

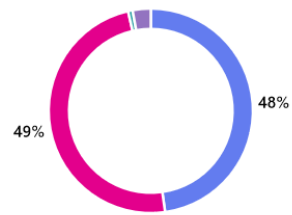
Girton and Oakington & Westwick Bus Survey

Results highlights

Total responses: 559

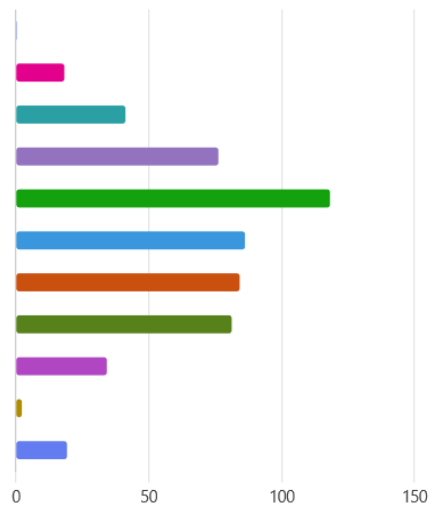
1. Where do you live?

● Girton	267
● Oakington	272
● Westwick	4
● Other	16



4. What is your age category

● 0-10	0
● 11-20	18
● 21-30	41
● 31-40	76
● 41-50	118
● 51-60	86
● 61-70	84
● 71-80	81
● 81-90	34
● 90+	2
● Prefer not to say	19



5. Please select the best description of your usage of each service (select one for each service)

[Mc](#)

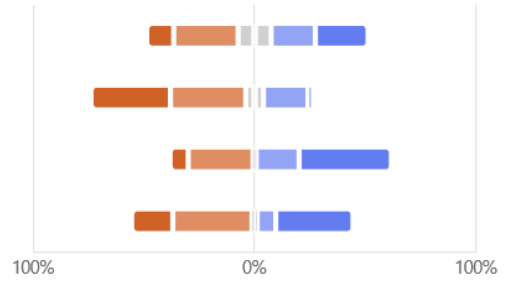
- I use it regularly
- I use it occasionally
- I used to use it (but don't any more)
- I would like to use it, but it doesn't quite fulfil my needs
- I never use it / am unlikely to use it

#5

#6

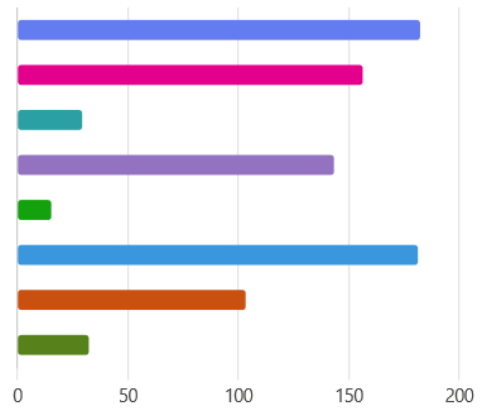
U1/U2

A/B



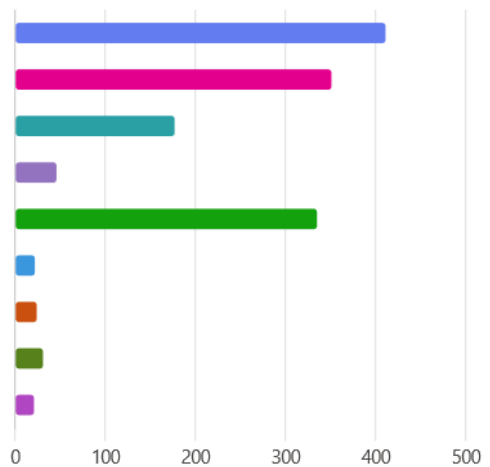
6. Are there any things that would make you more likely to use the #5 bus more than you already do?

