

WITCHAM PARISH COUNCIL



CLERK:

*Mrs S J Bell
17 Astley Close, Sutton
ELY, Cambs CB6 2PG
Tel: 01353 778147*

To All Members of the Council

MEMBERS: 6 QUORUM: 3

**Members are summoned to attend a Meeting of the
Parish Council to be held on Wednesday 10 September 2025
at 7.30 pm in the Village Hall, Witcham,
for the purpose of transacting the following business:**

A G E N D A

Amended 25/139 late planning application

- 25/132 To receive and accept any apologies for absence.
- 25/133 To receive declarations of interest from Councillors in respect of any items on this agenda in accordance with the Council's Code of Conduct
 - i) Pecuniary interests.
 - ii) Personal interests.
 - iii) Prejudicial interests (and to inform the Chairman if they wish to speak on the matter during public participation).
- 25/134 Dispensations:
To note any new Dispensations granted: Nil.
- 25/135 To note August and September monthly reports from County and District Councillors. (Circulated 18.8.25 & 1.9.25)
- 25/136 Public Participation
To allow up to 15 minutes for any members of the public, and Councillors declaring the existence and nature of a prejudicial interest, to address the meeting in relation to the business to be transacted at this meeting.
At the close of this item, members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman. (3 minutes each to combined maximum of 15 minutes total for this agenda item (Standing Orders 3f and 3g)).
Chairman to close meeting to public.
- 25/137 To approve and sign the minutes and confirm agenda of meeting of 9 July 2025.
- 25/138 Matters arising from previous minutes **(for information only)**.

- 25/139 Planning Matters
To consider the following:
25/00813/FUL 24 Westway Place, Replacement of 4No 7.5ft high x 6ft wide fence panels at the bottom of the back garden.
25/00690/FUL Raven Barn, Headleys Lane Garage conversion, along with front and side extension.

- 25/140 Finance and Administration Matters
- a) To approve receipts and payments for August and September 2025 (to follow)
 - b) To receive and approve quarterly accounts to 30.6.25. (attached).
 - c) To receive annual village inspection report and follow-up any actions required. (circulated 4.9.25).
 - d) Exclusion of Press and Public
To consider whether under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, that as publicity would be prejudicial to the public interest by reason of the special and confidential nature of the business about to be transacted at Agenda Items 25/140e) to 25/140i) listed below, , it is advisable in the public interest that the public and press be temporarily excluded from this meeting and they are herewith instructed to withdraw.
 - e) To receive RSPB Lease for approval. (to follow).
 - f) To receive Deed of Right of Way and Parking for Village Hall for approval. (to follow)
 - g) To receive and approve application for access by Open Reach to install equipment on pole at recreation ground near village hall for updated internet. (circulated 4.9.25)
 - h) To approve final Discretions Policy for adoption (circulated 29.7.25 & attached).
 - i) To receive and approve implementation of NJC salary award wef 1.4.25 (attached).

Chairman to re-open meeting to the public.

- 25/141 Consultations
The Council is invited to comment on the following:
- a) CCC Public Rights of Way Hierarchy Engagement (circulated 17.7.25 & 2.9.25)
 - b) CCC Local Nature Recovery Strategy (circulated 29.7.25) (on-line survey c/d 11.9.25) [Visit the LNRS Public Consultation Website](#)
 - c) ECDL Vulnerable Communities Strategy and Community Engagement Directory and Community Engagement Tool Kit (circulated 22.8.25)
 - d) CCC Launch of Local Government Reorganisation (LGR) - Phase 2 Public Engagement Survey <https://yourvoice.cambridgeshire.gov.uk/your-future-councils/>

- 25/142 Recreation Ground and Cemetery Matters
- a) To receive August and September monthly reports on weekly inspections of play equipment and recreation ground, and book the annual inspection (MH).
 - b) To receive report of tree inspection, 11.7.25, and to discuss and agree necessary works. (attached)
 - c) To rescind Minute 25/029b) regarding refusal to allow Christmas lights to be erected around infant play area.
 - d) To reconsider granting consent for Witcham Events Committee to erect Christmas lights at the infant play area, provided that a full risk assessment is included with their application, which is acceptable to the Parish Council.
 - e) To note request for updating Active Places Data list – no cricket

