STILTON PARISH COUNCIL

www.stiltonparishcouncil.gov.uk

Parish Clerk: Julianne Lawrence
The Parish Room, Church Street, Stilton
clerk@stiltonparishcouncil.gov.uk

To: Members of Stilton Parish Council
Sir/Madam
You are hereby summoned to attend the meeting of the **Parish Council** to be held at the Church Meeting Room, Church Street, Stilton on **Tuesday 13 January 2026** at 7.30pm.

Julianne Lawrence

Julianne Lawrence
Parish Clerk

8 January 2026

AGENDA

PC001/26 APOLOGIES FOR ABSENCE
To receive and accept apologies for absence.

PC002/26 DECLARATIONS OF INTEREST/DISPENSATIONS
To receive Declarations of Disclosable Pecuniary and Other Interests, as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any Agenda Item. To award dispensations – if applicable.

PC003/26 PUBLIC PARTICIPATION
A maximum of 15 minutes is permitted for members of the public to address the meeting in relation to the business to be transacted at the meeting.

PC004/26 MINUTES
To approve as a correct record the Minutes of the Parish Council meeting held on Tuesday 9 December 2025 and be signed by the Chairman.

PC005/26 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS
Members to hear/acknowledge reports from County Councillor Bywater and District Councillor Alban.

PC006/26 MHCLG ANNOUNCEMENT ON LOCAL ELECTIONS IN LGR AREAS
Consider the proposal to postpone local elections in 2026 alongside:

- Contacting the principal authority (HDC)
- Responding to the invitation to send views to MHCLG
- Considering election cost provision as full Parish Council election costs would need to be covered solely by the Parish Council
- Informing on SPC views on whether elections should go ahead in 2026 or take place at the same time as deferred principal authority elections in 2027.

PC007/26 PLANNING

Planning Working Group to provide a report in response to:
Ref: 25/02057/CLED - 52 Manor Road, Stilton - Certificate of existing lawfulness for conservatory attached to rear of property.

PC008/26 FINANCIAL REPORT

- Clerk/RFO to provide the bank reconciliation for December and reserves balance (previously circulated)
- CCLA interest for December to be noted - £446.29
- Transfer of £28.21 interest from Pavilion Deposit a/c and £12.05 from Savings a/c into the current account to be recorded
- Annual CIL report submission to be noted (added to website)
- Pension re-enrolment with the Pension Regulator to be acknowledged (every 3 years)
- A decision re options for Capital account funds currently held in the Redwood Savings bond to be confirmed when present fund ends on 16/01/26 (RFO to provide information)
- Cllr Arscott/Cllr Ayres to confirm expenditure has been checked and is correct and detail Clerk overtime while covering the vacant Pavilion Administrator role
- Q3 VAT refund of £3,606.99 to be noted
- Expenditure for January to be approved.

To:	Reason:	Amount:	Authorised Ref:
Staff wages	Salaries, HMRC and pension costs	5,320.51	LGA72,s.112
Octopus Energy	Pavilion gas	122.07	LGA76,s.19
Octopus Energy	Pavilion electricity	203.52	LGA76,s.19
EE	Staff mobile - Pavilion	14.38	LGA76,s.19
Barclays	Account charges	14.50	LGA72,s.151
HDC	Parish Room rates	225.00	LGA76, s.19
HDC	Pavilion rates	923.00	LGA76,s.19
Sureshine	Bus Shelter and Village sign cleaning	135.00	LGA72, s.111
HDC	Village bin emptying (01/01/26-31/03/26)	203.13	LGA76, s.19
NALC	Asset Management training - Cllr Arscott	42.00	LGA76, s.19
Business Waste	Pavilion bin emptying	64.40	LGA76, s.19
KT McPartlins	Tank Emptying - Pav	180.00	LGA72, s.111
SCAN	Jan-March26 columns	120.00	LGA72, s.142
Victor Marjoram	Fuel for grass cutter	11.68	LGA72, s.111
SPC credit card	Screwfix - Caretaker workwear, headlights	160.43	LGA72, s.111
SPC credit card	Staff training - Fire door training (VM)	48.00	LGA72, s.111
SPC credit card	Amazon - cleaning materials/printer ink	76.89	LGA72, s.111
SPC credit card	Amazon - paint for Net Zero and dug outs	203.11	LGA72, s.111
SPC credit card	Virtual Landline - Clerk phone	8.75	LGA72,s.111
Church Meeting Rm	Room hire for meetings	67.50	LGA72,s.111
	Monthly total:	**8,143.87**	

