



MINUTES OF THE **MEETING OF FOWLMERE PARISH COUNCIL**
which was held in the Pavilion Room, Fowlmere Village Hall on
TUESDAY 28th July 2026 at 7:30 PM

PRESENT: Cllr Baker-Oxley, Cllr Brock, Cllr Collinson, Cllr Jones, Cllr Mulholland (Chair),
IN ATTENDANCE: The Clerk and approx 11 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))

Cllr Hobro (Personal Commitments); Cllr Fulton (Work Commitments)

It was proposed to accept the apologies

Proposed by: Cllr Collinson **Seconded by:** Cllr Baker-Oxley **motion passed**

Absent with no apology: Cllr Sargeant.

26/054 To note the resignation of Cllr Nichols

To note thanks to Mr Nichols for his service on the Council albeit brief, and his volunteering service in the past.

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

The date set for the by-election is Thursday 13th August.

26/056 Declarations of interest & requests for dispensations in agenda items (Localism Act 2011 s31 s33)

There were none

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.

Proposed by: Cllr Collinson

Seconded by: Cllr Jones

motion passed

The minutes were signed by Cllr Mulholland (Chair)

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

Proposed by: Cllr Collinson

Seconded by: Cllr Baker Oxley

motion passed

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

a) County Council update: ([June report](#)) ([July report](#)) **Highlights include:**

- Cost of living support from the County Council; it is implementing a 3 year programme of £800,000 support for Citizens Advice. CA is still the first point of contact for many residents seeking help the money will help to support this and allow officers to join with other agencies with outreach initiatives to make direct contact with those in need.
- The County Council has been given a Gold Award for its Defence support ERS scheme.

Q. Asked for more detail on the Defence ERS support for veterans.

A. The support was two-fold. Both to support veterans getting back into the workplace and also support for County Council employees who wished to volunteer for the Territorial Army.

The Chair offered the PC's support with distributing any out reach material

b) District Council update: ([June report](#)) ([July report](#))

- Community Pantry Grants are available. The Parish Council will be much better placed to access these kind of schemes when it has a central hub at the Old Chapel.
- Decision on Local Govt reorganisation has been delayed.
- Report has lots of detailed information on Local Government Re-organisation and the Dev-Co proposals.

c) Open Forum (not to exceed 15 mins)

Q. A resident asked about the proposal for the Parish Council to support the quiet lane idea for Mill Lane/ Fowlmere Rd (RSPB) and if residents views would be heard.

A. The first public survey taken between December and March had produced positive results. Based on this evidence the Parish Council will decide whether to support the next stage of the consultation, which is further community engagement and a further consultation where residents will (again) be able to have their say.

A. Cllr McDonald, noted that he has four quiet lanes in his patch. They include things like a lower speed limit, speed bumps, or other traffic calming initiatives. The additional consultation will allow residents to have their say on these initiatives & ideas.

Q. The same resident raised the 'chaos' on Mill Road/Fowlmere Road (RSPB) at the moment due to the diversions from the roadworks at the A10/Shepreth Rd Junction. This single track road was inappropriate for a diversion and is in a very poor state & getting worse. Additionally the Protected Verges along the route were being damaged by vehicles driving on them.

A. *It was noted that the while the current diversion had nothing to do with active travel survey, should the quiet lane go ahead there would be scope for improving the road. The Clerk has been in contact with Highways raising concerns about the diversion and suggesting improvements to both routing and signage.*

Q. A resident of Foxton asked a question about the Fowlmere Active Travel Group.

A. *The Active Travel Group is Cllr Hobro's initiative with approx 4 enthusiastic members of the public seeking to improve active and sustainable travel options for residents. As an advisory/working group it can only make recommendations to the Council.*

Q. A resident asked about the state of The Swan and what action has been taken.

A. *The Swan has been in decline for a long time. The PC is in regular contact with the SCDC conservation and compliance officers. A new hole in the roof was reported recently. A drone survey of the roof was conducted a few months ago which showed the roof wasn't as bad as had been feared. Members of public may wish to contact their District Councillor directly to pressure the compliance department for more action. The PC will continue to monitor and report to SCDC.*

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](#)

- Clerk reported pot holes along Cambridge Rd and Long Lane.
- Clerk reported the fallen Give Way sign at Fowlmere Rd/Cambridge Rd - been acknowledged to be fixed
- Clerk reported vegetation is covering the some road signs.
- Clerk reported the poor state of Pipers Close pavement again.

