STILTON PARISH COUNCIL

Minutes of the Parish Council meeting that took place on Tuesday 13 January 2026 - held at the Church Meeting Room, Stilton at 7.30pm.

Present: Councillors: Ayres (Chairman), Arscott, Green, J Leonard, O Leonard, Murtagh, Paice and Shailer

Clerk: Lawrence

Others: 3 members of the public

PC001/26 APOLOGIES FOR ABSENCE

Cllr Vickers sent apologies – work commitments – **accepted**.

PC002/26 DECLARATIONS OF INTEREST/DISPENSATIONS

Cllrs Ayres and O Leonard declared a non-pecuniary interest in PC020/26.

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PC003/26 PUBLIC PARTICIPATION

A representative from Stilton Heritage put forward their willingness to answer any necessary questions regarding the Parish Room lease.

PC004/26 MINUTES

The Minutes of the Parish Council meeting held on Tuesday 9 December 2025 were confirmed as a true record and signed by the Chairman.

PC005/26 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

Reports sent from County Councillor Bywater and District Councillor Alban were acknowledged as neither could be present.

PC006/26 MHCLG ANNOUNCEMENT ON LOCAL ELECTIONS IN LGR AREAS

The proposal to postpone local elections in 2026 were considered alongside contacting the principal authority (HDC), responding to the invitation to send views to MHCLG, considering election cost provision and 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.

Resolved

Clerk to contact MHCLG and HDC to forward Stilton Parish Council's views that as democracy is of primary importance, elections should take place as usual. The cost implication of the Parish Council paying solely for Parish Council elections on 07/05/26 to be highlighted too.

PC007/26 PLANNING

Ref: 25/02057/CLED - 52 Manor Road, Stilton - Certificate of existing lawfulness for conservatory attached to rear of property – **recommend approval**.

PC008/26 FINANCIAL REPORT

The Clerk/RFO provided the bank reconciliation for December and reserves balance. CCLA interest for December of £446.29 and a transfer of £28.21 interest from Pavilion Deposit a/c and £12.05 from the Savings a/c into the current account was noted. The annual CIL report submission was recorded along with Pension re-enrolment with the Pension Regulator (every

3 years). A decision re options for Capital account funds currently held in the Redwood Savings bond was discussed for when the present fund ends. The Q3 VAT refund of £3,606.99 was detailed.

Resolved

PC008/26.1 Capital funds of £37,814.30 to be moved into a Redwood 1 year 3.95% bond when the current 2-year bond ends (interest of £3, 757.09 from the current bond to be transferred to the current account)

PC008/26.2 Cllr Arscott/Cllr Ayres confirmed expenditure checked and correct

PC008/26.3 Expenditure for January.

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
Sureshines	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
HDC	Security provision - Pavilion	836.00	LGA76, s.19
HDC	Pavilion annual license renewal	180.00	LGA76, s.19
Business Waste	Pavilion bin emptying	92.27	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
Action Play Ltd	Glockenspiel - YES: Co-op grant	1,424.78	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:	**10,612.52**	

*** 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 was 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). A member of the Traffic and Parking Working Group was invited by the Chairman to provide additional details re the application.

Resolved

PC009/26.1 A Local Highway Improvement application to be submitted by Cllr Ayres (closing date of 16/01/26 at 17:00)

PC009/26.2 Contribution from the Parish Council of £2,500 (currently £1,000 budgeted in FY 26/27 but likely to run into FY27-28 so can be covered in that year's budget).

A member of the public left the meeting

PC010/26 CRIME PREVENTION

Cllr Arscott reported from the latest Police meeting and presented the latest Crime Prevention report (to be added to the website/social media).

PC011/26 VILLAGE NOTICEBOARD

Cllr Shailer outlined a quote for a new board at the North end of the village for approximately £3,500. Further quotes to be sourced and returned to the February Parish Council meeting.

PC012/26 EDITORIAL WORKING GROUP

Resolved

PC012/26.1 The latest hard copy newsletter
PC012/26.2 Peterborough Print to supply 1,200 A4, full colour copies for £132
PC012/26.3 Cllrs Arscott, Ayres, Paice and Shailer to help deliver along with the Caretakers.

PC013/26 NEIGHBOURHOOD PLAN

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

Resolved

The Clerk to contact 3 recommended consultancies who may be able to help complete the Neighbourhood Plan to find out what is possible and establish costs (Cllrs Ayres, Murtagh and J Leonard to attend initial meetings).