- More frequent service 182
- More reliable service 156
- Earlier service 29
- Later service 143
- Slightly different route in Cambridge 15
- Slightly different route in Girton / Oakington & Westwick 181
- No / not applicable 103
- Other 32

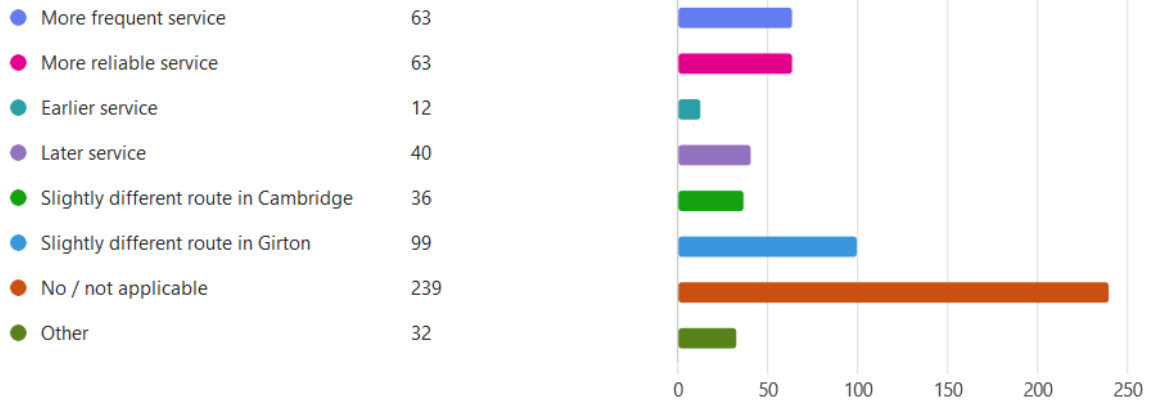


7. Are there any things that would make you more likely to use the #6 bus more than you already do?

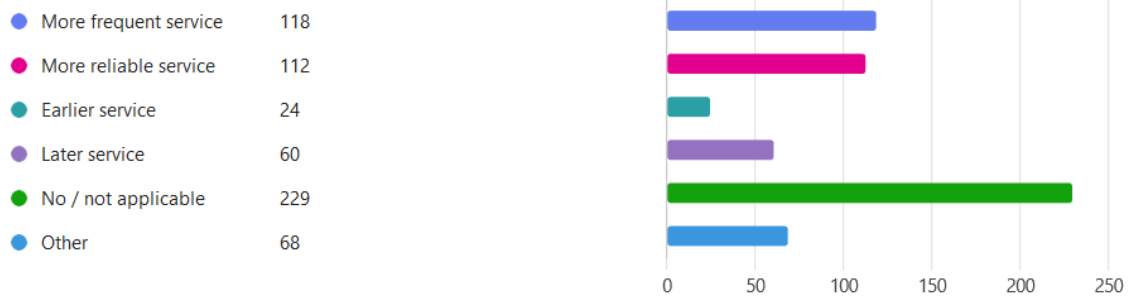
- More frequent service 410
- More reliable service 350
- Service the same minutes past each hour 176
- Earlier service 45
- Later service 334
- Slightly different route in Cambridge 21
- Slightly different route in Girton / Oakington & Westwick 23
- No / not applicable 30
- Other 20



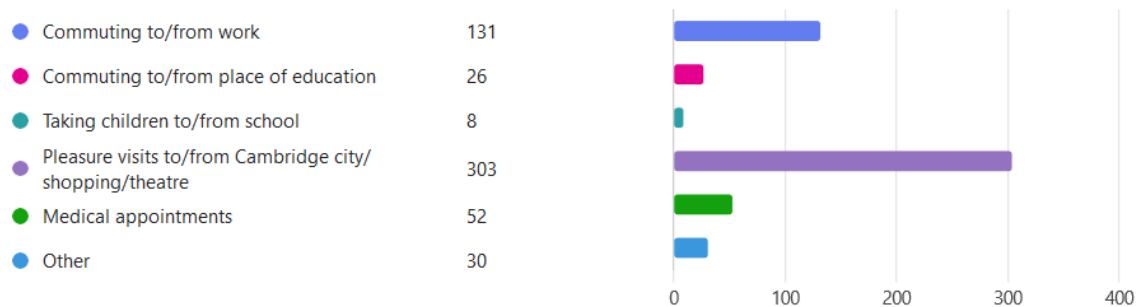
8. Are there any things that would make you more likely to use the U1/U2 bus more than you already do?



9. Are there any things that would make you more likely to use the A/B bus more than you already do?

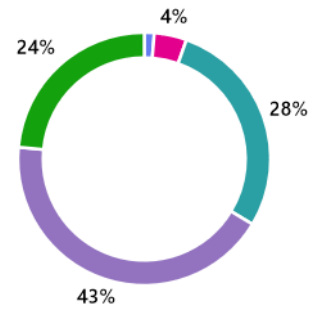


10. What do you mainly use, or would you use, buses for?



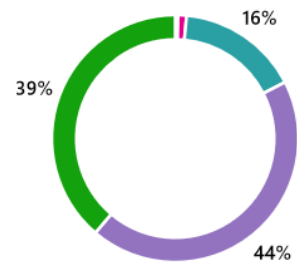
12. What is the overall affect of not having a reliable bus service in your village?

