

DRAFT MINUTES

A meeting of Hildersham Parish Council took place in Hildersham village hall on Tuesday 8th September 2026.

The meeting started at 7.30pm

Present Mark Logan, Rob Clay, David Mercer, one member of the public and the Clerk

34. Apologies were received and accepted by councillors from John & Henry Batchelor, Darren Long and Sarah Tuncliffe.

35. Councillors to declare any interests in the items to be discussed during the meeting? Has the Clerk granted any dispensations under section 33 (1) of the Localism Act and the basis is set out under section 33(2)? No interests were declared.

36. Open Forum for Parishioners to make comments or raise items – matters were raised.

37. Approval of the minutes from the last meetings – the minutes for the Parish Meeting and 14th July were unanimously accepted by councillors.

38. Feedback on actions from the last meetings

a) Quotes for tree worked to be considered by councillors. If the parish council is funding the work has Miss Binney agreed to the work being done on her land? Three were sought but only two quotes were received. **Councillors unanimously agreed to use the local contractor after after the Clerk had asked for a revision to the work to be done and to confirm that the silver birch by the pump should be cut down completely. Pampisford Estate were contacted by Mark Logan, and appreciated the council maintaining trees on their land.**

b) Clerk had requested for refund from SSE for overcharging in 2025-26 for streetlight power.

c) Has there been an opportunity to ask for a valuation of village hall by Mr Arkwright's for insurance purposes. **Action:Mark-** They still need to be contacted.

39. Matter raised by councillors and residents

a) Has there been an update from Pampisford Estate about whether there was a water leak responsible for the big water bill to assist councillors decide whether a water metre is required? No further news.

b) Feedback from electricians about using lamp posts for electric supply for Christmas tree lights. The Clerk had spoken with local electricians who were unwilling to interfere with the lamp post power. A local electrician had previously advised against trying to take power from streetlight. Rob Clay suggested that solar powered might be powerful enough to fuel Christmas tree lights.

- c) Back Road improvements, update on phone call David was due to have with a Highway officer on 28th July about using additional pot of money identified by Henry Batchelor. David had already updated councillors by email.
- d) Realignment of three recreation ground gates. **Action:** Rob Clay volunteered to look at fixing the gates.
- e) Updates on Stop Abington Village Environment action group. The deadline for comments to the second consultation was 5pm at the end of September. **Action: Mark Logan** to check whether the council should submit comments to this second consultation, and if required the draft would be circulated to councillors by email for comment/approval. There was a concern that many local residents were unaware of this potential development.

40. Neighbourhood Plan (NP).

- a) Update – Jean Kelly a meeting at Linton Parish Council. Linton & Hildersham Parish Council Originally met in 2015 to discuss working together on the NP, when it was agreed that Hildersham council would not bear any of the costs for the plan. It is likely that Hildersham Parish Council will need to bear some costs of the NP as there is less funding available for such projects. Jean suggested that this council should request a statement of funds spent from the grant received for the NP. Linton PC had requested that two councillors attend online meeting to discuss funding; Mark Logan could attend.

41. Finance

- a) Authorisation of all payments on the financial statement dated 14/07/2026- **councillors unanimously authorised the financial payments and statement.**
- b) The Clerk has spoken to Lloyds about modifying Sarah Tunnicliffe status to full authorisation access to the Lloyds account. As the email address for one authorising councillor was incorrect, the transaction would need to be made again, once the councillors new email address had been revised by the **Clerk action**
- c) Authorise the cost to replace the battery and the pads for the defibrillator (£340+ £4.20 del & £79.99 + £4.20 del).
councillors unanimously authorised the cost of the new components.

42. Internal Auditors recommendation actions

- a) Councillors to consider adopting tailored 2025 Standing Orders (S.O). Councillors unanimously agreed to adopt the Standing orders. **Action** Clerk to ask DL/ST to review financial transactions as required by the S.O.
- b) Councillors to agree updates on the Financial Regulations (FR) circulated, reviewed and discussed on email. **Action:** Clerk to review the FR again with suggested changes and circulate to councillors
- c) Adopt IT policy – to be considered reviewed and adopted at November meeting. **Action:** Clerk to circulate draft policy.
- d) Advice from website company about improving the website accessibility was not to conform to it, as it was costly and not required and could mean pictures were excluded for accessibility which the council did not want.
- e) Reserve levels should be no more than 12 months and would be considered at November meeting when the budget was set.
- f) Internal control and monitoring- council agreed to review the risk register adopted in 2023 as this reviews internal control to identify risk and improvements.

g) GDPR- adopt policies that provide clear responsibilities and obligations of HPC when collecting & using personal information according to GDPR. The council's privacy policy fails to show how the access requests are handled & how personal information will be protected from data breaches. **Clerk to** update privacy policy to include handling access requests and how personal data would be protected from data breaches.

h) Membership of Information Commissioner's Office renewed at £52.00; Clerk to be refunded.

43. Open Forum for Parishioners to make comments or raise items – no comments

44. Items for the next meeting's agenda on 10th November 2026 – Budget, IT policy, Privacy policy updated, allotment charge

Meeting ended at 8.25pm

Agenda for the Hildersham Field Garden & Land Trust Management

Present: Mark Logan, Rob Clay, David Mercer and the Clerk.

Meeting started at 8.25pm

1. Maintenance of the new plantation- no actions required.

2. Allotments

a) Water supply to allotment plots currently unmetered and shared with (Pampisford Hall owned) bungalow and horse trough. There was no further news on Pampisford estates discussions about the high water consumption with the Water company.

b) Do councillors wish to increase the allotment charge for 2026-27. The Trustees agreed to delay making a decision about the allotment charge to November, to see whether the costs of a water metre should be covered by the charge.

3. South Holding

a) Any actions required.

4. Recreation Ground

a) Any actions required in addition to getting the gates re-aligned to open easier in three places around the recreation ground. This had been discussed during the earlier council meeting.

b) Actions required in play area? The vandalism on play equipment had faded on the little climbing frame, therefore it may not require painting immediately.

c) Tree fallen into play area from neighbouring garden- the tree was to be removed by the neighbouring householder as it was their tree. **Clerk:** to write to two households with plants overhanging the path.

5. Finance

a) Income and payments made since start of new financial year- the only transaction had been the monthly bank charges of £4.25 per account.

Meeting ended at 8.30pm