

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 12 November 2025
at 7.30 pm in the Village Hall, Witcham,
for the purpose of transacting the following business:**

A G E N D A

- 25/164 To receive and accept any apologies for absence.
- 25/165 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).
- 25/166 Dispensations:
To note any new Dispensations granted: Nil.
- 25/167 To note monthly reports from County and District Councillors.
(Circulated 2.11.25 & 4.11.25).
- 25/168 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.
- 25/169 To approve and sign the minutes and confirm agenda of meeting of 8 October 2025.
- 25/170 Matters arising from previous minutes **(for information only)**.

- 25/171 Local Government Reorganisation
To receive latest updates from County and District Council regarding formation of unitary authorities for Cambridgeshire. (circulated 17, 29 & 30.11.25)
- 25/172 Planning Matters
To note the following ECDC decision:
25/00690/FUL Raven Barn, Headleys Lane, Garage conversion, along with front and side extension - Approved.
- 25/173 Anglian Water – Low Water Pressure
To receive any update.
- 25/174 MVAS, Speed Watch and Speed Reduction Measures Mepal-Witcham
- a) To receive and note monthly speed data reports. (MH)
 - b) Local Highways Initiative Programme proposed speed reduction measures for Mepal-Witcham road and reinstatement of footway on verge and agree next stages. To receive report from Chairman and G Byrne.
- 25/175 Witcham Events Committee
- a) To approve applications, (previously circulated) for the following:
 - i) Remembrance display (to be annual event), Poppies, crosses and metal statues
 - ii) Christmas lights – various sites around recreation ground and erection and lighting of tree outside infant play area, and bus shelter.
 - iii) Erection/donation of table tennis table on recreation ground.
 - iv) Telephone Box High Street – mini Peashoot museum.
 - b) To receive notification that the Events Committee would like to erect Village boundary signs – ‘Witcham - Home of World Peashooting Championship since 1971’ and shall work with Cambs County Council Highways.
- 25/176 Finance and Administration Matters
- a) To approve receipts and payments for November 2025 (to follow)
 - b) To review and approve quarterly accounts and reconciliations to 30.9.25 together with budget report. (circulated 4.11.25)
 - c) To review and approve 2026/7 Budget and Precept. (Circulated 4.11.25)
 - 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 25/176e) to 25/176g) 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) Neighbourhood Plan:
To receive report and update on latest progress with Neighbourhood Plan Examination.
 - f) To receive update on RSPB Lease.
 - g) To receive update Deed of Right of Way and Parking for Village Hall for approval.

Chairman to re-open meeting to the public.

- 25/177 Recreation Ground and Cemetery Matters
- a) To receive monthly report on weekly inspections of play equipment and recreation ground (MH).
 - b) To note application for consent for tree works on the recreation ground had been submitted and work scheduled for 4 February 2026, subject to consent being granted.
 - c) To consider a request from the Witcham Conservation Group to plant spineless pyracantha on recreation ground for winter berries for birds.

- 25/178 Highways and Streetlighting
- a) To note any items reported to Highways Authority.
<https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/roads-and-pathways/roadworks-and-faults>
 - b) To receive report of lorries at Market Way and cutting back of vegetation.
 - c) TTRO To close Headleys Lane from Back Lane to Market Way for gully investigations and any works, expected 10-12 November 2025.
 - d) To note litterpick 11 October 2025
 - e) To note Balfour Beatty are to cut back branches around streetlights L9EKG, L8EKG & L2EKM
 - f) To receive notice of introduction from 22.10.25 of the Market-wide Half-Hourly Settlement (MHHS) Programme for streetlight energy supplies (nPower).
- 25/179 Reports of Meetings
To receive and note any reports from Councillors.
- 25/180 Witcham Conservation Group
To consider appointing representatives from the Parish Council to join the Witcham Conservation Group.
- 25/181 Correspondence
To receive and note the following items of information/interest and invites (previously circulated):
East Cambs Community Police Event 22 January 2026
CCC Proposals for Bus Routes X10 – Littleport and Little Downham
CCC Local Highways Initiative Engagement session
Royal British Legion – 2025 Remembrance Range ‘Tommy’.
CCC Older People’s Health Watch Partnership – Board Vacancy.
CCC Events newsletter.
CCC Waste Education Centre newsletter.
NHS Health Watch Membership Boards – vacancies.
NHS Notice - COVID-19, flu, RSV or pneumococcal vaccinations.
ECDC Hate Crime Third Party Reporting Centre – training.
ECDC Licensing, Planning, Audit, Council – agendas and minutes
<https://eastcambs.gov.uk/about-council/meetings-agendas-and-minutes/meetings-calendar-0>
East Cambs Parish Council Conference 12.2.26 Isleham – sharing projects and best practice.
ECDC Press Releases – Remember Hedgehogs, Avoid being a Bonfire Bandit,
ECDC Capital Growth Fund Grant Scheme.
ECDC Rough Sleeper survey night 14 November 2025.
ECDC Grants for businesses.
ECDC Register of Consultees.
NALC Bulletins and newsletters.
NALC Governance elections
CAPALC AGM 27 November 2025 (online), and bulletins
- 25/182 Date of next meeting: 14 January 2026

SJBell

SJ Bell

CLERK/RFO

6.11.25

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".