

**Spaldwick Parish Council – Minutes of the Parish Council (PC) Meeting held
On Thursday 20 November 2025**

Venue: Spaldwick Community Room, Spaldwick Primary School

Present: Chair S Jackson-Rimmer (SJR), Vice-Chair W Burcham (WB), Councillors P Scrutton (PS) and L White (LW).

25/11/1 To Receive Apologies and Reasons for Non-Attendance:

Apologies received from: Shayne Parfrey (SP) – Work commitments, Greg Rice (GR) – Personal commitment and Frank Ferrero (FF) – Sickness.

25/11/2 Declarations of Interests for Members (Disclosable Pecuniary Interests) – None.

25/11/2 To Receive and Approve Minutes of the Meeting of Spaldwick Parish Council on 23 October 2025

Proposed by Cllr SJR, seconded by Cllr LW, carried unanimously.

25/11/4 Matters Arising from the Minutes – None.

25/11/5 Public Open Forum: Cllr PS mentioned that part of the footpath is still missing between Ferriman and Stow road, it has been reported. Cllr SJR to check up on status with District Cllr Ian Gardener.

25/11/6 Planning

25/11/6.1 To consider new planning consultations – Reference 25/02088/LBC Address 27 High Street.

Following discussions, SPC proposed approval of the application based on the fact that it is nice to see the renovation taking place of a historic property in the village and it does not impact the street scene. Proposed by Cllr PS, seconded by Cllr LW.

25/11/6.2 Preferred Options draft Local Plan – Published 11 November, no sites have been identified in the local plan for Spaldwick. Posters publishing the Local Plan Engagement will be displayed in the community room, telephone box and noticeboards.

The Local Government Reorganisation (LGR) vote took place on 19 November; invites have been sought from local Parish Councils. Following discussions it was agreed that SPC are in favour of option E. Cllr SJR to email the decision to Sarah Conboy. Proposed by Cllr WB, seconded by Cllr SJR.

25/11/6.3 Update regarding Neighbourhood plan – No further progress has been made.

25/11/6.4 Update regarding the Brampton Cross working party – The latest set of minutes have been circulated, the next meeting is scheduled for 11 December, this date coincides with the next PC meeting so apologies have been sent for this time.

25/11/7 Finance

25/11/7.1 Accounts Update – Balance as at 31 October 2025 £57,933.75

25/11/7.2 Update regarding funding for projects. As reported last month the grant from Woolley Hill Wind Farm has been confirmed. The funding for the Playground is still ongoing.

25/11/7.3 Update regarding the Spaldfest funding refund – Still not received, Cllr SJR to chase again.

Expenditure for Approval

25/11/7.4 To Note Direct debit: Tomato/Clear Energies (Account 3179364180) TBC

25/11/7.5 Clerks Wages (Oct/Nov) £189.34 HMRC Income Tax £0, NI £0

25/11/7.6 A Murphy invoice for cleaning of Community Room £48.84

25/11/7.7 Cambridgeshire Garden & Property Maintenance invoice – pre-paid last month.

25/11/7.8 Frank Ferrero - replacement laptop battery. Awaiting invoice

25/11/7.9 Brampton Cross donation to be made to Alconbury Parish Council £1,000 – awaiting details

25/11/7.10 A Tipper - allotment gate bolts reimbursement £11.44

25/11/7.11 To finalise next year's budget and precept – Draft budget and precept were presented. To be finalised next month.

25/11/7.12 To discuss the grass cutting contract for the coming year – it was felt that the current contractor has carried out the work for this year at a very high standard, the PC has received quite a few messages complimenting the work though out the year. The contractor is happy to carry on next year

with no price increase. It was agreed to renew the contract. Proposed by Cllr PS seconded by Cllr LW, carried unanimously.

25/11/7.13 To discuss the over 60's group application for free use of the community room for the coming year - SPC fully support the group and the grant was agreed for next year. Proposed SJR seconded LW carried unanimously.

25/11/7.14 To discuss the appointment of an internal auditor – to continue with CALPALC

25/11/7.15 Scribe Accounts package renewal £328.32 (inc VAT).

25/11/7.16 DM Payroll Services Ltd review of new contract and fees £144.00 per annum.

25/11/7.17 ASK IT invoice Standard SSL renewal £71.99 (inc VAT)

25/11/7.18 Reimbursement to Carolyn Tully for replacement defib pads £77.94 (inc VAT).

25/11/7.19 RGS Arboricultural Consultant £540 (inc VAT).

25/11/8 Assets – Provision/Maintenance

25/11/8.1 Review of assets – Weekly playpark inspection – no issues

Defibrillator – new pads have been received

MVAS – no report this month

Shed - Cllr SJR has been in touch with the PCC enthusiastic about taking over ownership an agreement needs to be put in place – Cllr SJR to look into.

