



**MINUTES OF THE MEETING OF THE FOWLMERE PARISH COUNCIL
Old Chapel Delivery Committee**
which was held in the Dorothy Pluck Room, St Mary's Church, Fowlmere
on **MONDAY 19th May 2025 at 13:00**

PRESENT: Cllr Baker-Oxley, Cllr Brock, Cllr Mulholland, Mr Will Nichols

IN ATTENDANCE: 1 member of the public

BUSINESS TO BE TRANSACTED

In accordance with LGA 1972 schedule 12 10(2) (b) which states that business must be specified.

Motion to propose a Councillor to preside over the meeting *(in accordance with standing order 10a(v.))*
Cllr Mulholland **nominated** Cllr Brock, **Seconded:** Cllr Baker-Oxley **motion passed**
Cllr Brock took the Chair

It was noted that the Clerk was not able to attend the meeting. In accordance with standing order 15, Cllr Mulholland was nominated to act as the Proper Officer for the meeting and to take minutes.

Proposed by: Cllr Brock **Seconded by:** Cllr Baker-Oxley **motion passed**

25/D20 Apologies for absence *(LGA 1972 s 85(1))*

The Clerk and Mr Hollway (work commitments). Cllr Collinson and Cllr Hobro were absent.

25/D21 Declarations of interest & requests for dispensations in agenda items

There were none.

25/D22 Minutes of Previous Meeting [\(click here\)](#) *(in accordance with standing order 12a)*

Proposal: That Fowlmere Parish Council herewith agree the minutes of the Delivery Committee meeting held on 10th March 2025.

Proposed by: Cllr Brock **Seconded by:** Cllr Baker-Oxley **motion passed**

25/D23 Public Participation Session - Open Forum (not to exceed 15 mins)

- The member of the public present asked if Committee members had read the public comments made on the change of use planning application.
- Committee members confirmed that they had read the comments.

25/D24 Update on planning and listed building consent applications for The Old Chapel.

- There had been 2 statutory consultee responses to the application from Conservation and Highways.
- Conservation had no concerns. Highways had suggested the installation of bike racks.
- There have been 35 comments Members of the Public with opinions split. Some comments were copy and paste repeats.
- Mr Nichols is in regular contact with the Case Officer and is expecting comments back from her soon.
- The listed building consent pre-app has been validated. We are awaiting a date for the site visit.
- The planning team aware of the links between the 2 applications.

25/D25 Update from Fund-raising team.

- Most (if not all applications) require the applicant to be the owner of the building.
- A long list of potential grants has been identified for when the building has been purchased.
- Template document has been prepared to make filling in the forms efficient.

25/D26 Motion to exclude public and press

To resolve Under Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 where publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be discussed the Council shall move to a closed session.

Proposed by: Cllr Brock **Seconded by:** Cllr Baker-Oxley **motion passed**

25/D27 Discussion & choice of Architects for "Scenario 3"

- Firm F stood out as the most interested and represented the best value overall. It was noted that they would be more at expensive at concept design stage (£4,250) but fees would become cheaper in later stages.
- Firm F also had Heritage Lottery funding experience and could help us with this
- Firm P were felt to be less thorough. Firm C were cheaper for concept but more expensive overall.
- Motion proposed to choose Firm F

Proposed by: Cllr Brock **Seconded by:** Cllr Baker-Oxley **motion passed**

25/D28 Motion to re-admit public and press

To resolve that the confidential business has been concluded and that press and public be readmitted

Proposed by: Cllr Brock **Seconded by:** Cllr Baker-Oxley **motion passed**

25/D29 Communication with the URC Eastern Synod.

- It was noted that Penelope is retiring in early June with a new person set to take over.
- A meeting with the new contact at the Synod would be helpful. Clerk to email to request meeting in June once the new person was in post.

25/D30 Note and approve report for full council.

- Cllr Brock had written and circulated a report which committee members had read.
- Motion to approve the report and circulate to full council.

Proposed by: Cllr Mulholland

Seconded by: Cllr Baker-Oxley

motion passed

Meeting closed. 13:52pm

Any business to be considered at a Parish Council committee meeting must be delivered to the clerk for inclusion on the agenda at least 7 days prior to the meeting. Please use Agenda Item Request form ([click here](#)) and include as much information as possible including any proposal