

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 12th February 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.

AGENDA

Sarah Barber

Sarah Barber 6.2.2026

25/26-198 **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).

25/26-199 **To approve the minutes of the meeting held on Thursday 8th January 2026.**

25/26-200 **To receive reports from the District and County Council.**

25/26-201 **Discuss and ratify the staffing committee's recommendation following the Clerk's probation review.** *MT*

25/26-202 **Approve Councilor – Officer Communication and Conduct Protocol Policy.** *-SB MH*

25/26-203 **To receive an update on the schedule for Flag Flying in 2026.** *-MT*

25/26-204 **To consider and approve a quotation for essential works to the Clock Tower.**

25/26-205 **To consider and agree the areas of Fenstanton where the Council should apply to Huntingdonshire District Council for the introduction of parking restrictions**.*-SB*

25/26-206 **To receive an update on the funding awarded to the Welcome Space from the 'Heart of the Community' funding giveaway, including proposed use of the funds.** *-MC*

25/26-207 **To consider the Journal continuing as an independent.**

25/26-208 **Clarity on events run/owned by PC.**

25/26-209 **To consider the proposal for the Christmas Market to operate independently of Fenstanton Parish Council, including the establishment of a separate bank account, and to consider a Council donation to support the running of the event**.*-SB*

25/26-210 **Update on Hall green Lane collapsed drain.** *-SB MC*

25/26-211 **To receive and consider a report on options for engaging an alternative contractor for the clearing of Fenstanton Pond.***-SB*

25/26-212 **update on the Age UK Community Warden.** *-AM*

25/26-213 **To discuss and agree measures to promote Councillor recruitment and prepare for the forthcoming elections.** *-SB*

25/26-214 **To ratify documents as agreed by the Finance and Constitution Committee, and to receive an update on the progress of documents previously ratified by Council, including confirmation that they have been marked as approved and uploaded to the website.**

25/26-215 **Update on VAT.** *=SB*

25/26-216 **Bank Balances to date and approve bank reconciliation -January.**

25-26-217 **Payment Schedule – approve February invoices.**

Ref	Payee	Description	Net	Admin/ Materials	Vat	Total	Method
1	AED Donate	Defibrillator pad replacement	63.24		12.65	75.89	BACS
2	All undercover inv 005061	Marquee hire BVFD 26	1,474.20		294.84	1,769.04	BACS
3	Atlas Tree surgery-inv 9544	Felling London plane- Hall Green	420.00		84.00	504.00	BACS
4	Atlas Tree surgery-inv 9653	Honey Hill tree work	280.00		56.00	336.00	BACS
5	Atlas Tree surgery-inv 9654	Pitfield tree work	1,800.00		360.00	2160.00	BACS
6	Atlas Tree surgery-inv 9555	Top of Fen/School ln tree work	240.00		48.00	288.00	BACS
7	Atlas Tree Surgery inv 9708	The old Orchard clearing fallen tree	100.00		20.00	120.00	BACS
8	Blazequel inv 23102	Fire extinguisher service	108.90		21.78	130.68	BACS
9	Donna Butcher inv 05	Plants, Compost , feed and Hours	580.84			580.84	BACS
10	Chris Burns Handyman	5 x weeks + materials for shelving	1,000	40.00		1040.00	BACS
11	Connections bus inv 250063	Youth bus x 7	2,191.00			2,191.00	BACS
12	Fenstanton Church centre inv 1153	Welcome space	300.00		60.00	360.00	BACS
13	Fenstanton Church centre inv 1152	Meeting room hire	69.90		13.98	83.88	BACS
14	Fenstanton Church centre Inv 1154	Welcome space- Thursday lunch	30.00		6.00	36.00	BACS
15	Fenstanton Scouts inv 2025/005	Drink vouchers for volunteers	25.00			25.00	BACS
16	Rob Howard	Stand in for usual handyman	240.00			240.00	BACS
17	HDC inv 70104053	Welcome space exercise class	123.00			123.00	BACS
18	HDC inv 70104895	Welcome space exercise class	164.00			164.00	BACS
19	Ian Wilson	Underpass, Hub and Bus stops	139.00			139.00	BACS
20	Ibbetts inv 118845	Various sundries for Handyman	76.70		15.34	92.04	BACS
21	Jensen inv 220708	Supply and link new fob	157.24		31.45	188.69	BACS
22	Kalpana inv 0170386	Fortnightly clean	18.00			18.00	BACS
23	Kalpana inv 0842254	Fortnightly clean	18.00			18.00	BACS
24	KTS inv 251233	Online backup, 365 business ESET 365 online plan	86.06		17.21	103.27	BACS
25	KTS inv 251213	Various work to support assistant clerk	150.00		30.00	180.00	BACS
26	Majestic inv 18927	Village maintenance	2,376.00		300.00	2,676.00	BACS
27	Bryan Mutter inv 25135	Pollarding and felling of Limes Church yard	400.00		80.00	480.00	BACS
28	Parish Council websites inv 4166	Website hosting and support ‘£19.00 per month	258.00		51.60	309.60	BACS
29	R McGee	Welcome space expenses	128.81			128.81	BACS
30	Scribe inv 15179	Account renewal for Allotments	348.00		69.60	417.60	BACS
31	Staff costs	Salaries, expenses, pension, PAYE and NI					BACS
32	Viking inv 4410332741	Storage boxes	77.45		15.49	92.94	BACS
33	Viking inv 4410341039	Storage boxes	15.49		3.10	18.59	BACS
34	Viking inv	Office supplies	40.97	4.95	9.19	55.11	BACS
35	Guy Winter	URC Green horse chestnut tree	350.00		70.00	420.00	BACS
36	Ali Watchman	Office supplies	3.46			3.46	BACS
37	Source for business	Water for standpipe church yard Bill was going to old clerk since 2017	627.45			627.45	BACS

		Standing Orders and Direct Debits					
38	Places for people	Garage Rental -	63.57		12.71	76.28	DD
39	Tim Brain	Office rental -	199.00		-	199.00	SO
40	O2	Clerk Mobile	12.04		2.41	14.45	DD
41	Ecotricity- MUGA	MUGA Standing charge	15.60		.76	16.38	DD
42	Ecotricity- Office	Office electricity	78.11		3.91	82.02	DD
43	Source for business	1.7.202-16.12.2025 water	46.65		2.72	49.37	DD
44	EON	Clock tower electricity	35.12		1.67	35.12	DD
45	Zoom	Monthly charge (Cancelled awaiting confirmation)	13.99		2.80	16.79	DD
46	Lloyds Bank	Charges ac 5169	4.25			4.25	DD
47	Ecotricity 08187015	MUGA	15.87		.0.79	16.66	DD
48	Ecotricity 081870179	Office electricity	152.95		7.65	160.60	DD

25/26-218 **Payments received.**

£70.57 Profit payback

£2,000 E Plan energy LIMI

25/26-219 **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.