

STETCHWORTH PARISH COUNCIL

Email: clerk@stetchworth-pc.gov.uk

MINUTES

15th September 2026 at The Ellesmere Centre (Gredley Room) at 6.30pm. All members of the Council are hereby summoned to attend a meeting of Stetchworth Parish Council for the purpose of transacting the business as set out below. Members 7 Quorum 3.

THE MEETING IS OPEN TO THE PUBLIC (INCLUDING THE PRESS)

HC Pack 07.09.2026

In attendance:

Councillor Bell (WB) Chair, Saunders (PS), Sharp (AS), Puddick (JP), Breen (SB).

- 150926/1 Apologies for Absence (Local Government Act. 1972 s.85 (1))**
Apologies for absence received from Councillor France – accepted.
- 150926/2 To Receive Declarations of Pecuniary and non-Pecuniary Interest**
None were made.
- 150926/3 Open Forum for Public Participation**
- 150926/4 To Approve the Minutes of the Annual Meeting of Stetchworth Parish Council held on 9th July 2026**
The meeting minutes from the Annual Meeting of Stetchworth Parish Council were **APPROVED** unanimously as a true and accurate record of the meeting. Motion carried.
- 150926/5 To receive District & County Councillors' Reports**
AS gave a brief District report highlighting the following key area:
- Local Government Reorganisation and the recent review. Meaning the outcome for Cambridge and Peterborough is unknown until this is concluded.
 - Waste Services – the role out of the new Food and Domestic Waste has gone smoothly.
 - Planning Changes – likely to be in place for 1st November 2026
- 150926/6 To receive the Ellesmere Centre Report**
AS noted, the AGM was planned for this evening and a report will follow.
The Centre has recently had to seek a commercial waste collection contract with Mick George due to the changes to East Cambs Waste Services.
The centre is looking into becoming an Incorporated Charity.
The Post Office situation is ongoing, and a solution is still being investigated.
- 150926/7 Council Business:**
- a) 23 Coopers Close – Parish Owned Tree – To note works complete and awaiting report from contractor
It was noted the works had taken place on two separate occasions and there had been significant problems with the contractors. The report from the contractor has now been received, will be assessed by the Councils tree specialist.
 - b) To discuss, review and approve the Ellesmere Centre Lease documentation
A detailed lease had been circulated to all and was discussed. It was unanimously agreed that the Parish Council should sign the Lease which was duly signed by the Chair and Vice of the Council. **Proposed WB Seconded PS**
 - c) To approve 2026-2027, Pay Award and necessary action by the payroll company
The Pay Award for 2026-2027 published by NALC was approved unanimously. The council unanimously agreed to instruct the payroll company to make all necessary amendments. **Proposed WB Seconded SB**
 - d) To note the Council has one vacant post for a Parish Councillor
The Parish Council noted there was still one vacant post for Parish Councillor, posters had been placed on the noticeboard to try and encourage applicants.
 - e) To discuss the recent reports of an unpleasant smell throughout the village
The Council had received reports of unpleasant smells throughout the village during the summer. It was noted that this is likely due to local farming and there was nothing the Parish Council could do on the matter.
 - f) To discuss Skate Park proposal from a Community Group
The Parish Council and The Ellesmere Centre along with other local villages had been approached by a local Community Group regarding a Skate Park.
 - g) To discuss play area inspections
WB updated that bins will be emptied by the Ellesmere Centre and monthly safety inspections conducted by the Parish Council along with the annual inspection.
 - h) To note the Parish Council has completed the recent updating Cambridgeshire's Rights of Way Improvement Plan
The Parish Council confirmed it had now completed the Cambridgeshire Rights of Way Improvement Plan Survey.
 - i) To note the introduction of East Cambs district wide Public Spaces Protection Order (PSPO) on 4th August 2026
The Parish Council noted the implementation and supported the approach.
 - j) LGR Case Burwell and Woodditton
County Councillor Edge had drafted a further letter to be sent on behalf of those supporting Parishes to the new (former) Minister, Angela Rayner and her new team to make sure they are aware of the Burwell and Woodditton position on LGR before they make any further decisions on Cambridgeshire and Peterborough. The letter was support by a majority **For: WB, AF JP and PS Against: AS and Abstained: SB.**
On 7th September 2026 central government announced and review of the Local Government Reorganisation Process. The conclusion of this review is awaited.

150926/8

- a) **Finance** - to approve accounts for payment:

July 2026	
RH Landscapes – Grass Cutting	BACs £171.60
HMRC, Wages and Expenses	BACs £588.52
TBM – Microsoft 365 and support	BACs £35.86
Redshoes Accounting - payroll	BACs £52.20
SSE – Street Light Energy	DD £71.64
Capalc – Membership Renewal	BACs £397.98
Unity Trust Bank – Service Charge	BACs £7.00
August	
TBM – Microsoft 365 and support	BACs £35.86
The Ellesmere – Room Hire	BACs £12.00
HMRC, wages	BACs £530.22
RH Landscapes -Grass Cutting	BACs £343.20
SSE – Street Light Energy	BACs £75.77
Unity Trust Bank – Service Charge	BACs £7.00
All payment were APPROVED unanimously.	

Proposed WB Seconded PS

- b) To note monies received:
HMRC VAT Refund £148.53
- c) To accept bank reconciliations for 31st August 2026
All payment were **APPROVED** unanimously.

Proposed WB seconded PS

150926/9

Planning

- (a) To receive planning application decisions and tree works: -
26/00800/ADN St Peters Church, Church Lane Stetchworth – pending consideration
Advertisement Display Noticeboard
- (b) To consider planning applications received: -
None

150926/10

Date of Next Meeting & Matters for Future Consideration –Thursday 12th November 2026 at 7pm in The Gredley Room, Ellesmere Centre

Meeting closed at 18.58

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K Peck
Clerk and RFO
Stetchworth Parish Council

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W Bell
Chair