

# STETCHWORTH PARISH COUNCIL

Clerk: Mrs. Karen Peck

Email: [clerk@stetchworth.org](mailto:clerk@stetchworth.org)

19<sup>th</sup> August 2025 at The Ellesmere Centre (Gredley Room) at 7pm.

Present: Cllr Bell- Chair (WB), Saunders – Vice (PS), France (AF) and Sharp arrived 19.04. District Councillor Lay and one member of the public.

**190825/1 Apologies for Absence (Local Government Act. 1972 s.85 (1))**

Councillor Kempton, Breen and Puddick – apologies accepted.

**190825/2 To Receive Declarations of Pecuniary and non-Pecuniary Interest**

Councillors France and Sharp – PCC

Councillor Sharp – Ellesmere Centre

**190825/3 Open Forum for Public Participation**

One member of the public was in attendance. The member of the public attended the meeting to explain the works proposed to the property, 76 High Street and the reasons for the planning application note below

**190825/4 To Approve the Minutes of the Meeting of Stetchworth Parish Council held on 17<sup>th</sup> June 2025**

It was unanimously **RESOLVED** to approve Parish Council Meeting minutes of 17<sup>th</sup> June 2025 as a true and accurate record of the meeting. Motion carried.

**Proposed WB Seconded AF**

**190825/5 District & County Councillors' Reports**

District Councillor Sharp gave an overview on Kingsways Solar (consultation likely to start in early September 2025), East Cambs Waste Services changed due to be implemented in June 2026 and the Local Government reorganisation, which is currently ongoing.

**190825/6** District Councillor James Lay thanked the Clerk for assisting in the roll out of the Defibrillator Training which was a great success throughout the Woodditton Ward with over 90 people being trained. In the Autumn there will be session to enhance the training to make those trained First Responders, more information to follow.

JL touched on the Reorganisation of Local Government noting that he felt there could be major loss in employees in the transition.

**190825/7 The Ellesmere Centre Report**

AS stated, the centre as progressing the squash court redesign and have formed a working group. The Wellness Garden is coming along nicely and the VJ Event was well attended with over 100 people in attendance.

AS noted, that the Annual General Meeting would be taking place on 16<sup>th</sup> September at 7.30pm, everyone welcome.

**Council Business:**

1. To note BMX Track enquiry  
The Parish Council discussed the background of the old track noting it was never a Parish Council run facility and many years ago individuals from the village had formed the makeshift track. The Council agreed a bike track could not be established informally; it must be designed and constructed in accordance with proper standards and regulations. As this matter had been addressed, the Council will keep the matter on file and should anyone else make contact they would go to village consultation.
2. To discuss Newsletter being added to the Parish Council website  
It was agreed the Clerk would contact the Editor to ask if a PDF copy of the newsletter could be uploaded to the Parish Council website.
3. To ratify recreation usage request for Kettlefields End of Term Celebration, Charity Yoga and Goal Keeping Sessions  
The Council ratified all requests and noted that Clerk is to meet with the Ellesmere Office Manager about progressing the booking process.
4. To note the Parish Council Website and Email is now transferred to .gov domain. All UpToDate email contacts can be found [www.stetchworth-pc.gov.uk](http://www.stetchworth-pc.gov.uk)  
It was confirmed the Parish Council website, and all Parish Councillor emails are now on the .gov domain.
5. To note NJC Salary pay award agreement reached and implemented accordingly  
The Council approved the pay award unanimously.
6. To note exempt status for the Annual Governance and Accountability Return for 2024-25 has been approved and completed by the external auditor.  
The Council approved the completion unanimously.
7. To discuss the request from the PCC to pay the Latta Hire one off service invoice  
The item was deferred to the next meeting as two Councillors had declared an interest and therefore were not quorate to make a decision.

**190825/8 a) Finance - to approve accounts for payment:**

July	
HMRC, Wages and Expenses	BACs £576.22
RH Landscapes – Grass cutting	BACs £312.00
TBM – Microsoft 365 and domain and support	BACs £69.75
Unity Trust Bank – service charge	BACs £6.00
The Ellesmere Centre – Hire	BACs £12.00
SSE – Street Light Energy	DD £140.17
August	
HMRC, Wages and Expenses	BACs £705.75
Harrison Kemp-Reynolds – Jubilee Bench repair	BACs £298.36
RH Landscapes – Dec 24 and Jul 25	BACs £456.00
TBM – Microsoft 365, domain and support	BACs £69.75
Ellesmere Centre – VJ Day Donation	BACs £200.00
LHL Latta Hire – One of service (PCC Request)	BACs £32.00
SSE – Street Light Energy	DD TBC
Unity Trust – Service Charge	BACs £6.00

**b) To note monies received: None**

**c) To accept bank reconciliations for 31<sup>st</sup> July 2025**

The bank reconciliation and all payments were **APPROVED** unanimously. Motion carried.

**Proposed WB Seconded PS**

**190825/9**

**Planning**

(a) To receive planning application decisions and tree works: -

**25/00720/FUL 10 Coopers Close, Stetchworth**

Single storey rear extension – pending consideration

(b) To consider planning applications received: -

**25/00681 76 High Street, Stetchworth**

Enlarging three windows to the east elevation, infill of shelter on the east elevation, removal of secondary front door, demolish single garage, reinstate garden wall on boundary, conversion of double garage and construction of new orangery.

The item was discussed, and the Parish Council had no objection to the application.

**190825/10**

**Date of Next Meeting & Matters for Future Consideration – 21<sup>st</sup> October 2025** at 7pm Gredley Room, The Ellesmere Centre

Meeting closed at 19.45

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**Karen Peck**  
**Clerk and RFO**  
**Stetchworth Parish Council**

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**Wayne Bell**  
**Chairman**

To be signed at the meeting on 21/10/25 (Draft until approved)