

# Wyton on the Hill Parish Council

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Parish Clerk – Ms Nykki Webber, 2 Anderson Drive, St Ives, Cambs. PE27 6AF  
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**A meeting of Wyton on the Hill Parish Council will be held on Tuesday 9<sup>th</sup> September 2025 at 7.00pm at: Wyton on the Hill Primary School. Wyton on the Hill. Cambs.**

**All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.**

**The meeting is open to members of the public (to include the press) unless stated otherwise in accordance with the Public Bodies (Admissions to Meetings) Act 1960.**

Nykki Webber – Clerk and Responsible Financial Officer  
3<sup>rd</sup> September 2025

Members: 6 Quorum: 3

## AGENDA

**253-09/25 Chair to welcome everyone to the meeting**

**254-09/25 To receive and approve apologies for absence.**

**255-09/25 To receive declarations of interest.**

Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Wyton on the Hill Parish Council Code of Conduct for Members and by the Localism Act 2011.

**256-09/25 To receive and approve the minutes of the Parish Council meeting held on 8<sup>th</sup> July 2025.**

**257-09/25 Public participation.**

To allow up to 10 minutes (2 minutes per person) 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 on this agenda.

**258-09/25 To consider the co-option of a parish councillor (one vacancy).**

**259-09/25 Matters arising or carried forward from the previous meeting:**

- SID Update and purchase of posts
- Cambridge Innovation Foundation – STEM evening
- Halloween
- Remembrance Day
- Updating of policies
- Items from Internal Audit

**260-09/25 To discuss any updates for events and activities on Station**

**261-09/25 To receive an update from the Estate Caretaker**

**262-09/25 To receive an update from the local District Councillor/s on matters at HDC**

**263-09/25 Notification of planning items:**

Proposal: Conversion of former organ hall to 2no dwellings. Close existing driveway and create new access onto existing track. Site Address: Wyton House Sawtry Way Wyton  
Reference: 25/01307/FUL

**264-09/25 Finance**264-09/25.1 To approve accounts for payment: 12<sup>th</sup> August 2025

Date	Ref. No.	Payee	Description	Amount
01/08/25		HMRC	PAYE (Month 04)	£204.85
01/08/25		Mr A Savage	Caretaker Services (July 2025)	£262.76
01/08/25		Mr A Savage	Caretaker mileage expenses – July 2025	£9.00
01/08/25		Ms N Webber	Parish Clerk/RFO Services. 30 hours, July 2025	£460.80
01/08/25		Ms N Webber	Working from home allowance and expenses Jul 25	£10.00
01/08/25		Enviroplantcare	Maintenance of the front of the estate – July 2025	£110.00
01/08/25		CCC	Stay & Play (July 2025)	£135.00
01/08/25		Viking Direct	Caretaker Supplies	£90.79
01/08/25		WOTH Primary School	Room Hire	£54.00

264-09/25.2 To approve accounts for payment: 9<sup>th</sup> September 2025

Date	Ref. No.	Payee	Description	Amount
01/09/25		HMRC	PAYE (Month 05)	£255.72
01/09/25		Mr A Savage	Caretaker Services (Aug 2025)	£313.52
01/09/25		Mr A Savage	Caretaker mileage expenses – Aug 2025	£9.00
01/09/25		Ms N Webber	Parish Clerk/RFO Services. 30 hours, Aug 2025	£548.80
01/09/25		Ms N Webber	Working from home allowance and expenses Aug 25	£10.00
01/09/25		Enviroplantcare	Maintenance of the front of the estate – Aug 2025	£110.00
01/09/25		Vision ICT	Email Accounts Oct 25 – Oct 26	£180.00

**265-09/25 Finance**265-09/25.1 To approve accounts to be paid on 12<sup>th</sup> August and 9<sup>th</sup> September 2025

265-09/25.2 To note any income received:

265-09/25.3 To authorise bank reconciliations dated 1<sup>st</sup> August and 1<sup>st</sup> September 2025

265-09/25.4 VAT Return

**266-09/25 Personnel matters**

266-09/25.1 To receive an update from Ms Webber (Clerk).

**267-09/25 Correspondence and Communications**

**268-09/25 To receive verbal reports from Parish Councillors on matters arising.**  
No decisions can be made under this item.

**269-09/25 Matters for future consideration.**  
No decisions can be made under this item.

**270-09/25 Date of next meeting: Tuesday 14<sup>th</sup> October 2025****Close of meeting**