STILTON PARISH COUNCIL

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

Present:

Councillors: Ayres (Chairman), Arscott, Graham, Green, O Leonard, McCullough, Mitchell, Murtagh and Shailer.

Clerk: Lawrence

Others: 8 members of the public

PC209/26 APOLOGIES FOR ABSENCE

Cllr J Leonard had sent apologies – personal reasons – **accepted.**

PC210/26 DECLARATIONS OF INTEREST/DISPENSATIONS

Cllrs O Leonard and Shailer declared non-pecuniary interests in PC216/26 re the Wednesday Club. Cllrs Ayres and O Leonard declared interests in PC217/26 – Cllr O Leonard has a dispensation for inclusion in the discussion. Cllr Ayres had submitted a Dispensation request to be included in Stilton Heritage discussions (no voting) – **approved for 4 years due to it being in the village's interests.**

PC211/26 PUBLIC PARTICIPATION

Members of the public wished to highlight:

- Concern about putting a pedestrian crossing in front of the school on Church Street re cutting down on available space for cars
- A request for information on when the Parish Council owned the old Memorial Hall was put forward
- Stilton Heritage – appreciation for the informal meeting between Stilton Heritage and the Parish Council where possibilities were explored (meeting September 2026)
- Stilton Lodge planning application – concern raised re car parking and turning spaces, the privacy fence, footpath, encasing the Lodge when demolishing re potential asbestos **(council to bear in mind when considering the planning application).** Concern over the look of the proposed buildings and the building line also raised.

PC212/26 MINUTES

The Minutes of the Parish Council meeting held on Tuesday 8 September 2026 were declared a true record and signed by the Chairman.

PC213/26 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

County Councillor Bywater was not present but had sent a report. District Councillor Alban reported he is chasing Halls the Chemist re lift plans, looking into the Stilton Cheese planning application, and Civil Parking Enforcement following Parish Council questions. Stilton Lodge planning application to also be looked into and Stilton Fen roadwork issues were highlighted alongside fly postering. Changes to 'call ins' to the Development Management Committee were detailed as well as further delays to the Local Government Organisation.

PC214/26 PLANNING

The Planning Working Group detailed an extension had been received from HDC for the below until 11/11/26. A recommendation therefore to be made at the November meeting. The Planning Working Group to meet beforehand to consider for recommendation:

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

The Clerk/RFO provided the bank reconciliation for September and Reserves Report.
The below were noted:

- CCLA interest of £329.04 for September
- A transfer of £29.39 interest from the Pavilion deposits account and £82.28 interest from the precept savings account into the current account
- A 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 (Clerk to send Cllrs Ayres and Arscott a full breakdown prior to requesting the fund transfer)
  - 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).
  - Clerk overtime of 16hrs 20mins in September while covering the Pavilion Administrator role (on October pay)

Resolved

PC215/26.1 Cllr Ayres and Arscott confirmed expenditure checked and correct

PC215/26.2 Expenditure for October.

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

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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**

Councillors O Leonard and Shailer left the room for the below Wednesday Club application and returned when considered

PC216/26 PAVILION

Concessionary use applications were considered. Quotes for Fire extinguishers were deferred to the Pavilion Committee meeting on 03/11/26.

Resolved

PC216/26.1 Concessionary use by YES (Young people Engagement Stilton) for the Christmas Fair on 28/11/26 (75% discount)

PC216/26.2 Concessionary use by the Wednesday Club for Wednesday afternoons 2-4pm (75% discount).

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 addressed the following:

- **CAPALC**: Feedback received and considered, in particular regarding the Memorandum of Understanding presented by Stilton Heritage
- **Outstanding matters:** Outstanding matters relating to building occupation, contribution to rates and utilities relative to income/funding, space usage and storage were highlighted alongside the response received from Stilton Heritage to questions raised by the Clerk
- **Parish Room use:** Further information re 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) to be gathered at an informal meeting
- **Governance:** CAPALC's advice regarding the proposed joint Working Group (WG) and whether operational matters should instead be managed through the Parish Council's existing committee/officer delegation arrangements were outlined (WG not appropriate)
- **Licence to Occupy:** Progression toward a Licence to Occupy was voted on by council
- **Next steps:** Appropriate next steps were determined, including whether legal advice should be obtained.

Resolved

PC217/26.1 The Parish Council to progress towards a Licence to Occupy with the substantive terms and conditions to be agreed before occupation or installation of equipment

PC217/26.2 A further informal meeting to take place to enable possible solutions to questions on the Synopsis Report to be found regarding occupation levels, contribution to rates, electricity and water, a Working Group and installation of equipment. To then be presented to the November Parish Council meeting (Cllrs Mitchell, Murtagh and the Clerk to attend and 3 Stilton Heritage Trustees). Clerk to arrange a time/date

PC217/26.3 Clerk to contact HDC Business Rates to confirm rates obligations.

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

The Pre-submission Local Plan to 2046, Sustainability Appraisal and Habits Regulations Assessment were discussed – **no extra comments to be made.**

3 members of the public left the meeting

PC219/26 TREE SURVEY 2026

Following the recent tree survey, quotes for 'B' rated works were presented from JP Griffin and Global Tree Solutions (GTS). GTS felling the leaning Wellingtonia in the Cemetery, given the time frame and staffing issues within the company, was reconsidered.

Resolved

PC219/26.1 John Griffin to carry out 'B' rated works to T1, 2, 4, 5 19, 129, 131, 190, 191, 196, 200, 209, 252 and 256 for £1,250 (budget: tree works)

PC219/26.2 John Griffin to undertake works on T134 and T135 (reduce by 6m and fit Cobra bracing) for £1,377 (budget: tree works)

PC219/26.3 John Griffin to be asked if capacity to remove the T20 Wellingtonia in the Cemetery and if so, be requested to do so (GTS to be subsequently advised no longer required).

