

**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:	Present: Cllrs S Moore (Vice-Chair), J Grove, J Bailey, R Pinter, L Wellard. Clerk: L Lawrence. In attendance: Cnty Cllr L Navarro, Dist Cllr N Warren-Green, Dist Cllr T Bygott. Three members of the public. In the absence of the Chair (Cllr T Starling), the Vice-Chair (Cllr Moore) presided.	Action
26/1	APOLOGIES FOR ABSENCE Cllr T Starling (personal)	
26/2	DECLARATIONS OF INTEREST None declared.	
26/3	CO-OPTION TO PARISH COUNCIL 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.	
26/4	PUBLIC OPEN SESSION There were no questions or comments from members of the public.	
26/5	TO APPROVE MINUTES OF THE MEETING HELD 8 DECEMBER 2025 Approval proposed by Cllr Grove. Seconded by Cllr Bailey. RESOLVED unanimously. Minutes were signed by the Vice-Chair.	
26/6	TO RECEIVE REPORTS	
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 CPCA 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.	
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.	

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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>	Cllr Bailey Cllr Moore
6.4	<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. 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>	
25/7	PLANNING MATTERS	Clerk
7.1	<p><u>Applications requiring a decision</u></p> <p>None received.</p>	
7.2	<u>Applications to note only</u>	

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7.3	<p><u>20/02171/COND39 of outline planning permission 20/02171/OUT- Northstowe Phase 3A</u> Discharge conditions - groundwater monitoring and water conservation. Andrew Dennis was formally thanked for his work studying the plans in depth. <u>25/03069/HFUL – 45 Station Road</u> Appeal against refusal for single storey annex with attached car port. <u>Applications decisions received</u> <u>25/04151/HFUL – Honeysuckle House, Westwick</u> Erection of conservatory. <u>Approved</u></p>	
7.4	<p><u>To consider renominating White Horse pub as an Asset of Community Value</u> Cllr Grove reported that she had spoken to the landlord's son who confirmed they are keen for it to continue to be listed. Proposed by Cllr Grove that a renomination should be submitted. Seconded by Cllr Pinter. RESOLVED unanimously.</p>	
7.5	<p><u>To consider response to Greater Cambridge Local Plan consultation</u> 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	<p>HIGHWAYS MATTERS</p>	
8.1	<p><u>To discuss correspondence received regarding new 30mph zone speed cushions</u> 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. There had also been some positive comments received, particularly around road and path safety. 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. 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) Vote taken on the substantive motion was carried (4 in favour, 1 against, 1 abstention)</p>	
8.2	<p>Cllr Moore to draft a written response to the correspondents. <u>To discuss Cambridge Road shared-use path progress and design</u> 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> 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</p>	

	form the roundabout. It was agreed his comments should be shared with the CCC project manager. <i>County, District Cllrs and two members of the public left the meeting at 9.10pm</i>																																																	
26/9	RECREATION GROUND/OPEN SPACES MATTERS																																																	
9.1	<u>To consider requesting a free blossom tree and plaque to honour community volunteers and remember those affected by the Covid-19 pandemic</u> Cllr Grove proposed that a tree and plaque should be requested. Seconded by Cllr Bailey. RESOLVED unanimously.																																																	
26/10	FINANCE MATTERS																																																	
10.1	<u>To approve payment of outstanding accounts due</u> <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	
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10.2	<u>To report on any income received</u> None																																																	
10.3	<u>To note bank reconciliation as at 31 December 2025 and quarterly budget review</u> Noted. Clerk reported that the budget is currently on track with no issues to report.																																																	
26/11	CONFIDENTIAL MATTERS <i>One member of the public left the meeting at 9.20pm.</i> 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:																																																	
11.1	<u>To assess quotes for reinstatement of path to pavilion door and appoint contractor.</u> Three quotes had been received. Cllr O'Donovan proposed that Brookfield Contracting Ltd quote of <u>£2,740 + VAT</u> should be accepted. Seconded by Cllr Wellard. RESOLVED unanimously. RESOLVED unanimously that, the confidential business having been concluded, the press and public be re-admitted to the meeting.																																																	
26/12	DATE OF NEXT MEETING Parish Council - Monday 9 February 2026, 7.30pm Planning meeting – Monday 26 January, 7.30pm – if required																																																	
	The meeting was declared closed at 9.30pm.																																																	

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UNAPPROVED

Oakington & Westwick Parish Council confirmed eligibility and adopted the General Power of Competence on 14 January 2019, reconfirmed on 9 May 2022. All decisions are taken using that power unless otherwise stated.