● No impact	7
● Minor impact	23
● Some impact	156
● Considerable impact	237
● Major impact	130



13. What has been your overall feeling to the changes that have been made over the last few years with the bus 5 and 6?

● Very pleased	2
● Pleased	6
● No opinion/neither pleased or displeased	87
● Displeased	238
● Very displeased	211



Dear Mr Roe

AGENDA ITEM 25/8.1

We write to you on behalf of the residents of the parishes of Girton and Oakington & Westwick, communities that are, or have been, served by Stagecoach services #5 & #6. Since the disruption caused by the COVID-19 pandemic, services on both these routes have been changed in ways that we believe have had a negative impact on our villages and their residents. Both Parish Councils, as well as the affected District and County Councillors, have received significant contact from residents concerned about the impact of these changes.

Following the concerns raised by residents in both parishes, we circulated a survey to get feedback on residents' views on, and needs for, these existing bus routes. 559 residents responded. We would like to share some key highlights of this information.

Service #5

- 182 said they would use it more if it was more frequent
- 181 said they would use it more if the route was altered in the villages
- 156 said they would use it more if it was more reliable
- 143 said they would use it more if it ran later

Service #6

- 410 said they would use it more if it was more frequent
- 350 said they would use it more if it was more reliable
- 334 said they would use it more if it ran later
- 176 said they would use it more if it ran at the same minutes past the hour

Looking at bus services to the villages in general there was other key information

- 523 said that not having a reliable bus service has some, considerable, or major impact. (95% of respondents)
- 449 said that they were displeased or very displeased about recent service changes to the #5 & #6 buses. (83% of respondents)

In addition, residents were asked what impact the recent changes in service had had on their lives. Typical examples include:

- Missing medical appointments
- Being late to work and/or school
- Unable to return from Cambridge in the evening
- No longer attending social/leisure events in the evening
- Feeling isolated
- Safety and health concerns of waiting for buses that don't arrive
- Being forced into using private car or taxis

I hope that you will agree that there is significant displeasure at recent changes and significant demand for a reliable bus service that serves the needs of our communities. We would like to extend an invitation to work with us to try and achieve a solution to the marked frustrations that our residents have expressed.

Kind regards, etc.

Version 2 – Firouz's additions

Dear Mr. Roe,

We write to you on behalf of the residents of the parishes of Girton and Oakington & Westwick, communities that are, or have been, served by Stagecoach services #5 and #6. Since the disruption caused by the COVID-19 pandemic, services on both routes have changed in ways that we believe have negatively impacted our villages and their residents. Both Parish Councils, as well as the affected District and County Councillors, have received significant contact from residents concerned about the impact of these changes.

Following these concerns, we conducted a survey to gather residents' feedback on their views and needs regarding these bus services. The survey received 559 responses, and the results highlight widespread dissatisfaction and a strong demand for improvements:

- 95% of respondents (523) stated that not having a reliable bus service has some, considerable, or major impact on their lives.
- 83% of respondents (449) expressed that they are displeased or very displeased with recent changes to the #5 and #6 buses.

The survey also highlighted specific improvements that residents would like to see:

Service #5:

- 33% (182) would use the service more if it was more frequent.
- 32% (181) would use the service more if the route was altered in the villages.
- 28% (156) would use the service more if it was more reliable.
- 26% (143) would use the service more if it ran later.

Service #6:

- 73% (410) would use the service more if it was more frequent.
- 62% (350) would use the service more if it was more reliable.
- 60% (334) would use the service more if it ran later.
- 31% (176) would use the service more if it ran at consistent intervals past the hour.

Residents in our villages want improvements to the timing, reliability, and timetabling of these services. The survey clearly demonstrates that the demand is there, and it also reveals the harm caused by the current poor and worsening levels of service.

- The specific issues reported by residents include:
- Missing medical appointments.
- Being late to work or school.
- Inability to return from Cambridge in the evening.
- Ceasing attendance at social or leisure events due to unreliable buses.
- Feeling isolated.
- Experiencing safety and health concerns while waiting for buses that do not arrive.
- Being forced into costly alternatives such as private cars or taxis.

