

**Spaldwick Parish Council – Minutes of the Parish Council (PC) Meeting held
On Thursday 11 December 2025**

Venue: Spaldwick Community Room, Spaldwick Primary School

Present

Chair S Jackson-Rimmer (SJR)
Vice-Chair W Burcham (WB)
Councillors P Scrutton (PS), S Parfrey (SP), G Rice (GR), F Ferrero (FF)

25/12/1 To Receive Apologies and Reasons for Non-Attendance

Apologies received from: L White – Work commitments, Cllr Ian Gardener

25/12/2 Declarations of Interests for Members (Disclosable Pecuniary Interests) - None

25/12/3 To Receive and Approve Minutes of the Meeting of Spaldwick Parish Council on 20 November 2025.

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

25/12/4 Matters Arising from the Minutes – None

25/12/5 Public Open Forum - None

25/12/6 Planning

25/12/6.1 To consider new planning consultations – Reference 25/02172/HHFUL House on the Hill, Proposed new vehicular access. Councillors agreed this application should be approved as has no impact on the village scene. Cllr SJR to send an e-mail to HDC. Proposed by Cllr SJR, seconded by Cllr PS, carried unanimously

25/12/6.2 Update Regarding Local Government Reorganisation – The Local Government Reorganisation (LGR) vote took place on 19 November, option E was the voted as the preferred option. Final decision will be made by central Government mid-2026.

25/12/6.3 Update regarding Neighbourhood plan – No further progress has been made.

25/12/7 Finance

25/12/7.1 Accounts Update – Balance as at 30 November 2025 **£56,845.38**

25/12/7.2 Update regarding funding for projects. As reported last month the grant from Woolley Hill Wind Farm has been confirmed funds should be in the bank account shortly. The funding for the Playground is still ongoing.

25/12/7.3 Update regarding the Spaldfest funding refund – Still not received, Cllr SJR received e-mail to say problems with their bank access, this should be resolved in the next day or so. (post meeting - refund received 12 December 2025)

Expenditure for Approval

25/12/7.4 To Finalise next years budget and precept figure due 16 January 2026 – Budget had been circulated prior to the meeting along with the precept figure. Proposed by Cllr SJR, seconded by Cllr GR, carried unanimously

25/12/7.6 To note the CIL report is due 31 December 2025 - Cllr WB to prepare and send to Cllr SJR

25/12/7.7 To Note Direct debit: Tomato/Clear Energies (Account 3179364180) TBC – As Tomato have now ceased trading the account has been moved to British Gas. Cllr SJR to contact Clear Utilities to see if a better rate is available. Proposed by Cllr SJR, seconded by Cllr GR, carried unanimously

25/12/7.8 A Murphy (AM) invoice for cleaning of Community Room **£48.84** This amount includes two weeks in December where no bookings are currently scheduled, AM to be asked to use the time to deep clean the Community Room.

25/12/7.9 Frank Ferrero: Replacement laptop battery – **£37.99** (inc VAT)

25/12/7.10 Brampton Cross donation to be made to Alconbury Parish Council **£1,000** – awaiting details

25/12/7.11 DM Payroll Services – Invoice TBC

25/12/7.12 Ask It invoice website hosting renewal - **£100.66** (inc VAT)

25/12/7.13 Playtimes grant payment - **£449.30**

25/12/7.14 Grafton Cleaning Products – Invoice **£19.77** (inc VAT)

25/12/7.15 CAPALC Training for C Tulley - **£240.00**

25/12/7.16 S Jackson-Rimmer : ESET Software renewal **£35.00**

25/12/7.18 Unity Trust Bank Account Signatory Updates – Cllr FF is now on mandate. Cllr LW and Cllr PS still to be added. Cllr SJR submitted a form for three signatories to be the authorised person for the account.

All payments were proposed for approval by Cllr GR, seconded by Cllr PS, carried unanimously (Cllr SJR and Cllr FF abstained). Cllr GR and Cllr WB to authorise payments

25/12/8 Assets – Provision/Maintenance

25/12/8.1 Review of assets – Weekly playpark inspection – no issues

Defibrillator – Cllr SP to check on status and that Pads have been replaced

MVAS – Cllr GR to download data at the weekend

Shed – Cllr SJR has been in touch with the PCC keen to take over ownership an agreement needs to be put in place, no further forward on this, Cllr SJR to contact CALPALC, NALC and maybe Cllr IG for advice on how to achieve this.

25/12/8.2 Update regarding the Community Room –

Heating - Quotes were obtained regarding heating, one additional quote is still needed, this should be available for the next meeting when a decision will be made.

Lighting - it was noted that there is a problem in that the automatic lighting is not working as it should, it can take at least 30 mins to turn off once the building has been vacated, there is also no ability to switch off manually, Cllr SJR has notified the school who will contact the Academy's maintenance dept to reinstate on/off switch on the wall.

