

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 10th June 2025 at 7.00pm at: Wyton on the Hill Primary School. Wyton on the Hill. Cambs.

Present: Councillor Emma Bladen (Vice Chair), Councillor David Keane, Councillor Rebecca Waclawyj and Councillor Lucie Pammenter

In Attendance: Ms. N. Webber (Clerk)

MINUTES

218-06/25 The Vice Chair welcomed everyone to the meeting.

219-06/25 To receive and approve apologies for absence.

Apologies were received from Councillor Looker who was working.
Councillor Keane proposed acceptance of these apologies, and this was seconded by Councillor Waclawyj
Apologies were received from Councillor Gill who is on holiday.
Councillor Keane proposed acceptance of these apologies, and this was seconded by Councillor Waclawyj.
Apologies were also received from County Councillor Julie Kerr who had wanted to attend the meeting also.

220-06/25 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.

221-06/25 To receive and approve the minutes of the Parish Council meeting held on 13th May 2025.

The minutes of the meeting of Wyton on the Hill Parish Council held on 13th May 2025 had been circulated in advance following their informal approval by a Councillor. As Vice Chair Emma Bladen was not at the meeting in May they were formally approved by Councillor Waclawyj. Councillor Keane proposed acceptance of the minutes and Councillor Bladen seconded the proposal. All were in favour and it was resolved to do so. Councillor Waclawyj signed the minutes.
The minutes of May 2024 APM were also approved at the meeting as they were not brought to the May 2025 meeting. They were formally approved by Councillor Waclawyj. Councillor Keane proposed acceptance of the minutes and Councillor Bladen seconded the proposal. All were in favour, and it was resolved to do so. Councillor Waclawyj signed the minutes.

222-06/25 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. No members of the public attended the meeting.

223-06/25 Matters arising or carried forward from the previous meeting.

- SID Update and purchase of posts – The clerk reported back that she had a reply from Highways and that they are waiting for the design team to set a date.
- Cambridge Innovation Foundation – STEM evening – The clerk has emailed about dates but not had a reply. She will email again and copy in Councillor Keane.
- Bin update – as the Chair was unable to attend at short notice there was no update.
- AGAR – The clerk reported that she found out late in the day that the usual auditor was unavailable. She was able to find another auditor at short notice and has attached the report for the AGAR. The internal report was much more thorough than in previous years and there are a lot of actions the clerk can take from this. The Exercise of Public Rights will be from 16th June to 25th July 2025.

224-06/25 To discuss any updates for events and activities on Station – Gill did not attend the meeting.

225-06/25 To receive an update from the Estate Caretaker – Tony was unable to attend the meeting but passed onto the clerk that all was ok and the bins would be emptied on Thursday as usual.

226-06/25 To receive an update from the local District Councillor/s on matters at HDC Councillor Keane reported as follows:

Local Plan

The Additional Sites for the Local Plan – the consultation closed on Wednesday 4th June. Residents can look at comments on sites at <https://consult.huntingdonshire.gov.uk/kse/>

Local Government Reorganisation

There is a members briefing coming up. Here is the joint letter from HDC on the reorganisation.

<https://www.huntingdonshire.gov.uk/news/council-leaders-issue-joint-letter-on-local-governmentreorganisation>

Food Waste Service – Separate food waste collection in 2026

The plan is to launch the food waste collection early April 2026. Key activity for launch is to increase the operational capacity of the waste collection team. So new vehicles, food caddies, people and a communications plan to make residents aware.

Community Infrastructure Levy Process

Guidance for Parishes and councillors on how the process works in 2025. Just checking everyone is happy with eligibility and application for funding see attached document shared with councillors.

The HDC Town & Parish Council Newsletter

The May addition was published on May 30th. The June issue will be published on 24th June. Any feedback on the Newsletter from Parishes email - townparishcomms@huntingdonshire.gov.uk

Annual Town and Parish Forum

This will be held on Thursday, 19 June 2025 (09:00) at the Burgess Hall, St Ives.

