

WITCHAM PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Wednesday 2 September 2026 at 7.40pm in the Village Hall, Witcham.

Present: M Housden (Chairman), K Mackender (Vice-Chairman), G Byrne, L Holdaway.

In attendance Parish Clerk/RFO
District Councillor M Inskip

26/112 **Apologies for absence** – S Wilkin (hols) J Lucas (personal), and County and District Councillor L Dupré.

26/113 **To receive declarations of interest from Councillors on any items on the agenda**
Pecuniary interests - none
Personal interests - none
Prejudicial interests - none

26/114 **Dispensations**
To note any new Dispensations granted: Nil

26/115 **Reports from District and County Councillors**
Monthly reports, previously circulated, were received and noted.
Chairman opened meeting for the District Councillor to speak.
Outcome for Cambridgeshire for the Local Government Reorganisation now not expected until October.
Parish Councillors reported the significant subsidence and poor state of Hive Road. (Noted this is a 'diversion' route when parts of A142 shut). Chairman advised this matter had been reported to CCC before but had been cleared from the 'Report It' website without the road being repaired. He had submitted another report. Issues regarding posts and roadmarkings at Headleys Lane had also been taken off the 'Report It' website. Noted that some potholes had been repaired by the dragon patcher at Hive Road earlier in the year. Chairman had also reported flytipping on the public right of way (off Hive Road) and this had been cleared by the District Council promptly. District Councillor M Inskip said he would pass this on to the County Councillor.

7.50pm District Councillor was thanked and he left the meeting. The business of the agenda resumed.

26/116 **Public Participation** There were no members of the public present.

26/117 **Minutes**
Minutes of the meeting of 8 July 2026 were confirmed as a true record and signed by the Chairman, and the agenda of the same date was signed by the Chairman as confirmation of the business transacted at that meeting.
Proposed L Holdaway, seconded G Byrne. K Mackender abstained as he had not been present at the meeting.

26/118 **Matters Arising**
Minutes 26/104, 26/091c) Noted that the dog signs from ECDC had not yet been delivered to the Chairman for posting up.
Minute 26/207 Signs for near fitness area. Confirmed received and erected and payment made August.

26/119 **Highways and Streetlighting**

- a) Items reported to Highways Authority: Litter on droves. Roadmarkings and posts Headleys Lane, etc see Minute 26/115.
- b) Monthly speed data reports noted.
G Byrne said that due to the very hot weather, Speedwatch sessions had not been held over the summer but would start again September. One more volunteer had come forward and training would be set up.

GB

26/120 **Planning Matters**

The following ECDC decision was noted:
26/00672/TRE Glebe Lodge, High Street. T1 Bird Cherry Reduce height by approx. 3m. Approved.

26/121 **Finance and Administration Matters**

- a) **Receipts and payments schedule** for August and September had been previously circulated. Documents had been checked by G Byrne and Chairman.
Resolved to approve the receipts and payments for August/September. Cheques to be released. Proposed G Byrne, seconded Chairman.
- b) **Approval of accounts and reconciliations to 30 June 2026 and budget monitoring report.** Documents circulated 13 July 2026. Bank statements presented at meeting and balances at 30 June 2026 checked with reconciliation reports.
Resolved to approve the accounts and reconciliations to 30 June 2026 and the budget monitoring report. Proposed Chairman, seconded L Holdaway.
- c) **September newsletter**, previously circulated.
Resolved to approve the newsletter for printing and circulation. Proposed G Byrne, seconded Chairman.
- d) **Exclusion of the Press and Public:** It is hereby resolved that in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business about to be transacted at agenda items 26/121e) to 26/121g), namely Village Hall Deed of Right of Way & Car Park, RSPB Lease, staff matters, it is advisable in the public interest that the public and press be temporarily excluded from this meeting and they are herewith instructed to withdraw. Proposed Chairman and agreed by all.
Meeting closed to the public. There were no members of the public present.
- e) **Deed of Right of Way and Parking – Village Hall.** Proposed final document with some amendments had been received and circulated prior to the meeting.
Resolved that solicitors need to carry out proper proof-read. Proposed Chairman, seconded L Holdaway
- f) **RSPB lease.** Final document and advice letter from solicitor previously circulated. Table setting out due rent payments and CPI adjustments discussed.
Resolved to approve the figures and Clerk to send to solicitors. Appropriate sections of the Lease to be amended. Proposed G Byrne, seconded K Mackender.
- g) **Staff matters** - 2026/7 National Joint Council pay award previously circulated.
Resolved to approve the NJC recommended pay award to be payable to Clerk with effect 1.4.26. Proposed K Mackender, seconded L Holdaway.
LGPS Employer Bulletin and Aug/Sept circulars received and noted.

