

Haslingfield Parish Council (“HPC”) Minutes - Draft

Monday 10 August 2026

Attendees: Parish Cllrs Liz Hales (LH); Richard Ellis (RE); Andrew Gillies (AG); William Harrold (WH); Ann O'Brien (AOB); David Revell (DR); Andrew Tipler (AT); Lise Jackson – Parish Clerk (LJ); 3 members of the public attended.

Members: 7

Quorum: 4

Meeting commenced 7.30pm

26-164 Apologies:

Apologies received from Cllr Roberts. Cllr Perry was absent.

26-165 Declarations of interest:

None

26-166 Public Forum

None

26-167 Minutes:

It was **resolved** to confirm as correct the minutes of the meeting of 13/07/26.
Proposed (LH) Seconded (AOB) All supported

26-168 Co-option:

Stephen Jones and Diana Offord have resigned from the Parish Council. The councillors wished to express their thanks for all of their efforts over the years.

It was **resolved** to co-opt Michelle Golder to the Parish Council. Proposed (LH)
Seconded (AT) All supported

26-169 External Reports:

- a. The County Councillor's report was received and is available on the website.
- b. The District Councillor's report was received and is available on the website.

26-170 Planning Applications and Decisions:

- a. Notification of the outcome of Planning Decision by SCDC:

[26/01612/HFUL](#) - 6 Fountain Lane - Granted

- b. Notification of new Planning Applications:

[26/02215/HFUL](#) - 2 Chapel Hill - Conversion of an attached structure to provide a home office, including alterations to fenestration, rooflights and external cladding – All supported

[26/02216/LBC](#) – 2 Chapel Hill - Removal of secondary stair and provision of first floor access hallway. Conversion of an attached structure to provide a home office, including alterations to fenestration, rooflights and external cladding. – All supported

[26/02582/LBC](#) – 24 Cantelupe Road - Foundation underpinning works, localised to the front (northern) elevation and the return at the western gable of the subject property, and the replacement of kitchen floor tiles with brick pavers – All supported

26-171 Consultations

- a. It was agreed that the following councillors will comment on:
 - i. Greater Cambridge Local Plan – LH, WH, DR, MG

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- ii. Cambridgeshire and Peterborough Minerals and Waste Local Plan Review – MG, AOB
- b. No reports on previous consultations were received.

26-172 EWR

- a. Surveys have been carried out on behalf of EWR Co. in the village.
A meeting is arranged with Pippa Heylings MP later in the month for her to see the impact on the village and to ask her for her support for longer tunnels and for a construction ombudsman. The PC would like an introduction to a Liberal Democrats transport lead.
The PC would like both the planning enforcement and the construction issues elements of an ombudsman to be funded.
A meeting is arranged in September with EWR Co. engineers about tunnels.
- b. When the licence agreement with EWR Co. was originally signed, it was agreed to allow surveys to be conducted on PC land on the condition that a copy of the surveys would be sent to the PC. No surveys have been received to date. It was agreed to ask for a copy of all surveys (and related interpretations) to be sent to the PC in advance of the September meeting. If the surveys are received, the PC will then consider signing the licence agreement at that meeting.
- c. It was agreed to arrange the next meeting with the South Cambridgeshire Rail Group (SCRG) and South Cambridgeshire District Council.
- d. It was agreed that LH, as Chairman of SCRG, would write to County Cllr Fane about engaging with Cambridgeshire County Council.

26-173 Haslingfield and Harlton Eco Group:

The Eco Group are holding a Repair Café on 28 February 2027 and asked for a grant of £96.00 to cover the cost of hiring the village hall. It was **resolved** to grant the Eco Group the hire of the hall and will pay the Badcock Trust directly.
Proposed (MG) Seconded (AOB) All supported

From the Ground Up: An ecologist has agreed to carry out a habitat survey for the PC for free. The mapping of gardeners who include environmental projects or processes is progressing.

Wellhouse Meadow: The Eco Group will seed the bonfire area with appropriate seeds after Guy Fawkes Night. It was agreed to contact the Scouts and ask them not to reseed the area.

A report ‘Tree Planting in a Warm World’ was received. It was agreed to look into publishing it in a shortened form on Facebook and in C&V.

26-174 Housing Needs Survey / Rural Exception Sites:

It was **resolved** to move forward with the outcome of the Housing Needs Survey and the need for Rural Exception sites by working with Cambridgeshire ACRE and SCDC with a call for sites. This may involve an in-person event, hopefully in October or November, as well as other communications. Proposed (AOB) Seconded (AT) All supported

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26-175 Sole trusteeship of village hall:

A report was received from the Clerk about the Parish Council as sole managing trustee of the Recreation Ground and Village Hall. Further advice will be sought from Cambridgeshire ACRE.

26-176 Police liaison:

No councillor was available to attend the meeting. AT agreed to attend future meetings.

