

# 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 8 October 2025  
at 7.30 pm in the Village Hall, Witcham,  
for the purpose of transacting the following business:**

## **A G E N D A**

- 25/148 To receive and accept any apologies for absence.
- 25/149 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).
- 25/150 Dispensations:  
To note any new Dispensations granted: Nil.
- 25/151 To note October monthly reports from County and District Councillors, including updates on Local Government re-organisation proposals, and updates on matters being dealt with for the village. (Circulated 29.9.25 & 30.9.25).
- 25/152 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.
- 25/153 To approve and sign the minutes and confirm agenda of meeting of 10 September 2025.
- 25/154 Matters arising from previous minutes **(for information only)**.

- 25/155 Neighbourhood Plan  
To receive and consider correspondence from Neighbourhood Plan Examiner and Consultant, and to make response – Clarification Note.  
<https://eastcambs.gov.uk/planning-and-building-control/planning-policy-and-guidance/neighbourhood-planning/neighbourhood-10>
- 25/156 Finance and Administration Matters
- a) To approve receipts and payments for October 2025 (to follow)
  - b) To receive External Auditors Report.
  - c) To discuss reinvestment of maturing savings (earmarked reserves)
  - d) To note Budget and Precept arrangements for November meeting.  
Councillors to present items and costs for inclusion for preparation 28.10.25
  - e) 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 25/156e) to 25/156h) 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.
  - f) To note no further progress with RSPB Lease.
  - g) To receive Deed of Right of Way and Parking for Village Hall for approval. (circulated 29.9.25).
  - h) To receive and consider tree work quotes
  - i) To receive update Clerk's hours
- Chairman to re-open meeting to the public.
- 25/157 Recreation Ground and Cemetery Matters  
To receive monthly report on weekly inspections of play equipment and recreation ground (MH).
- 25/158 MVAS, Speed Watch and Speed Reduction Measures Mepal-Witcham
- a) To receive and note monthly speed data reports. (MH)
  - b) Local Highways Initiative Programme - to receive report of meeting with Police representative regarding extending the 40mph speed limit on Mepal-Witcham road and reinstatement of footway on verge.
  - c) To discuss and approve next stage for project for reduction in speed limit and reinstatement of footway verge.
- 25/159 Planning Matters  
To note 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. Approved.
- 25/160 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) TTRO Intended – to close Headleys Lane from Back Lane to Market Way for gully investigations and any works, expected 10-12 November 2025.
- 25/161 Anglian Water – Low Water Pressure  
To receive and discuss response regarding periods of low water pressure in the village. (Circulated 25.9.25)

25/162 Correspondence  
To receive and note the following items of information/interest and invites  
(previously circulated):  
Charlotte Cane MP – Local Government Reorganisation.  
Royal British Legion Remembrance Service 16 Nov - 15.45pm, All Saints Church  
Huntingdon.  
CCC TMC Incident Report August.  
Pension employer's Forum event Girton College – 5.11.25.  
ECDC Youth Fusion – report of summer events.  
ECDC 17.9.25 Children's Society Prevention Programme event.  
ECDC agendas, decision lists/minutes, Planning, Operational Services, Finance &  
Assets,  
East Cambs Parish & Community Forum updates. Next meeting 17.9.25.  
CAPALC Bulletins.  
Cambs ACRE Newsletters.  
NALC Newsletters, Events and Bulletins.  
CCAN Newsletter.

25/163 Date of next meeting: 12 November 2025

SJBell

SJ Bell  
CLERK/RFO  
2.10.25

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'.