

WITTERING PARISH COUNCILwww.witteringparishcouncil.com**Parish Clerk:**

Mrs D P McCumiskey
 59 Amberley Slope
 Werrington Village
 Peterborough
 PE4 6QQ

Tel: 07565 499346

clerk@witteringparishcouncil.com



MINUTES OF WITTERING PARISH COUNCIL MEETING HELD ON THURSDAY, 26th JUNE 2025 IN THE PARISH HALL

Item No	
25(06)1	Chair's Welcome The Chair welcomed everyone to the meeting.
25(06)2	In Attendance: Jo Gault (Chair), Susie Briers, Brian Day, Dave Hughes, Iain Wilkinson, Emma Wilson-Jones, PC Kurt Irving, PC Antonio Monteiro, seven members of the public and Deirdre McCumiskey (Clerk) Apologies for Absence: John Bradshaw, Kate Jackson, Russ Pye, Emma Stacey (RAF Wittering) and Louise Sampson (RAF Wittering)
25(06)3	Declaration of Interest The Chair reminded the Parish Councillors of their obligation under the Codes of Conduct to declare personal and pecuniary interest. There were no declarations of interest.
25(06)4	Public Forum <ul style="list-style-type: none"> Thanks were expressed to the Parish Council for reporting the damaged manhole on Church Road The Parish Council was asked to chase up the repairs to the broken Hall Lane road signs The Parish Council was asked to chase up the repairs to the chain-link fence near Hall Lane Wittering Primary School need the Parish Council's permission to open the gates on Parker Road to allow access to vehicles for the Summer Fete on 4th July 2025. The Clerk will liaise with PCC as to who has the key to the padlock. Emma Wilson-Jones volunteered to collect the key from PCC
25(06)5	Minutes of the Meeting held on 26th June 2025 The Minutes of the Meeting held on 26 th June 2025, were reviewed, approved as proposed by Dave Hughes, seconded by Iain Wilkinson, agreed to by all present and signed by the Chair.
25(06)6	Matters Arising from the Minutes of 26th June 2025
	Wittering A1 Flyover Campaign Group Gavin Elsey was not present so there was no update.
	New Wittering Community Building Two questions about the New Wittering Community Building will be included in the Wittering Village Neighbourhood Plan (WVNP). A further meeting needs to be arranged to look at the response to the questions in the WVNP.
	Village Events The plans for the Summer Fayre are well-in-hand, but additional stall holders will be welcome. The Events' Committee are meeting twice weekly to finalise the plans. The Air Cadets will be helping to set up. Volunteers will be welcome to help on the day. This year there will be security guards on site.

	<p>Wittering Village Neighbourhood Plan The Wittering Village Neighbourhood Plan questionnaire has been printed is due to be distributed in July 2025.</p>
	<p>PCC Draft Local Plan PCC will publish all comments submitted on the Draft Local Plan on its website. All comments received will be reviewed and any changes arising from the consultation will be made to the Draft Local Plan. It will publish a Proposed Submission version in autumn 2025 for public consultation. This version of the plan will then be submitted to central government who will appoint an independent planning inspector to carry out a public examination into the document.</p>
	<p>Speed Radars Iain Wilkinson said that one of the speed radars has been erected and he shared the data for the first month. The other speed radar will be erected at the bottom of Church Road. In week one, 68.8% of motorists were driving at less than 30 mph into the village and 52.3% of motorists were driving at less than 30 mph out of the village. The data will be monitored over the next few weeks. Emma Wilson-Jones will contact Sam Carling, MP about possible changes at the A1/Townsend Road junction to deter motorists undertaking U-turns.</p>
	<p>Parish Council Logo Emma Wilson-Jones showed the Parish Councillors the final design which can be used in various sizes. She will arrange the presentation of the winning designs to the pupils at Wittering Primary School.</p>
	<p>Park Farm Trees The Clerk had sent a letter to the two residents concerned and Wittering Primary School.</p> <p>Wittering Primary School had sent the following reply:- <i>In response to your letter of the 03 June 2025 Wittering Primary School has an existing, detailed tree survey, which is updated as works are completed and the School, subject to funds being available, will endeavour to comply with the advice within that report. The height of some trees has already been reduced, and this will depend on each tree as works are commencing. The overhanging branches over the footpath along the north eastern Boundary, which is within the Recreation ground, will be raised in accordance with S154 of the Highways Act 1980, to a minimum height of 2.4 metres from ground level, or slightly higher to allow for additional growth over the next few years. The tree roots and overhanging branches which may be affecting the Sports and Social Club Garages do not come within the responsibility of the School as these trees do not sit on School property. The Parish Council will have to contact the owner or property management company which runs the property known as 1-5 Park Farm, which is located at the southern end of Harvey Close. These trees are not the responsibility of Wittering Primary School and as such, the School has no control or right to touch them. I am sorry that we cannot be of help further in respect of this matter. We will notify the Parish Council of a date, when we have one, to raise the canopy of trees adjacent to the footpath, which fall within the responsibility of the School. This will probably be carried out in the next few weeks</i>.</p> <p>The Clerk had not received a reply from either of the two residents concerned. (After the meeting one of the residents contacted the Chair to confirm that she is in the process of carrying out a tree survey).</p>
	<p>Leases for the Junior Football Club and Adult Football Club The Clerk will ask Russ Pye to send the updated lease documents to both Football Clubs.</p>
	<p>History Boards David Standish-Leigh requested £20 for the copyright fee from the Northamptonshire Archives. This was proposed by Dave Hughes, seconded by Emma Wilson-Jones and agreed to by all present. The Clerk will ask Jean Jackson to send the copies of the quotes to Emma Wilson-Jones.</p>
	<p>Play Area on Parker Road A Service Level Agreement will be drawn up between PCC and the Parish Council. It is hoped that the slide/climbing equipment will be repaired shortly.</p>
25(06)7	<p>To Approve the Updated Standing Orders Susie Briers proposed that these are approved, this was seconded by Emma Wilson-Jones and agreed to by all present.</p>
25(06)8	<p>IT Policy and Parish Councillor Email Addresses Jo Gault confirmed she was in the process of finalising the Parish Council's IT Policy. She will arrange for all the Parish Councillors to access the Parish Council Google Drive on their mobile phones. Once this has been completed, the Clerk will use the Parish Council's email address (or WhatsApp Group) to send emails and messages to the Parish Councillors.</p>
25(06)9	<p>Maintenance of the Parish Hall</p>