We hope you will agree that there is significant demand for a reliable bus service that meets the needs of our communities. We invite you to meet with us and the Combined Authority to discuss what steps you plan to take to address the concerns of our residents and to explore solutions collaboratively.

We look forward to your response and hope to work together to ensure that our villages are better served in the future.



Net Zero Villages Grant - South Cambridgeshire

The Net Zero Villages Grant Scheme aims to support rural communities to deliver capital projects that deliver reductions in greenhouse gas emissions.

Total available	£362,547.90
Min/max grant	£20,000 - £100,000
Grant scheme open	Wednesday 11 December 2024
Application deadline	11.59pm Friday 26 January 2025
Project spending deadline	Tuesday 31 March 2026

What can be funded?

The Net Zero Villages Grant Scheme will fund CAPITAL projects.

There are 3 categories of projects:

1. Tackling energy use and/or supporting energy efficiency or generation retrofit to community buildings.
2. Enabling access to public transport or access to local services through low carbon transport.
3. Nature based solutions to tackle overheating of community buildings.

Projects must demonstrate and measure the following impacts as relevant to the project:

- Carbon Emission reduction
- Reduction in energy consumption
- Reduction in running cost of community facilities
- Reduce overheating of a building
- Demonstrator project that can be replicated
- Number of the community engaged or changes in behaviour

Projects must demonstrate value for money.

Who can apply?

Applicants must be one of the following:

- A Parish Council in South Cambridgeshire.
- A voluntary, community or social enterprise sector organisation, with the applicable asset to be improved being located in South Cambridgeshire.
- Other public sector bodies applying on behalf of a South Cambridgeshire community.
- Businesses are eligible to apply but the project must relate to a community asset for public benefit.

Assets within the Cambridge built-up area using the 2021 Census figures ([Built-up Areas Web map | Open Geography Portal \(statistics.gov.uk\)](#)) are **not** eligible.

Applicants must have:

- A written constitution or mission statement.
- An elected committee or representative steering group.
- A bank account associated to the group / organisation / council, where grants can be payable to, and be able to provide an up-to-date copy of their accounts or, as a minimum, a recent bank account statement.
- A Safeguarding Policy, or, if you don't have one, please make it clear what your organisation or group will do to keep children or other vulnerable people safe during the implementation of the project.
- An Equal Opportunity Policy, or, if you don't have one, please make it clear what your organisation or group will do to ensure equality of access to the project. If you have questions about these criteria, please contact us at climateandenvironment@scambs.gov.uk.

Example Projects

Please note, the following list is not exhaustive, and we welcome alternative proposals which meet the grant funding criteria.

Tackling energy use and/or supporting energy efficiency or generation retrofit to community buildings.

- Insulation measures including:
 - Loft insulation
 - Internal/external cavity wall insulation
- Energy efficiency measures including:
 - Replacement lighting to LED lighting
 - Underfloor heating
 - Double/triple glazed windows
 - Draft proofing
 - Window shutters (especially on south facing windows if the building currently overheats, or north facing windows if the building has large amounts of exposed glass to cold winter winds).
- Renewable energy measures including:
 - Solar PV installations
 - Wind turbine
 - Battery installation (provided it is directly linked to a proposed or current renewable energy source on the building, such as rooftop PV panels or a wind turbine. Battery installation which is primarily for the purpose of being charged up using off peak electricity will not be eligible).
- Clean heating measures
 - Air/ground source heat pump installation

Enabling access to public transport or access to local services through low carbon transport.

- Low carbon public transport, such as a local community-led shuttle minibus. Evidence of need and sustainability of running costs would be needed.

- Cycling related facilities, which clearly provide greater opportunities or encouragement of cycling to local services.
- Micro-mobility hubs

Nature based solutions to tackle overheating of community buildings.

- Green roofs and walls
- Tree / landscape planting (native only) which creates shade and/or cooling breezes (though these would need to ensure such measures don't have the effect of increasing cold winds/reducing solar gain in winter).

Exclusions

The following projects are **NOT** eligible:

- Funding of Electric Vehicle charge points.
- New gas or oil boilers.
- Projects solely seeking to repair, maintain or renew due to normal wear and tear
- Projects that are not intended for community use
- Projects that have the potential to cause detrimental impacts upon the wider determinants of health.
- Costs incurred before the project start date shown in the grant funding agreement.
- The purchase of land or buildings.
- Tree planting or other similar measures which is for 'carbon offsetting' purposes.

