



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 28th July 2026** in the Pavilion Room, Fowlmere 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
23rd July 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.

26/053 Apologies for absence (LGA 1972 s 85(1))

Proposal: To accept / not accept the declared apologies.

26/054 To note the resignation of Cllr Nichols

26/055 To note that 10 or more electors have requested a By-Election for this seat.

26/056 Declarations of interest & requests for dispensations in agenda items

(Localism Act 2011 s 31 s33)

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

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

26/057 Minutes of Previous Meeting ([click here](#)) (in accordance with standing order 12a)

Proposal: That Fowlmere Parish Council herewith agree the minutes of the Parish Council meeting held on 19th May 2026.

26/058 To receive minutes of Committee Meetings

- a) Planning Committee (5th May 2026) ([click here](#))
- b) Planning Committee (2nd June 2026) ([click here](#))

Proposal: To receive the above minutes

26/059 Public Participation Session (including reports received in advance)

- a) County Council update: ([June report](#)) ([July report](#))
- b) District Council update: ([June report](#)) ([July report](#))
- c) 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.)

26/060 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](#)

b) Fowlmere Road / Thriplow Road crossroads with Cambridge Road B1368

c) To note the results from the CCC Active Travel Survey.

Proposal: To agree Parish Council support for the proposed designation of "Quiet Lane" status for Mill Road/Fowlmere Road

d) Speedwatch and MVAS [update]

e) To note: Solar Panel installed on Pipers Close MVAS and working well.

f) LHI working group [update]

26/061 Reports from meetings attended and/or training undertaken

- a) Local Bus Users meeting - Cllr Mulholland
- b) Match My Project ([website](#)) - Clerk, Cllr Jones, Cllr Mulholland
Proposal: To agree that the Parish Council formally register for the Match My Project scheme.
- c) Heatwave CCF ([handout](#)) - Clerk
- d) Chairmanship Training - Cllr Mulholland
- e) Cllr Refresher Training - Cllr Mulholland
- f) Sustainable Shepreth - Parish Online mapping meet - Clerk
- g) ADSO review of NALC Standing Orders: To note the Survey open to Councillors and Clerks

26/062 Finance

- a) **To note:** the financial situation of the council up to 22nd July ([click here](#))
- b) **To note:** verified bank reconciliation of accounts up to 30th June (*in accordance with financial regulation 2.6*)
- c) **Bills paid since last meeting** (*as per financial regulation 5.5*)

- DD Doro Care UK **£285.01** (June & July) (personal alarms) (LGA 1972 s137)
- DD British Gas Lite Cemetery **£28.05** (June & July) (Chapel Electricity) (Parish Councils Act 1957, s3)
- DD SCDC **£53.38** (June & July) (Cemetery Bin Collection) (LGA 1972 s.214(2))
- DD Lebara Mobile **£6.58** (May & June) (Parish Council telephone line) (LG(fp)A 1963 s.5)
- DD Virtual Landline **£7.50** (May & June) (Parish Council telephone line) (LG(fp)A 1963 s.5)
- DD Unity Trust credit card **£6.00** & Unity Trust Bank **£14** Admin Charge (May & June (LGA 1972 s.111)
- DD Microsoft **£20.16** (June & July (Microsoft 365 subscription) (LGA 1972 s.111)
- DD Adobe Acrobat **£22.98** (June & July (LGA 1972 s.111)
- DD Scribe **£66.00** (June & July) (Asset management system) (LGA 1972 s.111)
- Dropbox **£79.90** (LGA 1972 s.111)
- Clerks Salary, NI, HMRC & Pension (**£confidential**) (May & June) (LGA 1972 s.112)
- Storage Rent and expenses **£200** (June & July) (LGA 1972 s.111)
- Parish Online Website **£400.00** (LGA 1972 s.111)
- LGS Internal Audit **£200** (LGA 1972 s.111)
- Agriplant (cutting of PRV's) **£850** (Open Spaces Act 1906 ss9-10)
- Clear Council Insurance **£1101.76** (LGA
- Fowlmere Village Hall **£48 & £24** (LGA 1972 s.111)
- CAPALC Training **£100 & £45** (LGA 1972 s.111)
- Stock Signs (Solar Panel for MVAS London Rd)
- Hardy Landscapes **£1100** (Village Grass Cutting)(Open Spaces Act 1906 ss9-10)
- SSE - Street Lighting **£39.58 & £34.25 & 29.59**(Street Lighting)
- PO Box Fee (Royal Mail) **£416.50** (LGA 1972 s.111)
- Four one Four **£3294.00** (Skate Park Maintenance) (LGA 2000 s.2)(Outdoor Sport)
- Hardy Landscapes **£1970.00** (Village Grass Cutting)(Open Spaces Act 1906 ss9-10)
- Viking **£97.31** (office supplies) (LGA 1972 s.151)
- Four one Four **£866.79**(Skate Park Maintenance) (LGA 2000 s.2)(s.106 Outdoor Sport)
- Red Shoes Accounting **£54.00** (Payroll Provider) (LGA 1972 s.111)
- SCDC **£1757.52** (Election Expenses)

Proposal: To Note & Agree Bills Paid.

