* Please be aware as this is a public meeting, it may be recorded for either publishing or record keeping purposes*

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 10 February 2026** at 7.30pm.

Julianne Lawrence

Julianne Lawrence
Parish Clerk

5 January 2026

AGENDA

PC023/26 APOLOGIES FOR ABSENCE
To receive and accept apologies for absence.

PC024/26 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.

PC025/26 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.

PC026/26 MINUTES
To approve as a correct record the Minutes of the Parish Council meeting held on Tuesday 13 January 2026 and be signed by the Chairman.

PC027/26 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS
Members to hear/acknowledge reports from County Councillor Bywater and District Councillor Alban.

PC028/26 STILTON HERITAGE
A representative to put forward suggestions to ensure the secure receipt of mail for Stilton Heritage and request the following:

- Stilton Heritage and Stilton Parish Council discuss and agree a suitable position to install the charity's new post box;
- Stilton Parish Council to agree to the installation of the post box at a suitable time prior to the lease commencing;
- Stilton Parish Council agree to Stilton Heritage registering the Church Street address with the Post Office so that any mail is appropriately delivered.

PC029/26 PLANNING

No planning applications received.

PC030/26 FINANCIAL REPORT

- Clerk/RFO to provide the bank reconciliation for January and reserves balance (previously circulated)
- CCLA interest for January to be noted - £434.10
- Partial refund of deposit from Octopus Energy of £295 to be recorded
- Cllr Arscott/Cllr Ayres to confirm expenditure has been checked and is correct and detail Clerk overtime of 17.5 hours for January (already paid) and 25 hours for February, while covering the vacant Pavilion Administrator role
- Expenditure for February to be approved.

To:	Reason:	Amount:	Authorised Ref:
Staff wages	Salaries, HMRC and pension costs	5,284.67	LGA72,s.112
Octopus Energy	Pavilion gas	453.47	LGA76,s.19
Octopus Energy	Pavilion electricity	225.90	LGA76,s.19
EE	Staff mobile - Pavilion	14.38	LGA76,s.19
Barclays	Account charges	13.30	LGA72,s.151
TW Lightning	Lightning protection to CCTV/light pole	504.00	LGA72, s.111
Howsafe	Caretaker clothing	96.60	LGA72,s.112
PWLB	Loan payment for Parish Room	4,310.12	LGA2003,S1,p 2
Peterborough Print	Newsletter - bi annual	132.00	LGA72, s.142
Peterborough Print	New Pavilion signs	386.40	LGA76, s.19
Starboard Systems	Annual booking software renewal	673.92	LGA76, s.19
Parish Council Websites	Annual planning software for website	216.00	LGA72, s.111
ICO	Data protection - annual charge	47.00	LGA72, s.111
HDC	Outstanding security provision	1,388.00	LGA76, s.19
HDC	Q3 village maintenance	5,448.30	LGA76, s.19
Business Waste	Pavilion bin emptying	80.50	LGA76, s.19
KT McPartlins	Tank Emptying - Pav	180.00	LGA72, s.111
LW Electrical Ltd	Net Zero works - completion payment (grant)	23,398.00	LGA76, s.19
LW Electrical Ltd	Net Zero auxiliary works (grant)	1,716.00	LGA76, s.19
Norbert Janecki	Net Zero works - GRP unit (grant)	593.89	LGA76, s.19
Parish Online	Annual membership	162.00	LGA72, s.111
SPC credit card	Screwfix - toilet syphons, postfix, etc	99.55	LGA72, s.111
SPC credit card	Amazon - toilet rolls, printer ink	171.36	LGA72, s.111
SPC credit card	Amazon - gloves, soap, bin bags	50.64	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:	**45,722.25**	

*** VAT included**

PC031/26 INSURANCE

- The annual insurance premium to be outlined for approval (£3,145.29)
- Clerk to update on the recent claim for Pavilion boiler issues.

PC032/26 GRANTS WORKING GROUP

- Councillor Arscott to detail the grant award from Cambridgeshire County Council to address Apreece Way culvert concerns – discuss/agree how to move forward
- An application from Cheese Rolling for concessionary Community Field and Pavilion use on Sunday 24 May 2026 to be discussed/determined
- An application from Stilton Christmas Lights for concessionary/complimentary Pavilion use on Thursday 31 December 2026 to be discussed/determined.

PC033/26 PAVILION COMMITTEE (PVC)

Cllr J Leonard, as Chairman, to report from the meeting on 03/02/26 including the following for detailing or approval:

- Deposits for adult parties to be £250-£500 (risk level to be accessed by Pavilion Administrator/Clerk)
- Additional crockery/cutlery to be purchased to accommodate 150 diners – Clerk to detail costs
- Bouncy castle issues – staff to contact Third Party providers before event to ensure compliance
- ACRE membership - £74.50 + VAT (annual charge)
- 15 tables to be purchased to replace current wooden ones – cost to be outlined and a budget determined
- Motorisation of the high windows (Cllr Murtagh to report on)
- Plans to address parking issues
- Pitch maintenance for FY26-27
- Football Agreement (Stilton clubs).

PC034/26 FINANCIAL, GENERAL PURPOSE AND COMMUNICATION COMMITTEE

Cllr Arscott, as Chairman, to report from the meeting on 27/01/26 including:

- Q3 receipts and expenditure
- Budget position for the remainder of the financial year
- Communication suggestion re the precept increase for FY2026-27
- Detail the IT Policy for adoption
- Forward an Action Plan for FY2026-27.

PC035/26 VILLAGE NOTICEBOARD

Cllr Shailer to outline quotes for a new board at the North end of the village for approval. A budget source to be determined along with the location and logistics of installation.

PC036/26 PARISH ROOM

Clerk to:

- Present quotes for the EPC certificate needed prior to the building being leased as a Heritage Centre
- Update on the First Registration with Land Registry.

PC037/26 NEIGHBOURHOOD PLAN

Clerk to update on suggestions to enable forward movement of the Neighbourhood Plan.

PC038/26 NET ZERO VILLAGES GRANT WORKS

Cllr J Leonard to provide an update on:

- Project completion
- Total cost of project
- Any additional works required (separate to grant).

PC039/26 BARN CLOSE PLAY AREA

- Cllr Murtagh to feedback from the Open Meeting at the Pavilion on Saturday 7 February 2026
- Council to acknowledge YES (Young people Engagement Stilton) involvement
- Next steps to be determined (equipment, going to tender and timeframe).

PC040/26 FARMER'S MARKET

- Councillors attending the Farmers Market on 15/02/26 to be confirmed for the Sunday surgery
- Community Café issues to be detailed.

PC041/26 CLERK'S REPORT

Report on relevant issues including …

- Green bin need for Mill Road (x2)
- Offer of a Woodland Trust tree pack
- Parish elections including instruction from council to set up a meeting to deliver nominations and need to publicise in the Parish (SCAN/digital newsletter).

PC042/26 CORRESPONDENCE

Correspondence to be addressed including:

- No lift at Halls the Chemist
- Layby on North Street being taken out of action
- Donations to Christmas Lights team
- Litter picking hero.

PC043/26 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.

PC044/26 FOOTBALL ACADEMY CONTRACT

Clerk to outline a proposal for consideration.

PC045/26 STAFFING

Cllr Arscott, as Staffing Sub Committee Chairman, to report from the meeting on 04/01/26 and 10/02/26 regarding applications and interviews for the position of Pavilion Administrator to enable a resolution to fill the position.

PC046/26 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 March 2026 at 7.30pm