

Hinxton Parish Council: Minutes of Meeting held 14th July 2025

Present:

Sarah Robinson- Vice Chair

Mike Boagey

Chris Elliott

Andy Brown

Anne Charteris-Clerk

CLlr McDonald

Members of the Public: 4

	<p>Meeting chaired by Sarah Robinson</p>
<p>2507/0 1</p>	<p>Part 1 : Non confidential information. To receive and approve apologies for absence: Ceri Williams, Hugh Taylor</p>
<p>2507/02</p>	<p>To receive members’ declaration of interest for items on this agenda CE- Weir</p>
<p>2507/03</p>	<p>To sign and approve minutes of meeting dated 9th June 2025 Minutes were approved and signed.</p>
<p>2507/04</p>	<p>Exclusion of the Public. To determine which items, if any, from Part 1 of the Agenda should be taken with the Public excluded.</p>
<p>2507/05</p>	<p>Report from South Cambridgeshire District Councillor P McDonald. Full report can be found on the website but in brief: <u>Local Government Reform update</u> Last year the government declared its intention to reform all two-tier local authorities (those with County and District Councils) into unitary authorities during the present parliament. The local authorities in Cambridgeshire and Peterborough have been asked to present proposals for implementation on a timescale of approximately two years. Council leaders have now presented three preferred options for new unitary councils, all of which would divide the region into two unitary authorities: Proposals</p> <ul style="list-style-type: none"> • A: NW/SE split Peterborough, Hunts, Fenland • B: N/S split Cambridge, East Cambs, South Cambs Peterborough, East Cambs, Fenland, Hunts Cambridge, South Cambs • C: E/W split Peterborough, East Cambs, Fenland Cambridge, South Cambs, Hunts <p>Business cases for all three options are currently being developed. A survey has also been launched to gather feedback on key information related to the reforms. The survey is open to all residents and closes on 20 July Grants available for active lifestyle initiatives A new grant scheme is available to offer grants of up to £500 to create or expand physical activity sessions, sports clubs or fitness classes. The focus is on bringing new activities to rural settings with limited existing provision. The scheme is designed to build on last year’s similar scheme, which gave over £9000 in grants across the district. https://www.scambs.gov.uk/health-and-wellbeing/lets-get-south-cambridgeshire-active-grant Planning award for the shared planning service The Greater Cambridge Shared Planning Service, run jointly between South Cambridgeshire District Council and Cambridge City Council, has been named Planning Authority of the Year – East of England at the Royal Town Planning Institute Awards for Planning Excellence.</p>

Expiry of postal votes

Following a change to the law as part of the Elections Act, postal votes no longer apply indefinitely. They now expire after a period of three years. Due to the timing of the reapplication legislation, around 15,000 South Cambridgeshire postal votes are due to expire at the end of January 2026. The South Cambs Elections Team has just started the process of contacting those residents whose postal vote will be expiring. They will explain to those voters that in order to keep their postal vote in place they will need to make a fresh application. Affected electors who do not make a fresh application will have their postal votes removed when they expire at the end of January 2026. If you have any questions, please email the elections team at elections@scamb.gov.uk

Contact Centre tested in Mystery Shopper exercise

The council recently commissioned another independent Mystery Shopper exercise to assess the quality of its Customer Contact Centre, which handles telephone calls to the council. The average customer satisfaction score was 81%, which compares well with a benchmark of 68% for other councils.

Draft account publication now up to date

Congratulations to the Finance team for publishing the District Council's draft accounts for 2024/25 in June. The team has spent several years gradually reducing the backlog in account auditing inherited from the previous administration, and this work is now complete

Highways Survey

Cambridgeshire residents are being asked for their views on Cambridgeshire County Council's highways and transport services in the National Highways and Transport (NHT) Public Satisfaction survey.

In this annual survey residents will have the opportunity to comment on everything from the condition of roads and footpaths to public transport and the quality of cycling facilities in Cambridgeshire.

This month, a questionnaire is being sent to a random sample of at least 3,300 Cambridgeshire residents, followed by a reminder. Since the survey is based on a sample, residents who receive a copy are being urged to take part. They can do so either by post or online.