PC014/26 NET ZERO VILLAGES GRANT WORKS

Cllr J Leonard provided an update on:

- Ground works - **completed**
- Electrical connection plans – **plans to be confirmed by contractor**
- Additional quotes for project works – **insulation of the GRP unit was agreed (estimate of £450) alongside a need for door stays (estimate of £60)**
- Completion time scale – **within time frame.**

Resolved

£600 for GRP insulation and door stays – Cllr J Leonard to generate quotes from contractors and action (budget: Net Zero grant funds).

PC015/26 BARN CLOSE PLAY AREA

Plans for an Open Meeting at the Pavilion on Saturday 7 February 2026, 10:00 until 12:00, were confirmed. Cllr Murtagh reported Proludic would not be attending. Inviting user groups along with YES (Young people Engagement Stilton) involvement was discussed.

Resolved

PC015/26.1 Clerk to invite YES re their involvement in the Open Meeting, provide information to the school (Y1) through their weekly newsletter, information to the Pre-School and circulate information regarding the meeting (notice boards, social media and SCAN)
PC015/26.2 Cllrs Arscott, Ayres, Murtagh and O Leonard to attend on the day
PC015/26.3 Cllr Murtagh to feedback with the information gathered at the February meeting.

PC016/26 FARMER'S MARKET

Cllr Paice reported from the Saturday Surgery on 13/12/25 and provided feedback re the proposed Pavilion 'Walk and Talk' with comments ranging from being open to dogs, the walk being paved, a man shed on route or possibly gym equipment instead – **decision making differed until weather more suitable.** The Clerk updated on the Farmer's Market moving to Sundays in 2026 (Community Café users to be subsequently informed).

PC017/26 CLERK'S REPORT

Relevant issues were reported on including …

- Quote for signs for Pavilion parking, Mowby and replacement bus shelter signs from Peterborough Print **- £337 + VAT agreed**

- Quote for Amenity Caretaker clothing needed - **£85 spend for 2 shell jackets and 2 vests with logo**
- IT Policy plans (to be sent to FGPC committee first as a sizeable document – and added to FGPC Terms of Reference)
- SLCC Clerk membership renewal - **£253 approved**
- Quote for Cemetery top soil for levelling graves (£65 – Caters) - **approved**
- ICCM course for Clerk on 19/20 May 2026 – Cemetery Operations and Regulations Compliance (£160) - **approved**
- 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 agreed at £250 for a calibrated Thermapen (Legionella specific)**
- Quote from M Plumb to turf under the fixed Community field goals – **2 more quotes to be generated.**

PC018/26 CORRESPONDENCE

Correspondence to be addressed included:

- Request to hire the Parish Room or Pavilion – weekly basis – **not needed any more**
- Green Council Biodiversity Solutions – **deferred**
- Peterborough Cathedral – stakeholder workshops - **acknowledged**
- Concern over building development – **Clerk to respond**.

Cllrs Ayres and O Leonard left the meeting as did 2 members of the public - Cllr Murtagh, as Vice Chairman, took over as Chairman

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 were excluded from the meeting.

PC020/26 PARISH ROOM LEASE

The Clerk provided an update from Wellers Solicitors regarding the draft lease for council to consider.

Resolved

The Clerk to instruct the Parish Council solicitors (Wellers) to inform Stilton Heritage, through their solicitors, that the original draft lease (created May 2025) is the lease being offered to Stilton Heritage re the Parish Room becoming a Heritage Centre. A deadline of 28/02/26 is set for agreement and completion of the lease**.** After this date the Parish Council will consider other options for Parish Room use.

Cllrs Ayres and O Leonard rejoined the meeting Cllr Ayres resumed being Chairman

PC021/26 STAFFING

Cllr Arscott, as Staffing Sub Committee Chairman, reported on staffing matters from the meeting on 09/01/26.

Resolved

PC021/26.1 Suitability of job description and person specification for the vacant Pavilion Administrator role (working from Pavilion)

PC021/26.2 Pavilion Administrator SCP and allocated hours - 12 hours on LC1 (above substantive), SCP 13-17

PC021/26.3 Plans for advertising the role - Job adverts x 2 (full advert for SCAN, SPC website and hard copy newsletter with shorter advert for social media and notice boards). To be posted on Yaxley, Folksworth, Holme and Sawtry Facebook pages.

PC021/26.4 Application opening and closing dates - Position opens 14/01/26 and closes 04/02/26 at midday
PC021/26.5 Interview body and dates - 6, 9 or 10 February 2026 with Cllrs Arscott, Ayres and the Clerk at the Pavilion or Parish Room (depending on times)
PC021/26.6 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 were re-admitted to the meeting.

Meeting closed: 21:29

Next meeting – Tuesday 10 February 2026 at 7.30pm