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 13 October 2026** at 7.30pm.

Julianne Lawrence

Julianne Lawrence
Parish Clerk

8 October 2026

AGENDA

PC209/26 APOLOGIES FOR ABSENCE
To receive and accept apologies for absence.

PC210/26 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.

PC211/26 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.

PC212/26 MINUTES
To approve as a correct record the Minutes of the Parish Council meeting held on Tuesday 8 September 2026 and be signed by the Chairman.

PC213/26 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS
Members to hear/acknowledge reports from County Councillor Bywater and District Councillor Alban.

PC214/26 PLANNING
The Planning Working Group to provide a response to:
Ref: 26/01726/FUL - 16 North Street Stilton PE7 3RP - Demolition of the former Older Lodge Hotel and associated outbuildings, and construction of nine new dwellings.

PC215/26 FINANCIAL REPORT
Clerk/RFO to provide the bank reconciliation for September and Reserves Report.
To be noted:

- CCLA interest of £329.04 for September
- Transfer of £29.39 interest from the Pavilion deposits account and £82.28 interest from the precept savings account into the current account

- Transfer of £50,000 from current account into the Precept savings account (2nd precept payment from HDC received)
- Transfer of funds needed from CCLA to current account to cover CIL payment for Barn Close Play Area and already actioned spend
- Q2 VAT rebate of £2,257.95
- SPC credit card limit extended to £1,500 and a second card for the Lead Caretaker (limited spend of £250) approved and operational
- Correction of staff wages amount in September (£8,530.08 instead of £9,460.57).

For recording:

- Clerk overtime of 16hrs 20mins in September while covering the Pavilion Administrator role (on October pay)
- Cllr Ayres and Arscott to confirm expenditure has been checked and is correct
- Expenditure for October approval.

To:	Reason:	Amount:	Authorised Ref:
Staff wages	Salaries, HMRC and pension costs	6,994.39	LGA72,s.112
Octopus Energy	Pavilion gas	70.80	LGA76,s.19
Octopus Energy	Pavilion electricity	54.62	LGA76,s.19
Octopus Energy	Skate Park electricity	45.48	LGA72, s111
EON	Parish Room electricity Q2	29.52	LGA76,s.19
PWLB	Loan payment for Pavilion	2,268.10	LGA2003,S1,p2
HDC	Parish Room rates	214.00	LGA76, s.19
HDC	Pavilion rates	764.00	LGA76,s.19
EE	Staff mobile - Pavilion	15.42	LGA76,s.19
Barclays	Account charges	12.10	LGA72,s.151
NALC	Neighbourhood Plan training - Cllr Murtagh	42.00	LGA76,s.111
Kompan	Barn Close play area renovation (CIL/National Lottery)	38,399.82	LGA76,s.111
Scribe	Annual accounts software charge	1,101.60	LGA76,s.111
HDC	Security charges - Pavilion (hirers)	418.00	LGA76,s.19
HDC	Bins - Q3 Oct-Dec	335.40	Litter Bin Act83
HDC	2 x Alarm call out - Pavilion	132.00	LGA76,s.19
HDC	Annual Pavilion alarm SLA charge	256.84	LGA76,s.19
Zurich	Insurance - new play area equipment/noticeboard	83.54	LGA72,s.111
Peterborough Print	Autumn 2026 newsletter (part Editorial EMR)	183.05	LGA72,s.142
SCAN	Quarterly SCAN newsletter and extra page for job advert	140.00	LGA72,s.142
Business Waste	Pavilion bin emptying	76.36	LGA76, s.19
ETCS	Annual PAT testing	102.00	LGA76, s.19
SRJ Landscapes Ltd	Community field repairs (Pitch Maintenance EMR/SFC)	780.00	LGA76, s.19
CAPALC	Councillor training - Cllr Mitchell (16/01/27)	75.00	LGA72, s.111
CAPALC	HR training (Clerk)	150.00	LGA72, s.111
Community Heartbeat Trust	New defib battery and 4 new pads	678.00	LGA72, s.111
KT McPartlins	Tank Emptying - Pav	180.00	LGA72, s.111
Victor Marjoram	Fuel for grass cutter	19.82	LGA72, s.111
Victor Marjoram	Washer for play equipment	6.99	LGA72, s.111
SPC credit card	Poundland - refuse sacks and clothes	15.00	LGA76, s.19
SPC credit card	Screwfix - valve, big bags, gloves, etc	47.67	LGA76, s.19
SPC credit card	KCS Education - Pavilion toilet roll	56.39	LGA72, s.111
SPC credit card	Amazon - Pav cleaning products	64.22	LGA72, s.111

SPC credit card	Screwfix - paddle mixer, fuel can, fence pins	112.94	LGA72, s.111
SPC credit card	Nisbets - new glasses for the Pavilion	135.90	LGA76, s.19
SPC credit card	Nisbets - new glasses/bowls for the Pavilion	93.62	LGA76, s.19
SPC credit card	Virtual Landline - Clerk phone	8.75	LGA72,s.111
St Mary Magdalane	Venue hire - PC meetings (July)	78.75	LGA72,s.111
	Monthly total:	**54,242.09**	

*** VAT included**

PC216/26 PAVILION

- Concessionary use by YES (Young people Engagement Stilton) for the Christmas Fair on 28/11/26 to be considered
- Concessionary use by the Wednesday Club to be evaluated and determined
- Quotes for Fire extinguishers to be presented for decision making.

