

**Minutes of the First and Annual Meeting of Southoe and Midloe Parish Council
Held on Monday 18 May 2026 at the Village Hall at 7.00 pm**

Present: Councillors: Chris Faux (Chairman) (CF), Barry Butler (BB), Alan Marnes (AM), Phil Nevard (PN) and Scott Wells (SW).

In attendance: Mrs Gail Stoehr (Minutes Secretary, LGS Services)

- 1. To elect a Chairman and to receive the declaration of acceptance of office**
Cllr Butler was proposed by Cllr Marnes. The proposal was not seconded.
Cllr Faux was proposed by Cllr Butler and seconded by Cllr Scott.
RESOLVED that Cllr Faux be elected Chairman. Cllr Faux signed his Declaration of Acceptance of Office before taking the Chair.
- 2. To elect a Vice-Chairman**
RESOLVED that Cllr Butler be elected Vice-Chair. (Prop CF, 2nd SW, carried with 4 in favour and 1 against)
- 3. Delivery by councillors of their declarations of acceptance of office**
Declarations of Acceptance of Office were signed by all members before the meeting.
- 4. Apologies for absence and declarations of interest**
 - 4.1 To receive apologies and reasons for non-attendance**
None. All members were present.
 - 4.2 To receive declarations of disclosable pecuniary and other interests**
Cllrs Faux, Butler and Wells declared an interest as members of the Village Hall Committee.
Cllr Marnes declared a non-pecuniary interest in the Hub and in Parochial Church Council matters.
 - 4.3 To receive written requests for dispensations**
None.
- 5. To approve the minutes of the last meeting on 23 March 2026**
RESOLVED that the minutes of the meeting on 23 March 2026 be approved and signed by the Chairman as a true record. (Prop CF, 2nd PN, unanimous)
- 6. To co-opt to fill any vacancies resulting from insufficient candidates at election and to make arrangements for any remaining vacancies to be filled**
There are two vacancies following the uncontested elections.
RESOLVED to place notices on the notice board and website.
- 7. Annual Business**
 - 7.1 Review of delegation arrangements to committees, working groups, employees, other local authorities and volunteers**
None.
 - 7.2 Review of the terms of references for committees and working groups**
Not applicable.
 - 7.3 Receipt of nominations to existing committees and working groups**
Not applicable.
 - 7.4 Appointment of any new committees and working groups**
Not applicable.
 - 7.5 Review and adoption of standing orders, financial regulations risk assessment arrangements and other policies**
A proposal ^(AM) that a dress code be included in the Standing Orders was not seconded.
RESOLVED that there should be no changes to the Standing Orders.
RESOLVED that there should be no changes to the Financial Regulations.
RESOLVED to defer the review of the risk assessment arrangements to the next meeting and that members should look at the one on the website.

RESOLVED to defer review of the other policies to the next meeting.

7.6 Review of arrangements (including legal agreements) with other local authorities not-for profit bodies and businesses

RESOLVED to note that:

The Parish Council is responsible for maintenance of the closed Churchyard.

The Parish Council has a lease for the Playing Fields.

The Parish Council is custodian trustee of the Village Hall.

7.7 Review of representation on or work with external bodies and arrangements for reporting back

RESOLVED that the following be appointed as the Parish Council's representative on external bodies:

CAPALC and ACRE – Cllr Marnes

Great Ouse Valley Trust – Cllr Marnes

P3 – Cllr Marnes

HDC meetings e.g. Town and Parish Forum and Environmental meetings – Cllr Marnes.

Local Food Forum - Cllr Marnes

Neighbourhood Planning - Cllr Marnes

Quarries Liaison Group – Cllr Marnes

RESOLVED, if Cllr Marnes is unable to attend, that he should let everyone know and someone else will endeavour to go instead. (Prop AM, 2nd BB, unanimous)

7.8 Review of inventory of land and assets

RESOLVED to note the Assets List.

7.9 Review and confirmation of arrangements for insurance cover in respect of all insured risks

RESOLVED to defer this item to the September meeting. The insurance for other community assets was not known.

7.10 Review of the Council's and/or employees' memberships of other bodies

RESOLVED that the Parish Council is affiliated to CAPALC, ACRE and the Great Ouse Valley Trust. (Prop CF, 2nd SW)

7.11 Review of the Council's complaints procedure

RESOLVED to defer this item to the next meeting.

7.12 Review of the Council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998

RESOLVED that the Council should consider this item at its next meeting, noting that CAPALC offer a service for GDPR and Data Protection.

