

FENSTANTON PARISH COUNCIL

Minutes Parish Council Ordinary Meeting

held at the Church Centre, Fenstanton on Thursday 9th July 2026 at 19.00

Present: Cllr M Hewitt (Chair), Cllr H Howatt, Cllr A Janocka, Cllr S King, Cllr R McGee (Vice), Cllr K Mitchell, Cllr A Mustill and Cllr T Yates.

In attendance: Sarah Barber (Clerk), Cllr D Keane and 5 Parishioners.

26/27-74 **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).

Apologies: Cllr A Puntambekar, Cllr M Collison and Cllr J Purkiss, CCllr A Bulat and DCllr N Sarkies.

Declarations of interest – None.

Meeting closed

Parishioner - raised a complaint about a Facebook post published on 3 July 2026 and republished on 6 July containing personal data that caused distress to the individual and their family. He requested its immediate removal, deletion, reporting to the ICO, and a formal GDPR-compliant response.

The Chairman and council noted the matter was not an agenda item and advised Parishioner to follow the correct channels, referencing that GDPR concerns had already been addressed at the previous meeting. The discussion emphasised respecting the meeting agenda and adhering to public life principles.

Parishioner 2 - A parishioner expressed concern over the sudden closure of the Duchess pub, noting that Huntingdonshire District Council had refused its designation as an Asset of Community Value. Questioned what the Parish Council's response would be to this refusal. The council acknowledged the issue had not yet been discussed and committed to reviewing possible next steps, including appeals or community-led action.

Parishioners – raised concerns about the removal of the wooden sleepers on the grass verge at the Fen, which had been installed to prevent vehicles from parking on the verge. Since their removal, cars have begun parking there again, obstructing the bridleway and restricting access for emergency and delivery vehicles.

Meeting opened

26/27-75 **To approve the minutes of the meeting held on Thursday 18th June 2026.**

Cllr R McGee Proposed the minutes were a true record of the meeting held on 18th June 2026. **Cllr K Mitchell 2nd. All in favour. RESOLVED Minutes approved.**

26/27-76 **To receive reports from the District and County Council.**

DCllr Bulat sent report for Council to view.

CCllr D Keane sent report for Council to view.

26/27-77 **CPCA Huntingdonshire Bus Network Consultation – response from Parish Council.-MH.**

Cllr M Hewitt Proposed Cllr T Yates will draft official parish council response focusing on the need to maintain/improve connectivity. **Cllr R McGee 2nd. All in favour. RESOLVED Cllr Yates will draft PC's response.**

Action – Cllr Yates to draft PC's response

26/27-78 **Discuss how to Engage Fenstanton North residents to become Parish Councillors.-MH.**

Cllrs R McGee and Mitchell will draw up a plan to bring to the next Parish Council meeting

Action -Add to next PC meeting in September.

26/27-79 **Update on Flags.-TY**

Cllr T Yates to secure written confirmation from planning if permission is required to fly Three lions and Red roses flags in support of National sports teams. and source price comparisons for these custom flags.

Action add to September meeting with update.

26/27-80 **MUGA floodlights CCTV permissions Update.-RMcG.**

No updates available. Defer to September meeting.

26/27-81 **Discuss and decide if PC should arrange clearance Hilton side of Underpass.**
Defer to July GP for quotes on clearing following end of bird nesting season.

26/27-82 **Discuss complaint from a parishioner that a resident has removed the sleepers that were protecting the grass verge on the Fen and is parking on the verge.-RMcG.**
Cllr M Hewitt Proposed this item is bought forward **Cllr R McGee 2nd. All in favour. RESOLVED that Item 82 be bought forward.**
Cllr R McGee Proposed Write to the resident responsible for removing the sleepers, requesting they reinstate them within 7–14 days, and notify the Rights of Way department. If the sleepers are not replaced, the Parish Council will arrange reinstatement or install bollards, with costs covered by the Council if required. **Cllr H Howatt 2nd. All in favour. RESOLVED write to Parishioner to request replacement.**
Action – write to Parishioner.

26/27-83 **Request from a parishioner to have the key stone from the old turnpike bridge to be displayed near the information board on Huntingdon road.-RMcG.**
Defer to next GP Meeting.

26/27-84 **Councillor access to Dropbox archives.-RMcG.**
Cllr R Mc Gee Proposed all Councillors are given read only access to the Dropbox archives.
Cllr T Yates 2nd . All in favour. RESOLVED Councillors given read only access to Dropbox.
Action- Arrange access for Councillors to Read only access to Dropbox.

26/27-85 **Old orchard - planning office informal view.-RMcG.**
Cllr R McGee updated new Cllrs on the history of the Old Orchard and suggested we approach our planners to see what is allowed on this land under S106.
Action Clerk to write to the Planning dept to ask what is allowed on the Old Orchard S106 land.

26/27-86 **Update on ACV for the Duchess.**
Cllr M Hewitt Proposed item 86 is bought forward. **Cllr H Howatt 2nd. All in favour. RESOLVED Item 86 bought forward.**
Parishioners and the council expressed frustration at HDC's refusal of the Asset of Community Value application, noting that while there was anecdotal historic use, the submission lacked the required evidence such as attendance records and activity frequency. It was agreed that a stronger, evidence-based reapplication is needed, supported by logs, group statements, and recent events, and that community groups—not only the Parish Council—could submit it.
The council will write to HDC to refute aspects of the decision, explore appeal options, and encourage coordinated community documentation.
Action - write to HDC to refute aspects of the decision, explore appeal options, and encourage coordinated community documentation.

26/27-87 **Discuss adding link to background material for meetings to website for public viewing.**
Action Clerk to explore what and how we can make background material is available for public viewing.

