

Hatley Parish Council

Clerk to the Council: Kim Wilde, 36 Fairfield, Gamlingay, SG19 3LG
Email: clerk@hatley-pc.gov.uk Tel: 07591 346835 Website: www.hatley.info

DRAFT Minutes of the Ordinary Meeting of Hatley Parish Council held in Hatley Village Hall on Tuesday 20th January 2026

PRESENT: Cllr Micky Astor (Chair), Cllr Samantha Abbasi (Vice Chair), Cllr Harold Nickerson, Cllr Peter Hayward, Clerk to the Council Kim Wilde, District Cllr Heather Williams (arriving late) and one member of the public (arriving late).

ACTION BY

1. WELCOME AND MEETING PROTOCOL
The Chair welcomed everyone to the meeting. The protocol was not read aloud. Cllr Abbasi was given the opportunity to say a few words in tribute of a member of the parish who has recently passed away.
2. APOLOGIES FOR ABSENCE
Received from Cllr Charmian Flowerday.
3. INTERESTS
 - i. Declarations of interest: None received.
 - ii. Dispensation applications for items on this agenda: None received.
4. PREVIOUS MINUTES
The **Parish Council resolved to approve** the minutes of the Ordinary Meeting of Hatley Parish Council held on Tuesday 21st October 2025 and they were signed by the Chair.
5. PREVIOUS MINUTES
The **Parish Council resolved to approve** the minutes of the Extraordinary Meeting of Hatley Parish Council held on Tuesday 18th November 2025 and they were signed by the Chair.
6. PREVIOUS MINUTES
The **Parish Council resolved to approve** the minutes of the Extraordinary Meeting of Hatley Parish Council held on Tuesday 16th December 2025 and they were signed by the Chair.
7. MATTERS ARISING
Any matters are covered during this meeting agenda.
8. OPEN MEETING FOR MEMBERS OF THE PUBLIC TO ADDRESS
QUESTIONS TO THE PARISH COUNCIL
No members of the public were present.
9. COUNTY AND DISTRICT COUNCILLOR REPORTS
County Cllr Stuart and District Cllr Williams were both absent but their reports were shared ahead of the meeting by email. (District Cllr William arrived after agenda item 10. and discussed her report at that time).

10. FINANCE

- i. The Clerk shared details of income received in the period 01.10.25 to 31.12.25, comprising of hall hire income and a bursary payment from the Cambridgeshire branch of the Society of Local Council Clerks. The Chair thanked the Clerk for submitting the bursary application.
- ii. The **Parish Council resolved to approve** the reconciliation of the cashbook with the bank statement to 31.12.25.
- iii. The **Parish Council resolved to approve** the following payments: -
 - 1) ~~Mark Harrod Ltd – Football goalpost socket – £66.00~~
 - 2) ~~K Wilde – Reimbursement for Village Hall heating oil – £298.73~~
The Clerk explained the two above payments had been added to the agenda in error, as they were approved at the Extraordinary meeting in December.
 - 3) SLCC – Local Council Administration 14th edition – £149.40
 - 4) K Wilde – Reimbursement for office stationery and travel costs July 2025 to January 2026 – £88.06
 - 5) K Wilde – Reimbursement for Microsoft Office annual licence fee renewal for the Clerk Laptop – £84.99
 - 6) SLCC – Clerk's annual membership fee renewal – £116.00
 - 7) K Wilde – Overtime payment for December 2025
 - 8) HMRC – PAYE for overtime payment December 2025
 - 9) K Wilde – January and February salary payments
 - 10) HMRC – PAYE January and February salary payments
 - 11) O2 – Mobile phone contract D/D – £23.84 16.12.25 and 16.01.26
 - 12) BT – Village Hall broadband D/D – £39.01 23.12.25 and 23.01.26
 - 13) Octopus Energy – Village Hall electricity D/D – £18.44 16.12.25 and £22.30 16.01.26

District Cllr Williams arrived and was invited to discuss her report which included:

