



FOWLMEERE PARISH COUNCIL

NOTICE OF A MEETING OF THE PARISH COUNCIL

To Members of Fowlmere Parish Council:

You are hereby summoned to attend a meeting of **Fowlmere Parish Council** for the purpose of transacting the business as set out below on **Tuesday 18th November 2025** in the Pavilion Room, Fowlmere Recreation Ground & Village Hall at 7:30pm.

Any member not able to attend should send their apologies to the Clerk **before** the meeting.

The meeting is open to members of the public (including the press), but is not a public meeting.

Angela Mulholland
13th November 2025

Clerk to Fowlmere Parish Council

To comply with GDPR, meeting papers are supplied to Councillors via links to files on the Fowlmere Parish Council [website](#). Documents that are of a sensitive or confidential nature may not be available to members of the public.

BUSINESS TO BE TRANSACTED

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

25/085 Apologies for absence (LGA 1972 s 85(1))

25/086 Declarations of interest & requests for dispensations in agenda items (Localism Act 2011 s 31 s33)

- To receive declarations of interest from councillors on items on the agenda
- To receive written requests for dispensations for disclosable interests (if any)
- To grant any requests for dispensation as appropriate.

A request for dispensation must be made on an individual basis.

25/087 Minutes of Previous Meetings ([click here](#)) (in accordance with standing order 12a)

Proposal: That Fowlmere Parish Council herewith agree the minutes of the Parish Council meeting held on 16th September 2025.

25/088 To receive minutes of Committee Meetings

- Finance Committee (14th May 2025) ([click here](#))
- Planning Committee (4th September 2025) ([click here](#))

Proposal: To receive the above minutes

25/089 Public Participation Session (including reports received in advance)

- County Council update: ([October report](#)) ([November report](#))
- District Council update: ([October report](#))
- Open Forum (not to exceed 15 mins)

Open Forum to provide an opportunity for members of the public to raise questions and to comment on any other items that are on the current agenda.

At the close of this item, members of the public will no longer be permitted to address the Council unless invited to do so by the Chair. In accordance with the councils standing orders contributions are limited to 3 minutes per person. The total time for this agenda item is limited to 15 minutes unless directed by the chair.

(questions received by the Clerk at least 48hrs in advance shall receive priority.)

25/090 Road Safety and Highways

- Items reported to CCC Highways
Items can be reported by any Cllr or member of the public by [clicking here](#)
- London Road / Pipers Close Road and pavement flooding / drainage problems [update]
to note: works completed.
- Speedwatch and MVAS [update]
- LHI working group [update]
- Chrishall Grange LHI application (update)
to note: scheme approved by County Council (Highways). Work schedule TBC.
- to note:** Draft County Council quiet lanes survey. Live date to be confirmed.

25/091 Reports from meetings attended and/or training attended

Webinar: GDPR compliant for the 2025/26 AGAR - Assertion 10.

Webinar: Hosted by the Home Office, Terrorism (protection of premises) Act 2025 (Martyn's Law)

Webinar: Hosted by NALC, Beyond the Precept: Exploring alternative income sources

Webinar: CAPALC Good governance for finance and budgeting.

25/092 Finance

a) **To note:** the financial situation of the council up to 11th November ([click here](#))

b) **Bills paid since last meeting** (as per financial regulation 5.5)