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**Minutes of Oakington & Westwick Parish Council Planning Meeting held at
Oakington Sports Pavilion, Queens Way, Oakington
Monday 26 January 2026 at 7.30pm**

Agenda No:	Present: Cllrs S Moore, J Grove, J Bailey, L Wellard, D O'Donovan. Clerk: L Lawrence. In attendance: Dist Cllr N Warren-Green. No members of the public. In the absence of the Chair (Cllr T Starling), the Vice-Chair (Cllr Moore) presided.	Action
26/P1	APOLOGIES FOR ABSENCE Cllr R Pinter (personal), Cllr T Starling (personal)	
26/P2	DECLARATIONS OF INTEREST AND DISPENSATIONS None declared.	
26/P3	PUBLIC OPEN SESSION No members of the public present	
26/P4	GREATER CAMBRIDGE LOCAL PLAN	
4.1	<u>To consider response to Greater Cambridge Local Plan consultation</u> Draft response had been circulated prior to the meeting. This included comments on green separation areas, traveller pitches and 'employment site' on land north of A1307 (Slate Hall Farm). Dist Cllr Warren-Green had obtained confirmation that the 'hatched' areas on the inset map will be 'green' space, but they could be primary school playing fields. RESOLVED unanimously to approve the draft response as amended with expanded green separation comment, to include objection to any development being allowed in the green separation or that the green separation should take the form of playing fields, allotments, cemetery or for any other form of planned use which would prevent this area being a wildlife corridor.	
4.2	<u>To consider A14 Logistics Forum draft response to Local Plan consultation</u> Cllrs Moore and Grove had attended the 15 January local parishes forum which had agreed the following common grounds for inclusion in the response: traffic issues, active travel, site specific comments, HGV parking, flood risk and size, scale and purpose of the developments. Final version of the draft response had been circulated prior to the meeting. RESOLVED unanimously that the PC should be included as a signatory.	
26/P5	APPLICATIONS REQUIRING A DECISION	
5.1	<u>26/00119/HFUL & 26/00120/LBC – 25 High Street.</u> Single storey rear extension and installation of ensuite shower room. RESOLVED unanimously to make no objection or comment.	
26/P6	PLANNING APPLICATIONS DECISIONS RECEIVED. None.	
26/P7	DATE OF NEXT PLANNING MEETING Monday 23 February 2026, 7.30pm – if required.	
	The meeting was declared closed at 8.15pm	

2025 Year End Report: Oakington Community Orchards

Graham Tregonning

31 January 2025.

In the Recreation Ground orchard five of the six new trees planted last year are doing well after their first year pruning. One tree is not looking too happy, but may recover next year. They have been watered regularly throughout the dry weather.

Sadly the trees with the rabbit damaged bark have suffered from the lack of rain with less leaf cover and less fruit. But we now have two trees pledged as replacements, one for "Covid-19 National Day of Reflection" on Sunday 8 March and one from an independent donor.

Overall it has been a good year with most of the trees carrying a lot of fruit. Too much in some cases which led to some damage from overloaded branches. As the Doyenne du Comice pear has been growing steadily but not producing any fruit, we cut back the topmost branches and it has fruited this year quite well.

Our wildflower area was a little disappointing again this year, quite a lot of seeds sown did not germinate, there is the possibility that more of them will come up next year. The varieties greyed out on the list were not visible this year, the only new variety is Knapweed, which is fairly abundant on the guided bus path. The Creeping Thistle did well again this year and attracted a lot of insects. Also we cut "hay" this year and left it a good while before raking, which is supposed to help plants pass seeds from one year to the next.



The Mill Road Orchard also appears to be showing a reduction in biodiversity, missing varieties greyed out on the list. The vegetation was beaten down badly this year and was tidied up by the team to make the trees more accessible for fruit picking. We actually found a mouse nest while cutting back the grass, but no

sign of the mouse. Not all the fruit was picked this year and sadly some rotted on the trees before they could be picked.



Sadly the team is now down from ten in 2020 to just three, however we are hoping to recruit a few more in the Feb/Mar O&W Journal.

G Tregonning.

03/02/2026

Wildflower Audits.

Mill Road 30.06.25

Blackberry
Black horehound
Bryony
Bull thistle
Burdock
Buttercup
Common mallow
Common mugwort
Cut leaf cranesbill
Feverfew
Goose grass
Great stinging nettle
Green alkanet
Hedge mustard
Nipplewort
Oxeye daisy
Plume thistle
Red campion
White campion
White dead-nettle

Earlier in Year

Celandine

Recreation Ground 30.06.25

Blackberry
Burdock
Buttercup
Bryony
Common columbine
Common mallow
Creeping thistle
Cut leaf cranesbill
Dock
Field bindweed
Goose grass
Great stinging nettle
Hedge mustard
Hogweed
Knapweed
Nipplewort
Orchard grass
Oxeye daisy
Rabbit's foot grass
Red dead-nettle
Ribwort plantain
Small flowered cranesbill
Smooth Hawksbeard
White campion
White dead-nettle
Wild marjoram
Wood avens

Earlier in Year

Bluebell (Spanish?)
Clover
Daisy
Dandelion
Ground ivy
Yellow rattle

3 February 2026

Dear Chair,

I am writing to inform you that despite two years of continuous attempts to resign and find a replacement for myself as Chair of the Pavilion Committee and as minuted in the AGM minutes in September 2025, I will be stepping down as Chair in September 2026.

