



# 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 17th March 2026** 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*  
*12th March 2026*

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.*

#### **26/016 Apologies for absence (LGA 1972 s 85(1))**

#### **26/017 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.

#### **26/018 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 January 2026.

#### **26/019 To receive minutes of Committee Meetings**

- Planning Committee (6th January 2026) ([click here](#))
- Planning Committee (4th February 2026) ([click here](#))

**Proposal:** To receive the above minutes

#### **26/020 Public Participation Session (including reports received in advance)**

- County Council update: ([February report](#)) ([March report](#))
- District Council update: ([February report](#)) ([March 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.)*

#### **26/021 Road Safety and Highways**

- Items reported to CCC Highways  
*Items can be reported by any Cllr or member of the public by [clicking here](#)*
- Speedwatch and MVAS [update]
- LHI working group [update]
- to note:** County Council **Active Travel Survey**. Survey still live and open until end of March.

#### **26/022 Reports from meetings attended and/or training attended**

- SCDC Clerk Conference (*notes circulated*)
- SLCC Cambridgeshire Update (*notes circulated*)

#### **26/023 Parish Elections 2026**

- To note and remind councillors wishing to re-stand:**  
Nominations open 30th March 2026. Nominations close 9th April 2026 @ 4pm.  
Nomination papers must be delivered in person to SCDC.
- To note:** SCDC information for potential candidates ([click here](#))
- To note:** Online Prospective Councillor Session by CAPALC ([click here](#)) open to all interested.

## 26/024 Finance

- a) **To note:** the financial situation of the council up to 11th March ([click here](#))
- b) **To note:** verified bank reconciliation of accounts up to 31st Jan (*in accordance with financial regulation 2.6*)
- c) **Bills paid since last meeting** (*as per financial regulation 5.5*)
- DD Doro Care UK **£382.52**(February, March) (*personal alarms*) (LGA 1972 s137)
  - DD British Gas Lite Cemetery **£29.77** (February, March) (*Chapel Electricity*) (Parish Councils Act 1957, s3)
  - DD SCDC **£44.94** (February, March) (*Cemetery Bin Collection*) (LGA 1972 s.214(2))
  - DD Lebara Mobile **£3.95** (Feb) (*Parish Council telephone line*) (LG(fp)A 1963 s.5)
  - DD Virtual Landline **£4.50**(February)(*Parish Council telephone line*) (LG(fp)A 1963 s.5)
  - DD Unity Trust credit card admin charge **£6.00** (Jan, February) (LGA 1972 s.111)
  - DD Microsoft **£20.60** (Feb) (*Microsoft 365 subscription*) (LGA 1972 s.111)
  - DD Scribe (*Civic.ly Asset Management*) **£66** (February, March) (LGA 1972 s.111)
  - Clerks Salary, NI, HMRC & Pension (**£confidential**) (Jan, Feb) (LGA 1972 s.112)
  - DD Adobe Acrobat **£10.95** (Jan, Feb) (LGA 1972 s.111)
  - Unity Trust Bank Service Charge **£12.00** (Jan & Feb) (LGA 1972 s.111)
  - Fowlmere Village Hall **£48.00** (*meeting room hire*)(LGA 1972 s.134(4))
  - Starboard Systems (Scribe) **£532.80** (LGA 1972 s. 111)
  - Shelford Tree Services **£475 Emergency** Tree work -Round Moat (*Open Spaces Act 1906 ss9-10*)
  - Storage Rent **£100** (March) (LGA 1972 s.111)
  - ICO (*Annual Data Protection Fee*) **£47** (LGA 1972 s.111)
  - Viking **£48.21** (Stationary) & **£119.98** (Padlocks) (LGA 1972 s.111)

**Proposal:** To agree bills paid.

d) **Bills to be paid**

- Source 4 Business (*cemetery water*) **£211.21** (2x DD's in April & October 2026)(*Parish Councils Act 1957, s3*)
- SCDC (*cemetery waste*) **£320.32** (*annual quote for 2026/27 total*) (*to be paid by monthly DD*)(*Parish Councils Act 1957, s3*)

**Proposal:** To agree bills to be paid.

e) **Income**

- Redwood Bank Interest **£266.17 + £240.42** (Feb & March)
- Peasgood & Skeates **£100** (*Burial interment*)
- HMRC VAT Rebate **£1707.47** (*VAT notice 126*)

f) **Transfers (internal)**

- From Unity Savings Account to Unity Current Account **£10,000**
- From CBS to Unity current **£84,000**
- From Unity Current Account to Unity Savings Account **£84,000**

g) **To note:** the FSCS (Financial Services Compensation Scheme) has increased its deposit protection limit from £85,000 to £120,000.00 for all banks (Unity Trust Bank, CBS, Hampshire Trust Bank and Redwood Bank)

h) **Internal Auditor**

**Proposal:** To accept the quote for **£185** for the Internal Auditor and agree engagement as an independent and competent person to carry out the audit. (*circulated with agenda*)

i) **Councils professional memberships:** for 2026/27 of CAPALC (Cambridgeshire and Peterborough Association of Local Councils) and SLCC (Society of Local Council Clerks) (*circulated with agenda*)

