

**Minutes of the Meeting of Oakington & Westwick Parish Council held at
Oakington Sports Pavilion, Queens Way Oakington
Monday 12 January 2026 at 7.30pm**

| Agenda No: | Action |
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| | <p>Present: Cllrs S Moore (Vice-Chair), J Grove, J Bailey, R Pinter, L Wellard. Clerk: L Lawrence.</p> <p>In attendance: Cnty Cllr L Navarro, Dist Cllr N Warren-Green, Dist Cllr T Bygott. Three members of the public.</p> <p>In the absence of the Chair (Cllr T Starling), the Vice-Chair (Cllr Moore) presided.</p> |
| 26/1 | <p>APOLOGIES FOR ABSENCE</p> <p>Cllr T Starling (personal)</p> |
| 26/2 | <p>DECLARATIONS OF INTEREST</p> <p>None declared.</p> |
| 26/3 | <p>CO-OPTION TO PARISH COUNCIL</p> <p>One application had been received for the three vacancies. Cllr Bailey proposed that Daniel O'Donovan that should be co-opted to the Parish Council. Seconded by Cllr Pinter. RESOLVED unanimously. Dr O'Donovan signed the Declaration of Acceptance of Office.</p> |
| 26/4 | <p>PUBLIC OPEN SESSION</p> <p>There were no questions or comments from members of the public.</p> |
| 26/5 | <p>TO APPROVE MINUTES OF THE MEETING HELD 8 DECEMBER 2025</p> <p>Approval proposed by Cllr Grove. Seconded by Cllr Bailey. RESOLVED unanimously. Minutes were signed by the Vice-Chair.</p> |
| 26/6 | <p>TO RECEIVE REPORTS</p> <p>6.1 <u>County Councillor's report</u> Cllr Navarro highlighted the following: -Installation of two telecom masts at Northstowe to improve mobile coverage. -Meeting with CPC and Stagecoach on 17 January to discuss ways to improve bus services -CCC clear statement on comments from some residents regarding the effectiveness of the new speed bumps -Busway safety fencing works underway in Histon and Orchard Park -The Morelife initiative, led by Cambridgeshire County Council, will soon operate from the new Northstowe Unity Centre. This will be a signposting hub for health and lifestyle services.</p> <p>6.2 <u>District Councillors reports</u> Cllr Warren-Green highlighted the following: -Government had formally asked SCDC if they have 'capacity' to go ahead with May 2026 elections. They had responded 'yes'. It will be for the government to make the final decision. -Anti-social behaviour at the Northstowe roundabout, particularly car meets. She urged residents to report any concerns to the police.</p> |

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| 6.3 | <p>Cllr Moore stated that there is a lack of clarity on the status of the green separation in the new Local Plan, specifically the policy area marked S/NS. Cllr Warren-Green responded that the planners had confirmed that it would remain as green separation. Cllr Bygott reported Homes England had stated at the Northstowe quarterly meeting that they have no intention of building on it. Suggested that the PC should comment that the maps are ambiguous and should be made clear. Noted that the Manor Farm Close development is within that area. Cllr Warren-Green will speak to the planners again about the narrow entrance road.</p> <p><u>Parish Councillors reports</u></p> <p>Cllr Grove and Bailey had attended a village walkabout with CCC Flood team officers and EAG members to look at localised flooding areas due to poorly maintained ordinary watercourses. Andrew Dennis (FMG) reported that the officers are also trying to establish the cause of the Water Lane flooding issue. They think it discharges into the Rec brook but it is not clear if there is a pipe under the road to the former horse field.</p> <p>Cllr Bailey had attended the Homes England Northstowe quarterly meeting. Discussion included:</p> <ul style="list-style-type: none"> -New fencing to be installed at Tomato Farm. Cllr Warren-Green to follow on up timescale. -No decision on Tomato Farm site itself. Still a possibility it will be used for flood attenuation. No decision on plans for the two houses. -HE to cut hedge along the drainage ditch. -HE had installed temporary padlocks on Elephant gates. Cllr Navarro had reported specific locations online so that CCC officers can arrange permanent replacements. -HE to remove debris on airfield road left behind by contractors. -HE to replace missing grates on culvert inflow and outflow. -Roundabout joy riders & car meets. HE had installed a large CCTV camera with a motion sensor and will continue to monitor effectiveness. <p>Cllr Bailey reported that he had spoken to a contractor installing replacement fencing on Dry Drayton Road land opposite Slate Hall Farm. He indicated most of the land is owned by National Highways, with a small section Chivers Farms. Cllr Wellard had attended new councillor training on 10 January and found it very useful.</p> <p>Cllr Wellard reported that there is some slippery mildew on play area equipment. Cllr Bailey offered to clean it off.</p> <p>Cllr Moore will attend joint parishes A14 logistics sites forum on 15 January.</p> <p><u>Clerk's report</u></p> <p>Rowan had been planted at the far side of the Rec near bonfire bund area. Heating engineers had been called out to resolve an issue with the boiler pump. White lining contractors had been instructed to return to site to redo a couple of the bays where the paint had broken up slightly.</p> <p>Contractor had installed the Stocks Green noticeboard on new concrete posts. List had been sent to Highways of the verges that should not be mown until the final autumn cut.</p> <p>SOW repair café will take place on 7 February.</p> <p>Clerk was instructed to purchase 3 new signs for the disabled parking bays.</p> | Cllr Bailey Cllr Moore |
| 25/7 | PLANNING MATTERS | |
| 7.1 | <u>Applications requiring a decision</u> | |
| 7.2 | <p>None received.</p> <p><u>Applications to note only</u></p> <p><u>20/02171/COND39 of outline planning permission 20/02171/OUT- Northstowe Phase 3A</u></p> | Clerk |