Huntingdonshire Futures Grant Scheme 2025 - Launched 24th March

Huntingdonshire Futures Grant Scheme (HFGS) 2025 is now closed. A total of £40,000 was available in grants of £500 - £2,500 to local organisations for activities, and events that showcase and celebrate Huntingdonshire's communities, heritage, and cultural identity.

Garden Waste Renewal or Sign Up

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). Residents can sign up for the service anytime, but the annual subscription runs from 1 April to 31 March. Renewal is required before the next April to maintain service. Check out the link as different process for new joiners compared to renewal.

Even if residents join mid-year, they will be charged for the full year.

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

Civil Parking Enforcement in Huntingdonshire

For an update on the schedule of work in advance of a proposed August launch clerks can email ParkingService@huntingdonshire.gov.uk

227-06/25 Notification of planning items: There were no applications for planning

228-06/25 Finance

228-06/25.1 To approve accounts for payment: 10th June 2025

Date	Ref. No.	Payee	Description	Amount
01/06/25	407131827	HMRC	PAYE (Month 02)	£204.85
01/06/25	447681202	Mr A Savage	Caretaker Services (May 2025)	£262.76
01/06/25	447681202	Mr A Savage	Caretaker mileage expenses – May 2025	£9.00
01/06/25	55749259	Ms N Webber	Parish Clerk/RFO Services. 30 hours, May 2025	£460.80
01/06/25	55749259	Ms N Webber	Working from home allowance and expenses May 25	£10.00
01/06/25	757199335	Enviroplantcare	Maintenance of the front of the estate – May 2025	£110.00
01/06/25	156565403	CCC	Stay & Play (May 2025)	£135.00
01/06/25	175859622	Helen Symmons	Internal Audit	£225.00

229-06/25**Finance**

229-06/25.1

To approve accounts to be paid on 10th June 2025

The vice chair approved and signed the invoices.

229-06/25.2

To note any income received: No income has been received.

229-06/25.3

To authorise bank reconciliations dated 1st June 2025

The Vice Chair signed the bank reconciliation and the accounting statements for the AGAR.

230-06/25**Personnel matters**

230-06/25.1

To receive an update from Ms Webber (Clerk).

The clerk reported that she was lucky to find an internal auditor at short notice and will learn a lot from this in-depth audit. All in all, she was pleased with how the audit went. The AGAR will be sent to PKF Littlejohn before the 30th June 2025. The clerk has removed Councillor Bhunu from the banking and off the HDC website.

The stay and play figures for May are:

Date	Adults	Children	Total
7/5/25	6	10	16
14/5/25	3	4	7
21/5/25	4	7	11
Total	13	21	34

231-06/25**Correspondence and Communications**

An email has been received from HWSA asking if the council would like to donate prizes to the school fayre on 21st June. Councillor Wacławcyj proposed 2 donations, 1 x £100 voucher for the garden centre and 1 x £50 voucher for Inflatabounce. This was seconded by Councillor Bladen and it was resolved to do so. The clerk will purchase the vouchers and claim the money back in July expenses.

An email has been received from a MOP regarding a complaint regarding the SCIL's Parenting Course

An email has been received from a MOP regarding the nursery car park

An email has been received from HDC Pest Control offering their services and discounted rates for some.

An email has been received from The Mayor of St Ives – Drag Queen Bingo on 21st June 2025.

An email has been received from HDC regarding CIL funding

An email has been received from Capalc on the new IT policy requirement.

An email has been received from CCC on a national phishing campaign launched on 2nd June 2025.**232-06/25****To receive verbal reports from Parish Councillors on matters arising.**

No decisions can be made under this item. There were no verbal reports.

233-06/25**Matters for future consideration.**

No decisions can be made under this item. There were no matters for future consideration.

234-06/25**Date of next meeting: Tuesday 8th July 2025****Close of meeting 20.08**