The following organisations are **NOT** eligible:

- Organisations previously awarded funding within 3 years, where the UK Subsidy Control limits will be exceeded.
- Private households, businesses premises or public sector buildings (i.e. local authority or blue light services. Parish Council owned facilities and buildings are eligible).

Funding levels

A total of £362,547.90 funds are available for distribution as grants from January 2025 to February 2026.

It is important to note that the grant is entirely 'capital funding'. This means it cannot be used for 'revenue funded' purposes. If you are uncertain as to whether project costs can be funded, please get in touch to discuss this.

The minimum single grant award is £20,000, and the maximum is £100,000. For funding less than £20,000 please get in touch and we will see if alternative funding streams may be available.

All grants can be for 100% of the project's cost.

The Council reserves the right to prioritise projects based on quality, value for money and deliverability of applications received. Eligibility does not guarantee grant funding.

Project timeframes

Applications can be submitted from the launch of the fund on the 11th December. The end date for applications to the grant scheme is by 11.59 on 26 January 2025.

No spend may occur after 28 February 2026.

How will projects be assessed?

Scoring

All eligible grant applications will be scored and assessed by an Officer Panel who will review eligibility of every application using a scoring matrix against the criteria. The outcome of the scoring be reviewed by the Grants Advisory Committee, who will make recommendations to the lead Cabinet Member for Finance for decision.

Project proposals will be scored and prioritised for funding based on how well they meet the criteria set out below.

Project Impact

How well and to what extent the project will result in on or more of the following impacts:

- Carbon Emission reduction
- Reduction in energy consumption
- Reduction in running cost of community facilities
- Reduce overheating of a building
- Demonstrator project that can be replicated
- Number of the community engaged or changes in behaviour

Value for money

To what extent does the project represent good value for money.

The application will need to show:

- That competitive quotes have been sought and costs represent value for money and that a minimum of three quotes is required for projects from £20,000-£25,000. For projects over £25,000, please email climateandenvironment@scambs.gov.uk to discuss the procurement process.
- That quotes received in advance of the grant, take into account inflation between grant application and grant approval.
- The amount of grant required to deliver the outcomes and outputs e.g. cost per kg CO₂e.
- That other options have been considered.
- What difference grant aid will make when compared to what would happen without grant aid.

Project deliverability and sustainability

- How the project will continue to benefit people after funding comes to an end. Project should be sustainable and not dependent on future public funding.
- How the project will affect the community groups within the area.
- That the project does not disadvantage anybody in terms of age, gender, race, disability, religion or belief, sexual orientation, gender reassignment, marriage or civil partnerships, pregnancy and maternity.

- That risks that have been identified are relevant to the size, scale and scope of the project and to the business/organisation in carrying out the project including how these risks will be mitigated

Permissions, consents, licenses and tenancies

A critical assessment will be made on likelihood of the project being delivered in full by February 2026.

If a project needs specific permissions, consents and licenses for the proposals to go ahead, the applicant must send confirmation that they are in place to the Local Authority. This includes:

- Planning permissions
- Environmental consents (such as an abstraction licence from the Environment Agency)
- District Network Operators consent
- Any other permissions required for the project.

Tenancies

In the case of tenancies, a landlord's written permission for the improvements must be obtained where this is a condition of the tenancy. In addition, the applicant must provide written evidence of the tenancy agreement, including the duration of the agreement remaining if it is a fixed term arrangement.

It is the applicant's responsibility not to make any substantial changes to the assets or how they are used and continue to use them for the purpose described in the application, for at least 5 years after receiving the final payment. In the event that the tenancy agreement ends within the 5-year period and is not renewed on substantially the same terms as the previous agreement, the applicant must contact the Local Authority as it may be necessary to repay some or all of the grant monies received.

For evidence of the tenancy agreement, applicants must send a copy (not original documentation) of the tenancy agreement sections that show:

- The holding address,
- Tenant,
- Landlord,
- Signatures and
- For fixed term agreements, the tenancy term

Agreement and award of funding

All applications will be notified in March 2025 if successful.

Unsuccessful applicants will receive a letter explaining the reasons why their application was unsuccessful.