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

- An email from IoN Science has alerted to another accident at this junction. The line markings have completely worn away and it was dangerous. This was all reported to Highways.
- Highways have re-painted one side of the Junction, the other side is in process as is cutting back the vegetation around the signs and standing up the Give Way sign at the end of Fowlmere Rd.
- A discussion was had regarding re-visiting the possibility of staggering the junction to make it safer, (similar to the stagger at the end of Chrishall Rd crossing the A505 to Chrishall Grange some years ago).
- Cllr McDonald commented about the PC getting in touch with the Highways safety officer, who can access safety information about this junction (data going back 3 years) and seeking if a site visit with the officer could be arranged.

c) To note the results from the CCC Active Travel Survey. ([click here](#))

- The results had been very positive with a clear indication respondents wished to see improvements along both routes.
- The report suggested designating Mill Road/Fowlmere Road (RSPB) a Quiet Lane. This would require detailed plans to be worked up prior to another public consultation.
- Proposals for Fowlmere Rd (to Foxton) are being looked into. Results show positivity towards a shared pedestrian/cycle pathway, increasing safety of walkers, cyclists and other modes of sustainable transport.
- Cllr McDonald clarified that when the consultation goes out, a range of possibilities will be laid out for residents to look at via a new consultation. This will then determine how the Quiet Lane proposals and shared pathway proposals are put forward.
- It was suggested that while the PC should support the further consultation, full support for the designation might be premature.

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

Amendment to the Proposal: To agree parish council support for further consultation for the proposed designation of "Quiet Lane" status for Mill Rd/Fowlmere Rd.

Amendment Proposed by: Cllr Mulholland **Seconded by:** Cllr Collinson

To vote on the amendment: Proposed by Cllr Mulholland. **Seconded by** Cllr Brock **motion passed**

d) Speedwatch and MVAS [update]

- Speedwatch is continuing sessions and gathering data.

- e) **To note:** Solar Panel installed on Pipers Close MVAS and working well.
 - Solar Panel seems to be working well, the batteries haven't needed a charge.
 - If this changes in the winter months we will discuss this with the resident willing to help.
 - It was noted that the 2nd MVAS batteries needed a charge. Cllr Collinson to action.
- f) LHI working group [update] - no update.

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

- a) Local Bus Users meeting in Bassingbourn.
 - Cllr Hobro and Cllr Mulholland attended.
 - CPCA consultation on-going at the moment. A CPCA officer was present, so too was an operations manager from A2B Busses.
 - The new bus routes were discussed with questions answered and feedback given.
 - It was an interesting meeting and useful to meet other bus users.
- b) Match My Project ([website](#))
 - The Clerk, Cllr Jones and Cllr Mulholland attended.
 - Report Circulated; scheme matches small community projects with companies social engagement programmes.
 - There is no cost to the community groups.
 - It could be of use when the PC has purchased the Old Chapel.

Proposal: To agree that the Parish Council formally register for the Match My Project scheme.
Proposed by: Cllr Mulholland **Seconded by:** Cllr Collinson **motion passed**
- c) Heatwave CCF ([handout](#)) - The Clerk attended (online).
 - Cambridge Carbon Footprint often hold sessions with useful hints and tips on how to manage your home and the weather.
 - Information was placed on the PC website as a news item.
- d) Training
 - Chairmanship Training: Cllr Mulholland (in person).
 - Cllr Refresher Training: Cllr Mulholland (in person); Cllr Baker-Oxley (online).
 - Planning Training for New Councillors; Cllr Baker-Oxley (online)
 - It was noted that refresher training was extremely beneficial. Cllrs were encouraged to book themselves onto a session.
- e) Village Hall Management Committee
 - Cllr Jones had attended as PC's Trustee.
 - Some issues were raised that Cllr Jones will discuss with the Clerk.
- f) Parish Online mapping meeting (hosted by Sustainable Shepreth) The Clerk attended (in person).
 - Parish Councils have free access until March 2027 (Through the great collaboration).
 - It is a useful tool to map species, flora and fauna in the Parish and also see what is happening in nearby Parish's.
- g) ADSO review of NALC Standing Orders: The Clerk attended (online).
 - Association Democratic Services Officers have been asked by NALC to review the model standing orders
 - There is a survey open to Councillors and Clerks. This has been circulated by email.

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.

Proposed by: Cllr Baker-Oxley **Seconded by:** Cllr Collinson **motion passed**

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

There were none

e) Expenses to be paid

- Clerk - mileage £56.43 (travel to SCDC Cambourne)
- Cllr Mulholland - mileage £51.50 (Travel to St Ives and Northstowe with passengers)
- Bio-Diversity map/plan printing - £10.10

Proposal: To agree expenses to be paid.

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

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: Introduction of online digital AGAR Portal.

- SAAA (Smaller Authorities Audits' Appointments)
- Online submission will be optional from next year; will be mandatory via the online portal from 2029.
- Clerk will look to use the online portal for next years AGAR.

26/063 Renewal of street lighting Contract

- Option of 1, 2 or 3 year contract. Little price difference between the three options.
- Noted that electricity prices rarely go down.

Proposal: to agree a 3 year contract.

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

26/064 Safeguarding policy

Proposal: To agree update of Safeguarding policy with updated language and inline with current legislation.

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

26/065 Local Government Reorganisation (update)

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

26/066 s.106 for Land South of Lanacre

Infrastructure Type	Amount Paid
Burial Land Contribution	£1,070.84
Indoor Space Contribution	£5,565.23
Informal Open Space Contribution	£2,313.50
Off-Site Play Space Equipment Contribution	£19,103.15
Off-Site Sports Space Contribution	£12,258.19
Allotments and Community Orchard Contribution	£812.62

Proposal: To accept the section 106 monies as laid out in the above table.

