



FOWLMERE PARISH COUNCIL

NOTICE OF AN EXTRA ORDINARY MEETING OF THE PARISH COUNCIL

To Members of Fowlmere Parish Council:

You are hereby summoned to attend an **extra ordinary meeting of Fowlmere Parish Council** for the purpose of transacting the business as set out below on **Friday 28th August 2026** in the Old Chapel, Chapel Lane, Fowlmere at **15:45**.

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
24th August 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/E01 Apologies for absence (LGA 1972 s 85(1))

26/E02 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/E03 To note: Due to the commercially confidential nature of agenda items **26/E04** and **26/E05**, certain discussion points may require the meeting to enter closed session in accordance with Standing Orders 3(d) and 10(a)(xi))

26/E04 Purchase of The Old Chapel (former United Reformed Church) from the URC Eastern Synod.

Proposal: In accordance with Council Policy formed by vote at Full Council in minute point **25/006**, to approve the purchase of The Old Chapel substantially in accordance with the terms of the draft contract and deed held by the Clerk at the date of the meeting. *These documents are commercially confidential. Councillors may arrange to inspect them by appointment with the Clerk.*

Proposal: To nominate two Councillors, (with one additional Councillor nominated to act as reserve), to execute the purchase deeds and for the Clerk as Proper Officer to witness the signatories in accordance with Standing Order 23

26/E05 Signing of licence to occupy agreement with Fowlmere Playgroup.

Proposal: Subject to the Parish Council's completion of the purchase of The Old Chapel, Fowlmere from the URC Eastern Synod; To grant the Clerk as Proper Officer the authority to sign the licence to occupy agreement with Fowlmere Playgroup in accordance with the terms of the draft licence held by the Clerk at the date of the meeting. *This document is commercially confidential. Councillors may arrange to inspect it by appointment with the Clerk.*

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 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