Clerk

Clerk

Clerk

Clerk

Clerk

Clerk

Chairman re-opened meeting to the public. There were no members of the public present.

26/122 **Recreation Ground and Cemetery Matters**

- a) Weekly inspections of play equipment and recreation ground had been completed by the Chairman. Spare caps for the fitness equipment to be ordered from Wicksteed. It appears some of the young trees may have died and this will be reviewed in the Spring. Path across recreation ground cracked and will be monitored. Will link in with PiPA Audit and Accessibility provisions, see 26/122b).
- b) PiPA accessibility and inclusivity play audit, previously circulated, was received and the recommendations for increasing Accessibility was noted, including widening the footpath across the recreation ground from High Street so as suitable for wheelchair users and more equipment for promoting inclusivity and accessibility. Copy to be forwarded to ECDC.

Resolved to send copy to Wicksteed to seek their suggestions (and costs), including groundworks to widen the footpath. The Council will then consider making an application under the ECDC Inclusive Play and Open Spaces CIL Fund. Proposed Chairman, seconded G Byrne.

Clerk

26/123 **Consultations**

Cambridgeshire and Peterborough Minerals and Waste Local Plan Review. Scoping consultation and call for sites (3.8.26-12.10.26), circulated 10.8.26.

Resolved that the Council had received the details and had no comment to make but awaited further details. Proposed K Mackender, seconded Chairman.

Clerk

26/124 **Correspondence**

The following items of information/interest, and invitations to events had been circulated and unless recorded below as otherwise, were noted:

CAPALC/NALC Survey Neighbourhood Plan (by 25.9.26) Chairman to complete.

Request for information (Masters student) preparing a Neighbourhood Plan - Chairman had responded.

Edie Ices ECDC Licensing – application Street Trader Licence. Sunday-Saturday 1200-1900hrs, including High Street, Martins Lane, The Slade and Westway Place, Witcham

Fenland 50 Local Plan – early stakeholder input.

CAPALC update on Local Government Reorganisation.

CAPALC Annual Conference 18.9.26

CAPALC Bulletins and new website arrangements.

CAPALC PECT creating sustainable places.

Cambs and Peterborough Combined Authority's Members' newsletter.

Environment Agency – Drought Across East Anglia.

ECDC Agendas and Minutes – Licensing, Operational services, Audit, Planning, and full Council,

ECDC Parish Council forum – planning services 19.8.26 notes. (no one was able to attend).

ECDC Press releases – green flag awards for Ely County Park and Jubilee Gardens; Gold Standard Domestic Abuse Support; Social Housing under Scrutiny. Public Space Protection Order for vehicle related anti-social behaviour effective from 24.8.26. (copy to go on noticeboard)

East Cambs Parish Community forum 15.7.26 notes

East Cambs Parish Community forum 16.9.26

NALC bulletins and events

CCC Highway events and TMC roadworks

CCC Concessionary bus pass renewals poster

CCC funding – Health for All, Inclusion Health Seed Funding.

CCC Road Safety – Way to Go 2026

TMC incident reports, roadworks and events bulletins.

Flag of Fens

NHS Health Check promotion

Chairman

26/124 **Correspondence** (cont)

Cambs ACRE Staying in touch newsletter. Rural Housing. Fuel Poverty.
Dementia Support.
ACAS Consultation on Disciplinary and Grievance Procedures
2026

Additional items circulated:

Mayors Question time 17.9.26 – no one able to attend

Cambs ACRE AGM 7.10.26 2pm-3pm Zoom – no one able to attend

Updating Cambs PROW Improvement Plan (asked for extension for October meeting)

East Cambs Community Editors Meeting 3 September 2026

Healthy You free community based NHS health checks – for October meeting.

26/125 **Date of next meeting:** 14 October 2026

Agenda Items PROW Improvement Plan and NHS Healthy You.

Meeting closed at 9.00pm

Schedule of Receipts and Payments

		£	£	£
Receipts:	Nil			
<u>August</u>				
Payments:	002273 Truelink grass & grounds July	318.24	63.64	381.88
	002274/BACS Salary expenses Aug	565.07		565.07
	002275 Digital Creations	92.00	18.40	110.40
<u>September</u>				
Payments	002276/BACS Salary expenses September	564.87		564.87
	002277 Truelink grass & grounds Aug	318.24	63.64	381.88
	C/P Microsoft 365 annual renewal	84.99		84.99
	Lloyds May/June debited 19.7.26	7.25		7.25
	Lloyds June/July debited 18.8.26	5.75		5.75
	MS online services – 7 licences emails debited 20.7.26	33.81	6.76	40.57

Signed..... Dated