

OAKINGTON & WESTWICK PARISH COUNCIL

Notice of Meeting	Oakington & Westwick Parish Council Meeting
Date / Time	Monday 8 September 2025 at 7.30pm
Venue	Oakington Sports Pavilion, Queens Way, Oakington

All members of the Council are hereby summoned to attend the meeting for the purposes of considering and resolving the business to be transacted at the meeting, as set out below.

Members of the public and press are invited to address the Council under the Public Open Session item.



Laura Lawrence – Clerk
2 September 2025

Agenda

Item			Time
25/98	To receive and approve apologies for absence	For decision	1
25/99	To receive declarations of interest & dispensations - To receive declarations of pecuniary interest from Councillors on items on the agenda - To receive any requests for dispensations and grant any as appropriate.	For decision	1
25/100	Public Open Session To allow up to 15 minutes for members of the public to address the meeting in relation to any parish related matter		15
25/101	To approve minutes of the meeting held 14 July 2025	For decision	2
25/102	To approve minutes of the Planning meeting held 28 July 2025	For decision	2
25/103	Reports (Written reports circulated and available on website) 103.1 County Councillor's report 103.2 District Councillors' report 103.3 Parish Councillors reports (verbal) 103.4 Clerk's report (verbal)	To note only	20
25/104	Planning matters 104.1 <u>Applications requiring a decision</u> <u>25/03084/HFUL-Staithesyde, The Drift</u> Hip-to-gable roof extension incorporating raising of ridge height, rear dormer and front roof light. Single storey front extension and single storey rear extension with balcony (Resubmission of 25/00346/HFUL). <u>25/03069/HFUL – 45 Station Road</u> Single storey Annexe with attached carport over the footprint of an existing outbuilding.	For decision	15

Item			Time
	<u>25/03139/HFUL – 7 Orchard Way</u> Demolition of existing conservatory and garage. Single storey rear extension, alterations to fenestration and addition of external flue to rear elevation. Erection of detached outbuilding in front garden. 104.2 <u>Applications to note only</u> 104.3 <u>Applications decisions received</u>		
25/105	Highways matters 105.1 To receive report on village walkabout with CCC Green Infrastructure manager to discuss reduced frequency verge cutting and information boards locations. 105.2 To consider supporting reduced frequency grass verge cutting for areas identified in the report 105.3 To approve installation locations for information boards 105.4 To consider purchasing bulbs for planting on specific village verges	For decision For decision For decision	15
25/106	Recreation ground/Open spaces matters 106.1 To consider EAG proposal for contracted ‘Open Spaces’ project works	For decision	5
25/107	Pavilion matters 107.1 To retrospectively approve replacement of faulty CCTV camera	For decision	5
25/108	Finance matters 108.1 To consider insurance quotes 108.2 To note Clerk’s Local Government Services pay award effective 1 April 2025 108.3 To approve payment of outstanding accounts due 108.4 To report on any income received	For decision For decision	10
25/109	Administration matters 109.1 To note Assertion 10 requirements for 25-26 AGAR 109.2 To consider instructing website host to undertake website accessibility MOT and update accessibility statement to reflect WCAG 2.2 AA 109.3 To adopt Information Technology policy 109.4 To review Data Retention policy	For decision For decision For decision	15
25/110	Date of next meeting: Monday 13 October 2025, 7.30pm Planning: Monday 22 September, 7.30pm – if required		