



# **FOWLMERE PARISH COUNCIL**

## **NOTICE OF A MEETING OF THE OLD CHAPEL DELIVERY COMMITTEE**

### **To Members of Fowlmere Parish Council URC Project Delivery Committee:**

You are hereby summoned to attend the **Meeting of Fowlmere Parish Council URC Project Delivery Committee** for the purpose of transacting the business as set out below on **Thursday 2nd April 2026** in the Old Chapel, Chapel Lane, Fowlmere at 19:30hrs. 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  
29th 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/D08 Apologies for absence (LGA 1972 s 85(1))**

#### **26/D09 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/D10 Minutes of Previous Meeting ([click here](#)) (in accordance with standing order 12a)**

**Proposal:** That Fowlmere Parish Council herewith agree the minutes of the Delivery Committee meeting held on 5th January 2026.

#### **26/D11 Public Participation Session - 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 committee 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/D012 Review of Terms of Reference ([click here](#))**

To review terms of reference and recommend any updates or changes to Full Council.

**26/D013 Update:** on-going discussions with the URC Eastern Synod and general communications from both sets of solicitors.

#### **26/D014 Preparations for running the building after completion of purchase.**

- a) Playgroup
- b) Utilities (water, electricity, waste collection)
- c) Insurance
- d) "First steps"; list of jobs to be done in first few months after completing purchase.

#### **26/D015 Clock Tower mechanism restoration.**

**To note:** Interest from BBC "Repair Shop" programme in restoring clock mechanism.

*Any business to be considered at a Parish Council committee meeting must be delivered to the clerk for inclusion on the agenda at least 7 days prior to the meeting. Please use Agenda Item Request form ([click here](#)) and include as much information as possible including any proposal*