Parish Council Meeting Minutes

Great & Little Chishill Parish Council
Meeting Minutes, 16th July 2026

Present: Cllr Charles Hall, Cllr John Ridge, Cllr Suzanne Fowler, Cllr Jenny Isted
Members of the public: Janice Bates
Minutes: A Lorenz, Parish Clerk

Meeting started: 19.30
Meeting ended: 20.45

1 Apologies for Absence
Cllr Simon Dring

2 To receive any Declaration of pecuniary and non-pecuniary Interest of Councillors
Cllr Isted declared a non-pecuniary interest in the playground refurbishment project as a community volunteer fundraiser. She did not debate or vote on agenda item 5.

3 Approval of the Minutes of the 12th June 2026 Parish Council Meeting
The minutes of the 12th June 2026 meeting were approved unanimously by the PC and signed by the Chair, Cllr Charles Hall.

4 Public Participation
J Bates spoke to the Highways agenda item (11). She reported regular danger-to-life issues with agricultural HGVs going through Little Chishill at high speed. The Hill is a particular hot spot, since pedestrians are trapped by high banks and thus put in the path of HGVs. The Hill previously had a 'Slow' sign, which County contractors never re-instated after surfacing works in 2025. Contractors supplying one particular agricultural business in Little Chishill are mainly responsible for this safety issue. The parishioner asked the PC to take remedial action.

5 Playground Refurbishment Working Group
The refurbishment of the Great Chishill children's playground has been a long-held community aspiration. The PC acknowledged the contribution of local parents who have been raising funds towards such a refurbishment as community volunteers (the Playground Committee).

Resolutions:

- To undertake refurbishment of the Great Chishill playground as soon as feasible.
- To set up a Working Group of PC members to progress the project. The WG's remit is to drive the PC agenda on the project (by reporting to PC, preparing grant applications etc) and build on local volunteer efforts.
- For all decisions on allocation of PC funds, procurement and contractual matters to be retained by the PC as a whole.
- Cllr Hall and Cllr Fowler to be inaugural WG members (with the Clerk as record keeper).

- Cllr Fowler is to be PC liaison with community fundraising volunteers (the Playground Committee).

6 Finance and banking

The Clerk presented the finance sheet for June 2026. This was approved by the PC and signed by Cllr Ridge. The Clerk has set changes to the banking mandate in motion with Barclays. Cllr Hall signed the authorisation of account changes as PC Chair. The Clerk will countersign the form, upload the form to the Barclays' website and communicate next steps to Cllr Hall.

7 Council Policies

The Clerk had circulated draft Standing Orders and Financial Regulations ahead of the meeting. SOs and FRs are adapted from the latest NALC templates (internal audit recommendation). The Clerk has suggested modifications to the models that reflect the size and financial scope of the PC. The Clerk also presented a draft safeguarding statement for the PC website that clarifies the extent of PC authority in safeguarding matters.

Detailed discussion of SOs and FRs was deferred to the next PC Meeting. The PC debated to what extent it required its own safeguarding policy upstream of the Playing Field Association and the Village Hall Committee.

Resolutions:

- For PC members to undertake a detailed review of SOs and FRs for amendment and adoption at the next PC meeting. Cllr Hall to review FRs; Cllrs Fowler and Ridge to review SOs.
- For the Clerk to insert a clarification into the draft safeguarding statement that the PC runs 'no events other than the publicly accessible PC meetings' at present.
- For the Clerk to draft a short safeguarding policy that reflects the role of the PC upstream of the PFA and VH Committees (the main event/activity hubs in the parish).

8 Council branding and Council website

The Clerk presented a draft PC logo for use on letterheads and templates. She also reported on the lack of functionality of the current Weebly site and expressed a desire to move to a new site before the next Weebly renewal deadline (17th September).

Resolutions:

- To adopt the proposed 'Great & Little Chishill Parish Council' logo for communication and documents.
- To keep a future PC website distinct from the Great Chishill village website.
- For the Clerk to liaise with Cllr Dring and engage his IT skills on a new PC website as appropriate for speed and efficiency.

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9 Planning

1. Listed Building consent, 58 Heydon Road 26/02026/LBC
2. Appeal against planning decision, Bridgefoot Farm, 25/03217/FUL
3. Change of use of 4 residential units, North Hall Farm, 26/02092/FUL

Resolutions:

1. For the PC to state that it has no objection to the planned repairs.
2. As no new information has come to light since the planning application was refused, the PC resolved not to make input to the appeal process.
3. The PC resolved to enter the following consultee comment:

"The Parish Council broadly supports the proposal to convert holiday lets into permanent homes, as this can help address local housing needs and make better use of existing buildings.

However, it is important that any development is carried out sustainably, with careful consideration given to environmental impact, infrastructure capacity, energy efficiency and long-term needs of the local community."

10 Questions re District and County Councillors' Reports

Neither District nor County Councillor were present at the meeting. The July report by District Cllr J Hobro had been received and circulated to cllrs ahead of the meeting. The Council had no questions regarding this report. No report had been received from the County Cllr.

11 Highways issues

1. Traffic lights at Flint Cross
2. HGVs in Little Chishill

1. The Clerk reported to the meeting that she is awaiting responses from County and District Cllrs on the status of this project. County Cllr Peter McDonald had previously informed the Council that he requested traffic lights at Flint Cross be put back on the programme of works of the Combined Cambridgeshire & Peterborough Combined Authority (minutes of January 2026 Council meeting.)

2. The PC acknowledged the input made by J Bates. Cllr Ridge confirmed that the issue of the missing road signage on The Hill was a long-standing issue. The PC discussed several alternative options to achieve behavioural change of HGV drivers going through Little Chishill.

Resolutions:

1. Cllr Ridge to draft a letter on behalf of the Parish Council and parishioners to the commercial enterprise responsible for the contractor lorries to request that they operate with greater consideration to local residents and banks along the lanes.
2. Cllr Ridge to notify the appropriate authority (County Highways) again that the "slow" warning road sign has not been reinstated.

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12 Employee Review

The Clerk requested a review of her contract (still nominally in the probation period) and for the PC to consider an increase of working hours for a fixed number of months to accommodate upcoming projects (playground, website, overhaul of legacy paper archive).

13 To receive Notices & Matters for the next PC Meeting Agenda.

- Adopt PC policies: Standing Orders, Financial Regulation
- Draft Safeguarding Policy
- Playground refurbishment, WG report
- PC website
- Review of the Clerk's contract

Footnote: As there are several matters on which the PC desires to move quickly (playground project, IT) the possibility of moving the September meeting forward was raised before the PC Chair closed the meeting.

These minutes have been approved as a true account of the Parish Council meeting held on 16th July 2026.

Signature: Date:

Charles Hall, Chair of the Parish Council