A funding agreement will be prepared for all successful applicants. This will include arrangements for payment of the grant. If the applicant can meet all the timings and the terms and conditions of the grant funding agreement, they must return a signed copy of the grant funding agreement within 30 working days of the date of issue. If they don't, the funding offer will expire.

Reporting, Monitoring and Evaluation

Project Monitoring and Evaluation

All successful applicants will be required to report on their progress at monthly intervals from the date of receipt of funds. Projects must set out how they will measure and report how they have met the objectives identified in their application.

Larger, more complex projects will be monitored closely to ensure that key milestones are achieved, and risks mitigated.

An end of project evaluation must be submitted to South Cambridgeshire District Council within 6 months of project completion.

Project Change Requests

The applicant is expected to use the grant money to buy items as specified in the application and grant funding agreement. During the grant period, exceptional circumstance may arise where applicants need to change elements of a project, or senior personnel might change. The Council must be informed in writing immediately and where appropriate seek a variation. For example:

- Changes to use of buildings, equipment or any other assets bought with the grant.
- Disposing of or selling any of the assets.
- Closing, selling or transferring the business that's associated with the grant.
- Change of project manager

This applies during the project and for five years after the payment of the final claim. Agreement to an amendment is not automatic and if the applicant goes ahead with a change that the Council has not agreed to, there may be an obligation to repay part or whole of the grant.

Conditions of the funding

Organisations that are awarded a grant will be expected to comply with the following conditions as a minimum:

- Funding must only be used for the agreed purpose and must be spent by 28 February 2026 at the very latest.
- Publicity must take place acknowledging the award is provided by South Cambridgeshire District Council and the Cambridgeshire and Peterborough Combined Authority.
- Any unused grant must be returned to South Cambridgeshire District Council.
- Project updates must be provided on a monthly basis.
- An end of project report must be submitted to South Cambridgeshire District Council within 6 months of project completion.
- Any overspend or miscalculation resulting in increased costs will not be met by South Cambridgeshire District Council.

Procurement and Subsidy Control

Procurement rules and regulations

Recipients of funding will be expected to comply with central Government regulations:

- If the value of individual items being purchased is less than £4,999 (net VAT) then you may place a direct award. (i.e., no need to secure multiple quotes)
- If the value of individual items being purchased is between £5,000 and £24,999 (net VAT) then you must request and supply 3 written quotes from relevant suppliers of goods, works and/or services.
- If the value of individual items being purchased is greater than £25,000 (net of VAT), please contact climateandenvironment@scambs.gov.uk to discuss your procurement process.

UK Subsidy Control Regime

You will need to declare all grant funding received in the last 3 years. The Subsidy Control Act 2022 (the 'Act') came into force on 4th January 2023. The Act sets out the UK's prevailing subsidy control rules.

Payments received by the applicant from any business grant schemes administered by local authorities or anything similar from the government, for all business properties they are responsible for, counts as Subsidy Allowance.

Full details can be read [here](#)

To qualify for this grant your business must not have received more than £315,000 of subsidy allowance in the last three years. You will need to include any Covid-19 grants you may have received.

Fraud

As part of the appraisal of each application, credit checks may be carried out which will include overdue creditors, bankruptcy, county court judgements and director disqualification. Deliberate manipulation and fraud will not be accepted. Any business caught falsifying their records to gain grant money will face prosecution and any funding issued will be subject to claw back, as may any grants paid in error.

Frequently Asked Questions

What can't be funded?

Please see the 'Exclusions' section on page 3 for information. If you have any further questions on this, please contact climateandenvironment@scambs.gov.uk.

Do I need match funding?

Match funding is not a requirement for this project; however, we do request that projects demonstrate value for money in their application. For more information on demonstrating value for money, please see the “How will projects be assessed?” section on page 4.

Can I collaborate with another organisation?

Collaboration between organisations is allowed, however, we would expect that all organisations adhere to the criteria and requirements set out in this document.

What qualifies as a community building?

The following buildings are likely to be eligible

- Village/community halls
- Meeting rooms
- Parish owned buildings

Each project should demonstrate that community events, clubs or similar are regularly held in the buildings, at reasonable cost (with nil or negligible annual membership fees), and with a high degree of accessibility.