*** VAT included**

Net Zero GRP unit paint - £84.11+VAT

PC009/26 TRAFFIC AND PARKING WORKING GROUP

A fully costed application for the LHI bid to be presented following the meeting on 07/01/26 covering the need for 8 new posts with 8 solar panels for the current and a new Movable Vehicle Activated Sign (MVAS). Plans for submission of a Local Highway Improvement application to be agreed (closing date: 16/01/26 at 17:00). A contribution amount from the Parish Council to be determined (currently £1,000 budgeted in FY 26/27).

PC010/26 CRIME PREVENTION

Cllr Arscott to report from the latest Police meeting and present the Q4 Crime Prevention report – to be added to the website/social media.

PC011/26 VILLAGE NOTICEBOARD

Cllr Shailer to outline quotes for a new board at the North end of the village.

PC012/26 EDITORIAL WORKING GROUP

- Present the latest hard copy newsletter for approval
- A quote from Peterborough Print of £132 for 1,200 A4, full colour copies to be agreed.

PC013/26 NEIGHBOURHOOD PLAN

Clerk to put forward a suggestion to enable forward movement of the Neighbourhood Plan.

PC014/26 NET ZERO VILLAGES GRANT WORKS

Cllr J Leonard to provide an update on:

- Ground works
- Electrical connection plans
- Additional quotes for project works
- Completion time scale.

PC015/26 BARN CLOSE PLAY AREA

Plans for an Open Meeting at the Pavilion on Saturday 7 February 2026, 10:00 until 12:00, to be confirmed. Cllr Murtagh to report on Proludic attendance and logistics of inviting user groups along with YES (Young people Engagement Stilton) involvement.

PC016/26 FARMER'S MARKET

- Cllrs Arscott, Ayres, Murtagh and Paice to report from the Saturday Surgery on 13/12/25, providing feedback re the proposed Pavilion 'Walk and Talk'
- Clerk to update on the Farmer's Market moving to Sundays in 2026 (Community Café users to be subsequently informed).

PC017/26 CLERK'S REPORT

Report on relevant issues including …

- Quote for signs for Pavilion parking, Mowby and replacement bus shelter signs from Peterborough Print
- Quote for Amenity Caretaker clothing needed
- IT Policy plans (suggest to be sent to FGPC committee first as a sizeable document – and added to FGPC Terms of Reference)
- SLCC membership renewal - £253
- Quote for Cemetery top soil for levelling graves (£65 – Caters)
- ICCM course for Clerk on 19/20 May 2026 – Cemetery Operations and Regulations Compliance (£160)
- Amenity Caretaker (Victor Marjoram) completion of Fire Door Safety training (£48)
- Cllr Arscott to attend a Mastering Asset Management course (NALC - £35)
- Thermapen needs for Pavilion water testing – budget to be agreed
- Quote from M Plumb to turf under the fixed Community field goals.

PC018/26 CORRESPONDENCE

Correspondence to be addressed including:

- Request to hire the Parish Room or Pavilion – weekly basis
- Green Council Biodiversity Solutions
- Peterborough Cathedral – stakeholder workshops
- Concern over building development.

PC019/26 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 EXCLUSION OF THE PRESS AND PUBLIC

In accordance with Section 1(2) of the Public Bodies (Admission to Meetings Act 1960 and by reason of the confidential nature of this item's business, the Press and Public be excluded from the meeting.

PC020/26 PARISH ROOM LEASE

Clerk to provide an update from Wellers Solicitors regarding the draft lease.

PC021/26 STAFFING

Cllr Arscott, as Staffing Sub Committee Chairman, to report on staffing matters from the meeting on 09/01/26, including annual staff appraisals and put forward for approval:

- Job description and person specification for the vacant Pavilion Administrator role
- SCP and allocated hours
- Plans for advertising the role
- Application opening and closing dates
- Interview body and dates
- A suggestion for the Amenity Caretakers to take over white lining provision of the pitches and charge the football clubs £75 each per month.

PC022/26 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 RE-ADMITTANCE OF THE PRESS AND PUBLIC

The confidential business having been concluded, the Public and Press be re-admitted to the meeting.

Next meeting – Tuesday 10 February 2026 at 7.30pm