MINUTES OF THE **MEETING OF FOWLMERE PARISH COUNCIL**
which was held in the Pavilion Room, Fowlmere Village Hall on
TUESDAY 15th September 2026 at 7:30 PM

PRESENT: Cllr Collinson, Cllr Hobro, Cllr Jones, Cllr Mulholland (Chair),
IN ATTENDANCE: The Clerk and approx 0 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.

26/073 Apologies for absence *(LGA 1972 s 85(1))*
Cllr Baker-Oxley, Cllr Brock, Cllr Fulton, Cllr Lester, Cllr Sargeant (Personal Commitments).
It was proposed to accept the apologies
Proposed by: Cllr Collinson **Seconded by:** Cllr Jones **motion passed**

26/074 To note: The By-Election result and welcome Councillor Jack Lester.
It was noted that Jack Lester had won the by-election with 75% of the vote. ***(click here)***

26/075 Declarations of interest & requests for dispensations in agenda items *(Localism Act 2011 s31 s33)*
There were none

26/076 Minutes of Previous Meetings ***(click here) (click here)*** *(in accordance with standing order 12a)*
Proposal: That Fowlmere Parish Council herewith agree the minutes of the Parish Council meeting held on 28th July 2026.
Proposal: That Fowlmere Parish Council herewith agree the minutes of the Parish Council meeting held on 28th August 2026.
The motions taken together: **Proposed by:** Cllr Jones **Seconded by:** Cllr Collinson **motion passed**
The minutes were signed by Cllr Mulholland (Chair)

26/077 To receive minutes of Committee Meetings
a) Planning Committee *(7th July 2026)* ***(click here)***
Proposal: To receive the above minutes
Proposed by: Cllr Collinson **Seconded by:** Cllr Hobro **motion passed**

26/078 Public Participation Session *(including reports received in advance)*
a) County Council update: ***(September report) Highlights include:***
- *Workshops for unpaid carers to help improve services across the county. In Cambs there are 70,000 unpaid carers, not much help from central government. Between now and next March looking to engage with the unpaid carers to see what county can be done to help. 1st session in Huntingdon, as a pilot for other areas. FPC can support by advertising. Will update in the Spring.*
- *New Highways Dashboard (Reactive Map) is being rolled out in September - will help to improve road maintenance systems and provide an enhanced database, which will include a Parish dashboard and will be implemented in the next couple of months. PC's will be able to look at status of repairs and have more information about individual reports. A public interface is also planned be rolled out to the general public in the future.*

b) District Council update: ***(September report)***
- *Reduction of green house emissions from South Cambs.*
- *Bus Service Review - Initial suggestion was a severe reduction in Fowlmere routes. Input from District & County Councillors plus the Parish Council means there is now proposed to be an improved service including an evening return service and the introduction of a Sunday service. Changes to be made from spring 2027.*
- *Recent Road Closures and the effects on the local community: - Hardly any notice of the works and closures was given; the signage and diversions needed amending; Bus services were re-routed to be able to keep to the timetable. Will look to have a meeting with officers to make sure that this doesn't happen again.*
- *Mayors to be given planning powers: to be able to make the decision/override the planning authority on larger proposals. Concern raised about getting as many benefits for the community as the local planning authority are able too.*
- *Update on LGR - All plans put on pause while central Government conducts a review. Shadow elections planned for May 2027 for the proposed Unitary authorities will not now take place. Hopefully more clarity in the next month.*

c) Open Forum (not to exceed 15 mins)
There were none.

26/079 Road Safety and Highways

a) Items reported to CCC Highways

*Items can be reported by any Cllr or member of the public by **clicking here***

- Correspondence had been received from a resident regarding the state of the pavements; they have been asked to report any defects via the Highways reporting tool.
- Cambridge Road Junction & Thriplow Road Junction markings have been completed.
- Update was read from Project Manager of Shepreth Spur of Melbourn Greenway.
- Suggestion about putting QR codes to report highways defects on lampposts.

b) Speedwatch and MVAS [update]

- Speedwatch is continuing sessions and gathering data - recent sessions have seen an increase of the number of speeding vehicles.
- MVAS batteries have been replaced.

To note: Work to Mill Road / Fowlmere Road (RSPB road). Potholes filled on the actual highway and official passing places. Unofficial passing places left for now. Due to be filled with plainings date TBC. The next phase of consultation to designate this as a quiet lane will give the Parish Council the opportunity to lobby for two/ three more official passing places, with official signs to be refreshed (ie not suitable for HGV), lower speed limit etc.

26/080 Reports from meetings attended and/or training undertaken

a) Clerk attended SLCC Cambridgeshire Branch Regional meeting.