26/27-88 **Discuss and decide re mail redirection.**
Cllr A Janocka Proposed Organise short-term (3 month) redirection, inform all main suppliers, review after move. **Cllr R McGee 2nd. All in favour. RESOLVED arrange 3-month mail redirection**
Action -Organise short-term (3 month) redirection, inform all main suppliers, review after move.

26/27-89 **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.
Planning -1 recommendation for refusal
Saturday surgery - drains, parking and sleepers top of Fen.

26/27-90 **Bank Balances to date and approve bank reconciliation -June.-SB**
Chair signed statements, Clerk revealed bank balances.

26/27-91 **Payment Schedule – approve June invoices.**
Cllr M Hewitt Proposed all payments were made. **Cllr R McGee 2nd.1 abstain, All others favour, RESOLVED all payments made.**

Ref	Payee	Description	Net	Admin/ Materials	Vat	Total	Method
1	Ali Watchman inv 12883301	Training in GDPR	31.20			31.20	BACS
2	Ali Wtchman mileage expenses	Putting up agendas 24 x .45p	10.80			10.80	BACS
3	Chris Burns Handyman	1st-28th June 4 weeks	800.00			800.00	BACS
4	Connections bus inv 260015	April – May 2026	1974.00			1974.00	BACS
5	Fenstanton CC inv 1223	Welcome space	375.00		75.00	450.00	BACS
6	Fenstanton CC inv 1224	Meeting room hire	39.07		7.81	46.88	BACS
7	HDC inv 1019416	May exercise classes 11th and 18th	86.00			86.00	BACS
8	HDC 70110903	June ex classes 1,8,15,22 & 29th	215.00			215.00	BACS
9	KTS INV 260323	Deposit for assistant Clerk laptop	303.00		60.60	363.60	BACS
10	KTS inv 260365	Online back up 365 std, ESET and 365 online exchange plan	112.04		22.41	134.45	BACS
11	Naturespace inv CAM 945	Grass cut w/c 1.6.15.6.29.6	2550.00		510.00	3060.00	BACS
12	Roland Fletcher inv 2395	Early season footpath maint.	1,728.00		345.60	2073.60	BACS
13	Staff costs	Salaries, expenses, pension, PAYE and NI	TBC			TBC	BACS
14	T Yates refund expenses for aprons for BVFD	3x aprons for prizes for Cake comp	53.97			53.97	BACS
15	Atlas Medical Svcs inv 3614	Medical cover for BVFD	225.00		45.00	270.00	BACS
16	Scuttlebuds – David Sculthorpe	Band at BVFD	300.00			300.00	BACS
17	Fenstanton CC	£6 VAT that was not paid on a previous invoice	6.00			6.00	BACS
18	Extreme events inv 41916	Inflatables for BVFD	1,320.00		220.00	1320.00	BACS
19	Ian Charles various invoices for BVFD	Insurance, pegs, mats, straps, dog agility equipment, banner	462.87			462.87	BACS
	Standing Orders and Direct Debits						
20	Places for people	Garage Rental -	63.57		12.71	76.28	DD
21	Tim Brain	Office rental -	199.00		-	199.00	SO
22	O2	Clerk Mobile	12.96		2.59	15.55	DD
23	Source for Business	Water charge 12/2025- June 2026	74.15			74.15	DD
24	Lloyds Bank	Charges ac 5169	4.25			4.25	DD
25	Eon inv 00009	Clock tower electricity	24.86		1.24	26.10	DD
26	Ecotricity 08912118	MUGA electricity	14.52		.73	15.25	DD

26/27-92 **Payments received.**

The Welcome Space – £155.32

26/27-93 **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.*

26/27-94 **Draft Accounts, AGAR and Audit Progress**

-Update the progress of the draft accounts, the Annual Governance and Accountability Return (AGAR), & the audit for the last financial year.

Cllr K Mitchell and The Clerk updated Council.

Action Confirm and secure audit date; ensure all consolidated accounts and documentation prepared. Emergency Meeting (late July): To approve AGAR (statutory accounts/audit) before end of summer.

26/27-95 **Exclusion of the Press and Public**.

- To consider passing a resolution under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public from the following items due to the confidential nature of the business to be transacted.

Cllr M Hewitt Proposed exclude to remove press and public from the last two items.

Cllr T Yates 2nd. 1 against. Remainder in favour. RESOLVED press and public are excluded.

26/27-96 **Incorporation of the Journal into FPC Accounts**

-To consider the incorporation of the Journal into FPC accounts.

Cllr M Hewitt Proposed the journal bank account is kept separate from the Parish Council's Bank accounts but incorporated into the Parish Councils overall accounts. **Cllr T Yates 2nd.All in favour. RESOLVED Journal bank account is kept separate from PC's account but incorporated into the PC's overall accounts.**

29/27-97 **Confidential VAT Matters**

-To consider confidential VAT matters and agree any necessary actions.

The council discussed the need to identify VAT-registered advertisers so reclaimable VAT can be requested, with communications handled carefully. It was also agreed that the Journal will move to a unified accounting arrangement within the council's finances from 1 April 2026.

Cllr R Mcgee proposed a vote of thanks to Cllr K Mitchell for all his hard work in trying to resolve this matter.

Cllr M Hewitt Proposed the Parish Council Approach VAT-registered advertisers for VAT payments bear liability for non-VAT-registered, as error was council's following incorrect advice initially.

Cllr R McGee 2nd.2 against 2 abstain 4 in favour. Resolved approach current advertisers.

Action- Contact advertisers for outstanding VAT.

Meeting closed 21.20.

Signed M Hewitt Chair ……