7.13 Review of the Council's policy for dealing with the press/media

RESOLVED that the Clerk and Chairman should draft a policy to bring to the next meeting.

7.14 Review of the Council's employment policies and procedures

RESOLVED that the old policy should be considered.

7.15 Review of the Council's expenditure incurred under S137 of the Local Government Act 1972

RESOLVED to note that during FY26 the Parish Council made the following S137 payments:

Southoe Church – Utilities £480.00

Blister Pack Recycling - £216.00.

7.16 Setting the dates, times and place of ordinary meetings of the full Council

RESOLVED that the Parish Council should meet bi-monthly on the fourth Monday of every other month in odd months, (January, March, May, July, September and November) at 7pm in the Village Hall.

RESOLVED, noting that the Village Hall is a licensed premises, that the Parish Council will reconsider this venue if and when a non-licensed premises becomes available.

7.17 Review of dispensations required under the Code of Conduct to enable the Council to conduct its business

RESOLVED to note that Cllrs Faux, Butler and Wells have dispensations as trustees of the Village Hall, as otherwise the Parish Council would be inquorate when discussing the Village Hall. Cllr Marnes has a dispensation to speak and vote on matters relating to the PCC as a family member is a member.

7.18 Review of banking arrangements and appointment of any bank signatories

RESOLVED to note that the Parish Council has accounts with the Bank of Scotland and Natwest Bank.

RESOLVED that there should be no change.

7.19 Member training arrangements

RESOLVED that there should be no change.

8. Open Forum for all for all members of the public present

The following comments were made:

- Vacancies were not shown on the website.
- There were no women on the Council.
- Village Matters are at end of meeting
- Signs for A1 closures – no information available
- The date for the installation of railings/fencing at the Village Hall was awaited.
- A question was asked about the availability of communal green bins for residents use. There were only a limited number available and residents might have to share.

RESOLVED that the Chair should find out from HDC.

- With regard to item 7.7, Local Flood Forum, it was suggested that the Parish Council should consider the sewage problems.
- The Meeting Secretary advised on the availability of a complaints policy on the website.

9. District and County Councillors' reports

No District or County Councillors were present.

10. Matters Arising from the last meeting

None.

11. Planning

11.1 To consider any Planning application consultations received

11.1.1 26/00524/S73 - 36 Rectory Lane – Removal of condition 3 of LBC ref. 15/02251/LBC relating to ancillary use of accommodation

RESOLVED that the Parish Council supports the application, that the applicants should be invited to clarify the use. (Prop AM, 2nd CF, unanimous)

11.2 Planning Applications for which a response has been made between meetings using delegated powers – to be noted

None.

11.3 Decision notices, appeals notices, enforcement notices and planning correspondence

None.

11.4 To consider any tree works applications received

None.

11.5 East West Rail Consultation <https://eastwestrail.co.uk/consultation/consultation2026>

RESOLVED that Cllr Marnes should attend a consultation meeting at Cambourne.
 RESOLVED that the Annual Parish Meeting should preferably be held on Thursday 28 May if the Village Hall is available, but if not, to hold it on Wednesday 27 May.

12. Finance & Policy

12.1 To approve payment of bills

RESOLVED that the payments below, but not to approve the payment to NPower (Street light energy) £2,395.86, which the Parish Council disputes and wishes to open a dialogue with NPower. (Prop CF, 2nd SW, unanimous)

Gio Gardening	Grass cutting	£375.00
Then Media	Website and emails	£42.00
Then Media	Website and emails	£42.00

12.2 To consider any matter which is urgent because of risk or health and safety

RESOLVED to note the fence at the rear of the Village Hall.

12.3 To carry out a review of the effectiveness of the system of internal control that has been in place during the year under review (between 1st April 2025 and 31 March 2026)

RESOLVED to note that the Parish Council has strict controls and is satisfied with the system of internal control that has been in place during the year under review.

RESOLVED that the following items 12.4 to 12.9 inclusive be deferred to a meeting in June, and that the Chair and the Clerk should arrange a suitable date for the meeting.