Whilst it is accepted the following buildings are often very important assets in a village community, the following are unlikely to qualify unless it can be demonstrated that they are not for profit and have a very clear long-term community-led input into how they are run and funded:

- Pubs
- Hotels and other accommodation
- Restaurants and Cafes
- Public buildings owned by local authorities or other public sector bodies other than parish councils (for example, a County Council owned library is not eligible, nor a local NHS doctor’s clinic)
- Buildings primarily dedicated to sports or gym facilities (multi-purpose village halls which are occasionally used for sports or gym classes amongst other uses **would** be eligible)
- Churches or other religious buildings (community buildings in church grounds **would** likely be eligible, but not the main church itself)
- School buildings (community buildings in school grounds **would** likely be eligible, but not the main school itself)

Emergency Lighting Periodic Inspection and Test Certificate

FT/ELPI 393800002381

For Inspection and Testing of Existing Installations for systems designed to BS 5266-1 2016 and BS EN 50172 / BS 5266-8



1. Details of the Installation

Client contact	Oakington & Westwick Parish Council	Installation contact	Oakington Sports Pavilion
Client Address	Unit 1 Queens Way Oakington Cambridge Cambridgeshire	Installation Address	Queens Way Oakington Cambridge Cambridgeshire
Client Postcode	CB24 3AW	Installation Postcode	CB24 3AW

Emergency Lighting Installation Details

System manufacturer	Various	System installer	Unknown
Telephone No.	Various	Telephone No.	Unknown

Details of system mode of operation


Non maintained Non-maintained luminaires, maintained signs Maintained Other

Duration minutes

Is automatic test system fitted? **Date the system was commissioned** Estimated

Site responsible person

2. Competent Person Responsible for Verification and Annual Tests

Name	<input type="text" value="Mark Smith"/>	Telephone	<input type="text" value="07808 772337"/>	Signature	
Company	<input type="text" value="MS Electrical Services"/>			Date	<input type="text" value="02/12/2024"/>
Position	<input type="text" value="Electrical test engineer"/>			Scheme No.	<input type="text" value="502384"/>

WARNING

Full duration tests involve discharging the batteries, so the emergency lighting system will not be fully functional until the batteries have had time to recharge. For this reason, always carry out testing at times of minimal risk, or only test alternate luminaires at any one time.

3. Action to be Taken on Finding a Failure

- The supplier of the system or a competent person should be contacted to rectify the fault.
- A risk assessment of the failure should be conducted; this should evaluate the people who will be at increased risk and the level of that risk. Based on this data and, if necessary, advice from the Fire Authority, the appropriate action should be taken.
- Action may be:
 - To warn occupants to be extra vigilant until the system is rectified
 - To initiate extra safety patrols
 - To issue torches as a temporary measure
 - In a high-risk situation, to limit use of all or part of the building

Test programs for identifying early failures can reduce the chances of failure of two adjacent luminaires at the same time.

4. Details of Additions or Modifications to the System or the Premise since Original Installation

Addition or modification	Date
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

Emergency Lighting Periodic Inspection and Test Certificate

FT/ELPI 393800002381

For Inspection and Testing of Existing Installations for systems designed to BS 5266-1 2016 and BS EN 50172 / BS 5266-8



5. Competent Person Function:

D-Designer, I-Installer, V-Verifier

Inspection date

02/12/2024

BS 5266-1:2016 clause ref.

Check of categories and documentation

4.2	Are plans of the system available and correct	No
6.7	Has the system been designed for the correct mode of operation category	Yes
6.7	Has the system been designed for the correct emergency duration period	Yes
Clause 11	Is a completion certificate available with photometric design data	No
Clause 11	Is a test log book available and are the entries up to date	No

Check of design

4.1; 5.2.8	Are the correct areas of the premises covered to meet the risk assessment	Yes
5.2.8	Are all hazards identified by the risk assessment covered	Yes
5.2.8	Are there luminaires sited at the "points of emphasis"	Yes
5.2.2	Is the spacing between luminaires compliant with authenticated spacing or design data	Yes
5.2.9	Are the emergency exit signs and escape route direction signs correct and the locations of other safety signs to be illuminated under emergency conditions identified	Yes
6.1	Do all non-maintained luminaires operate on local final circuit failure	No
6.3	Is there illumination from at least two luminaires in each section of the escape route	Yes
6.4	Are luminaires at least 2 m above floor and avoiding smoke reservoirs	Yes
5.2.8.5; 5.2.8.6	Are additional luminaires located to cover toilets, lifts, plant rooms, etc.	Yes

