

Wyton on the Hill Parish Council

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 was held on Tuesday 11th March 2025 at 7.00pm at: Wyton on the Hill Primary School. Wyton on the Hill. Cambs.

Present: Councillor Mark Looker (Chair), Councillor Rebecca Wyclawj (Vice Chair) and Councillor David Keane.

In Attendance: Ms. N. Webber (Clerk), Tony Savege (Caretaker) and 1 MOP

MINUTES

162-03/25 The Chair welcomed everyone to the meeting

163-03/25 To receive and approve apologies for absence.

Apologies have been received from Councillor Bladen as she is unwell.

Councillor Wyclawj proposed acceptance of these apologies and this was seconded by Councillor Keane.

Apologies have been received from Councillor Bhunu as she is working.

Councillor Wyclawj proposed acceptance of these apologies and this was seconded by Councillor Keane.

Apologies have been received from Councillor Gregory as he has no childcare.

Councillor Wyclawj proposed acceptance of these apologies and this was seconded by Councillor Keane.

164-03/25 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. There were no declarations of interest.

165-03/25 To receive and approve the minutes of the parish council meeting held on 11th February 2025.

The minutes of the meeting of Wyton on the Hill Parish Council held on 11th February 2025 had been circulated in advance following their informal approval by the Chairman. Councillor Keane proposed acceptance of the minutes and Councillor Looker seconded the proposal. Both were in favour (Councillor Wyclawj was not at the February meeting), and it was resolved to do so. The Chairman signed the minutes.

166-03/25 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. The member of the public who attended has no issues to raise but will speak with the school regarding any donations required.

167-03/25 To consider the co-option of a parish councillors (one vacancy).

The clerk is to send out applications to two people.

168-03/25 Matters arising or carried forward from the previous meeting.

- SID Update and purchase of posts – the clerk had a meeting with Highways regarding the costs and placements of the poles for the SIDS. The cost would be around £3,000 for 3 potential new poles. Highways will come and do a survey to check the places we have suggested are ok. It was proposed to spend the last of the CIL money on the poles – Councillor Keane proposed a spend of up to £3,000, Councillor Wyclawj seconded this and it was resolved to do so. The clerk is to email the Chair the contacts at Highways so he can potentially meet with them.
- Council document storage – Microsoft 365 has been purchased and the clerk will be uploading all the documents and making access available.

- Rat problem – Councillor Gregory did not attend the meeting and did not provide any update to the situation. The clerk is to chase Councillor Gregory.
- Cambridge Innovation Foundation – STEM evening – The Parish Council have been offered a free STEM taster session which is similar to Coderdojo. The clerk will ask the school if they would also like to get involved and look into costings going forward. Councillor Looker is to speak to Gill Angel about whether it is something they would also like to get involved with.

169-03/25 To discuss any updates for events and activities on Station – Gill was unable to attend the meeting.

170-03/25 To receive an update from the Estate Caretaker – Tony reported that all has been quiet apart from a few dumped bikes on Gloucester Road. The bin near the mound is still very full and being emptied 3-4 times a week. The bin near Gloucester Park is also being used by dog walkers when it should be for the park only – the PC are worried this could be a H&S issue. Tony has requested a new hi-viz for his role. The clerk will order this in time for the next meeting.

171-03/25 To receive an update from the local District Councillor/s on matters at HDC – Councillor Keane reported the following:

Huntingdonshire District Council's (HDC) 2025/2026 budget set - Huntingdonshire Band D Council Tax is set to go up by £5 a year to £165.86 from the new financial year starting on April 1 2025. The rise is 3.11%, Local Government Reorganisation Update - Members were briefed on 4th March and there is a briefing for PC on March 10th and 5.30pm. The goal is to have an outline by the end of March and a detailed plan by November. There has been a change in this being a collective consensus of all the councils and councils can put in separate proposals.

Garden Waste Subscription Service 2025-2026 - Subscriptions for Garden Waste Collection Service are now open for the upcoming service year, which will run from 1 April 2025 to 31 March 2026. The cost per year is £57.50 for one garden waste bin and £30 per additional bin (up to a maximum of 3 additional bins). There are two ways to subscribe for renewals and new subscribers.

