

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 15 April 2026
at 7.30 pm in the Village Hall, Witcham,
for the purpose of transacting the following business:**

A G E N D A

- 26/049 To receive and accept any apologies for absence.
- 26/050 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).
- 26/051 Dispensations:
To note any new Dispensations granted: Nil.
- 26/052 To note monthly reports from County and District Councillors. (circulated 7.4.26)
- 26/053 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.
- 26/054 To approve and sign the minutes and confirm agenda of meeting of 11 March 2026.
- 26/055 Matters arising from previous minutes **(for information only)**.

- 26/056 Finance and Administration Matters
- a) To approve renewal of Cambridgeshire Community Archive Network £100pa.
 - b) To approve renewal of street lighting 3-year contract K&M Lighting.
 - c) To approve renewal of CAPALC.
 - d) To approve receipts and payments for March/April 2026. (to follow).
 - e) To approve 2025/6 Fixed Asset Register.
 - f) To approve 2025/6 Council Risk Assessment.
 - g) To receive and consider for approval the year-end accounts including reconciliations and associated documents, together with draft 2025/6 Annual Governance and Accounts Reports (to follow).
 - h) To approve 2025/6 Annual Report and Accounts for printing.
 - i) To confirm arrangements for Annual Parish Meeting 6 May 2026.

Exclusion of Press and Public

- j) 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 26/056j) to 26/056k), namely Village Hall Deed of Right of Way & Car Park, and RSPB Lease as 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.
- k) To receive further comments from Village Hall Committee regarding Deed of Right of Way and Parking for Village Hall for approval. (deferred from previous meeting)
- l) To receive, approve and sign RSPB Lease.

Chairman to re-open meeting to the public

- 26/057 Recreation Ground and Cemetery Matters
- a) To note installation of table tennis table donated by Witcham Events Committee
 - b) To receive and consider 2026 annual inspection of play equipment and recreation ground report (circulated 9.4.26)
 - c) To receive monthly report on weekly inspections of play equipment and recreation ground. (MH)
- 26/058 Witcham Neighbourhood Plan
To receive report from G Byrne – actions for Neighbourhood Plan.
- 26/059 Planning Matters
To note the following:
26/00172/CLP 7 High Street Proposed temporary siting of a caravan/static caravan within the residential curtilage of the existing dwellinghouse (circulated 16.3.26 - weekly publication list)
- 26/060 Highways and Streetlighting
- a) To note any items reported to Highways Authority.
 - b) To receive and note monthly speed data reports (MH).
 - c) To receive update on Speedwatch sessions (GB).
 - d) To receive correspondence regarding cutting down of trees Bury Road (BOAT) (circulated 7.4.26).
- 26/061 Correspondence
To receive and note the following items of information/interest and invites (previously circulated):
CAPALC Statutory Parish Council Powers (updated) and newsletters.
Local Government Review – Bottisham – community engagement.
C Cane, MP, Petition – repairs for fen roads.
SLCC/NALC training for prospective councillors.

Witcham Conservation Group newsletter.
Pension newsletter.
East Cambs Parish and Community Forum 20 May 2026, and newsletter.
ECDC Agendas and Minutes: Planning, Audit, Finance, Operational Service,
licensing Committees.
TMC Roadworks & CCC highway events.
NALC newsletters, bulletins and events.
Cambs ACRE Keeping in Touch Newsletter.

26/062 Date of next meeting: 13 May 2026.

SJBell
SJ Bell
CLERK/RFO
9.4.26

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".