

ABBOTSLEY PARISH COUNCIL

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Dear Councillors

I HEREBY GIVE YOU NOTICE that the Annual Meeting of Abbotsley Parish Council is due to be held at **7.30pm on Thursday 14th May 2026, meeting in Abbotsley Village Hall**. Members of the public are welcome to attend. All members of the Council are hereby summoned for the purposes of considering and resolving upon the business to be transacted at the meeting, as set out hereunder.

K Bates

Mrs Katie Bates – Clerk to the Council
9th May 2026

A G E N D A

Please note: this meeting will be recorded. Recording is for administrative purposes only and once the minutes are approved the recording will be deleted.

Members – 5

Quorate - 3

- 1. To elect a Chair for 2026-2027 and to sign the Declaration of Acceptance of Office as Chair**
- 2. To elect a Vice Chair for 2026-2027 and all Councillors to sign Declaration of Acceptance of Office**
- 3. To receive apologies and accept reasons for absence**
- 4. To receive declarations of interest and to consider dispensation applications for items on this agenda**
- 5. To approve and sign the minutes of the meeting held 9th April 2026**
- 6. To consider any matters arising from the minutes**
- 7. Open Forum**
 - i. The meeting is open to members of the public for a maximum of ten minutes to enable them to address the Parish Council. In accordance with 3(f) of Abbotsley Parish Council Standing Orders 2025, a member of the public shall not speak for more than 3 minutes. Questions relating to items not on the agenda shall not require a response or discussion until the next meeting.
- 8. To note the election of District Councillor Stephen Claffey**
- 9. To receive reports from County and District Councillors**
- 10. Planning**
 - i. To receive notice of HDC's decision to consent to the tree works notification **26/00542/TRCA** - Proposal: T1 Weeping Ash - remove close to ground level, T2 Cypress - remove close to ground level, T3 Willow a- re-pollard to 3m (3m reduction), T4 small Apple - remove close to ground level at Orchard House, 110 High Street, Abbotsley

This Agenda is published and provided, and may be used, only on the basis that the user assumes all responsibility for any loss, damage or consequence resulting directly or indirectly from it or its use. For the avoidance of doubt the only legally acceptable version of the Agenda of Abbotsley Parish Council is that kept by the Clerk. It is available for public inspection from the Clerk.

11. Abbotsley Conservation Area:

- i. To consider any update received
- ii. To note the response from HDC to the Parish Council's correspondence in relation to the draft assessment and resolve upon any further action

12. Safety Inspection

- i. To consider the Safety Inspection Report for May 2026

13. To consider any matters relating to High Green and Playing Field:

- i. To consider and resolve upon agreement terms from The Wildlife Trust for Beds, Cambs and Northants for proposed pond restoration work
- ii. To note any update on further works required following the inspections raised in the annual RoSPA report
- iii. To resolve upon issuing formal correspondence in relation to easement matters to relevant parties adjacent to the Playing Field

14. To consider matters relating to the Village Hall:

- i. To note the update

14. Highways Matters:

- i. To consider any update on the Local Highways Initiatives (LHI) scheme 2025/2026 for traffic calming measures to reduce vehicle speeds entering and exiting Abbotsley
- ii. To note that the Local Highways Initiatives (LHI) scheme 2026/2027 for solar panels for the MVAS units is to be considered on by the Highways and Transportation Committee on 6th October 2026
- iii. To consider the Local Highways Initiatives (LHI)scheme for 2027/2028 for further traffic calming measures to reduce vehicle speeds entering and exiting Abbotsley, as suggested by the Cambridgeshire Constabulary Police Officer at the recent Annual Parish Meeting
- iv. To note any updates on outstanding issues regarding footpaths logged on CCC's Highways reporting online site
- v. To note any updates on outstanding issues regarding Highways logged on CCC's Highways reporting online site following the site meeting with the Highways Maintenance Officer for Abbotsley
- vi. To note the damage caused to the verge at High Green on 5th March 2026 by HGV and resolve on action
- vii. To note that Highways have confirmed that grips have not yet been cut at Pitsdean Road and to note any further update (TTRO in place for this)

15. Speedwatch

- i. To resolve upon purchasing a second hand-held device for tracking vehicles - £354.59
- ii. To resolve upon purchasing a battery for the MVAS unit - £59.99
- iii. To note any update

16. To consider matters relating to the upgrade of the route between the A1 Black Cat roundabout and the A428 Caxton Gibbet roundabout

- i. To note the road closure – A1 northbound and south bound and A421 eastbound and westbound, 8th May to 10th June 2026. Further details at: [A428 Black Cat to Caxton Gibbet Closures](#)
- ii. To note the road closure A428 and Cambridge Road, Eltisley at various dates, ending 28th May 2026 Further details can be found at www.nationalhighways.co.uk/a428
- iii. To consider any other updates

17. To consider matters relating to East West Rail (EWR)

- i. To agree response to the Spring 2026 Consultation which will run until midnight on Tuesday 9th June 2026. More information including details of the consultation events, can be found at <http://www.eastwestrail.co.uk/consultation2026>
- ii. To consider request from Gamlingay Parish Council for a co-ordinated local response to EWR regarding the lack of access to new station proposed at Tempsford
- iii. To consider any updates