A complaint has been received regarding the cleaning of the Community Room – most of the tables hadn't been wiped down and still had a sticky residue on them. The Hire details, state that the room is a self-container unit hire which is cleaned once a week not after each session, therefore the room must be left in a clean state by the last user.

Booking – A missed opportunity has occurred for a booking next year, due to miss-communication, a new booking system was discussed to stop this happening in the future. Cllr SJR suggested a separate e-mail address with an automated booking form, which in turn would automate an invoice, together with a spreadsheet showing progress of the booking.

Cllr FF to create an e-mail address for Community bookings only now and Cllr PS to look into an automatic booking system to be included in the new website.

Proposed by Cllr SJR, seconded by Cllr PS, carried unanimously

25/12/8.3 To Consider Purchasing a lockable Cupboard – Cllr SJR requested purchasing a lockable cupboard to house any Parish Council related records and items. This would sit in the lockable area which is also used to store Escape equipment.

Proposed by Cllr SJR, seconded by Cllr GR, carried unanimously

25/12/8.3 Update regarding the War Memorials Trust and grant application – Cllr GR confirmed that subject to a few small queries (which he will deal with) the application had been successful for the sum of £4,000. The planning application for the memorial will be discussed at the next meeting in January – all Cllrs thanked Cllr GR for his work on this long on going project

25/12/8.4 Discussion regarding the Town and Poors Field, allotment site and Allotment Association (SCAA) –

Cllr SJR has received an e-mail regarding the Land and Registry of the field – National Archive have stated it will be difficult to search without further information, it was suggested looking at the Huntingdon Archives, the Court Record Books (7 Volumes). All Cllrs agreed this could be very time consuming as they are looking for a needle in a haystack and may find nothing related at all. Cllr SJR also presented a copy of the 1777 Spaldwick Inclosure map. Cllrs agreed that advice was needed as to how to progress this. Cllr SJR to seek advice.

25/12/8.5 IT Update including Website – It was agreed at the previous meeting to outsource the PC's website.

Cllr PS to look at website companies locally which specialises in Parish Council websites and report back.

25/12/8.6 To consider adopting the draft IT policy – Agreed and adopted. Proposed by Cllr SJR, seconded by Cllr GR, carried unanimously

25/12/8.7 To consider proposals for updating the playpark – Ongoing

25/12/8.8 To discuss the community open space on Ferriman Road – Cllr WB to contact resident who has shown an interest in helping. Plan to plant the trees before March. Sponsorship plaques could be considered.

25/12/8.9 Update on request from the over 60's group for the Parish Council to ask the mobile post office van to consider visiting Spaldwick – Cllr SP is having problems contacting the mobile post office so will try to make a visit to speak to them direct.

25/12/8.10 To Consider converting the Church Lane Street light into a solar light – A discussion took place, it was thought to be a good idea depending on costs and installation. Cllr SJR to look into and report back.

25/12/9 Highways, footpaths, trees etc

25/12/9.1 Highways update - A resident has complained regarding the drains on Thrapston Road and Stowe Road, Cllr SJR and the resident have reported it on the HDC website. Cllr SJR will also contact Cllr IG for advice and progress

25/12/9.2 Discussion for the application for the LHI 26/27 round and 20mph application – Cllr SJR presented a draft of the LHI Bid for the Priority Narrowing in the High Street, if accepted the bid will require a contribution of at least £2,500 from the PC – it was agreed that this should be submitted. Proposed by Cllr SJR, seconded by Cllr SP, carried unanimously

25/ 12/9.3 Further discussion on the 20mph application -Cllr SJR to continue to liaise with the school regarding a 20mph zone in Ferriman Road and Royston Ave to put an application together

25/12/9.4 Further update regarding the trees on the village green. Thrapston Road green and the High Street Cllr IG has contacted the Local Highways Officer and they are looking into who is responsible for any works that may be needed.

25/12/9.5 Update regarding the missing section of footpath at the Ferriman Road/Stow Road junction – Cllr IG has suggested contacting to Highways, he also suggested submitting a LHI Bid

25/12/10 To discuss adopting further policies (including disciplinary and sickness-absence) – Ongoing

25/12/11 Update on the 'How to report issues in the village to the appropriate people' document – Ongoing

25/12/12 Update of the Highways and Rights of Ways issues spreadsheet. Ongoing

25/12/13 Recruitment of Clerk and RFO – Four applications have now been received, three will be invited for an interview ideally in the first week of January 2026

25/12/14 Ben Obese-Jecty MP roundtable 16 January 2026 10am to 12pm At The Grafham Trout – Cllr SJR to attend

25/11/14 Any items for the Spaldwick News – None as there is no publication in January

25/11/15 Correspondence (previously circulated)

25/11/16 Councillors' Questions – none

25/11/17 Date of the next meeting – Thursday 15 January 2026
Meeting closed at 9.25pm

Signed