PC217/26 STILTON HERITAGE

Following the Stilton Heritage meeting to discuss a Licence to Occupy with councillors/the Clerk on 14/09/26 (PC196/26), and subsequent, 'Stilton Heritage – Synopsis Report', council to address the following:

- **CAPALC**: Receive and consider CAPALC's feedback, in particular regarding the Memorandum of Understanding presented by Stilton Heritage
- **Outstanding matters:** Consider outstanding matters relating to building occupation, contribution to rates and utilities relative to income/funding, space usage and storage. Response received from Stilton Heritage to questions raised by the Clerk to be referenced
- **Parish Room use:** Consider Stilton Heritage use of the Parish Room for two days per week, contribution towards 2/7ths of relevant costs/utilities, and arrangements for space usage and storage (PC183/26)
- **Governance:** Consider CAPALC's advice regarding the proposed joint Working Group and whether operational matters should instead be managed through the Parish Council's existing committee and officer delegation arrangements
- **Licence to Occupy:** Determine whether the Parish Council wishes to progress towards a Licence to Occupy and, if so, the substantive terms and conditions to be agreed before occupation or installation of equipment takes place
- **Next steps:** Determine the appropriate next steps including whether legal advice should be obtained.

PC218/26 HUNTINGDONSHIRE DISTRICT COUNCIL'S LOCAL PLAN TO 2046

Decide how to respond to the Pre-submission Local Plan to 2046, Sustainability Appraisal and Habits Regulations Assessment.

PC219/26 TREE SURVEY 2026

Following the survey:

- Quotes for 'B' rated works to be presented from JP Griffin and Global Tree Solutions (GTS) Council to determine the contractor to carry out works on Parish Council trees
- Reconsider GTS felling the leaning Wellingtonia in the Cemetery given the time frame and staffing issues within the company.

PC220/26 BEACON

Councillor Graham to present a report on the proposed beacon position (work undertaken during planning permission planning). Council to resolve how to proceed.

PC221/26 NEIGHBOURHOOD PLAN

Cllr Murtagh to update on any developments.

PC222/26 TRAFFIC AND PARKING WORKING GROUP

- Result of the LHI application for additional/solar traffic signs to be advised
- Arrange an in person meeting following feedback from Cambridgeshire County Council regarding their willingness to be involved (following a Parish Council request to the Local Highways Officer).

PC223/26 GREEN SPACES & WILDLIFE WORKING GROUP

Cllr Ayres, as Leader, to report from the meeting on 29 September 2026 and detail:

- Plans for planning in Barn Close play area (budget to be agreed)
- Suggestions for Mill Road open land purchased from Jelson Homes
- Deborah Paice to be recorded as joining the group.

PC224/26 BARN CLOSE PLAY AREA

- A quote for a structural engineer to look at the brick wall to be presented and considered (budget source to be agreed)
- Grass growth to be reported on
- An opening date to be determined
- Grand Opening Plans to be agreed.

PC225/26 REMEMBERANCE SUNDAY

Plans for a service this year to be considered alongside dates for the lamp post poppies to be put up.

PC226/26 CLERK'S REPORT

The Clerk to report on any relevant issues including:

- Councillor Training for Cllr Mitchell - £75 on 16/01/27
- Neighbourhood Plan training for Cllr Murtagh - £35 on 16/12/26
- Purchase of a Stihl brush beater and long handled hedge cutter (Watercourse Grant) with Caretaker training to be outlined for agreement
- Purchase of 'Uneven Ground' signs from Peterborough Print to be agreed
- Update to be provided on the Community Field verti-drains
- Issue with the Pavilion Play Park Multiplay Unit to be detailed - Fenland Leisure to fix under guarantee.

PC227/26 CORRESPONDENCE

Correspondence to be addressed including:

- Fly postering
- Verge cutting by HDC on North Street
- Request for Cemetery access to erect a new fence
- Request for a pedestrian crossing near the school
- Forced entry at the Stilton Lodge site
- Meadow Close – dangerous footpath.

Next meeting – Tuesday 10 November 2026 at 7.30pm