

# HEMINGFORD ABBOTS PARISH COUNCIL

## Notice of the MEETING OF THE PARISH COUNCIL

**Time: 7 pm Date: Monday 22<sup>nd</sup> of September 2025.**

**Venue: Hemingford Abbots Village Hall, High St, Hemingford Abbots, PE28 9AH.**

### To All Members of the Council

All members of the Council are hereby summoned to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below. Any member not able to attend should send their apologies in before the meeting.

Members: 5 Vacancy: 2 Quorum: 3

The meeting is open to members of the public (including the press), but it is not a public meeting.

*Maxine Blewett* Mrs Maxine Blewett – Parish Clerk 17<sup>th</sup> September 2025.



## Public participation

Open Forum to provide an opportunity for members of the public to raise questions for future agendas or on **Items that are on the current agenda.** To allow any members of the public and Councillors declaring an interest to address the meeting in relation to the business to be transacted at that meeting. At the close of this item, members of the public will no longer be permitted to address the Council unless invited to do so by the Chair.

2025-2026		Agenda
73		<b><u>Apologies for absence</u></b>
74		<b><u>Councillors' Declarations of Interest</u></b> <ul style="list-style-type: none"><li>• To receive declarations of interest from Councillors on items on the agenda</li><li>• For declarations of interest received, Councillors to inform the Chair if they wish to speak on the matter during public participation and/or at the agenda item prior to discussion.</li><li>• To receive written requests for dispensations for disclosable pecuniary interests (if any)</li><li>• To grant any requests for dispensation as appropriate</li></ul>
75		<b><u>To report</u></b> on two written complaints that HAPC has received.
76		<b><u>Minutes of the previous meeting</u></b> To agree and approve the draft minutes from the PC Meeting held on Monday 28 <sup>th</sup> of July 2025 (Appendix 1).
77		<b><u>Planning Applications</u></b>
a)		<b><u>CONSIDERATION OF THE 'C3 CHANGE OF USE APPLICATION FOR HEMINGFORD PARK' (DMC 15.09.25)</u></b> Chair to offer an update on the DMC session held on the 15 <sup>th</sup> September, and to share any options / recommendations on potential next steps regarding this application.
b)		<b><u>APPROVED (PROPERTY)</u></b> <b><u>25/01451/CLED</u></b> Hemingford Park Common Lane Hemingford Abbots. Proposal: Certificate of existing lawful use for access tracks. Approved Thursday 04 Sep 2025.
c)		<b><u>APPROVED TREES</u></b> <b><u>25/01645/TRCA</u></b> Village Hall High Street Hemingford Abbots Huntingdon PE28 9AH. T1 and T2 Silver Birch - crown raised by 3m and crown thinned by 20%
d)		<b><u>25/01647/TRCA</u></b> Rideaway Cottage Rideaway Hemingford Abbots Huntingdon PE28 9AG. Robina - Remove
e)		<b><u>25/01541/TRCA</u></b> The Old Pavilion Common Lane Hemingford Abbots Huntingdon PE28 9AN. 3 Dead White elms - Remove. 3 Dead pine trees - Remove.
f)		<b><u>25/01399/TRCA</u></b> The Meads Royal Oak Lane Hemingford Abbots Huntingdon PE28 9AF. Proposal T1 (dead tree) and T2 Cherry Plum - fell close to ground level, T3 Pine - reduce 1x low branch 2.5m laterally to edge of neighbouring driveway, G1 Line of Cherry Plums - reduce 1.5m laterally to edge of garden path.
g)		<b><u>WITHDRAWN TREES</u></b> <b><u>25/01562/TRCA</u></b> 7 River Meadow Hemingford Abbots Huntingdon PE28 9AY. T1 Pine - Fell.

<b>78</b>	<b><u>Finances</u></b>
<b>a)</b>	<b>To receive and authorise the invoices for September</b> (salaries, standing orders and DDMs for payment as listed at the end of the agenda) (Appendix 2).
<b>b)</b>	<b>To approve</b> the August bank reconciliation (Appendix 3).
<b>c)</b>	<b>Proposal</b> that £5,000.00 is transferred from the UTB savings account into the current account at the time payments for September are authorised.
<b>d)</b>	<b>Proposal</b> that the cost for the Clerk's new laptop is paid for from the Projects budget. Cost £506.40 - Lenovo V15 G4, i5 processor, 16GB of memory, 512GB of storage.
<b>79</b>	<b><u>Administration</u></b> <ol style="list-style-type: none"> <li><u>Transfer from a .org.uk to a .gov.uk domain/emails.</u> Proposal to accept the terms from Town and Parish Council Websites and approve the transfer to a .gov.uk domain. (Appendix 7).</li> <li><u>Microsoft Office Package for new Laptop</u> Proposal to approve the purchase of Microsoft Office for the Clerk's new laptop (laptop being installed Thursday 25/9/25). Cost is £225 for Microsoft Office.</li> </ol>
<b>80</b>	<b><u>LHI 2026/27</u></b> <b>To report:</b> The Clerk submitted an online 'Expressions of Interest' to CCC on the 22/8/25.
<b>81</b>	<b><u>To Consider requests for Grants</u></b> <ol style="list-style-type: none"> <li>Hemingford Pavilion - would Hemingford Abbots PC consider making a grant towards the installation of a lift in the Pavilion. The total cost is circa £82,000. (Appendix 4).</li> <li>Hemingford Abbots Village Community Projects would HAPC contribute to the Community Insurance Policy that is due for renewal in October. (Appendix 5 details the cover provided and estimated premium).</li> <li>East Anglian Air Ambulance – request for a grant. (Appendix 6).</li> <li>Letter from Magpas Air Ambulance – would HAPC consider making a donation to the MAA. (Appendix 8).</li> </ol>
<b>82</b>	<b><u>Meetings / Training completed/attended</u></b> Feedback from Councillors
<b>83</b>	<b><u>Correspondence Received</u></b> 4/9/25 – Local Government Reorganisation, Cambridgeshire County Council has launched an engagement survey open to residents, town and parish councils, community and voluntary sector partners, businesses and other public sector bodies across Cambridgeshire and Peterborough.
<b>84</b>	<b><u>Matters for future consideration</u></b> Development of an IT Policy and agreement of the Data Audit Schedule (Cllr MW/Clerk deadline October PC meeting).
<b>85</b>	<b><u>Closure of the Meeting</u></b>
<b>86</b>	<b><u>Date of the next Meetings:</u></b> Monday 27 <sup>th</sup> October 2025 at 7 pm in the Village Hall, High Street, Hemingford Abbots PE28 9AH.

## Finance 78a

## September payments presented for approval

BACS ✓	4000 Staff Costs	Salary for September (5 week month)			
BACS ✓	4020 HMRC	PAYE			
BACS ✓	4060 Working from home allowance	5 weeks			
BACS ✓	4220 Bradgates Ground Maintenance	August Grass Cutting	£ 150.00	£ 30.00	£ 180.00
BACS ✓	4320 The Privacy Worx Ltd.	Advisory Services (FOI)	£ 360.00	£ 72.00	£ 432.00
BACS	4055 Viking Limited	Printer Cartridges	£ 177.92	£ 35.58	£ 213.50
			£ 1,361.52	£ 137.58	£ 1,499.10
DDM	4250 Yu Energy Direct Debit Mandage	August's supply of electricity	£ 1.84	£ 1.84	*
			£ 1,363.36	£ 137.58	£ 1,500.94