- a) There continues to be discussions about whether the district elections should take place this May, in light of the Local Government Reorganisation implementation.
 - b) Reminded all the Local Plan consultation ends on 30.01.26.
 - c) Food waste caddies are being rolled out across the district and will be delivered to Hatley soon.
 - d) A.I. tech is being used in some parts of the UK underneath bin lorries to monitor and report potholes and highway defects. District Cllr Williams has shown how this could be financed by SCDC whilst keeping spending unchanged.
 - e) Planning enforcement is underway in Tadlow to tackle the increasing number of unpermitted caravans in residence and fly tipping issues.
- Cllr Abbasi asked about the process for reporting potholes as having done so received no confirmation or report number. District Cllr Williams explained the process and confirmed the online reporting system is working, being a regular user herself, and stressed how Highways relies on reporting by the public, especially on the quieter roads.

One member of the public joined the meeting.

The Chair thanked District Cllr Williams for her update.

11. **BUDGET AND PRECEPT 2026-27**
The Clerk confirmed no change requests were received from the Parish Councillors since the first draft calculation was shared in December. The **Parish Council resolved to approve** a 3% increase in the parish precept for the next financial year.
12. **ELECTION 2026**
The Clerk shared details of the Parish Council election date of 7th May 2026. Posters will be placed on the notice boards to help publicise the opportunity for new candidates to come forward. The Clerk will email links to the nomination form and supporting data to the Parish Councillors. Clerk
13. **HATLEY VILLAGE ASSOCIATION**
The Clerk confirmed that no report has been provided following the HVA's Christmas Tea Party and as such the cash position is unknown. The Chair asked the Clerk to remind the HVA members of their duty to report to the Council, and Cllr Abbasi expressed her concerns that the handling of public money is now unrecorded, which could have implications on the Clerk's obligations. Clerk to contact the HVA for the missing report. Clerk
14. **HIGHWAYS AND SPEEDING**
- i. Cllr Nickerson confirmed the speed sign data that was downloaded in December has been submitted to the Police Speedwatch Coordinator. It is hoped that a police officer will visit Hatley soon to conduct official speed checks.
 - ii. The speed monitoring sign was knocked down by a vehicle in December which has caused the ground socket to lift from the verge. The post was relocated from St. George's Tower to outside the Village Hall and appears to be working fine. The sign will be relocated at the end of January which is when the Clerk will next download the data. The concrete block at St George's Tower needs to be replaced. The Clerk will organise this with the help of Cllr Nickerson. Clerk/
Cllr
Nickerson
15. **PLANNING**
There were no updates to discuss.
16. **VILLAGE HALL**
- i. The Clerk advised that bookings have been high during December and the regular hirers remain interested in using the hall next year.
 - ii. The monthly Coffee Mornings will no longer be held as there have been no offers from anyone in the community to host the event since the long-standing organiser had to step back.
 - iii. The condensation issue returned in December, coinciding with the very cold weather. The Clerk confirmed it is not a regular issue and will consider how the pre-heating of the hall and possibly heating the hall for longer after each event may help to address the condensation on the walls in the toilet area. The wet floors might be explained by the mopped floors not drying out fully and the use of hand driers in a confined space, as moisture hits the cold walls and water drips on the floor from hands. The Clerk will continue to monitor and will heat the hall for longer periods when in use. The Clerk still needs to address the loose plastic door threshold at the rear door to the garden. Clerk
 - iv. The **Parish Council resolved to approve** the tariff renewal with Octopus Energy for the electricity supply at the Village Hall. Clerk

17. PLAY AREA

- i. The Clerk shared details of the monthly play area inspections undertaken by Cllr Hayward. The minor issues related to the football goalpost but it is due to be moved.
- ii. The Clerk confirmed the extra socket for the football goal post has arrived and requires installation. It was agreed the Clerk and Cllr Nickerson will measure the new location for socket and organise help to set the socket with concrete.
- iii. There were no updates on the play tower project due to the ground being too wet for any mound work.
- iv. There were no further matters relating to the play area.

Cllr
Nickerson
& Clerk

18. PUBLIC ACCESS DEFIBRILLATOR

- i. The record book update has been received by the Clerk.
- ii. There were no further matters relating to the Defibrillator.

