

**Minutes of the Meeting of Oakington & Westwick Parish Council held at  
Oakington Sports Pavilion, Queens Way Oakington  
Monday 9 June 2025 at 7.30pm**

<b>Agenda No:</b>	Present: Cllrs T Starling (Chair), J Grove, R Pinter. Clerk: L Lawrence. In attendance: Dist Cllr N Warren-Green, Cnty Cllr L Navarro Four members of the public.	<b>Action</b>
25/70	<b>APOLOGIES FOR ABSENCE</b>  Cllr J Camilleri (work course), Cllr S Moore (personal), Cllr J Bailey (personal)	
25/71	<b>DECLARATIONS OF INTEREST</b>  None declared.	
25/72	<b>PUBLIC OPEN SESSION</b>  Four High Street residents attended to complain about the poor road condition and the resulting noise/vibration issue from buses travelling along it. 14 High residents played a recording of the noise and stated that they felt it is not an appropriate route for buses. They asked the PC to help achieve a solution – ideally a full road resurface or a rerouting of the buses. Cnty Cllr Navarro had been informed by the Highways manager that High Street had not been included in the capital programme budget for this year and there is no other available budget to resurface it. However, he will continue to pursue this. He will also follow on the possibility of rerouting the buses via Water Lane/Station Road but noted that this would require a turning circle near the Busway stop. He will also contact Stagecoach to ask if, out of courtesy, the drivers could be asked to travel at 10mph along High Street. Dist Cllr Warren-Green stated that if the speed reduction request is not successful, she would ask the Environment team if they could monitor the noise levels to gather evidence of the extent of the problem. The PC will consider supporting suggested resolution measures at its July meeting. <i>Four members of the public left the meeting at 7.50pm.</i>	July agenda
25/73	<b>TO APPROVE MINUTES OF THE ANNUAL MEETING HELD 12 MAY 2025</b>  Approval proposed by Cllr Grove. Seconded by Cllr Pinter. RESOLVED unanimously. Minutes were signed by the Chair.	
25/74	<b>MATTERS ARISING FROM THE PREVIOUS MEETING, NOT OTHERWISE ON THE AGENDA (INFORMATION ONLY)</b>  <u>25/61.4 – Drainage channel, near 3G</u> – Chair had fitted new drainage covers.	
25/75  75.1	<b>TO RECEIVE REPORTS</b>  <u>County Councillor's report</u> Cllr Navarro updated on the following; - Water Lane degraded surface had been patched but noted this is only a temporary measure. He will follow up about a permanent fix. - Extensive roadworks at Oakington Road/Rampton Road junction had started with three-way lights currently in place. The road will be completely closed from 23 <sup>rd</sup> July to 12 <sup>th</sup> September. - Cambridge Road cycleway widening work should go ahead next year with funding from the Combined Authority.	

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75.2	<p>- A1307 40mph restrictions will be removed by the autumn.</p> <p><u>District Councillors report</u></p> <p>Cllr Warren-Green had been supporting Days Meadow residents with their efforts to try to get the housing association BPHA to repair the badly damaged fence between their properties and Homes England land.</p> <p>Cllr Grove reported that motorcyclists had been riding on Homes England land behind Church View and the wire fencing needs to be replaced to prevent access. Cllr Warren-Green will follow this up with the HE Estates contact.</p> <p>Cllr Bygott's written report had been circulated. There were no questions for him.</p>	
75.3	<p><u>Parish Councillors reports (verbal)</u></p> <p>Chair had repaired the Rec drainage channel and vandalised picnic bench. Cllr Pinter and Cnty Cllr Navarro offered to help move the bench back to the orchard.</p> <p>Cllr Grove reported that Alice and Jo had resigned from OWN. It was agreed to send them a 'thank you' card in appreciation of their work, particularly during the pandemic.</p> <p>The Big Lunch had not been well attended.</p> <p><i>Cllrs Navarro and Warren-Green left the meeting at 8.10pm.</i></p>	
75.4	<p><u>Clerk's report</u></p> <p>Pavilion TV screen had been installed in the meeting room and is ready for use. Solar PV contractors had advised that installation work will commence on either the 4<sup>th</sup> or 7<sup>th</sup> July. Due to network capacity UKPN had only authorised 5KW per day surplus transfer to the grid.</p>	
25/76	<b>PLANNING MATTERS</b>	
76.1	<p><u>Applications requiring a decision</u></p> <p><u>25/01750/FUL &amp; 25/01838/LBC – 56 High Street:</u> Demolition of a former agricultural shed/barn.</p> <p>Unanimously RESOLVED to make no recommendation and no comment.</p>	
76.2	<p><u>Applications to note only</u></p> <p>None received.</p>	
76.3	<p><u>Applications decisions received.</u></p> <p>None received.</p>	
25/77	<b>RECREATION GROUND/OPEN SPACES MATTERS</b>	
77.1	<p><u>To report on Rec vandalism</u></p> <p>Several incidents had occurred during the late May bank holiday weekend – orchard picnic bench was moved to the far side of the Rec and its legs broken off, several large trees were damaged and the debris thrown into the brook. Glass vodka bottles were also smashed against the 3G fence. Clerk had reported the vandalism to the Police and subsequently PC Mani had confirmed he would add Oakington Rec to their 'patrol plan' and pay passing attention to the area when working late shifts.</p>	
77.2	<p><u>To consider proceeding with rabbit warren vegetation removal</u></p> <p>After some discussion it was agreed that the Clerk should ask Brookfield Contracting to quote to flatten the warren and remove excess soil.</p>	Clerk
25/78	<b>HIGHWAYS MATTERS</b>	
78.1	<p><u>To authorise the Clerk to sign the Memorandum of Understanding (MOU) for MVAS units</u></p> <p>Clerk reported that the two speed units are ready to be collected from CCC and the posts should be installed on 10<sup>th</sup> June. Proposed by Cllr Pinter that the Clerk should sign the MOU. Seconded by Cllr Grove. RESOLVED unanimously.</p>	Clerk