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

e) Expenses to be paid

- Clerk - mileage £56.43
- Cllr Mulholland - mileage £51.50
- Bio-Diversity map/plan printing - £10.10

f) Income

- Redwood Bank Interest **£156.96 & £184.05**
- Unity Trust Savings **£957.59**
- HMRC VAT Rebate **£19651.27**
- Cemetery - Interment Fee **£320**
- Cemetery Next Door Plot Fee **£175**
- CCC Grass Cutting Contribution **£971.86**
- Hibbitt & Sons **£160**

- g) **To note:** SAAA introduction on online digital AGAR Portal.

26/063 Renewal of street lighting Contract

Proposal: to agree option of 1, 2 or 3 year contract.

26/064 Safeguarding policy

Proposal: To agree update of Safeguarding policy to be inline with current legislation and to update language used.

26/065 Local Government Reorganisation (update)

To note: Government announcement that the decision will be delayed until later in the Autumn.

26/066 s.106 for Land South of Lanacre

Proposal: To authorise two Councillors to sign the legal deed to accept the s.106 monies.

26/067 Old Chapel Delivery Committee (update)

26/068 Assets and General Purpose

a) Thriplow Road Dog Waste Bin

To consider: Request from residents to re-locate Thriplow Road dog waste bin to alleviate problems of odour and agree a cost of £98 +VAT for SCDC team to re-locate

b) Skate ramp update

To note: resurfacing work completed.

To note: placement of broom on side of ramp, to support removal of standing water. Suggestion supported by Four one Four and users.

To note: Graffiti painted over.

Proposal: to install notice board on side of ramp at request of some users.

c) Remembrance Sunday Wreaths and RBL donation

Proposal: To order wreaths early to avoid supply issues

26/069 Biodiversity Working Group (documents circulated)

a) Proposal: to Agree the Biodiversity Working Group Terms of Reference.

b) Proposal: to Approve the Biodiversity Policy including a working Action plan which will evolve through the work and development of the Biodiversity Working group.

c) Laurel Bushes on Parish Council land

Proposal: to remove and replace Laurel Bushes with more wildlife friendly native perennials.

d) Grass cutting and wildflower meadow areas updates:

Cemetery Extension:

Area of Savile Way behind the property "The Green"

Proposal: to approve the new cutting regime to the above areas (scything) and for the clerk to discuss any regime changes with Grass cutting contractor. .

Proposal: to purchase a hay rake, scythe, informative signage and seed for the next step of management of the above areas

e) Proposal: for Bio-Diversity group to apply for Community Chest Grant to aid implementation of objectives.

26/070 Trees, Grass and Hedges

a) To note: Beech Tree at end of Ison's Close, dropped a large limb due to Summer Branch Drop (SBD - a summer phenomenon which with drier weather might become more prevalent). Emergency Tree work carried out and cleared debris.

b) Proposal: to agree a Tree Survey on the Beech Tree & trees within the Savile Way/Ison Close/Jacksons Way Area

c) To note: Mature Beech Tree at Cemetery (Tag 0163); Showing signs of Beach Bark Disease; Tree is dead. Two other Trees along Mill Road in cemetery need large deadwood removal as over road and gravestones (Tag 0160 - £475 and Tag 0162 - £375).

Proposal: to agree removal of mature beech tree, under emergency 5 day notice and removal of dead wood within canopies of other trees

d) Tree on Savile Way Green: Removal of major deadwood as tree is climbed and this area has a high footfall (£270).

e) Round Moat [update]

f) To agree quote to cut and reduce the height of the hedge in Rectory Lane and remove the waste.

g) To agree quote to cut back the bush next to the bench on Long Lane to help discourage ASB.

26/071 Cemetery Management

a) Recent and upcoming interments, memorials and transfers

b) Review of Cemetery charges (briefing note)

Proposal: To adopt the new Cemetery charges as described and explained in the briefing note.

c) Churchyard Wall Memorials:- To note after discussion with Church warden the application forms and terms and conditions for placing a Memorial plaque on the Churchyard wall.

26/072 Progress of ongoing projects

a) New project ideas

Any business to be considered at a Parish Council meeting must be delivered to the clerk for inclusion in accordance with Standing Order 9b. Please use the “Agenda Item Request form” and include as much information as possible including any proposal to be considered.

Dates of forthcoming meetings:

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

Planning Committee - Thursday 6th August

Planning Committee - Thursday 3rd September

Parish Council - Tuesday 15th September

Planning Committee - Tuesday 6th October

Planning Committee - Tuesday 5th November

Parish Council - Tuesday 17th November

Planning Committee - Thursday 3rd December