26-177 Trees:

- a. Acacia Tree Survey, who carried out the tree survey, were asked for an additional quote for the trees that were not included in the initial survey (off Trinity Close footpath and on Chapel Hill). It has not yet been received. It was **resolved** to accept the quote up to a value of £200. Proposed (LH) Seconded (AG) All supported
- b. Four quotes were sought and two received for the tree work resulting from the tree survey. It was **resolved** to accept the quote from Shire Trees and to ask them to carry out all of the work at the same time. Proposed (AH) Seconded (AT) All supported
- c. It was **resolved** to open the role of tree warden up to volunteers. Proposed (LH) Seconded (MG) All supported. RE agreed to be the liaison for the volunteer.

It was **resolved** to adopt the tree warden description with the amendment that the volunteer would be reporting to the Parish Council and that feedback to the PC would be provided when appropriate, rather than monthly. Proposed (LH) Seconded (AOB) All supported

26-178 Playground and Skatepark:

- a. Five quotes were sought and two received for playground repairs identified in the quarterly inspection. It was **resolved** to accept the quotes from OLP, including new wetpour for the main section of the playground and a new spring animal. Proposed (LH) Seconded (AT) Majority supported

AT will look into community fundraising to help with the costs.

- b. An update on the skatepark was received. The installers of the skatepark, Betongpark, were asked for a quote for remedial work on the skatepark surface. It was **resolved** to accept the quote, up to any amended value of £2,500, with the understanding that the quote might change slightly upon in-person inspection before the work is carried out. Proposed (LH) Seconded (AG) All supported

It was agreed to consider replacing the bin in the skatepark at the next meeting.

- c. An update on the second stage of the skatepark was received. Alex has met with people at the Connections Bus, who completed surveys about how they use the skatepark. An online survey is available for anyone in the village to complete. Alex and LH attended the skatepark to speak with users in person. An Instagram page has been set up about the redevelopment.

*It was **resolved** to continue the meeting beyond two hours. Proposed (RE) Seconded (LH) All supported*

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26-179 Recreation Ground car park barrier:

Five quotes were sought and two received for an additional barrier at the Village Hall car park. It was **resolved** to accept the quote from Coulson. Proposed (LH) Seconded (AT) All supported

26-180 Tennis court footpath lights:

The path lights by the tennis court were vandalised, with the glass and bulbs broken. The police have been informed. Four quotes were sought and two received for the replacement of the lights. It was **resolved** to accept the quote from Innolight. Proposed (LH) Seconded (AG) All supported

26-181 Youthwork:

The Connections Bus termly report and user survey results were received.

26-182 Allotments:

- a. The Parish Council requested an exemption from South Staffs Water for Haslingfield Allotment and Gardeners Association (HAGA) for the hosepipe ban, which was granted. HAGA fills distribution tanks and asks allotmenters to obtain water from those tanks with watering cans. The exemption allows the tanks to be filled and all allotmenters to access the water more easily.
- b. A report from HAGA's quarterly meeting was received.

26-183 ACRE fuel poverty event:

It was agreed that MG would attend the online event.

26-184 Policies:

It was **resolved** to adopt the following policies. Proposed (WH) Seconded (AG) All supported

- a. Charge Card
- b. Emergency Plan

26-185 Defibrillator:

The defibrillator in the telephone box was used in late July. Replacement pads and a rescue kit have been purchased. A new battery for the defibrillator at the Village Hall has been purchased, as it was reaching the end of its life.

26-186 Clerk's Report:

The Clerk's Report was received in advance of the meeting.

26-187 Annual Governance and Accountability Return

- a. The external auditor, PKF Littlejohn, raised an issue about the answer to question 11 on Section 2 - Accounting Statement about excluding trust transactions from the accounts. This question caused problems for many councils this year. The answer was amended to 'yes', signed by the Clerk and Chairman and resubmitted to PKF.
- b. It was **resolved** to adopt the digital AGAR early. Proposed (LH) Seconded (AT) All supported

26-188 Finance

- a. A report about PC savings accounts was received.

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- b. It was **resolved** to hold approximately £50k in the Unity Trust, with the remainder split between the Redwood Bank and CCLA investments, to be reviewed regularly. Proposed (WH) Seconded (AT) All supported
- c. It was agreed that AOB would become an additional signatory for the Unity Trust bank account.
- d. It was **resolved** to pay the outstanding accounts. Proposed (AT) Seconded (LH) All supported

Payee	Description	Amount
HMRC	Tax and NI	£751.57
Staff	Salaries and home expenses	£3,230.57
Lise Jackson	Mileage	£3.41
Badcock Trust	Venue hire	£60.00
Birketts	Legal advice for hall trusteeship	£4,320 (inc VAT)
Cambridgeshire ACRE	Membership	£74.50 (inc VAT)
Haslingfield & Harlton Eco Group	Wildflower seeds	£27.95
Nurture Landscapes	Grass cutting	£639.42 (inc VAT)
SCRIBE	Annual subscription – accounting software	£921.60 (inc VAT)

Meeting ended 9:51 pm

Date of next meeting: **Monday 14 September 2026** at 7:30pm in the Village Hall

Issued by the Parish Clerk: Lise Jackson

13 August 2026