- 25/143 MVAS, Speed Watch and Speed Reduction Measures Mepal-Witcham
- To receive and note monthly speed data reports. (MH)
 - Local Highways Initiative Programme - to receive report of meeting with County Council representative regarding extending the 40mph speed limit on Mepal-Witcham road and reinstatement of footway on verge. (circulated 4.9.25)
- 25/144 Highways and Streetlighting
- To note any items reported to Highways Authority
<https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/roads-and-pathways/roadworks-and-faults>
 - To note that the hedge which breached CCC boundary on Headleys Lane (northern side, ie Pond Farm development) had been removed. (Not yet replaced to comply with planning consents)
- 25/145 Neighbourhood Plan
- To receive update from ECDC regarding Consultation under Regulation 16, Neighbourhood Planning (general) 2012, Consultation period 17 July 2025 to 2 September 2025.
<https://eastcambs.gov.uk/planning-and-building-control/planning-policy-and-guidance/neighbourhood-planning/neighbourhood-10>
 - To receive and consider details from ECDC regarding the appointment of an Examiner.
- 25/146 Correspondence
- To receive and note the following items of information/interest and invites (previously circulated):
- CCC Cambridgeshire's Local Area Energy Plan (LAEP) (survey closed 31.7.25)
- Mereside Medical newsletter.
- SLCC update on local council devolution.
- Cambridge University Archive Centre Open 17 September.
- CCC Essential Maintenance to Mepal Viaduct Bridge - Weekend Closures
- CCC TMC Incident Report July.
- CCC Events Diary September 2025.
- CCC Aurora Asset Management Newsletters July and August and to note changes to the 'Report It' highway faults system.
- CCC Flood and Water Newsletter.
- CCC The Library Presents – (events at libraries across the County).
- Dr Bike free bicycle checks 13.9.25 Ely Railway Station, 15.10.25 Soham Library, 16.10.25 Littleport.
- ECDC agendas and minutes, Planning, Finance & Assets, Audit.
- ECDC press releases: Youth Fusion, Net Zero Villages, Removing Barriers for Vulnerable People, Soham Wellbeing Event 7 Sept, Students Artwork, Country Park and Jubilee Gardens Celebrate Green Flag.
- East Cambs Parish & Community Forum updates. Next meeting 17.9.25.
- CAPALC Share the Vision Conference 19.9.25 Wyboston Lakes.
- CAPALC Star Council Awards incl Climate Change.
- CAPALC Governance training for Councillors 23.9.25.
- CAPALC Bulletins.
- Cambs ACRE Newsletters, ACRE & NALC Flooding Survey,
- ACRE AGM 8.10.25 at 2pm, zoom.
- NALC Newsletters, Events and Bulletins, and Utility Aid – energy support.
- 25/147 Date of next meeting: 8 October 2025

SJBell

SJ Bell

CLERK/RFO 5 September 2025

Applications for Dispensations must be submitted to the Clerk on the application form at least 4 days prior to the meeting.

NOTES:

Members of the public are welcome to attend this meeting and there is provision for public participation. Details may be obtained from the Clerk or Chairman prior to commencement of the meeting.

If the Council wishes to exclude the public and press from the meeting a resolution in the following terms will be passed:

"It is hereby resolved in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, that as publicity would be prejudicial to the public interest by reason of the (*special*) (*confidential*) nature of the business about to be transacted at Agenda Item (*No*) namely (*state subject listed*) it is advisable in the public interest that the public and press be temporarily excluded from this meeting and they are herewith instructed to withdraw. (*Mr/Mrs/Cllr*) to be invited to remain." (as applicable)

Code of Conduct para 12(2) 'If a Councillor with a prejudicial interest wishes to speak on an agenda item then that interest and intention must be stated immediately after the first item of the Agenda. The public will be allowed a maximum of six speakers who may provide information for up to three minutes only and each person may only speak once. The Chairman will look to secure a balance of public speakers. The public participation is not to be a part of the debate but merely fact giving and answering questions in the same manner as the councillor with the prejudicial interest".