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| | <p>Discharge conditions - groundwater monitoring and water conservation. Andrew Dennis was formally thanked for his work studying the plans in depth.</p> <p><u>25/03069/HFUL – 45 Station Road</u></p> <p>Appeal against refusal for single storey annex with attached car port.</p> <p><u>Applications decisions received</u></p> <p><u>25/04151/HFUL – Honeysuckle House, Westwick</u></p> <p>Erection of conservatory. <u>Approved</u></p> <p><u>To consider renominating White Horse pub as an Asset of Community Value</u></p> <p>Cllr Grove reported that she had spoken to the landlord's son who confirmed they are keen for it to continue to be listed.</p> <p>Proposed by Cllr Grove that a renomination should be submitted. Seconded by Cllr Pinter. RESOLVED unanimously.</p> <p><u>To consider response to Greater Cambridge Local Plan consultation</u></p> <p>Discussion included Northstowe green separation (policy S/NS), increased traffic due to Slate Hall Farm logistics site and flooding. It was agreed that Cllr Moore would circulate some draft responses and the 26 January Planning meeting would be called to agree the final response.</p> | |
| 26/8 | HIGHWAYS MATTERS | , |
| 8.1 | <p><u>To discuss correspondence received regarding new 30mph zone speed cushions</u></p> <p>Two letters and one email had been received objecting to the speed cushions. All had been circulated prior to the meeting. A few councillors shared verbal comments received from some residents who felt there are an excessive number and that they slow smaller cars down too much, causing other drivers to become frustrated.</p> <p>There had also been some positive comments received, particularly around road and path safety.</p> <p>After a lengthy discussion, Cllr Moore proposed that the concerns should be noted and the PC should review the scheme in 12 months. Seconded by Cllr Bailey.</p> <p>Cllr Wellard proposed an amendment that the concerns should be noted and the PC should review the scheme in 6 months. Seconded by Cllr Pinter. Vote taken on the amendment was lost (2 in favour, 3 against, 1 abstention)</p> <p>Vote taken on the substantive motion was carried (4 in favour, 1 against, 1 abstention)</p> <p>Cllr Moore to draft a written response to the correspondents.</p> | |
| 8.2 | <p><u>To discuss Cambridge Road shared-use path progress and design</u></p> <p>Noted that there had been no progress on widening of the dual-use path between Gatehouse Road and the crossroads. The CCC officer had reported in November that the final designs had been completed and the Combined Authority had pledged to fund the scheme, but there had been no confirmation of timescale. Cllr Moore raised concern about the higher volume of speeding electric bikes using the path and the potential safety issue for pedestrians as well as cars exiting Cambridge Road properties. It was agreed to discuss potential options with CCC officers.</p> | Cllr Moore |
| 8.3 | <p><u>To consider commenting on the Bar Hill to Longstanton shared-use path plans</u></p> <p>Cllr Bailey raised concern about merging of the cycle path with the B1050 for those wishing to go to Northstowe Avenue as it is dangerous at that point due to the high speed of vehicles and the fact there is a central reservation, so cars cannot give cyclists 1.5m of clearance. There is also no cycleway or footway or the of Northstowe Avenue so cyclists would have to access the opposite side form the roundabout. It was agreed his comments should be shared with the CCC project manager.</p> <p><i>County, District Cllrs and two members of the public left the meeting at 9.10pm</i></p> | |