19. WEBSITE

The Clerk recommended to the Council that an attempt is made by all to find someone in the community who can support the Webmasters in times of need, mostly to cover unforeseen absences. The Clerk will ensure that she receives the training/knowledge, when time allows, to be able to update the statutory documents on behalf of the Parish Council. The Clerk explained that someone else will need to learn how to manage and update the community content on the website and that it need not be a Parish Councillor, as they are already committing much time as community volunteers. The Webmaster agreed and confirmed he is now compiling a user guide to assist the Clerk and whoever else comes forward.

All
Councillors

Clerk

20. I.T. POLICY

The **Parish Council resolved to approve** the I.T. policy that was shared by email for consideration ahead of the meeting. The policy will be reviewed annually and the Clerk and Councillors will ensure they are working to meet all provisions as outlined. Cllr Abbasi is still trying to resolve the technical issue that prevents emails being sent from her 'Gov.UK' address but will seek local support from an I.T. expert, as offered by the Chair.

21. CLIMATE ACTION

Cllr Abbasi provided information on the process and technical improvements relating to community EV charging points and explained the options with regards to maintenance and profits. Cllr Abbasi asked the Councillors if they would be interested in this solution as a new project once the play area improvements are completed. The Councillors agreed this would be worth further investigation once the play tower project is near completion and welcomed Cllr Abbasi investigating costs ahead of the scheduled October meeting. The Clerk read out a list of projects that are running in other parishes, to allow the Councillors to consider whether there were any other environmental projects that could be instigated in Hatley. However, as the Parish Council has no land or buildings the projects were not feasible. The Clerk commented that much conservation work has taken place in the parish over the years with thanks to Hatley Park Estate, to the benefit of the wider locality. The Chair added that Hatley Park Estate will begin planting 18 acres of woodland across 3 locations in the coming week, in memory of his late wife.

Cllr Abbasi

22. COMMUNITY LITTER PICK

- i. The date for the next litter pick was agreed as Sunday 22nd March from 10.30am. The Clerk will organise the equipment and a map for the volunteers, to be based at the Post Office as usual. Clerk
- ii. The Clerk explained that one of the regular volunteers has concerns about visibility when clearing litter from the verges on the eastbound road out of East Hatley. The volunteer has asked the Parish Council to consider purchasing hi vis sashes the volunteers can wear over their coats. The Clerk will ask SCDC whether hi vis attire can be supplied with the litter pick equipment and if this is not possible the Parish Council agreed to purchase 12 hi vis waistcoats. Clerk

23. CORRESPONDENCE

- i. SCDC – Covid-19 ‘Day of Reflection’ 8th March, memorial tree and plaque. It was agreed there was nowhere in the parish for a tree and plaque to be located.
- ii. SCDC – Six free trees scheme. It was agreed the lack of available land remains to be a problem and the Chair reminded all the new woodland areas are due to be planted this week.
- iii. SCDC – Seeking locations for the ‘Roaming e-waste pink recycling bin’. The Parish Council agreed to use this service which will be located in the Village Hall car park. Clerk

24. PUBLIC CONSULTATIONS

- i. Greater Cambridge’s Local Plan, deadline 30.01.26. The Parish Councillors agreed to respond individually rather than attempting to guess the views of the community, as it was noted that much of the plan focuses on growth areas located closer to Cambridge. It was also noted the proposals for housing and employment mostly in close proximity, and that restrictions will remain for development within infill villages.
- ii. The Clerk advised that the Cambridgeshire and Peterborough Local Government Reorganisation (LGR) is due to start in early February. District Cllr Williams expressed her disappointment that SCDC has no business plan to justify its proposal.

25. CHURCHES

- i. A thorough report was received ahead of the meeting for St Denis’ Church. Preparation work continues for the stonework which needs to be completed before the new stained-glass window can be made and installed next year.
- ii. No report was received for Hatley St. George Church.

26. NEXT MEETING TIME AND DATE
7.00pm on Tuesday 17th March 2026.

27. MEETING CLOSURE
The meeting closed at 8.25pm.