I was informed at Tony Leadley's annual review in November 2025, that he will retiring as Caretaker/Bookings Officer as from November 2026.

This letter is a to formally notify Chair of the Parish Council of these decisions, and to advise you that there are no successors to take on the role of Chair and therefore propose that the Parish Council will need to take over the management of the Pavillion. I have discussed this with you on previous occasions.

The Parish Council will also need to consider advertising for the two roles of Caretaker and Booking Officer as we will not have a committee, these will need to be through the Parish Council, as direct employees.

I am very willing to meet with you to discuss how we can progress and support you moving forward with the especially the transition in employment, but I will not be persuaded to change my mind.

I have been chairing since 2006 and before that one of the founding members of the building committee. It is time for a new plan.

Histon, Girton, Cottenham Village Hall, all have buildings successfully run by a Parish Council with paid employees, organising the booking process and caretaking. We need to move to that model.

Regards,

Elaine Bailey

Play Area Inspection Report Review

Wednesday 28th January 2026

John Bailey & Laura Lawrence

Extracts from 15 January inspections report and actions.

Moderate Risk Items

1. **Basketball area – (page 21)** Net = moderate risk item.
Brookfield on site reinstating path to pavilion door. Worker kindly agreed to cut off the damaged basketball hoop net. They will reinstate the drainage area bricks when they finish the path tomorrow afternoon. **Actioned: 29 January 2026**
2. **Natural Play Feature – Finding 2 (page 65) – ‘There are areas or parts of the timber beam that have rotted’** JB/LL could only find one rotten sleeper. **Action: Obtain contractor quote to replace sleeper.**

Low Risk Items

1. **PC red notice board (page 7) – slightly loose in foundations – monitor. Bolt thread protruding – deburr or provide cap. Action: Ask contractor to deal with**
2. **Picnic table (Page 8) – fixings worked loose. Action: JB to tighten.**
3. **Toddler swings (page 9)** *There is some wear to the shackles - Monitor for any further deterioration and replace when 40% worn. There is some notable evidence of chain wear - Monitor for any further deterioration and replace when 40% worn. the seat has been damaged - Monitor for any further deterioration and replace as required.*
Action: JB & LL could not see evidence of shackle or chain wear. Action: Monitor chains and shackles. Obtain contractor quote to replace bucket seats as evidence of rubber perishing.
4. **Spring Dino (page 10)** very slight damage and only slightly loose in foundations
Action: Monitor only
5. **Spinner Bowl (page 11) – slight crack in bottom of bowl. Action: monitor only**
6. **Spinner Bowl (Red) (page 11) – grass mats silted up and soil compacted. Only a small area. Action: monitor only**
7. **Toddler Multiplay (Page 12) – slide surface damage – very minor. Slightly loose in foundations. Action: Monitor only**
8. **Roundabout (Page 12) – bearing showing signs of wear and some fixings worked loose. Action: Ask contractor to check bearing and deal with fixings. Some graffiti. Action: LL to try to remove with graffiti cleaner**
9. **Junior Multi Play (page 13) – graffiti – none present. Slide surface damage – monitor. Ropes worn in places – monitor. Slight loose in foundations – JB/LL unable to move it Action: monitor only**

10. **See-Saw (page 14)** – slight nick in plastic and mats silted. **Action: monitor only**
11. **Basket swings (page 15)** – slight wear in chains and shackles, replace when 40% worn.
Action: Monitor only
12. **2 Seat Swings (page 16)** – slight wear in surface under swings - monitor. Slight damage to seats. Chain links excessively worn – replace. **Action: monitor surface & swings.**
Ask contractor to quote to replace chain links
13. **Rocking Horse (page 17)** -slight damage. **Action: monitor only**
14. **Rope Walk (page 18)** – some evidence of timber rot and slightly loose (monitor) – JB/LL unable to find evidence. **Action: Monitor only**
15. **Cable runway (page 20)** - chain links excessively worn – replace. Seat damaged – monitor. **Action: Ask contractor to quote to replace chain links.** **Monitor seat damage as very minor**
16. **Wetpour surface (large area) (page 23)** *There are significant gaps (over 30mm) between the surface and the edging or between the joints in the surface; these are large enough for a small foot to enter. Repair surfacing.*
Comments – 2025 contractor had suggested removing surround blocks, installing a strip of wetpour around the whole area and filling any gap with soil/grass seed – they advised this would remove trip hazard as wetpour will continue to shrink back from the blocks. Quote approx 6K.
JB suggested just filling gap with either gravel or sand to remove trip hazard. PC to agree action to take.