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79.1	<u>To consider completing Great Collaboration survey</u> Cllr Grove reported that she had been unable to attend the last pilot group meeting. Proposed by Cllr Grove that the Clerk should complete and submit the survey. Seconded by Cllr Pinter. RESOLVED unanimously.			Clerk																																																											
25/80	<b>FINANCE MATTERS</b>																																																														
80.1	<u>To approve payment of outstanding accounts due</u> <table><tr><td>SSE Electric</td><td>Street lighting 1.4.25-30.4.25</td><td>27.73</td></tr><tr><td>EE</td><td>Mobile phone</td><td>26.17</td></tr><tr><td>ICO</td><td>Data protection fee</td><td>47.00</td></tr><tr><td>Currys Business</td><td>Pavilion TV</td><td>444.26</td></tr><tr><td>Replay Maintenance</td><td>3G drag brush visit</td><td>180.00</td></tr><tr><td>Unity Trust Bank</td><td>Service charge</td><td>7.95</td></tr><tr><td>NBB Recycled Furniture</td><td>Picnic bench legs</td><td>109.14</td></tr><tr><td>Brookfield Contracting</td><td>Grass cutting, May</td><td>378.00</td></tr><tr><td>Salaries</td><td>Salaries</td><td>1070.42</td></tr><tr><td>Expenses</td><td>Expenses</td><td>15.00</td></tr><tr><td>HMRC</td><td>PAYE/NI</td><td>138.86</td></tr><tr><td>NEST</td><td>Pension</td><td>150.17</td></tr><tr><td colspan="3"><b>Multipay Charge Card</b></td></tr><tr><td>Lloyds Bank</td><td>Monthly charge card fee</td><td>3.00</td></tr><tr><td>Microsoft</td><td>Office 365</td><td>59.99</td></tr><tr><td>Currys Business</td><td>Pavilion TV wall bracket</td><td>175.78</td></tr><tr><td>Amazon</td><td>Drainage channel covers</td><td>31.98</td></tr><tr><td>B&amp;Q</td><td>Pavilion TV cable</td><td>8.99</td></tr><tr><td>Amazon</td><td>Picnic bench parts</td><td>47.38</td></tr><tr><td>Total</td><td></td><td>2921.82</td></tr></table> <u>Approval</u> proposed by Cllr Pinter. Seconded by Cllr Grove. RESOLVED unanimously.			SSE Electric	Street lighting 1.4.25-30.4.25	27.73	EE	Mobile phone	26.17	ICO	Data protection fee	47.00	Currys Business	Pavilion TV	444.26	Replay Maintenance	3G drag brush visit	180.00	Unity Trust Bank	Service charge	7.95	NBB Recycled Furniture	Picnic bench legs	109.14	Brookfield Contracting	Grass cutting, May	378.00	Salaries	Salaries	1070.42	Expenses	Expenses	15.00	HMRC	PAYE/NI	138.86	NEST	Pension	150.17	<b>Multipay Charge Card</b>			Lloyds Bank	Monthly charge card fee	3.00	Microsoft	Office 365	59.99	Currys Business	Pavilion TV wall bracket	175.78	Amazon	Drainage channel covers	31.98	B&Q	Pavilion TV cable	8.99	Amazon	Picnic bench parts	47.38	Total		2921.82
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80.2	<u>To report on any income received</u> <table><tr><td>R S Memorials</td><td>Two memorials</td><td>280.00</td></tr><tr><td>South Cambs DC</td><td>NZV Solar PV grant 1</td><td>10627.60</td></tr><tr><td>Total</td><td></td><td>10907.60</td></tr></table>			R S Memorials	Two memorials	280.00	South Cambs DC	NZV Solar PV grant 1	10627.60	Total		10907.60																																																			
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80.3	<u>To consider community grant application</u> Completed OWN application was circulated prior to the meeting. Proposed by Cllr Pinter that the full grant of £295.68 for Tea & Jazz event Portaloo, crockery and cutlery should be awarded. Seconded by Cllr Grove. RESOLVED unanimously.																																																														
25/81	<b>PARISH COUNCILLOR VACANCIES</b>																																																														
81.1	<u>To consider printing leaflets for distribution on village day, 28 June.</u> Proposed by Cllr Pinter that 100 flyers should be printed at Printout at a cost of approximately £30. Seconded by Cllr Grove. RESOLVED unanimously.			Clerk																																																											
25/82	<b>DATE OF NEXT MEETING</b>																																																														
	Parish Council - Monday 14 July 2025, 7.30pm Planning meeting – Monday 23 June 2025, 7.30pm (If required)																																																														
	<b>The meeting was declared closed at 8.45pm.</b>																																																														

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