

WESTON COLVILLE PARISH COUNCIL

Minutes of the Annual Parish Council Meeting on Wednesday 13th May 2026, at 7.30pm, in the Reading Room, 46 Chapel Rd, Weston Colville, Weston Green, Cambridge CB21 5NX.

Meeting documents were available on <http://www.westoncolville-pc.gov.uk>

Present – Bridget Durham, John Garrod, Rachel Jennings, Matt Russell, Constantine Pagonis, and Jess Ashbridge (Clerk). Also present – District Cllr Geoff Harvey, and two Parishioners.

Annual General Meeting of Weston Colville Parish Council

1. Election of Officers

1.1 **Chairman** – Cllr Durham was proposed as Chairman **P: Cllr Pagonis, S: Cllr Garrod, All in fav.**

1.2 **Vice Chair** – Cllr Garrod was proposed as Vice Chairman **P: Cllr Pagonis, S: Cllr Jennings, All in fav.** Acceptance of Office was signed by all Cllrs. The Cllrs were asked to submit their Register of Interest forms and Acceptance of Office forms to the Monitoring Officer at South Cambridgeshire District Council (SCDC) before 8th June.

2. Determination of Representatives/Responsibilities

2.1 **Financial Overseer** – Cllr Garrod

2.2 **Combined Parishes Meeting Representative** – Cllr Durham

2.3 **Footpaths** – Cllr Durham

2.4 **Tree Warden** – Cllr Garrod

2.5 **Flood Wardens** – Cllr Garrod, Cllr Durham, Peter White, Alastair Douglas, Faye Parker

2.6 **Playgrounds** – Cllr Rayner, Cllr Pagonis

2.7 **MVAS** – Cllr Russell

2.8 **Kingsway Solar Farm Representative/s** – Cllr Pagonis, Cllr Jennings

2.9 **General Power of Competence** – It was proposed to accept the General Power of Competence. **P: Cllr Durham, S: Cllr Pagonis, All in fav**

2.10 **Reading Room Representative** – Cllr Rayner

2.11 **Wadlow Windfarm Representative** – Cllr Durham

3. **Chairman's Welcome** – Cllr Durham welcomed those present.

4. **To accept apologies and reasons for absence** – Apologies were received from Cllr Rayner **P: Cllr Durham, S: Cllr Jennings, All in fav.**

5. **To make any declarations of interest** – None.

6. **To approve minutes**- The minutes were approved for the meeting of Weston Colville Parish Council on 2nd March 2026. **P: Cllr Garrod, S: Cllr Jennings. All in fav.**

7. **Public Participation Session** – A new Parishioner introduced himself.

8. **District and County Council reports and items of interest** – Cllr Harvey was congratulated on his re-election. Reports appended. Forest City was raised. Stephen Kelly Head of SCDC Planning had offered to hold a meeting with local PCs, the view was still that there were so many hurdles for them to get over. A question was raised about Conservation Areas and if creating them in Weston Colville could limit Kingsway Solar further. Cllr Harvey would look into the process and report back.

9. Planning – Requiring comments

Reference	Address	Details	Decision
26/00904/FUL	73 Common Road Weston Colville CB21 5NS	Planning Detail	Awaiting Decision

9.1 Applications awaiting decision with SCDC

Reference	Address	Details	Decision
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26/01009/LBC	3 Pound Farm Barns Weston Colville Cambridgeshire CB21 5NZ	Planning details	Awaiting Decision
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10.1 Cllr Vidler Tribute – The Parish Council raised their thanks to Cllr Vidler, for all of his service to the Parish Council over the 18 years he was a member, and 14 years as Chairman. Cllr Durham would write Mrs. Vidler on behalf of the Parish Council. Cllr Vidler’s funeral would take place on 20th May, at St. Mary’s. Cllrs Garrod, Jennings, Rayner and the Clerk would be in attendance.

10.2 Flooding – SCDC Contractors would be cutting behind the houses on the Green/Horseshoe Lane annually. Cllr Harvey had contacted the flooding officer at the County Council for an update.

10.3 Cllr Vacancy – The Clerk would place a notice in the Challenge.

10.4 Footpaths – Footpath 16 was still closed due to building works at the bottom of Horseshoe Lane.

10.5 MVAS – It was reported that Speed data could no longer be submitted to the police. The Clerk would report the speed post on Common Road, for replacement, as that would be a good location for the sign.

