

HEMINGFORD ABBOTS PARISH COUNCIL

Notice of the MEETING OF THE PARISH COUNCIL

Time: 7 pm Date: Monday 24th November 2025.

Venue: Hemingford Abbots Village Hall, High St, Hemingford Abbots, PE28 9AH.

To All Members of the Council

All members of the Council are hereby summoned to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below. Any member not able to attend should send their apologies in before the meeting.

Members: 5 Vacancy: 2 Quorum: 3

The meeting is open to members of the public (including the press), but it is not a public meeting.

Maxine Blewett Mrs Maxine Blewett – Parish Clerk 19th November 2025.



Public participation

Open Forum to provide an opportunity for members of the public to raise questions for future agendas or on **Items that are on the current agenda**. -To allow any members of the public and Councillors declaring an interest to address the meeting in relation to the business to be transacted at that meeting. At the close of this item, members of the public will no longer be permitted to address the Council unless invited to do so by the Chair.

2025-2026		Agenda
103		Apologies for absence
104		Councillors' Declarations of Interest • To receive declarations of interest from Councillors on items on the agenda • For declarations of interest received, Councillors to inform the Chair if they wish to speak on the matter during public participation and/or at the agenda item prior to discussion. • To receive written requests for dispensations for disclosable pecuniary interests (if any) • To grant any requests for dispensation as appropriate
105		Reports from County and District Councillors.
106		Minutes of the previous meeting To agree and approve the draft minutes from the PC Meeting held on Monday 3 rd November 2025 (Appendix 1).
107		PLANNING
		<u>NEW PROPERTY</u>
a)		25/02169/HHFUL 18 Rideaway Drive Hemingford Abbots Huntingdon PE28 9AQ. Erection of garden room on site of previous shed. HAPC to respond by 5/12/2025.
		<u>APPROVED PROPERTY</u>
b)		25/01248/FUL Hemingford Park, Hemingford Abbots, Huntingdon. Change of use from dwelling (Use Class C3) & agricultural land to a wellness centre (Class E) and wedding and events venue (Sui Generis) with guest sleeping accommodation and parking.
c)		25/01090/HHFUL 13 Rideaway Drive Hemingford Abbots Huntingdon PE28 9AQ. Proposal: Demolition of garden shed and erection of garden room outbuilding.
		<u>NEW TREES</u>
d)		25/02134/TRCA 1 Common Lane Hemingford Abbots Huntingdon PE28 9AN. Proposal T1 (Yew Tree) reduce crown by 3-4 metres. HAPC has not been asked to comment.
		<u>APPROVED TREES</u>
e)		25/01744/TREE 66 Common Lane Hemingford Abbots Huntingdon PE28 9AW. Proposa: T1 & T2 Willow - Re-pollard by 5-6m to control size and maintain structure. T3 Willow - Pollard at same height as others.
f)		25/01090/HHFUL 13 Rideaway Drive Hemingford Abbots Huntingdon PE28 9AQ. Proposal: Demolition of garden shed and erection of garden room outbuilding.

108	<u>Presentation by Tom Mosher, HAPC's Tree Warden</u>
109	<u>Finances</u>
a)	To accept the authorised invoices for November (salaries, standing orders and DDMs for payment as listed at the end of the agenda) (Appendix 2).
b)	To approve the Octoberbank reconciliation (Appendix 3).
c)	To report: PAYE ER's NI of £217.04 was paid to HMRC on the 6/12/25. Subsequently HAPC has applied for a refund of £200 on the 12/11/25. (due to delays with HMRC it is estimated that the refund will not be processed until September 2026). The residual amount will remain on account with HMRC.
d)	To discuss and agree if any changes are necessary to the proposed draft budget for 2026/27. (Appendix 4)
110	<u>LHI 2025</u> Update on the LHI bid.
111	<u>Administration</u> - To report: i) Town and Parish Council Websites have transferred the website to <u>hemingfordabbotsparishcouncil.gov.uk</u> domain and arranged a forwarding link from the .org. uk domain ii). gov.uk emails have been set up and Councillors have been provided with information on how to access their new email accounts. - Request that all Councillors set up their new .gov emails by the end of November and update their signature sign off with the new email address. (Appendix 5).
112	<u>Letter from Kastle Solicitors 16/10/25</u> Consider the response from CAPALC/NALC and agree the next steps.
113	<u>Meetings / Training completed/attended</u> Feedback from Councillors.
114	<u>Local Government Reorganisation</u>
a)	HAPC received a request from HDC Cllr Sarah Conboy to respond to the consultation by close of business on Friday 21 st November. The Clerk requested feedback from all HAPC Cllrs and responded on 21/11.25.
115	<u>Reminder - Policies for consideration and approval at HAPC's January PC meeting</u> - Adoption of SAPPP'S IT template. - Adoption of a Data Breach Policy. - Review and comment on the Data Audit Schedule.
116	<u>Closure of the Meeting</u>
117	<u>Date of the next Meetings:</u> Monday 26 th January 2026 at 7 pm in the Village Hall, High Street, Hemingford Abbots PE28 9AH.

FINANCE 109a November payments presented for approval:

BACS ✓	4000 Staff Costs	Salary for November (5 week month)			
BACS ✓	4020 HMRC	PAYE			
BACS ✓	4060 Clerk's Expenses (inc. Microsoft invoice reimbursement)	5 weeks	£ 20.00	£ 20.00	
BACS ✓	4220 Bradgates Ground Maintenance	October Grass Cutting	£ 100.00	£ 20.00	£ 120.00
BACS ✓	4320 R. Buxton Solicitors	Professional charges (review/advice/drafting representation)	£ 3,500.00	£ 700.00	£ 4,200.00
BACS ✓	4250 K&M Lighting Ltd.	Repair of faulty lantern and fitting new LED components	£ 245.00	£ 49.00	£ 294.00
BACS ✓	4275 Town and Parish Council Websites	Annual website hosting and maintenance 1/12/25-1/12/26	£ 350.00	£	£ 350.00
BACS	4065 Hemingford Abbots Village Hall	September to November large room hire x 4 hrs and small room x 15 hrs	£ 210.00	£	£ 210.00
			£ 5,111.28	£ 769.00	£ 5,880.28
DDM	4250 Yu Energy Direct Debit Mandate	October's supply of electricity	£ 190.54	£ 9.53	£ 200.07 *
			£ 5,301.82	£ 778.53	£ 6,080.35