- Presentation on National Emergency Briefing
- Discussion on low availability of Councillor Training which is mandatory for Code of Conduct.
- Cllr Collinson attended AvTec consultation at IWM Duxford: - Concerns over A505 management remain.
- Cllr Jones attended Police Commissioners Briefing: - message was report as much as you can, but don't expect an instant response.

26/081 Finance

a) **To note:** the financial situation of the council up to 9th September ***(click here)***

b) **To note:** bank reconciliation of accounts to 31st August *(in accordance with financial regulation 2.6)* ***(click here)***

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

- DD Doro Care UK **£461.11** *(July & August) (personal alarms) (LGA 1972 s137)*
- DD British Gas Lite Cemetery **£28.63** *(August & September) (Chapel Electricity) (Parish Councils Act 1957, s3)*
- DD SCDC **£53.38** *(August & September) (Cemetery Bin Collection) (LGA 1972 s.214(2))*
- DD Lebara Mobile **£6.58** *(July & August) (Parish Council telephone line) (LG(fp)A 1963 s.5)*
- DD Virtual Landline **£11.25** *(July, Aug & Sept) (Parish Council telephone line) (LG(fp)A 1963 s.5)*
- DD Unity Trust credit card **£6.00** & Unity Trust Bank **£14** Admin Charge *(July & Aug)(LGA 1972 s.111)*
- DD Microsoft **£20.16** *(July & Aug) (Microsoft 365 subscription) (LGA 1972 s.111)*
- DD Adobe Acrobat **£22.98** *(July & Aug) (LGA 1972 s.111)*
- DD Scribe **£66.00** *(Aug & Sept) (Asset management system) (LGA 1972 s.111)*
- Tool Station **£23.27** *(LGA 1972 s.19)*
- Solopress **£76.75** *(LGA 1972 s.111)*
- Landlife Wildflowers **£68.32** *(Yellow Rattle) (Open Spaces Act 1906 ss9-10)*
- Clerks Salary, NI, HMRC & Pension *(***£confidential***) (July & Aug) (LGA 1972 s.112)*
- Storage Rent and expenses **£100** *(Aug) (LGA 1972 s.111)*
- PKF External Audit **£315** *(LGA 1972 s.111)*
- Fowlmere Village Hall **£48 & £24** *(LGA 1972 s.111)*
- Hardy Landscapes **£1215** *(Village Hedge Cutting)(Open Spaces Act 1906 ss9-10)*
- Hardy Landscapes **£380** *(Cemetery Hedge Cutting)(Open Spaces Act 1906 ss9-10)*
- SSE - Street Lighting **£32.27** *(Street Lighting) (Parish Councils Act 1957, s3)*
- Wildscythe **£266.00** (Meadow Management Equipment)(*Open Spaces Act 1906 ss9-10)*
- RBL Donation & Wreath **£150.00***(LGA 1972 s.137)*
- Shelford Trees **£3575.00** *(Cemetery Tree Work)* (*Open Spaces Act 1906 ss9-10)*
- Seed Revolution **£490.50** (*Open Spaces Act 1906 ss9-10)*
- Wicksteed **£478.37** *(LGA 1972 s.111)*

Proposal: To Note & Agree Bills Paid**.**

Proposed by: Cllr Collinson **Seconded by:** Cllr Hobro **motion passed**

d) **Bills to be paid** *(as per financial regulation 5.5)*

- Careium: **£56.47**
- SCDC: New Topsy Bin Relocation: **£417.75**
- Shelford Trees: Tree Survey: **£1787.50**
- SSE: **£40.19**

Proposed by: Cllr Jones **Seconded by:** Cllr Hobro **motion passed**

e) Income

- Redwood Bank Interest:- **£136.00 & £136.00**
- Hampshire Trust Bank Interest:- **£3151.96**
- HMRC VAT Rebate:- **£3370.13**
- Cemetery - Interment Fee:- **£100**
- Churchyard - Memorial Fee:- **£80**
- s.106 "The Aviary":- **£41,123.**

f) Grant application*(click here)*
Melbourn Community Library at Melbourn Hub **£90**
Last year requested grant of £80.
Proposal: To agree the grant to Melbourn Community Library.
Proposed by: Cllr Collinson **Seconded by:** Cllr Hobro **motion passed**

g) To note the NJC Pay award for the year 2026/2027 *(circulated)*
Award of 3.3% to be backdated to April 2026 (as per contract)

h) Budget Setting *(request form here)*
To note: Budget will be set in the Autumn and signed off in the January 2028 Full Council meeting.
Requests for budget allocations should be made by using the form

26/082 Conclusion of External Audit *(completed AGAR 2025-2026)*
To note: External auditor's opinion.
"*On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met."*

The Clerk was congratulated on successfully completing all stages of the annual Audit.