<https://www.huntingdonshire.gov.uk/bins-waste/garden-waste-subscription-service>

HDC's Town & Parish Council Newsletter - February 2025

This was sent 21st February and all should have got a copy if you have any feedback please let me know or email democratic.services@huntingdonshire.gov.uk

Staying Active - new 9-week activity programme to help you become more active and move more.

The programme will include a range of activities to help you improve your mobility, socialise and ultimately improve your overall wellbeing. <https://www.huntingdonshire.gov.uk/leisure/staying-active>

172-03/25 Notification of planning items: There were no applications for planning

173-03/25 Finance

173-03/25.1 To approve accounts for payment: 01 March 2025

Date	Ref. No.	Payee	Description	Amount
01/03/25	459557206	HMRC	PAYE (Month 10)	£180.80
01/03/25	222371324	Mr A Savage	Caretaker Services (Feb 2025)	£262.96
01/03/25	222371324	Mr A Savage	Caretaker mileage expenses – Feb 2025	£9.00
01/03/25	90719206	Ms N Webber	Parish Clerk/RFO Services. 30 hours, Feb 2025	£460.80
01/03/25	90719206	Ms N Webber	Working from home allowance and expenses Feb 25	£148.24
01/03/25	78652603	Enviroplantcare	Maintenance of the front of the estate – Feb 2025	£110.00
01/03/25	67646274	CCC	Stay & Play (Feb 2025)	£135.00
01/03/25	541255955	RAF Wyton	Donation for Airplay to Grafham Water	£200
01/03/25	55560246	CAPALC	Membership CAPALC & NALC 7 DPO	£528.44
01/03/25	443455389	Viking Direct	Caretaker consumables	£35.97
01/03/25		CCC	PFHI – Poles	£TBC

174-03/25 Finance

174-03/25.1 To approve accounts to be paid on 11 March 2025

The chair approved and signed the invoices.

- 174-03/25.2 To note any income received: None
- 17-03/25.3 To authorise bank reconciliations dated 11 March 2025
The chair approved and signed the bank reconciliation.
Balance on accounts: Instant: £32,016.49
Current: £5,699.58
Payments to go out: £2,071.21

175-03/25 Personnel matters

- 175-03/25.1 To receive an update from Ms Webber (Clerk).
The clerk has ordered Microsoft 365 and is setting everything up – she is still having a few problems with email but will get this sorted out. She has spoken with Highways and had a meeting regarding the poles for the SID (168-03/25)
CAPALC affiliation has come through for the year – this is membership of CAPALC, NALC and the Data Protection Officer £528.44 Councillor Looker proposed we continue our membership and this was seconded by Councillor Keane. It was proposed to do so.
The ICO GDPR Date protection fee will be collected by direct debit as usual on 18th March 2025 for £52.00
This includes a £5 reduction for paying by DD

Attendance for the child and family sessions have been as follows:

5/2/25	9 adults	12 children	21 in total
12/2/25	10	16	26
26/2/25	7	9	16

176-03/25 Correspondence and Communications

- An email has been received from CCC about Cambs Annual Festival of Colours in Cambourne on 15th March.
An email has been received from CCC regarding a national campaign for the Samaritans – Small Talk Saves Lives.
An email has been received from HDC on the Council Budget 2025/26
An email has been received from HDC on CAPALC Affiliation (175-03/25)
An email has been received from CCC about a job spot on HCRFM 3 times a day where you can advertise a job vacancy or person with skills looking for work.
An email has been received from CCC about old electricity meters being switched off in June 2025.
An email has been received from HDC to announce the Annual Town and Parish Forum will take place on Thursday 19th June from 9am – 4pm
An email has been received from the local Scout group asking to advertise their big breakfast event in May

177-03/25 To receive verbal reports from Parish Councillors on matters arising.

- No decisions can be made under this item.
The chair reported back that the issue with parking on kerbs reported by a MOP at the last meeting (148-02/25) is being dealt with on base and is sent out via military announcements. The people who are responsible for the lights being out have been made aware by Councillor Looker – they are mostly military. The trimming of the ash trees was conducted by an annual tree survey – they only reason they would have been cut back would be if they were unsafe.

178-03/25 Matters for future consideration.

- No decisions can be made under this item.

179-03/25 Date of next meeting: Tuesday 11th March 2025

Close of meeting 20.15