Check of the quality of the system components and installation

6.7	Do the luminaires conform to BS EN 60598-2-22	Yes
6.7	Do any converted luminaires conform to BS EN 60598-2-22	N/A
6.7	Do luminaires have a suitable degree of protection for their location	Yes
Clause 8	Does the installation conform to the good practice defined in BS 7671	No
8.2.1	For centrally powered systems, is the wiring fire-resistant	N/A
8.2.12	Are any plugs or sockets protected against unauthorized use	N/A
7.2	If a central power supply unit is used, does it conform to BS EN 50171	N/A

Test facilities

8.2.3	Are the test facilities suitable to test function and duration	Yes
8.2.3	Are the test facilities safe to operate and do not isolate a required service	Yes
8.2.3	Are the test facilities clearly marked with their function	Yes
8.2.3	If an automatic test system is installed, does it conform to BS EN 62034	N/A
10.7	Is the responsible person trained and able to operate the test facilities and record the test results correctly	Yes

Final acceptance to be conducted at completion

Clause 12	Does the system operate correctly when tested	No
10.7	Has adequate documentation been provided to the user	Yes
10.7	Is the user aware of action they should take in the event of a test failure	Yes

Emergency Lighting Periodic Inspection and Test Certificate

FT/ELPI 393800002381

For Inspection and Testing of Existing Installations for systems designed to BS 5266-1 2016 and BS EN 50172 / BS 5266-8



6. Emergency Lighting Fault Action Record

Contact references	Contact name	Telephone	
Equipment supplier	Marks Electrical Services	07919 388976	For replacement parts
Maintenance engineer	Dean Marks	07919 388976	Competent person
Responsible person	Oakington & Westwick Parish Council	01223 232398	Site control

N.B. All typed entries within this section are issued by the Competent Person

Date of failure	Action taken to safeguard the premises (Details and signature)	Action taken to rectify the system (Details and signature)	Date system repaired
02/12/2024	Away team light did not operate	Client informed	02/12/2024
02/12/2024	Match officials light did not operate	Client informed	02/12/2024
02/12/2024	Key switch damaged cctv room	Client informed	02/12/2024
02/12/2024	Meeting room light did not operate	Client informed	02/12/2024
02/12/2024	Outside light above fire exit not fully illuminated	Client informed	02/12/2024
02/12/2024	Groundsman outside store light not fully illuminated	Client informed	02/12/2024
02/12/2024	Female toilet lobby light did not operate	Client informed	02/12/2024
02/12/2024	Fire exit sign by match officials room not fully illuminated	Client informed	02/12/2024
02/12/2024	Male toilet light failed duration	Client informed	02/12/2024

Emergency Lighting Periodic Inspection and Test Certificate

FT/ELPI 393800002381

For Inspection and Testing of Existing Installations
for systems designed to BS 5266-1 2016 and
BS EN 50172 / BS 5266-8



7. Emergency Lighting Site Inspection and Test Record

Address	Oakington Sports Pavilion, Queens Way, Oakington, Cambridge, Cambridgeshire, CB24 3AW	Areas Covered	
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Test types
C = Commissioning Test
M = Monthly test (see BS EN 50172:2004 / BS 5266-8:2004, 7.2.3)
A = Annual test (see BS EN 50172:2004 / BS 5266-8:2004, 7.2.4)

Date of Test	Test Type	Test Result	Engineer Name	Fitting
02/12/2024	A - Annual Test	Need for repair of system notified	Dean Marks	Various

Oakington & Westwick Parish Council

Payments & Income Schedule – January 2025

Invoices	Details	Net	VAT	Total
SSE Electric	Street lighting (no invoice since Oct)			
EE	Mobile 11.12.24 – 10.1.25	20.50	4.10	24.60
Replay Maintenance Ltd	3G Revive visit 2 (12 Dec)	300.00	60.00	360.00
BusinessWatch UK	CCTV annual maintenance	181.73	36.34	218.07
Unity Trust Bank	Service charge	7.20		7.20
Connections Bus Project	5 youth work sessions Nov-Dec 24	1160.00		1160.00
Salaries	Salaries (net)	1271.77		1271.77
	Expenses	15.00		15.00
HMRC	PAYE/NI	196.35		196.35
NEST	Pensions	187.71		187.71
Charge Card				
Lloyds Bank	Monthly charge card fee	3.00		3.00
Payments Total				3443.70
Income	None			
Income Total				0.00