26/083 Melbourn Area Youth Development (MAYD) *(briefing note)*
To consider joining the Melbourn Area Youth Development Committee
There was a positive conversation will all Councillors keen for the Council to get involved.
Proposal: To agree to join the MAYD Committee and to appoint the Clerk and 1 Councillor to attend meetings on behalf of Fowlmere Parish Council. To agree to contribute financially to the MAYD costs pro-rata with a spending cap of £1500/annum.
Proposed by: Cllr Hobro **Seconded by:** Cllr Collinson **motion passed**

26/084 Biodiversity Working Group (documents circulated) Update from working group meetings.
Proposal: to agree purchase of bulbs to plant in Autumn up to clerks delegated spend. (quotes attached)
Amendment: to agree purchase of bulbs to plant in Autumn up to £1500.00
Proposed by: Cllr Jones **Seconded by:** Cllr Collinson **motion passed**

26/085 National Emergency Briefing (documents circulated) ***(website)***
Proposal: To work with Melbourn Parish Council and District & County Councillors to arrange a community screening of the NE Briefing.
Cllr Hobro as Parish and District is happy to support this collaboration.
It was noted that the other screenings would be taking place in: Hauxton - 3rd Oct, Thriplow - 16th Oct, Shelford - 17th Nov
Proposed by: Cllr Mulholland **Seconded by:** Cllr Hobro **motion passed**

26/086 Trees, Grass and Hedges

a) To note: New tree survey received.
Proposal: Clerk to work through survey and create tree management plan.
Proposed by: Cllr Hobro **Seconded by:** Cllr Collinson **motion passed**
Proposal: To agree that urgent works to two trees be undertaken ASAP.
Quote for this work is £400 excl VAT
Proposed by: Cllr Jones **Seconded by:** Cllr Collinson **motion passed**

b) Round Moat [update]
To note: fallen tree in RM next to path:
Biodiversity Group will be looking at the Ivy clad trees with a view to remove some for tree health.
It was noted that Ivy is a good food source for Bees and Birds.

c) To note: Work to remove laurels on Jacksons Way and work to reduce the bush on Long Lane (next to bench) has been completed.

d) Thanks were given to Cllrs who carried out the work to clear Elm Gardens Path.

26/087 Local Government Reorganisation ***(update)***
To note: Government announcement that reorganisation has now been halted for a legal review.

26/088 Bus Consultation ***(click here)***
To note: Latest report published with updated recommendations for adoption in 2027. Fowlmere services to be improved with more frequency, later services and a Sunday service. Has been adopted by the CPCA.

Cllr Hobro will be organising work on the Bus Shelter, with a volunteer team to help with minor repairs, scraping and painting.

Sustainable Travel Working Group: reduction in numbers, looking for new volunteers.

26/089 Old Chapel Delivery Committee
To note: Awaiting confirmation of completion date.

26/090 Assets and General Purpose
a) Thriplow Road Dog Waste Bin
Update: This work has been completed.
b) Skate ramp update
To note: Installation of poster frame for notices to take place this week.

26/091 Cemetery Management
a) Recent and upcoming interments, memorials and transfers.
Two interments have taken place.
b) Beech Trees
To note: Beech Bark disease is active in the cemetery. One tree has had to be felled and at least two more are showing signs of the disease. Guidance has been requested from the Forestry Commission. Information from the tree survey will help management.
To consider: Options for dealing with the large trunk which has been left on site at FPC's request. Quotes will be researched for milling the trunk, (make sure to certify the wood), and also for chainsaw, carving a seat.
c) Churchyard Wall Memorials:-
To note: First memorial placed.
FPC are responsible for the churchyard above ground, as FPC was passed the maintenance of the grounds under LGA 1972 s.215 in the 1980's.
Memorial Fee is inline with ashes memorials at the cemetery. To be kept in an ear-marked reserve to go towards future maintenance of the wall.

26/092 Planning
a) To agree FPC's submission to Local Plan consultation ***(click here)***
Proposed by: Cllr Jones **Seconded by:** Cllr Collinson **motion passed**
b) To agree FPC's submission to AV-Tech consultation ***(click here)***
Proposed by: Cllr Collinson **Seconded by:** Cllr Jones **motion passed**

26/093 Shaw Close Sewerage Deed *(update)*

Update; waiting for advice from CAPALC and if necessary investigate further specific legal advice on the s.104 Agreement.

26/094 Progress of ongoing projects
a) QR Codes for Highways Reporting. New idea to be developed.
b) Benches - sanding and oiling. Needs revisiting or to get Handyman to quote.

Meeting Closed: 21.26pm.