	<p>Emma Wilson-Jones had inspected the Parish Hall and had made a list of what needs to be done to improve it until the Community Building is built. This includes:-</p> <ul style="list-style-type: none"> • Deep Clean • Painting • Work in the kitchen • Parish Hall signage • Emptying the cupboards in the kitchen • Checking the plug sockets/electrics • Purchasing a new cooker, fridge/freezer and possibly a dishwasher • Putting a Yale lock on the side door • Putting a noticeboard in the kitchen • Putting a pad lock on some of the kitchen doors • Purchasing a new cigarette butt box/bin <p>Russ Pye may be able to obtain the help from the contractor for some of the above but, in the meantime, the Clerk will obtain a quote for the deep clean as proposed by Susie Briers, seconded by Iain Wilkinson, and agreed to by all present.</p>
25(06)10	<p>Hall Usage Compliance and Cleaner Reporting</p> <p>When the Parish Hall has been cleaned and repainted, the Hire Terms & Conditions will be revised to include information on how the hall should be left at the end of a booking. The cleaner will be asked if she is willing to check the state of the hall and, if it is left in a clean and tidy state, a holding deposit will be returned to the hirer.</p>
25(06)11	<p>Inappropriate Parking on Grassed Area on Church Road</p> <p>There are two or three vehicles parking in the area which is owned and maintained by the MoD. This has already been reported to the MoD, but the Clerk will write to the residents concerned asking that they park their vehicles elsewhere.</p>
25(06)12	<p>Police Matters</p> <p>PC Irving and PC Monteiro emphasised the importance of reporting any incident of concern to the police rather than to the RAF or putting it on Facebook. If an incident is reported three or more times in 30 days, it is highlighted to the police and any required action taken. The issue of speeding in the village and dangerous driving into the village via the A1 southbound and undertaking U-turns was discussed. The issue of vulnerable residents causing concern with their behaviour was also discussed but, unfortunately, the police have limited powers on dealing with and/or helping these residents.</p>
25(06)13	<p>Organisation Reports</p>
	<p>Sports & Social Club</p> <p>The Sports & Social Club wishes to extend their Premises Licence due to the greater number of community events being held in the village. The S&S Club only has fifteen temporary licenses that it can use and must turn down events as they are running out of licenses. It needs the support of the Parish Council to do this, and Dave Hughes proposed this support, he was seconded by Iain Wilkinson, and it was agreed to by all present. A meeting will be arranged between the S&S Club and the Parish Council to progress this further with an anticipated submission date of September 2025. It was noted that once this has been approved, there will be an application to amalgamate the PPL PRS Music Licence to cover both the S&S Club and the Parish Hall.</p>
	<p>Football Club</p> <p>Dave Hughes will check the defibrillator at the Football Club.</p>
25(06)14	<p>Planning</p> <p>24/01567/FUL</p> <p>For change of use of agricultural land to dog walking paddocks including formation of gravel car parking area, fencing and landscaping at land to the east of Wittering Ford Road, Barnack – Permitted</p> <p>25/00448/HHFUL</p> <p>Proposed first floor side extension and addition of a front porch at 38 Church Road, Wittering – Permitted</p> <p>25/00450/FUL</p> <p>Change of use of land to use as residential caravan site for 4 gypsy/traveller families, each with two caravans including no more than one static caravan/mobile home, together with retention of existing building for use as ancillary dayroom and laying of hardstanding at the Orchard, Uffington Road, Barnack, Stamford – this has been put onto the Wittering Residents' Facebook Page and the Clerk has written to Barnack Parish Council offering the Parish Council's support in dealing with this planning application.</p> <p>25/00552/HHFUL</p>

	First floor side extension at Wittering Manor, Townsend Road, Wittering – Comments: it does not appear that the planning application notices have been erected near to the area. In addition, the work has already started. The Clerk will inform Planning Control - Awaiting Decision
25(06)15	Correspondence <ul style="list-style-type: none"> • Already circulated
25(06)16	Finance <ul style="list-style-type: none"> • To approve the payments included on the financial statement dated 31st May 2025 as proposed by Emma Wilson-Jones, seconded by Brian Day, and agreed to by all present. • Request to rent the Parish Hall at a reduced cost/free when raising monies for a charity. This request has been approved on the basis that the hirer pays the hire fee in full, but it will be refunded when she provides proof that monies have been received by the charity concerned.
25(06)17	Matters for Future Consideration To consider Agenda items for the next meeting not already covered above.
25(06)18	Date of the next meeting To confirm the date of the next meeting – as 7.30 pm on 24 th July 2025 in Wittering Parish Hall.

Deirdre McCumiskey, Wittering Parish Clerk and Responsible Finance Officer

SIGNED _____

DATE 24/07/25

Chair