The survey, which is being run for the 18th year, is the largest collaboration between councils, offering the opportunity to compare results, share in best practice and identify further opportunities to work together.

Last results can be found here:

<https://www.nhtnetwork.co.uk/isolated/page/793>

Highways Transparency

Cambridgeshire County Council has responded to a request by the Department for Transport (DfT) for local highway authorities to produce detailed transparency reports on maintenance activities to secure additional funding.

Under the new requirements, 25% of the £500 million additional maintenance funding from Government for 2025-26 is contingent on authorities publishing reports by the end of June 2025 demonstrating compliance with best practice criteria.

The council's report was published today and is available on our website at:

<https://www.cambridgeshire.gov.uk/highways-transparency>

Key highlights from the report show:

Since 2023-24, the amount of capital funding we spend on highway maintenance has increased by £35m, from £24m to £59m.

The Council has allocated more than £73m for highways maintenance in 2025/26 inclusive of revenue funding. Over the last five years, we have repaired an average of 55,400 individual potholes each year.

In 2024/25 we:

- Spent more than £30m improving over 145 kilometres of roads county-wide.

- Reconstructed or resurfaced 166 roads.
 - Spent more than £4.5m repairing 52,229 potholes across the county.
 - Received 16,371 potholes reports from our residents.
 - Spent more than £5m improving over 120km of key walking and cycling routes county-wide.
 - Reconstructed or repaired 241 footpaths.
 - Emptied and cleaned more than 35,000 drains.
 - Upgraded 31 traffic signals.
 - Recycled 41,000 tonnes of material and saved over 735 tonnes carbon dioxide equivalent, through various sustainability and carbon reduction processes.
- In 2025/26, we have planned the following improvements:
- 259 schemes to repair 135km of road (with over 60% being preventative treatment work).
 - 253 schemes to repair key walking and cycling routes county-wide.
 - 5 bridges will be upgraded.
 - 20 traffic signals will be replaced/upgraded.

Local Government Re Organisation

Communities across Cambridgeshire and Peterborough are being given an opportunity to have their say on a once in a generation opportunity to shape the future of local government. An engagement survey has launched Thursday 19 June and focus groups are being run in June and July so people can help inform the biggest shake-up of local government since the 1970s. The survey will run from Thursday 19 June to the end of the day on Sunday 20 July.

Complete the survey: <https://can-campaigns.co.uk/local-councils-in-cambridgeshire-and-peterborough-are-changing/>

2507/06

Updates

- a. Wellcome Trust Campus Development.
Recent Liasson meeting with Urban and Civic:
Permission has now been given for Parcel D - Lab buildings and for Parcel A – new homes and amenities. Contractors have been appointed. The new bridges will be constructed on the site and then lifted into place when ready. Some work on the Highway will be done later but expected to cause minimal disruption. All work will be carried out under the Considerate Construction scheme. ANPR cameras will be put in to look for any construction traffic going through villages- any contractor in breach will be taken to task, contracts discontinued. Discussions will be undertaken to see how residents to have open access to the grounds It was asked how U & C could help the Parish eg upskilling for residents and groups, a way of giving back to the community. It was suggested that this was not very specific, so more details will be asked for. U & C have helped with cleaning the Playground, upgrading Church carpark and helping with the Ickleton Lion. They have expressed an interest in offering help to the Hinxton Mill, and at some point, will be watching the Mill in action
New Road junction- nothing to be done now but a safety audit will be undertaken.
- b. Village Hall extension
James Tipping from the Planning department has given approval to the application and the next amount of money will be released for the next stage of the design and planning. Andy Brown asked about having authority to approve payments and accounts, this was confirmed that he could do this.
A presentation will be given at the next meeting of the Parish Council on the 8th Sept, the meeting will start at the earlier time of 7pm so that the presentation will be held first, followed by the PC meeting. A notice will be put in the Hinxton News and on the website. A question was asked whether the outside of the present Hall would be changed, there are 3 options- do nothing, add render, or put on shiplap. Having either render or shiplap will help with insulation.
We have had confirmation from accountant that we will be able to reclaim VAT if we register for VAT. This means that VAT will need to be added to hiring the Hall.

