



FOWLMERE 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 20th January 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
15th January 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.

26/001 Apologies for absence (LGA 1972 s 85(1))

26/002 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.

26/003 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 18th November 2025.

26/004 To receive minutes of Committee Meetings

- Old Chapel Delivery Committee (19th May 2025) ([click here](#))
- Planning Committee (6th November 2025) ([click here](#))
- Planning Committee (4th December 2025) ([click here](#))

Proposal: To receive the above minutes

26/005 Public Participation Session (including reports received in advance)

- County Council update: ([December report](#)) ([January report](#))
- District Council update: ([December & January 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.)

26/006 General Power of Competence

To note: The Clerk has completed the CiLCA course and now holds the CiLCA qualification. The Parish Council is now able to claim GPOC should it choose to do so. ([click here](#))

Proposal: That Fowlmere Parish Council, in noting the above, agrees that it meets the criteria and claims General Power of Competence as set out in the Localism Act 2011 s1(1).

26/007 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 now live and open until end of March.

26/008 Reports from meetings attended and/or training attended

- Tree planting webinar (Clerk)

26/009 Parish Elections 2026

- To note:** The District Council decision regards the Governments offer to postpone District Elections
- To note:** Updated potential cost of an election (between £2200 and £3000) from SCDC Election Officer.
- To note:** SCDC information for potential candidates ([click here](#))

26/010 Finance

- To note:** the financial situation of the council up to 11th January ([click here](#))
- Bills paid since last meeting** (as per financial regulation 5.5)
 - DD Doro Care UK **£479.14** (December & January) (personal alarms) (LGA 1972 s137)
 - DD British Gas Lite Cemetery **£28.28** (December & January)(Chapel Electricity) (Parish Councils Act 1957, s3)
 - DD SCDC **£44.94** (Dec & Jan) (Cemetery Bin Collection) (LGA 1972 s.214(2))
 - DD Lebara Mobile **£13.82** (Nov, Dec & Jan) (Parish Council telephone line) (LG(fp)A 1963 s.5)
 - DD Virtual Landline **£11.25** (Nov & Dec (Parish Council telephone line) (LG(fp)A 1963 s.5)
 - DD Unity Trust credit card admin charge **£6.00** (Nov & Dec) (LGA 1972 s.111)
 - DD Microsoft **£20.60** (Dec & Jan) (Microsoft 365 subscription) (LGA 1972 s.111)
 - DD Scribe (Civic.ly Asset Management) **£66** (Dec & Jan) (LGA 1972 s.111)
 - Clerks Salary, NI, HMRC & Pension (**£confidential**) (Nov & Dec) (LGA 1972 s.112)
 - DD Adobe Acrobat **£10.95** (Nov & Dec) (LGA 1972 s.111)
 - Unity Trust Bank Service Charge **£12.00** (LGA 1972 s.111)
 - Red Shoes Accounting **£52.50** (Payroll) (LGA 1972 s.111)
 - Philimore Garden Centre **£46.90** (Christmas Tree)(LGA 1972 s.144)
 - Hardy Landscapes **£960** (open spaces leaf clearing) (Open Spaces Act 1906 ss9-10)
 - Fowlmere Village Hall **£48.00 & £24** (meeting room hire)(LGA 1972 s.134(4))
 - CAPALC **£35.00** (Councillor Training) (LGA 1972 s. 111)
 - Shelford Tree Services **£1080** Tree work (Open Spaces Act 1906 ss9-10)
 - Storage Rent **£200** (Jan & Feb) (LGA 1972 s.111)
 - Philimore Garden Centre **£76.64** (Plant pots for donated plants at War memorial)(LGA 1972 s.144)
 - Amazon **£31.35** (Plant tubs for 6 free trees) (Open Spaces Act 1906 ss9-10)
 - Phillimore Garden Centre **£21.98** (Compost for 6 free trees & Watering cans) (Open Spaces Act 1906 ss9-10)

Proposal: To Note Bills Paid.

c) Income

- Redwood Bank Interest **£532.19** (Dec&Jan)
- Cambridge Building Society Interest **£1628.00**
- Fowlmere Village Hall **£1.00**, Annual Peppercorn rent
- Jeremy Rule Funerals **£170** (plot purchase & ashes interment)

d) Transfers

- **Proposal:** To move funds from Cambridge BS account in preparation for the purchase of the Old Chapel. As an old style book account this is not a digital transaction and will take time.

e) Expenses

Proposal: To agree Clerk travel expenses (mileage) of £82.80

f) To note:

Scale point increase (as per contract) for Clerk resulting from CiLCA qualification.

g) Grants and Donations ([click here](#)) (Transport Act 1985, ss.22,23,106A)

Review: Grant application for the RCDT

Proposal: To donate an agreed amount to RCDT from grants budget

h) Budget Setting for 2026/2027 ([budget notes](#) and [final report](#))

Proposal: To agree the Budget for 2026/2027 and to set a precept of **£74,078.56** (Local Government Finance Act 1992)

26/011 Assets and General Purpose

- a) Street Lighting: Audit of street-lamps and rising cost of electricity.
- b) Possible additional bench locations.
- c) **To note:** Pink Electronics Re-Cycling bin to be available again in the Spring. Date TBC.
- d) Request from Fowlmere Community Events to use The Butts green space for their Annual Fête 23rd-25th May 2026

Proposal: To note the date of the Annual Fête and grant Fowlmere Community Events permission to use The Butts.

26/012 Trees, Grass and Hedges

- a) Round Moat Tree work (*update*)
- b) Request for memorial bench to be placed in the Round Moat ([click here](#))
Proposal: to agree placement in principle subject to permission being granted by Historic England.
- c) Free Commemorative tree and plaque as part of COVID-19 Day of reflection (Sunday 8th March) ([click here](#))

Proposal: To request a commemorative blossom tree and plaque, honouring those that volunteered and those affected by the COVID-19 pandemic, and decide on where to plant.

26/013 Cemetery Management

- a) Recent and upcoming interments, memorials and transfers

26/014 Old Chapel Delivery Committee (*update*)

- a) **To note:** Agreement with Eastern Synod of purchase price of £250,000. Conveyancing work is underway. Final sign off to be brought to Full Council once paperwork is ready and in place.

26/015 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.
- 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:

Parish Council - Tuesday 20th January
Planning Committee - Thursday 5th February
Planning Committee - Tuesday 3rd March
Parish Council - Tuesday 17th March
Planning Committee - Thursday 2nd April
Planning Committee - Tuesday 5th May
Parish Council - Tuesday 19th May

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