10.6 Kingsway Solar – Update appended. It was suggested deferring the discussion about funding until July.

10.7 Website – The Accessibility Statement was approved **P: Cllr Durham, S: Cllr Jennings, All in fav.** It was noted that actions that had been carried out to ensure the website was compliant with the requirements under Assertion 10 of the AGAR. Cllr Pagonis would work with the Clerk to ensure documents were compliant.

10.8 Policies – Policies for 2026 were reviewed and approved, the documents would be – IT Policy, Standing Orders, Risk Management Strategy and Scheme, Risk Management, Disciplinary, Grievance, Health and Safety, Biodiversity, Data Map, ICO Publication Scheme v3, and Safeguarding policies. **P: Cllr Pagonis, S: Cllr Russell, All in fav.** Financial regulations would be moved to July.

10.9 Defibrillator Training – Booked for 17th June, 6-8pm.

10.10 Insurance – It was proposed to move to Clear Council Insurance **P: Cllr Pagonis, S: Cllr Garrod, All in fav.**

10.11 Asset Register – Cllr Durham would carry out an inspection of the assets.

11 Risk Assessment/Health and Safety – Defibrillator rescue ready.

12 Biodiversity – New trees were all doing well.

13 Playground – It was determined to look in to Safety Culture App for playground reporting. Move to July

14 Finance –

14.1 To Approve payments – Internal Audit CAPALC £262.48, Simon Ratford £300, Insurance £983.57, 6hr Clerk overtime **P: Cllr Durham, S: Cllr Garrod, All in fav.**

14.2 Year End Accounts – The accounts were received.

14.3 Annual Return 2025-26 – The Internal Audit report was received and actions were noted.

14.4 Annual Return 2025-26 – The Certificate of Exemption was approved **P: Cllr Durham, S: Cllr Pagonis, All in fav**

14.5 Annual Return 2025-26 – The Annual Governance Statement was approved **P: Cllr Pagonis, S: Cllr Jennings, All in fav**

14.6 Annual return 2025-26 – The Annual Accounting Statement was approved **P: Cllr Russell, S: Cllr Jennings, All in fav.**

14.7 Annual Return 2025-26 – It was noted that the Public Inspection of Accounts would occur between 3rd June, and 14th July.

14.8 Annual Return 2025-26 – It was noted that the required documents would be submitted to the external Auditors PKF Littlejohn before the deadline of 30th June.

14.9 Earmarked Reserves – Earmarked reserves would be discussed in July.

14.10 Bank Signatory – Cllr Jennings would become a signatory.

14.11 Contact Address Change – The Clerk had changed contact details for correspondence that had been received by Cllr Vidler, to the Clerk's address.

Credit Received – precept 23rd April	£15,150
Wages s/o	£248.29
Balance at Lloyds Bank Current Account on 8th May	£2,203.89
Balance at Lloyds Savings Account 8th May	£22,618.10
Briggs Gift Account Balance 8th May	£642.03

Date	Detail	Amount	VAT
06.05.26	Simon Ratford Grass Cutting	£300	
17.03.26	SLCC Annual Membership – split 3 ways	£50	
17.03.26	CAPALC – Annual Membership	£287.40	
22.04.26	SSE Street Lighting	55.20	
14.04.26	Simon Ratford Grass Cutting March	£300	
20.04.26	Bank Charges – Account change	£4.25	

15 Matters for next Agenda – Earmarked reserves, financial regs, conservation area, Dates of Parish Council meetings in 2025 are: 6th July, 7th September, 2nd November.

16 Employment – Under the Public Bodies (Admission to Meetings) Act 1960 and in accordance with 3d pursuant to Standing Order 11, it was resolved that the Public are excluded from any discussion on this item as it concerns employment matters **P: Cllr Durham, S: Cllr Russell, All in fav.** It was determined that the Parish Council would fund the cost of coaching until Access to Work Grant is awarded. £90 for three months. The cost **P: Cllr Durham, S: Cllr Pagonis, All in fav.**

Cllr Durham closed the meeting at 9.50pm

Email: clerk@westoncolville-pc.gov.uk