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| 26/9 | RECREATION GROUND/OPEN SPACES MATTERS | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 9.1 | <p><u>To consider requesting a free blossom tree and plaque to honour community volunteers and remember those affected by the Covid-19 pandemic</u></p> <p>Cllr Grove proposed that a tree and plaque should be requested. Seconded by Cllr Bailey. RESOLVED unanimously.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 26/10 | FINANCE MATTERS | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 10.1 | <p><u>To approve payment of outstanding accounts due</u></p> <table> <tr><td>SSE Electric</td><td>Street lighting, November 25</td><td>34.76</td></tr> <tr><td>EE</td><td>Mobile phone 11.12.25 – 10.1.26</td><td>26.17</td></tr> <tr><td>BusinessWatch</td><td>CCTV maintenance contract</td><td>234.43</td></tr> <tr><td>Bayline UK Ltd</td><td>Car park lining</td><td>850.00</td></tr> <tr><td>SLCC</td><td>Membership 2026</td><td>200.00</td></tr> <tr><td>Connections Bus Project</td><td>Youth work Nov-Dec 25</td><td>1480.00</td></tr> <tr><td>Edwin Parish</td><td>Stocks Green notice board install</td><td>250.00</td></tr> <tr><td>OWN</td><td>Community grant</td><td>350.00</td></tr> <tr><td>Unity Trust Bank</td><td>Service charge</td><td>7.50</td></tr> <tr><td>Salaries</td><td>Salaries</td><td>1162.90</td></tr> <tr><td>Expenses</td><td>Expenses</td><td>15.00</td></tr> <tr><td>HMRC</td><td>PAYE/NI</td><td>196.55</td></tr> <tr><td>NEST</td><td>Pension</td><td>167.91</td></tr> <tr><td>Multipay Charge Card</td><td></td><td></td></tr> <tr><td>Lloyds Bank</td><td>Monthly charge card fee</td><td>3.00</td></tr> <tr><td>Total</td><td></td><td>5028.22</td></tr> </table> <p><u>Approval</u> proposed by Cllr Bailey. Seconded by Cllr Pinter. RESOLVED unanimously.</p> | SSE Electric | Street lighting, November 25 | 34.76 | EE | Mobile phone 11.12.25 – 10.1.26 | 26.17 | BusinessWatch | CCTV maintenance contract | 234.43 | Bayline UK Ltd | Car park lining | 850.00 | SLCC | Membership 2026 | 200.00 | Connections Bus Project | Youth work Nov-Dec 25 | 1480.00 | Edwin Parish | Stocks Green notice board install | 250.00 | OWN | Community grant | 350.00 | Unity Trust Bank | Service charge | 7.50 | Salaries | Salaries | 1162.90 | Expenses | Expenses | 15.00 | HMRC | PAYE/NI | 196.55 | NEST | Pension | 167.91 | Multipay Charge Card | | | Lloyds Bank | Monthly charge card fee | 3.00 | Total | | 5028.22 | |
| SSE Electric | Street lighting, November 25 | 34.76 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| BusinessWatch | CCTV maintenance contract | 234.43 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Bayline UK Ltd | Car park lining | 850.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Connections Bus Project | Youth work Nov-Dec 25 | 1480.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Edwin Parish | Stocks Green notice board install | 250.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| OWN | Community grant | 350.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Unity Trust Bank | Service charge | 7.50 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Salaries | Salaries | 1162.90 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Multipay Charge Card | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Lloyds Bank | Monthly charge card fee | 3.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total | | 5028.22 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 10.2 | <p><u>To report on any income received</u></p> <p>None</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 10.3 | <p><u>To note bank reconciliation as at 31 December 2025 and quarterly budget review</u></p> <p>Noted. Clerk reported that the budget is currently on track with no issues to report.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 26/11 | CONFIDENTIAL MATTERS | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | <p><i>One member of the public left the meeting at 9.20pm.</i></p> <p>RESOLVED unanimously that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press be excluded from the meeting due to the commercially sensitive nature of the following matter:</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 11.1 | <p><u>To assess quotes for reinstatement of path to pavilion door and appoint contractor.</u></p> <p>Three quotes had been received.</p> <p>Cllr O'Donovan proposed that Brookfield Contracting Ltd quote of £2,740 + VAT should be accepted. Seconded by Cllr Wellard. RESOLVED unanimously.</p> <p>RESOLVED unanimously that, the confidential business having been concluded, the press and public be re-admitted to the meeting.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 26/12 | DATE OF NEXT MEETING | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | <p>Parish Council - Monday 9 February 2026, 7.30pm</p> <p>Planning meeting – Monday 26 January, 7.30pm – if required</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | The meeting was declared closed at 9.30pm. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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