Cost: £1,490 (budget tree works).

PC220/26 BEACON

Councillor Graham presented a report on the proposed beacon position (work undertaken during planning permission planning). Difficulties outlined included determining land ownership and permission to be granted, space for members of the public to gather, proximity to services and financial implications of the site.

Resolved

Alternative locations be presented to the next meeting.

2 members of the public left the meeting

PC221/26 NEIGHBOURHOOD PLAN

Cllr Murtagh reported a meeting is to take place on 22 October 2026 with 12 members at the Pavilion.

PC222/26 TRAFFIC AND PARKING WORKING GROUP

Cllr Ayres, as Leader, reported back from the meeting on 29/09/26:

- Result of the LHI application for additional/solar traffic signs – **successful**
- Plans for an on-site meeting with Cambridgeshire County Council/Local Highways Office
- A conversation with Folksworth Speedwatch re switching locations. Speedwatch information/volunteer request be added to November SCAN
- The need for a public consultation re traffic and parking
- Overgrown signs near the Pavilion and on Caldecote Road – **to be reported to Highways using the online reporting tool**

Resolved

PC222/26.1 Clerk to arrange a site meeting with CCC and the Local Highway Office

PC222/26.2 Cllr Green to retrieve MVAS data so that this can be publicised on the website, in newsletters and SCAN

PC222/26.3 Public consultation to take place re traffic and parking at the Farmers Market in the Pavilion on 13/12/26

PC222/26.3 Clerk to confirm LHI acceptance of 2 new MVAS units and solar packs, and request an additional 2 mounting posts to the 2 already detailed (1 mounting post already in position on High Street) so 5 mounting posts needed in total (site meeting to arrange suitable locations). Parish Council contribution: £2,500.

PC223/26 GREEN SPACES & WILDLIFE WORKING GROUP

Cllr Ayres, as Leader, reported from the meeting on 29 September 2026 and detailed:

- Apreece Way Wildlife Garden – **dead Silver Birch to be replaced with a new sapling**, hedge, bee lawn and wild flowers hopefully will mature/recover
- Plans for Barn Close play area – to be planted with child friendly, drought resistant plants like mint, rosemary, thyme, honey suckle, jasmine, sun flowers and eucalyptus, etc.

draft

- Mill Road open land, opposite Mini Nature Reserve– lavender to be purchased and planted.

Resolved

PC223/26.1 Barn Close – a membrane to be put down on the planting area with bark on top and clump planting of lavender and grasses to take place as soon as possible by Cllrs Arscott and Mitchell (Cllr Mitchell to measure the area and confirm how many plants are required to enable the Clerk to order). Plants sourced from HDC or Tandee Nursery. Budget: £1,000 (CIL)

PC223/26.2 Mill Road Open Land – lavender to be purchased and then planted at a later date (budget as part of the above PC223/26.1)

PC223/26.3 Deborah Paice has joined the group.

As the 2-hour meeting limit was approaching, the Chairman advised there would be a 15-minute extension

PC224/26 BARN CLOSE PLAY AREA

A quote for a structural engineer to look at the brick wall was presented and considered – **not considered necessary as expensive and no Parish Council responsibility.** Grass growth was reported on (re-seeded) and an opening date and Grand Opening date were discussed.

Resolved

PC224/26.1 Clerk to write to homeowners with Barn Close wall responsibility to raise awareness of checking the wall for structural integrity

PC224/26.2 Play area to be opened to the public on 26/10/26

PC224/26.3 Grand Opening to take place once the grass has grown and plants are in.

PC225/26 REMEMBERANCE SUNDAY

Plans for Remembrance Sunday were considered, together with dates for the lamp post poppies to be put up.

Resolved

PC225/26.1 Village poppies to be up 2 weeks before 08/11/26 and a week after (wreaths to be removed from site in December)

PC225/26.2 Poppies for Armistice Day to be purchased (budget: £30 Chairman's Allowance) – Cllr O Leonard to organise

PC225/26.3 Cllr O Leonard to liaise with Rev. Diane Kutar re the Remembrance Day and Armistice Day Services.

PC226/26 CLERK'S REPORT

The Clerk reported on relevant issues including:

- Councillor Training for Cllr Mitchell - £75 on 16/01/27 - **approved**
- Neighbourhood Plan training for Cllr Murtagh - £35 on 16/12/26 - **approved**
- Purchase of a Stihl brush cutter and long handled hedge trimmer (Watercourse Grant) with Caretaker training on 21/10/26 at Vegitation Management Services, Islip for £400 (budget: £30 from remainder of Watercourse Grant, remainder: Staff Training) - **agreed**
- Purchase of 'Uneven Ground' signs from Peterborough Print for **£121** – approved
- Community Field verti-drains - **ongoing**
- Pavilion Play Park Multiplay leg issue - Fenland Leisure to fix under guarantee (equipment fenced off to prevent use). Carousel works complete - £399 + VAT (pre-approved).

PC227/26 CORRESPONDENCE

Correspondence included:

- Fly postering – addressed in **PC213/26**
- Verge cutting by HDC on North Street – **Clerk to highlight to HDC extra care needed**
- Request for Cemetery access to erect a new fence – **agreed**
- Request for a pedestrian crossing near the school – **Clerk to forward concerns to the school**
- Forced entry at the Stilton Lodge site – **planning application submitted for demolition**
- Meadow Close – dangerous footpath – **to be reported to Highways**.

Meeting closed: 21:43

Next meeting – Tuesday 10 November 2026 at 7.30pm