Proposal: To authorise two Councillors to sign the legal deed to accept the s.106 monies.; Cllr Jones and Cllr Brock agreed to sign the deed.

Proposed by: Cllr Collinson

Seconded by: Cllr Mulholland

motion passed

26/067 Old Chapel Delivery Committee (update)

- There had been a delay while waiting for responses from solicitors. It is now moving forward.

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

- In the hot weather the Dog Waste bin, which is well used and often full, smells.
- It was noted that the larger general purpose “topsy” bins now take dog waste. There is one of these opposite at the bus stop.
- Different locations were discussed for this dog waste bin but none thought suitable.
- It was agreed that the bin should be removed. A second “topsy” bin should be installed further along the road near the village entrance sign opposite the junction of Thriplow Rd/Fowlmere Rd.

Proposed by: Cllr Baker-Oxley

Seconded by: Cllr Collinson

motion passed

b) Skate ramp update

To note: resurfacing work completed and the rail placed on the top.

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.

- Suggestions came from discussion with teenagers using ramp.
- Desire to pass on information they had learnt to younger users, as they had done previously, using the notice board to advertise the times they would be there.

Proposed by: Cllr Mulholland

Seconded by: Cllr Collinson

motion passed

c) Remembrance Sunday Wreaths and RBL donation

Proposal: To order wreaths early this year to avoid supply issues.

- Last years cost and additional donation were discussed.
- Proposed to pay for wreath (£27 2026 price) and add a donation of £123 making total £150.

Proposed by: Cllr Jones

Seconded by: Cllr Collinson

motion passed

26/069 Biodiversity Working Group (documents circulated)

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

- The group had requested to be known as Sustainable Fowlmere.
- It was felt the word Biodiversity should officially remain in the title for clarity.

Proposed by: Cllr Baker Oxley

Seconded by: Cllr Brock

motion passed

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, to be reviewed in not more than 12months.

- It was noted that the policy would continue to evolve however it was also important to formally approve

Proposed by: Cllr Brock

Seconded by: Cllr Collinson

motion passed

c) Laurel Bushes on Parish Council land

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

The Two locations and quotes were discussed.

- 1) Behind 1 Isons close; a large Laurel that has been cut before, £540.00
- 2) 3 x laurels adjacent to pathway to Johns Close £345.

Proposed by: Cllr Baker-Oxley

Seconded by: Cllr Collinson

motion passed

d) Grass cutting and wildflower meadow areas updates:

Draft Biodiversity Map was shown at meeting, created by one of the working group, explaining the different areas and their potential management. Trial areas behind “The Green” and The Cemetery Extension will be cut as a meadow using a scythe, hay-rakes and planted with seed and managed appropriately.

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. .

Proposed by: Cllr Jones

Seconded by: Cllr Brock

motion passed

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

Proposed by: Cllr Jones

Seconded by: Cllr Baker-Oxley

motion passed

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

Proposed by: Cllr Collinson

Seconded by: Cllr Mulholland

motion passed

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
- The merits of a whole village tree survey were discussed.
- Amendment to the Proposal:** to agree to a village wide survey.
- Amendment Proposed by:** Cllr Collinson **Seconded by:** Cllr Jones
- To vote on the amendment: Proposed by** Cllr Collinson. **Seconded by** Cllr Jones **motion passed**
- 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
- Proposed by:** Cllr Baker-Oxley **Seconded by:** Cllr Collinson **motion passed**
- d) Tree on Savile Way Green: Removal of major deadwood as tree is climbed and this area has a high footfall (£270).
- Proposed by:** Cllr Brock **Seconded by:** Cllr Jones **motion passed**
- e) Round Moat [update]
- There continues to be litter picks within the round moat; our thanks to Hedgehog Bob for his continued work in the area. It has been noted that a large amount of Butterflies have been seen in this area.
- f) To agree quote to cut and reduce the height of the hedge in Rectory Lane and remove the waste. As mentioned previously this is a one off quote of £540. Going forward will be a more manageable cut included in the hedge cutting for this area.
- Proposed by:** Cllr Brock **Seconded by:** Cllr Baker-Oxley **motion passed**
- g) To agree quote to cut back the bush next to the bench on Long Lane to help discourage ASB. Bench is secluded due to vegetation, with the vegetation cut back hopefully this will help open the area up. Members of the public have raised this area as a problem. Possible suggestion to move the bench in the future.
- Proposed by:** Cllr Collinson **Seconded by:** Cllr Jones **motion passed**

26/071 Cemetery Management

- a) Recent and upcoming interments, memorials and transfers
- One burial and one ashes interment
- b) Review of Cemetery charges (*briefing note*)
- Proposal:** To adopt the new Cemetery charges as described and explained in the briefing note.
- Proposed by:** Cllr Collision **Seconded by:** Cllr Jones **motion passed**
- 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) *Sanding and oiling Benches - This project needs revisiting as only one bench was worked on previously*
- b) *Play equipment needs sanding and painting.*

Meeting Closed: 21.36pm.