

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 November 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.

06.11.2026 S Barber
Sarah Barber

AGENDA

26/27-134 **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).

26/27-135 **To approve the minutes of the meeting held on Thursday 8th October 2026.**

26/27-136 **To approve the minutes of the meeting held on Thursday 10th September 2026.**

26/27-137 **To receive reports from the District and County Council.**

26/27-138 **To formally adopt Fenstanton Parish Council's Code of conduct.**

26/27-139 **Staff related risk assessment for review and approval.**

26/27-140 **Update from Age UK.-AM.**

26/27-141 **Decide where the Covid reflection day bench should be placed.SB.**

26/27-142 **Suspension of Standing Orders : To consider and resolve whether to suspend the relevant Standing Order relating to quotation requirements for the purpose of considering the quotations received for replacing the circular tree bench in the cemetery and determining how to proceed.**

26/27-143 **To consider the quotations received for replacing the circular tree bench in the cemetery discuss the available options and agree the preferred contractor or course of action.**

26/27-144 **Discuss and decide on HDC Strategic CIL funding ideas.**

26/27-145 **Decide on update re Connections bus moving to Community Hall.SB.**

26/27-146 **Nature Space Environmental Offer – Wildflowers.**

26/27-147 **Approve donation to Poppy appeal 2026.MH**

26/27-148 **Discuss and agree for Council to use the services of Bright HR.**

26/27-149 **Discuss and decide on Grant requests received.**

26/27-150 **Discuss votes on community hero.**

26/27-151 **Update on Flags.-TY**

26/27-152 **Discuss and decide on hourly increase for Handyman.**

26/27-153 **Discuss and decide on Tender for pathways and Rights of ways**

26/27-154 **Finance and Constitution Committee – Recommendations**

- **To receive the minutes of the Committee meeting held on 6th Nov 2026.**
- **To consider and approve the Committee's recommendations, including budget proposals.**

26/27-155 **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.***

26/27-156 **Bank Balances and bank reconciliation -October.-SB.**

26/27-157 **Payment Schedule – approve October invoices.SB**

ref	Payee	Description	Net	Admin/ Materials	Vat	Total	Method
1	Amazon	Meeting name plates	97.39		19.40	116.79	DC
2	Amazon	Mesh bag for name plates	15.43		3.09	18.52	DC
3	Amazon	First aid kit for office	5.65		1.13	6.78	DC
4	Amazon	Post box for Hub	27.99			27.99	DC
5	Amazon	2 x wireless mice	11.65		2.33	13.98	DC
6	Blue bear Self storage Reimbursed AJW	6 months storage	719.25		143.85	863.10	DC
7	Bryan Mutter inv 26108	Urgent work to Oak in cemetery	450.00			450.00	BACS
8	Chris Burns inv	228.9-1.11 66 hrs/new lock	1320.00	26.00		1346.00	BACS
9	CAPALC inv 6410	Chairmanship training	50.00			50.00	BACS
10	Connection bus inv 2600611	Connections bus	1645.00			1645.00	BACS
11	Parishioner Reimbursement	for materials for memorial cross	32.55			36.74	BACS
12	Ibbett's inv 133372	Items for handyman	6.00		1.20	7.20	BACS
13	Ibbett's inv 133371	Items for Handyman	74.82		14.96	89.78	BACS
14	Fenstanton C C inv 1266	Welcome space	300.00		60.00	360.00	BACS
15	Fenstanton C C inv 1267	Meeting room hire	25.00			25.00	BACS
16	Fenstanton and Hilton Primary school inv 26	Hire of playground for connections bus	231.00			231.00	BACS
17	GD ECD 07	Reimburse for wreath	123.00			123.00	BACS
18	HDC inv 70117541	exercise classes 5.12.19.26 Oct	172.00			172.00	BACS
19	High speed training reimburse H Joyce	First aid training for welcome space	26.00		5.20	31.20	BACS
20	KTS inv 260814	Email search and SARS request	393.75		78.75	472.50	BACS
21	KTS inv 260738 NOV	Online backup 365 business standard ESET	118.18		23.64	141.82	BACS
22	KTS inv 260869 OCT	Online backup 365 business standard ESET	118.18		23.64	141.82	BACS
23	KTS inv 260834	Ali Laptop and all associated works to get it set up	633.00		126.60	759.60	BACS
24	KTS inv 260836	Assist Cllr Yates , Howatt with email set up on new devices, Ali with removal of unused email addresses and scanning issue	101.25		20.25	121.50	BACS
25	Morespace INV 5056	Storage-Paid	52.88		10.57	63.45	BACS
26	Nature space inv 1090	11.1 11.2 11.3 cut back cemetery perimeter hedge	1700.00		340.00	2040.00	BACS
27	Naturespace inv 1091	Graveyard (10) cut back hedge both sides of graveyard	425.00		85.00	510.00	BACS
28	Naturespace inv CAM 1090	5.10.19.10 2026 grass cutting	1700.00		340.00	2040.00	BACS
29	Naturespace inv 1088	Pond autumn maintenance	840.00		168.00	1008.00	BACS
30	Staff costs	Salaries, expenses, pension, PAYE and NI	TBC				BACS
31	Viking inv 4411175869	Office items	179.40		35.89	215.29	BACS
32	Viking inv 4411198984	Coat stand	77.94		15.59	93.53	BACS
33	KC - Shoe for memorial cross	Galvanised mild steel shoe	71.00		14.20	85.20	BACS
		Standing Orders and Direct Debits					
34	Places for people	Garage Rental -	63.57		12.71	76.28	DD
35	O2	Clerk Mobile	18.52		3.70	22.22	DD
36	Lloyds Bank	Charges ac 5169	4.25			4.25	DD
37	Eon inv 00012	Clock tower electricity	24.20		1.21	25.41	DD
38	Ecotricity 9720291	MUGA electricity	51.25		2.56	53.81	DD
39	Ecotricity 0920291	Final bill for Hub	33.64		1.66	35.32	DD

26/27-158 **Payments received.**

The Welcome Space – £242.91
The Allotments- £918.75
Cambridge Acre- £1000

The Journal payments.

£497.00

26/27-159 **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.*

Sarah Barber Clerk Fenstanton Parish Council
The Hub Community Centre, Crest Drive, Fenstanton, Cambs PE28 9BR Telephone (01480) 465300 / Email: Clerk@fenstantonparishcouncil.org.uk/www.fenstantonparishcouncil.gov.uk