


# 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 10th September 2026 at 19:00**

All members of the Council 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 (Chair), Cllr S King, Cllr R McGee (Vice), Cllr K Mitchell, Cllr A Mustill, Cllr A Puntambekar, Cllr J Purkiss, and Cllr T Yates.**

**The Clerk or Assistant Clerk records all meetings.**

## AGENDA

04.09.2026
Sarah Barber
Sarah Barber

| | |
|---|---|
| 26/27-107 | **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).* |
| 26/27-108 | **To approve the minutes of the meeting held on Thursday 9th July 2026.** |
| 26/27-109 | **To approve the minutes of the extraordinary meeting held on 13th August 2026.** |
| 26/27-110 | **To receive reports from the District and County Council.** |
| 26/27-111 | **Council to review and approve recommendations from F&C committee.-MH** |
| 26/27-112 | **Council to review and approve recommendations from Burial Board Committee.-MH** |
| 26/27-113 | **Recommendations from the Finance & Constitution Committee relating to the Christmas Market & BVFD.** |
| 26/27-114 | **Recommendations from the Finance & Constitution Committee relating to the Welcome space.** |
| 26/27-115 | **Decide if can get Prices for deep clean of Bus shelters.-SB** |
| 26/27-116 | **HDC Strategic CIL funding - Next funding round dates.-SB** |
| 26/27-117 | **Update from last meeting with Coffee with a cop.-TY** |
| 26/27-118 | **Update on auditors' recommendation of changing to .GOV on emails.** |
| 26/27-119 | **Decide whether to reorder further copies of the Vintage Trail leaflets and have leaflet boxes at heritage boards.-RMcG** |
| 26/27-120 | **Discuss if we should still retain the Behagg storage unit.-SB** |
| 26/27-121 | **Decide on Welcome space following meeting with volunteers.-SB** |
| 26/27-122 | **Discuss and decide on Volunteers for village groups.-SB** |
| 26/27-123 | **Connections bus -consider if continuing in current format.-SB** |
| 26/27-124 | **Discuss and decide on Handyman taking on extra responsibilities following recent updates.-SB** |
| 26/27-125 | **Consider request for support for Marathon runner.-SB** |
| 26/27-126 | **Consider the General Purposes committee meeting every month.-RMcG** |
| 26/27-127 | **Committee Updates: - Planning, General Purposes, Finance and Constitution and Burial Board & Saturday Surgery. information only- No discussion and no decisions can be made** *-Local Government Act 1972 s12 10(2) (b) states that business must be specified.* |
| 26/27-128 | **Council to agree the Pay increase and agree to pay the back pay.** |
| 26/27-129 | **Bank Balances to date and approve bank reconciliation – July.** |
| 26/27-130 | **Bank Balances to date and approve bank reconciliation -August.** |

**26/27-131** **Payment Schedule – approve August invoices.**

| Ref | Payee | Description | Net | Admin/ Materials | Vat | Total | Method |
|---|---|---|---|---|---|---|---|
| 1 | Ali Watchman mileage expenses | Putting up agendas etc. | 19.80 | | | 19.80 | BACS |
| 2 | Cambridge Light Removals inv 7465 | Moving office | 250.00 | | 50.00 | 300.00 | BACS |
| 3 | CAPALC inv 6321 | Managing local projects 8.9 HR essentials x2 15.10.2026 | 145.00 | | | 145.00 | BACS |
| 4 | Chris Burns Handyman | 3-30th August bus stops underpass | 1235.00 | | | 1235.00 | BACS |
| 5 | Connections bus inv 260038 | Youth bus June-July | 2303.00 | | | 2303.00 | BACS |
| 6 | Fenstanton C C inv 1242 | Welcome space | 300.00 | | 60.00 | 360.00 | BACS |
| 7 | Fenstanton C C inv 1243 | Meeting room hire | 20.83 | | 4.17 | 25.00 | BACS |
| 8 | Fenstanton community hall inv 2026-5 | Six-month PC rent for office space | 2500.00 | | | 2500.00 | BACS |
| 9 | HDC inv 101 | exercise classes | 86.00 | | | 86.00 | BACS |
| 10 | HDC 70110903 | July ex classes | | | | | BACS |
| 11 | ICCM inv 21950 | Membership | 64.00 | | | 64.00 | BACS |
| 12 | KTS INV 260313 | Investigating problems on Sarah's laptop | 131.25 | | 26.25 | 157.50 | BACS |
| 13 | KTS inv 260626 | Online back up 365 std, ESET and 365 online exchange plans | 131.51 | | 26.30 | 157.81 | BACS |
| 14 | Morespace inv 4956 | Monthly storage | 52.88 | | 10.57 | 63.45 | BACS |
| 15 | Naturespace inv CAM 1000 | Works in cemetery in lieu of august grass cut | 1700.00 | | 340.00 | 2040.00 | BACS |
| 16 | Parkinsons inv 1656 | VAT and accounting advice | 1200.00 | | 240.00 | 1440.00 | BACS |
| 17 | Rob Howard inv 2605 | Covering Chris 4 hours | 80.00 | | | 80.00 | BACS |
| 18 | Roland Fletcher inv 2398 | Mid-season footpath maintenance | 1642.00 | | 328.40 | 1970..40 | BACS |
| 19 | Staff costs | Salaries, expenses, pension, PAYE and NI | 3,702.89 | | | 3,702.89 | BACS |
| 20 | Welcome space cakes reimburse H Pearse | Cakes for afternoon tea | 11.11 | | | 11.11 | BACS |
| 21 | Fresh Start | End of lease clean | 90.00 | | | 90.00 | BACS |
| | Standing Orders and Direct Debits | | | | | | |
| 21 | Places for people | Garage Rental - | 63.57 | | 12.71 | 76.28 | DD |
| 22 | Tim Brain | Office rental - | 199.00 | | - | 199.00 | SO |
| 23 | O2 | Clerk Mobile | 14.50 | | 2.90 | 17.40 | DD |
| 24 | Eon - 0011 | Clocktower electricity | 24.90 | | 1.24 | 26.14 | DD |
| 25 | Lloyds Bank | Charges ac 5169 | 4.25 | | | 4.25 | DD |

**26/27-132** **Payments received.**

1 - £24.00 to be refunded
2 - £24.00 to be refunded
The Welcome Space –
500057- £55.46
500056 - £121.92

**The Journal payments.**

August - £4,894.58

**26/27-133** **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.*