- DD Doro Care UK **£360.18** (October & November) (personal alarms) (LGA 1972 s137)
- DD British Gas Lite Cemetery **£28.89** (October & Nov)(Chapel Electricity) (Parish Councils Act 1957, s3)
- DD SCDC **£44.94** (Oct & Nov) (Cemetery Bin Collection) (LGA 1972 s.214(2))
- DD Lebara Mobile **£9.87** (Sept & Oct) (Parish Council telephone line) (LG(fp)A 1963 s.5)
- DD Virtual Landline **£11.25** (Sept & Oct) (Parish Council telephone line) (LG(fp)A 1963 s.5)
- DD Unity Trust credit card admin charge **£6.00** (Sept & Oct) (LGA 1972 s.111)
- DD Microsoft **£20.60** (Oct & Nov) (Microsoft 365 subscription) (LGA 1972 s.111)
- Clerks Salary, NI, HMRC & Pension (**£confidential**) (Sept & Oct) (LGA 1972 s.112)
- DD SSE **£16.62** (street-lighting electricity) (Parish Councils Act 1957, s3)
- DD Adobe Acrobat £10.95 (Oct) (LGA 1972 s.111)
- Unity Trust Bank Service Charge **£12.00** (LGA 1972 s.111)
- FRR Architects **£4,153.91** (URC) (LGA 1972)
- Agriplant **£800.00** (Cutting of PRV's) (Open Spaces Act 1906 ss9-10)
- Red Shoes Accounting **£50.40** (Payroll) (LGA 1972 s.111)
- Fowlmere PCC **£10.00** (Hire of DP Room)(October)(LGA 1972 s.134(4))
- Hardy Landscapes **£1,056.00 & £67.20** (open spaces cut) (Open Spaces Act 1906 ss9-10)
- Fowlmere Village Hall **£72.00** (Sept) (meeting room hire) (LGA 1972 s.134(4))
- Boston Seeds **£163.96** (Purchase of Daffodil Bulbs) (Open Spaces Act 1906 ss9-10)
- SLCC **£18.00** (Clerk Training) (LGA 1972 s. 111)
- Fowlmere Village Hall **£48.00** (LGA 1972 s.134(4))
- CAPALC **£25.00** (Clerk Training) (LGA 1972 s. 111)
- RLP Surveyors **£691.20** (External Audit) (LGA 1972 s.111)
- Shelford Tree Services **£470.40** Tree work at the Round Moat (Open Spaces Act 1906 ss9-10)
- Pennon Water Services **£101.67** (Water Supply at the Cemetery) (Parish Councils Act 1957, s.1)
- Transportation Data **£789.12** (2 x automatic traffic count) (HA 1980 s.274a)
- Storage Rent **£200** (Oct & Nov) (LGA 1972 s.111)
- Office Sundries **£111.61** (July and August) (LGA 1972 s.111)
- Amazon **£198.72** (Restoration project sundries) (Parish Councils Act 1957 s.1)
- Screwfix **£16.80** (Restoration project sundries) (Parish Councils Act 1957 s.1)
- RBL **£121.25** (Donation £100, + Wreath) (LGA 1972 s.137)
- NALC **£42.00** (Clerks Training) (LGA 1972 s.111)

Proposal: To Note Bills Paid.

c) **Invoices to pay**

- Hardy Landscapes **£1,970.00 & £295.00** (Open Spaces Act 1906 ss9-10)
- Ian Wilson **£422.27** (Repair of Bench by the Swan) (Parish Councils Act 1957 s.1)
- Ian Wilson **£60.00** (Installation of Bench on Dovehouse Close) (Parish Councils Act 1957 s.1)
- Storage Rent **£100** (Dec) (LGA 1972 s.111)

d) **Income**

- Redwood Bank Interest **£564.79** (Oct & Nov)
- 2nd Half of Precept **£31,776.16** (SCDC)
- Peasgood & Skeates **£400.00**
- VAT Rebate **£6,120.91**

e) **Transfer**

- Transfer from Unity Trust Savings Account to Unity Trust Current Account **£15,000.00**

f) **Budget Setting for 2026/2027** (update **and report**)

Proposal: To agree finance committees recommendations in principle with final precept figure to be set after 31st December interest payments (income) are known.

25/093 Meeting Schedule 2026

a) **To note:** Proposed meeting schedule for 2026 ([click here](#))

25/094 Assets and General Purpose

- a) Street Lighting: Audit of street-lamps and rising cost of electricity.
- b) Scooter Park maintenance. *(quote circulated with agenda)*
- c) Bus-stop maintenance; offer from volunteer. [\(click here\)](#)
- d) Possible additional bench locations.
- e) Annual Christmas Tree in Memorial Well *(volunteer Cllrs required)*

25/095 Trees, Grass and Hedges

- a) Round Moat Tree work *(update)*
- b) Daffodils “adopt a verge” project *(update)*
- c) Ryecroft Lane culvert *(update) (quote circulated with agenda)*
- d) Shelford Trees quote for tree work near a thatched cottage *(advice document circulated with agenda)*

25/096 Cemetery Management

- a) Recent and upcoming interments, memorials and transfers

25/097 Old Chapel Delivery Committee *(update)*

- a) **To note:** Change of use planning permission granted by SCDC. Negotiations ongoing with URC Synod.

25/098 Progress Updates of ongoing projects

- a) Bench sanding and oiling “adopt a bench” project
- b) Dovehouse Close Bench replacement (completed) [\(click here\)](#)
- c) Historic Buildings maps (x3) replacement (completed) [\(click here\)](#)
- d) CarPark/Defibrillator sign
- e) New project ideas

*Any business a Councillor wishes to be considered at a Parish Council meeting must be delivered to the Clerk for inclusion in accordance with **Standing Order 9***

Dates of forthcoming meetings:

Planning Committee - Thursday 5th December : Pavilion Room, Village Hall. (TBC)

Planning Committee - Thursday 8th January : (TBC)

Parish Council - Tuesday 19th January : (TBC)

Planning Committee - Thursday 5th February : (TBC)

Planning Committee - Tuesday 3rd March : (TBC)

Parish Council - Tuesday 17th March : (TBC)

Please note that Planning Committee meetings are provisional and may be cancelled if there are no planning applications to consider.