

# Wyton on the Hill Parish Council

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**A meeting of Wyton on the Hill Parish Council was held on Thursday 6<sup>th</sup> June 2024 at 7.30pm at: Wyton on the Hill Primary School. Wyton on the Hill. Cambs.**

**Present:** Councillor Mark Looker (Chair), Councillor Rebecca Coulter (Vice Chair), Councillor Emma Bladen, Councillor Cilla Bhunu and Councillor David Keane.

**In Attendance:** Ms. N. Webber (Clerk) and Gill Angel (Station)

## MINUTES

**19-06/24 To receive and approve apologies for absence.**

Apologies were received from Councillor Gregory who is out with work colleagues. Councillor Keane proposed acceptance of these apologies and this was seconded by Councillor Coulter.

**20-06/24 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. There were no declarations of interest.

**21-06/24 To receive and approve the minutes of the parish council meeting held on 9<sup>th</sup> May 2024.**

The minutes of the meeting of Wyton on the Hill Parish Council held on 9<sup>th</sup> May 2024 had been circulated in advance following their informal approval by the Chairman. Councillor Coulter proposed acceptance of the minutes and Councillor Keane seconded the proposal. All were in favour, and it was resolved to do so. The Chairman signed the minutes.

**22-06/24 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. There were no members of the public at the meeting.

**23-06/24 Matters arising or carried forward from the previous meeting.**

- Potholes – everything is now ok with the potholes, they have been filled.
- D-Day – some members of the public asked to borrow the remembrance poppies to make a display at the front of the estate. The parish council would like to thank Cathy and Lorraine for doing this.
- Future projects – there is no more news on the Covenant Fund.
- Security – to be discussed at the next meeting with Councillor Gregory.
- Military housing - to be discussed at the next meeting with Councillor Gregory.

**23-06/24 To discuss any updates for events and activities on Station – Gill Angel.**

The personnel on station is set to increase to 4,000 people working at Wyton. The hanger will be handed back which means the clubs there will move to Cornwall Road and be outside of the wire. They are looking to regenerate Cornwall Road to make it look better. There was a post on social media regarding damage to the playparks. All damage must be reported to the police. Parents of the children who vandalised the equipment will be contacted and asked to pay to make good again. Gill thanks the Chair, Councillor Looker for his thank you letter to the youth club regarding their litter picking. The children were very happy to receive this.

**24-06/24 To receive an update from the Estate Caretaker.**

Tony did not attend the meeting but told the clerk that the bushes near the dome have grown over the path and people are finding it hard to get by. This has been passed onto Gill Angel.

**25-06/24 To receive an update from the local District Councillor/s on matters at HDC.**

We are currently in the period called purdah (The pre-election period is the period in the United Kingdom between the announcement of an election and the formation of the new elected government).

The key dates for the election are:

- Registration by 18 June
- Postal Vote by 19 June
- Proxy Vote by 26 June

Voter ID is needed, all information on the HDC website [www.Huntingdonshire.gov.uk](http://www.Huntingdonshire.gov.uk)

Grants are available for the community at [Grants - Huntingdonshire.gov.uk](http://Grants - Huntingdonshire.gov.uk)

**27-06/24 Notification of planning items: None have been received.****28-06/24 Finance**

28-06/24.1 To approve accounts for payment: 01 June 2024

Date	Ref. No.	Payee	Description	Amount
01/06/24	694769993	HMRC	PAYE (Month 2)	£174.00
01/06/24	67800325	Mr A Savage	Caretaker Services (May 2024)	£250.84
01/06/24	58134632	Ms N Webber	Parish Clerk/RFO Services. 30 hours, May 2024	£445.00
01/06/24	58134632	Ms N Webber	Working from home allowance and expenses May 24	£10.00
01/06/24	460956705	Enviroplantcare	Maintenance of the front of the estate – May 2024	£110.00
01/06/24	67800325	Mr A Savage	Mileage expenses – May 2024	£9.00
01/06/24	460956705	CCC	Childrens playgroup	£180.00
01/06/24	503698699	Canalbs	Internal audit	£99.00

28-06/24.2 To note income received: 1st June 2024: £424.55 Optimum Pre payment card refund from when the card was closed in February 2024.

**29-06/24 Finance**

29-06/24.1 To approve accounts to be paid on 6<sup>th</sup> June 2024

The Chair approved and signed the invoices

29-06/24.2 To authorise bank reconciliations dated 1<sup>st</sup> June 2024

The Vice Chair approved and signed the bank reconciliation.

Balance on accounts: Instant: £53,396.52

Current: £3,893.23

Payments to go out of current account: £1,277.84

**30-06/24 Personnel matters**

30-06/24.1 To receive an update from Ms Webber (Clerk).

The clerk completed the internal audit with Canalbs via Zoom and all went well. The internal auditor was happy with everything the council had been doing and signed the agar. The Exercise of Public Rights 2023/24 will be posted on Monday 17 June 2024 to Friday 26<sup>th</sup> July 2024.

**31-06/24 Correspondence and Communications**

An email has been received from the biodiversity conservation project

An email has been received from HDC regarding a Traffic Management Course

An email has been received from CCC with the attendance figures of the Stay and Play group

An email has been received from NALC with advice on the pre-election period.

An email has been received from NALC on the Star Council awards 2024 – nominations are to be in by 6<sup>th</sup> September 2024.

An email has been received from Capalc about the Cambridge & Peterborough Combined Authority online sessions regarding better bus routes.

An email has been received from a member of the public regarding the poppy displays.

An email has been received from Huntingdonshire Libraries about their Hi-vis event on 14 June.

An email has been received from Cambs Constabulary regarding the Huntingdon Community Meeting on 11<sup>th</sup> June 7-8pm

An email has been received regarding the safety of lithium batteries.

**32-06/24**      **To receive verbal reports from Parish Councillors on matters arising.**  
No decisions can be made under this item.

**33-06/24**      **Matters for future consideration.**  
No decisions can be made under this item.  
Defibrillator checks to be made  
Halloween on the next agenda.

**34-06/24**      **Date of next meeting: Thursday 13<sup>th</sup> July 2024**

**Close of meeting at 19.51**

DRAFT