**Proposal:** To agree fee of **£560.84** for Fowlmere Parish Councils continued membership of CAPALC

**Proposal:** To agree fee of **£200** for the Clerks continued membership of the SLCC

j) **Expenses:** (*circulated with agenda*)

**Proposal:** to agree Clerk travel expenses (mileage) **£65.52**

k) **To note:** confirmation of precept from SCDC of **£74,078.56**. (*information circulated with agenda*)

The Band D Equivalent for the Parish Element of the bills will be **£123.59**. As a result of a change in the tax-base this represents 17.3% increase on the previous year.

k) **Rebuild Valuation assessments for Insurance Purposes** (*quotes circulated with agenda*)

**Proposal:** to agree a quote for the Re-build valuation assessments of buildings for insurance purposes.

## 26/025 Assets and General Purpose

a) **Street Lighting:** Audit of street-lamps and rising cost of electricity. (*circulated with agenda*)

**To note:** Resolution of dispute with SSE

b) **To note:** Pink Electronics Re-Cycling bin is opposite the pub. Posters in noticeboards, in FATN.

- c) **Fowlmere Fête:** Fowlmere Parish Council stall on 24th May  
**Proposal:** To agree Councillors available to organise the Fowlmere Parish Council Stall at Fowlmere Community's Fete 24th May.
- d) **RoSPA Play Inspections:**  
**Proposal:** To agree cost of **£236** (£83 per park, plus 14 additional items @ £5 each) (*circulated with agenda*)
- e) **St. Mary's Churchyard:** Information and requests from Church Warden (*documents circulated with agenda*)  
**To note:** Proposed removal of old storage shed (next to Old Black Horse) and placement of a new shed near door to Dorothy Pluck Room  
**To note:** Placement of a new Noticeboard in the same location as a previous noticeboard that was removed a few years ago.  
**To note:** Faculty permission requested to place a bench near crypt along the path.  
**Request:** To apply to remove or move to a different place the speed (schools) safety sign as the centre of the village is now all 20mph.  
**Request:** To have permission to place memorial stones on the wall at the rear of the churchyard (as they do in Thriplow Cemetery). (*information about wall and fixing circulated*)
- f) **Daffodil Weekend Village Parking Management**  
Availability of Councillors to put cones out along Thriplow Road and High street to reduce event parking in the village, and to allow the coaches at the end of the event a clearer path to leave.

#### 26/026 Trees, Grass and Hedges

- a) Round Moat Tree work (*update*)  
**To note:** *emergency work to take down hung up tree in Round Moat (click here)*
- b) **Proposal:** to agree fee of **£850** per visit for the PRV's in Fowlmere to be cut as per professional advice as in previous years with the non collection of cuttings remaining.
- c) **Proposal:** for a change to the Grass cutting maintenance schedule as per encouragement and advice from resident expert, and CCC Ecology Officer.
  - i) To leave the cemetery extension un-mown except for a pathway around edge & through the middle, and in the future to potentially incorporate the cut from PRVs to help sow seed native to the area. (*click here*)
  - ii) To continue to clear the leaf mulch but use to mulch the beech tree rather than take it away.
- d) **To discuss:** request to cut bramble on corner of Long Close/Ryecroft Lane. (*click here*)
- e) **To discuss:** request to cut top of the hedge on Rectory Lane. (*click here*)

#### 26/027 Cemetery Management

- a) Recent and upcoming interments, memorials and transfers

#### 26/028 Old Chapel Delivery Committee (*update*)

#### 26/029 Consultations

- a) **Consultation on the proposal to create the Greater Cambridge Development Corporation (*view here*)** (*Deadline 1st April (summary list of questions to be answered)*)

**Proposal:** deferred from planning meeting. To decide Fowlmere Parish Council's submission.

- b) **Community Infrastructure Levy (CIL)** Draft Charging Schedule for examination under Section 212 of the Planning Act 2008 Consultation (*view here*) (Deadline 29th March)

**Proposal:** deferred from planning meeting. To decide Fowlmere Parish Council's submission.

#### 26/030 Progress Updates of ongoing projects

- a) Bench sanding and oiling "adopt a bench" project (paused for winter : to be re-started in the Spring)
- b) CarPark/Defibrillator sign. (paused)
- c) 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 2nd April

Planning Committee - Tuesday 5th May

**Parish Council** - Tuesday 19th May

Planning Committee - Tuesday 2nd June

Planning Committee - Tuesday 7th July

**Parish Council** - Tuesday 21st July

Planning Committee - Thursday 6th August

Planning Committee - Thursday 3rd September

**Parish Council** - Tuesday 15th September

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