Grants for solar panels will be looked for.

- c. Wetlands Committee.
Nothing to report
- d. Playground. Safety report and quote from Playsource for remedial work needed. It was agreed to ask Playsource to carry out the works required for the equipment.
- e. Quiet Lanes. Nothing received back from Duxford yet, need to speak to Peter McDonald and Highway for next stage. Some confusion re the definition of Quiet Lanes, this is to make the road safer but not shut completely.
- f. Dog poo bin location. 2 new bins now installed, one by the entrance to the Mill and one by the Ford. Discussion whether to relocate the old small bin from the Mill to somewhere in the north of the village, the corner triangle of grass where North End Rd and High St was a possible location, however it was decided to monitor the area to see whether one is needed here- if there are reports of dog mess not being cleared, then we will revisit this to see where to put it. Thoughts from residents about this welcomed.
- g. Highways. McDonalds roundabout- this has now gone back to the drawing board. Local Highway Initiative, our application has been reviewed, a decision to be made re one way system in Hunts Lane, expected to hear in Oct. 20mph, this has again been applied for, waiting to hear back.
- h. River/weir. Nothing to report, will ask Melanie from Urban and Civic when they visit the Mill, for an update.
- i. Hinxfest. At the previous meeting, Ceri Williams asked for breakdown of the costs as to how much would be needed to fund the events. Mike Boagey produced this which was for approx. £419 for the materials and a donation of £100 to make the items. Ann Howsden charity would fund the childrens party and Wellcome will be asked to provide the printing. It was proposed (AB) to donate £519 towards the costs and this was seconded (CE) all in agreement.

2507/07 Public participation time. 15 minutes allowed

Question asked re the permissive paths: are they now accessible? Fence has been repaired, paths need cutting, Clerk to contact Bidwells.
 Water leak in North End Rd- water company do not want to close the road while schools are still open as it will cause disruption. It was thought that it was better to cause disruption to stop the leak, Peter McDonald will contact streetwise to see what is happening.
 Alex Clarke at the Red Lion has offered help for when the Village Hall is being extended, thanks given for his offer, will be looked at nearer the time. The Church will be available as well for holding Parish meetings.

2507/08 New items for discussion and correspondence.

VJ day, 15th August, flag raising ceremony to be held on the day. Details will be in Hinxton News and on the website and Facebook.

2507/09 FINANCE

Bank Balances at 8th July 2025
Current A/C : £11,043.38
Business /AC : 41,743.02
Village Hall sec 106 /AC £3757.49
Total: £56,543.89

Payments were approved and signed off.

Clerk/HMRC	salary/tax/ ink/paper /WFH expenses	confidential
MD Landscapes	Grass cutting	£260.00
Microsoft	Storage	£35.28
S Lotte	Hinxton News editor	£100
Hugo Fox	Website hosting	£35.99
EE	Broadband	£32.99
LLoyds	Service charge	£4.25
Roadware	2 x litter/dog bins	£491.88
SEE	Electricity Village Hall	£166.77
CloudNext	Email and domain	£178.98
P Bell	Installation of bins plus ballast	£100.00
Auditing Solutions	Auditor	£336.00
SEE	Street lighting	£441.83 *

*Currently In dispute with SSE- they are charging us for 3 lights and not 1 backdated to 2023

2507/10

Payment Received		
Lloyds	Interest.	£30.48

2507/11

Planning Applications Received.

Local Planning Authority: South Cambridgeshire District Council
 Proposal: Walnut - Crown Reduction 1-2 m.
 Site address: 66 High Street Hinxton Cambridgeshire
 Reference: 25/0633/TTCA
 Public Access link: <https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/0633/TTCA>
 Information only

2507/12

Items to report for inclusion of next meeting

2507/13

Dates of next meetings Village Hall: 8th September 2025
7pm Village Hall Design presentation
7.30 Parish Council Meeting

Part II: Confidential Information

Exclusion of the Press and the Public: To resolve that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the meeting.

Signature: Anne Charteris Parish Clerk 19th July 2025