charge**	**13.99**		**2.80**	**16.79**	**DD**
26	**Lloyds Bank**	**Charges ac 5169**	**4.25**			**4.25**	**DD**
27	**Lloyds bank ac 169**	**Charges ac 169**	**7.00**			**7.00**	**DD**

25/26-196 **Payments received.**

£15.00 - allotment rent
£182.76– Welcome space donations
£216.45-Christmas Market donations
£35,450.00 - HDC Cambridge rd.
£416.40 - SLCC Overpaid

25/26-197 **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.