18. Village Environmental Issues

- i. To note that the damaged Blacksmith Lane street sign has been logged with HDC
- ii. To note that the damaged hydrant at Blacksmiths Lane has been reported again to Anglian Water
- iii. To consider action for replacement Jubilee tree at the Playing Field
- iv. To consider any update on the repair to the noticeboard on St Neots Road
- v. To consider feedback on the annual Litter Pick, Sunday 19th April 2026, as part of the Great British Spring Clean
- vi. To note that the bid submitted to the A428 Community Fund for funding for seating, bug hotel, planters and plants and information board, for well-being and environmental benefits for the community has been successful and to resolve upon how to implement the proposal
- vii. To note that there is already a bat box at the Village Hall and that two have been purchased for siting at the Playing Field, in accordance with advice

19. To consider matters relating to the Tempsford development

- i. To note the response to the new towns consultation as submitted by Gamlingay Parish Council and sent to Abbotsley Parish Council for information
- ii. To consider the Central Government new towns consultation which includes Tempsford and resolve regarding responding: <https://www.gov.uk/government/consultations/new-towns-draft-programme/new-towns-draft-programme> Consultation closes 19th May 2026

20. To consider matters relating to the St Neots Multi-Parish Neighbourhood Plan:

- i. To review the proposals for the recent call for sites and comments previously made by the Parish Council to HDC in order to establish the Parish Council's current position and consider sharing with the Plan's Steering Group
- ii. To consider the report received in April (i) providing an update on the development of the Plan and (ii) seeking feedback on including an area of land within the plan that is within the parish of Abbotsley and to agree the response
- iii. To note any update received

21. HDC's Local Plan to 2046

- i. To note any update

22. Local Government Reorganisation (LGR)

- i. To note any update

23. To consider correspondence received

- i. Member of the public – Offer of sapling sycamores to plant at the pond and paper birch saplings
- ii. HDC – Invitation to Water System Management event to be held on 14th July 2026 at Burgess Hall, St Ives

24. To resolve upon training for Clerk

- i. Microsoft Excel with SLCC - £117 + VAT of £23.40 = £140.40

25. To resolve upon training for Councillors

- i. Code of Conduct training - Wednesday 10th June 2026 11am-1pm or 6.30-8.30pm via Teams, costing £45.00 each = £225.00

26. To review and adopt Parish Council Documents

- i. Financial Regulations
- ii. Standing Orders
- iii. GDPR – Data Audit and Data Protection Policy
- iv. Freedom of Information Request form
- v. Complaints Procedure

27. Finance:

- i. To note the price of £682.58 for the annual insurance premium 1st June 2026 – 31st May 2027 and authorise payment *Local Government Act 1972 s.226*
- ii. To review expenditure incurred under s.137 of the Local Government Act 1972, 2025-2026

- iii. To review and authorise due payments, including variable direct debits, that arise on a regular basis
- iv. To review Parish Council or staff subscriptions to other bodies
- v. To review Parish Council signatories
- vi. To resolve upon payment to cut four copies of key for Parish Council noticeboard for Councillors to publish statutory information. Amount to be confirmed
- vii. **To note payment received:**
 - HDC – 50% of Parish Precept (remainder to follow in September 2026) - £16,643.00
- viii. **To note the following payments already made:**
 - Unity Trust Bank – Banking charges for 1st March 2026 –31st March 2026 - £7.00 *Local Government Act 1972, s.111 (1)*
 - Valda Energy – Electricity supply for street lighting for 24th March to 23rd April 2026 – Inv. no 01837653 - £295.41 + VAT of £14.77 = £310.18 minus credit of £1.75 = £308.43 *Parish Councils Act 195, s. 3*
 - Aviva – Clerk’s pension, employer’s and employee’s contributions: Period 2 - £59.28 *Local Government Act 1972, s.112*
 - K Bates – Working From Home Allowance for April - £10.00 *Local Government Act 1972, s.112*
- ix. **To consider the following payments for approval:**
 - CCC – Cambridgeshire Community Archive Network (CCAN) subscription April 2026 - March 2027 Inv No. 423006228021 dated 14th April 2026 - £100.00 *Local Government (Records) Act 1962, ss1 and 4*
 - HDC – Service Level Agreement for emptying of seven public waste bins on a fortnightly basis for 2026-2027 at a cost of £126.32 per bin + VAT. £884.24 + VAT of £176.85 = £1,061.09 *Litter Act 1983, s.5, s.6*
 - Herts & Cambs Ground Maintenance Ltd – 1 x grass cut at Playing Field, High Green and five areas, Invoice Number SI-4326, dated 17th April 2026: £310.00 + VAT of £62.00 = £372.00 *Open Spaces Act 1906, s.10*
 - HMRC - Employer payment for period 2 Tax and National Insurance – Amount to be confirmed *Local Government Act 1972, s.112*
 - K Bates – Period 2: salary, expenses, overtime – Amount to be confirmed *Local Government Act 1972, s.112*

28. To agree the time and date of ordinary meetings up to and including the next Annual Meeting of the Parish Council

29. To note the time and date of the next meeting: 7.30pm on Thursday 11th June 2026, at Abbotsley Village Hall

30. To resolve undersection 1 of the Public Bodies (Admissions to Meetings) Act 1960 and in view of the confidential nature of the business about to be transacted, that it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw whilst matters pertaining to item 31 are discussed

31. To consider Clerk’s appraisal and payscale

32. To note the time of meeting closure