25/11/8.2 Update regarding the Community Room – Hope Against Poverty would like to hire twice a month on alternate Thursdays for over 60's exercise, as this is for local residents, the resident rate should be charged. Proposed by Cllr SJR, seconded by Cllr LW, carried unanimously.

Cllr SJR has received a reply from the school regarding the heating, The PC can now install their own heaters, Cllr SJR to contact three contractors for advice and obtain quotes. Proposed by Cllr SJR, seconded by Cllr LW, carried unanimously.

25/11/8.3 Update regarding the War Memorials Trust and grant application – application was submitted by Cllr GR.

25/11/8.4 Discussion regarding the Town and Poors Field, allotment site and Allotment Association (SCAA) – SCAA has received a grant of £1,000 and asked permission to develop the compost area on site, the PC supported the idea, and look forward to receiving their ideas and plans keeping in line with the current allotment ethos and biodiversity.

Cllr SJR has chased up on the researcher who will look for the deed of appointment at the National Archives in Kew.

There was also a discussion regarding the Charity Field and how to move forward with any ideas, it was agreed to seek advise as to what would be a feasible, Cllr WB to contact a local surveyor for suggestions.

25/11/8.5 IT Update including Website – a discussion took place regarding the website, as this is an area that has been identified in the past two audits, it was felt that the PC should look to outsource the development of a new site. The new site should be simplified, easy to navigate, promoting the village and compliant with the audit comments. Cllr SJR to look at local councils' site and contact providers for a quote. Proposed by Cllr SJR, seconded by Cllr LW, carried unanimously.

25/11/8.6 To consider adopting the draft IT policy – deferred to next meeting.

25/11/8.7 To consider proposals for updating the playpark – Cllr WB to submit an application to FCC for funding, the next round is now open, closing date 26 February 2026. Evidence needs to be gathered to complete the application.

25/11/8.8 To discuss the community open space on Ferriman Road – An offer of interest and help has been received from a local resident who is keen to help develop the Orchard and Meadow.

25/11/8.9 Update on request from the over 60's group for the Parish Council to ask the mobile post office van to consider visiting Spaldwick – deferred to next meeting.

25/11/9 Highways, footpaths, trees etc

25/11/9.1 Highways update – RGS Arboricultural Consultant has reviewed all the trees on the village green and the High Street. The report confirms that there is attention needed on a few trees, nothing major. The PC needs to consider any TPO's (there are none on the trees that were inspected), also as the trees are in a conservation area. Cllr SJR to contact HDC before obtaining three quotes to carry out the work. Proposed by Cllr SJR, seconded by Cllr PS, carried unanimously.

25/11/9.2 Discussion for the application for the LHI 26/27 round and 20mph application – Cllr SJR attended a LHI briefing on 7 November, applications are now open. Traffic calming measures are classed as

complex projects. Following an on-site meeting, the only feasible option for the village is a priority narrowing option, it needs to be installed on a straight road, near a lamp post. The only ideal place would be near Beech House. It would also give a much needed crossing point for pedestrians.

The school has also approached the PC regarding a 20mph zone in Ferriman Road and Royston Ave. There are two possible funds that could be applied to to get this installed. Applications open in January 2026. Cllr SJR to liaise with the school.

25/11/9.3 A14 SAG Meeting held 12 November 2025 – Minutes of this meeting have been circulated. Next meeting is 29 April 2026.

25/11/10 To discuss adopting further policies (including disciplinary and sickness-absence) – Deferred

25/11/11 Update on the ‘How to report issues in the village to the appropriate people’ document – Deferred

25/11/12 Update of the Highways and Rights of Ways issues spreadsheet. Cllr SJR confirmed all updated. The blocked drain in Stow Road and tight bend sign (Stow Road) have been noted as action due in next financial year.

25/11/13 Recruitment of Clerk and RFO – The current clerk has resigned and officially left the council on 11 November 2025. A new advert has been placed on the CALPALC site and social media, inviting applicants to apply with their CV's; closing date is 31 January 2026. Three good applicants have applied so far. Interviews will be arranged in the next few weeks. The SLCC subscription paid for CT is to be refunded back to the PC.

25/11/14 Any items for the Spaldwick News – Christmas payments and Advert for Clerk

25/11/15 Correspondence (previously circulated)

25/11/16 Councillors’ Questions – Buckden PC have enquired about the Remembrance Day schedule. Cllr SJR replied with the relevant information.

Election Notice – elections are scheduled to be held on Thursday 7th May 2026.

25/11/17 Date of the next meeting – Thursday 11 December 2026

Meeting closed at 9.45pm

Signed