12.4 To prepare the Annual Governance Statement (Section 1 of the AGAR)

12.5 To approve the Annual Governance Statement by resolution

12.6 To consider the Accounting Statements (Section 2 of the AGAR)

12.7 To approve the Accounting Statements by resolution

12.8 To ensure that the Accounting Statements are signed and dated by the person presiding at the meeting

12.9 To complete the certificate of exemption

12.10 Request for funding for purchase of a blister pack recycling box

RESOLVED to approve funding of up to £250.00 for the purchase of a blister pack recycling box. (Prop CF, 2nd SW, unanimous)

13. Highways matters

13.1 Report on A1 Safety Group meeting including appointment of a Council member to the committee

Cllr Marnes reported on the membership of the group and the attendees. The report included: the re-painting of white lines on sections of the road; Japanese knotweed, high kerbs, the clearance of flooding debris, and vegetation between the Lees Lane junction and the Bell Lane junction. These issues had all been reported and were awaiting action.

13.2 Feedback on traffic control/parking measures plan

The plan was considered.

RESOLVED that the Parish Council should assess whether there is a speed issue and revisit with the CCC Officer whether any funding is available via CCC or the wind farm fund.

There were parking problems in the village, especially on Lees Lane.

RESOLVED that a letter be sent to the whole village, encouraging better parking and asking people to park considerately. The letter is to be circulated to members.

At 8.38 pm the meeting was briefly closed to take comments from the floor. Suggestions were made that the Parish Council consider traffic control and parking measures. The meeting resumed.

13.3 A1 – Request from MP for history from PC view

Cllr Marnes outlined the history of junctions 11, 12 and 13.

RESOLVED that Cllr Marnes should prepare a history of the road from 1958 to pass on to the MP.

14. Play Area and Playing Field

14.1 Petanque update

The Petanque area had been installed. The Chair had removed some turf to improve the ground levels.

RESOLVED that Cllr Wells should ask Gio Gardening for advice.

RESOLVED that the Parish Council should advertise that the facility is open.

Communal Petanque balls are available.

Cllr Wells is drawing up a risk assessment.

RESOLVED that this should include consideration of the implications for football and Petanque being played at the same time.

14.2 Children's School Holiday Sessions – update

The original quote was for £70.00 per hour, with football included. A lower quote was awaited.

14.3 Picnic tables on the Recreation Ground and Petanque area – to consider quotes

RESOLVED to defer this item to the next meeting.

14.4 Bird scarers for the swings – update

RESOLVED to reinstate the cable ties.

14.5 Playing fields – 25th Anniversary of enclosure

RESOLVED to defer this item to the next meeting.

14.6 New Play Equipment - surveying the village and considering grant options

RESOLVED that the Chair should survey the village about Recreation Ground play equipment. This is to be an agenda item for the Annual Parish Meeting.

15. Village Hall

15.1 Village Hall basketball hoops - update

RESOLVED to note that these were up and running and were very successful.

RESOLVED that Cllr Wells should mark out the area for use with existing materials.

16. Cemetery Matters

16.1 Lych Gate maintenance - to consider quotations if received

RESOLVED to note that no quotations had been received as more information was needed, especially if maintenance was necessary and a faculty was required.

RESOLVED that the Chairman and Clerk should submit a formal request for the faculty process.

RESOLVED to defer this item to the next meeting.

16.2 Churchyard maintenance – to consider a meeting with the PCC, Contractor and users of the churchyard to discuss

At 9.11 pm the meeting was briefly closed to take comments from the floor.

RESOLVED that a site meeting should take place between the Parish Council Chair and Vice-Chair, PCC Chair, Gio Gardening Services, and others with an interest.

The meeting resumed at 9.14 pm.

17. Village Matters

17.1 Reports from external meetings attended by Councillors

17.1.1 Report on GOVT meeting and request for support for the aims of the group

A poster is to be placed on the notice board advertising the walk along the Ouse Valley Way on 12 July.

RESOLVED that the Chair should promote the event.

17.2 Parish Council event invitations (including):

17.2.1 Cambridgeshire ACRE – Cancer awareness and early diagnosis in Cambridgeshire” online event on Tuesday 26 May from 5pm-6pm

Cllr Marnes reported that he was unable to attend.

17.2.2 WOW GOVT

Taken earlier.

17.2.3 Cambs ACRE invites

Covered previously.

17.2.4 HDC Waste and minimisation invite

RESOLVED to note that the HDC had cancelled the original date and the event was now being held on 26 May.

17.3 Green bin recycling – update on consultation with residents

Taken earlier.

17.4 Provision of allotments – update on consultation with residents

RESOLVED, noting that four people were interested, that a discussion should take place between the Chair, Andrew Rampley, the tenant farmer and Savills, after which the Parish Council will consider this further.

17.5 Flooding/Flood Group update on discussions with Environment Agency/HDC

A meeting was awaited.

17.6 Church/Hub report

At 9.22 pm, the meeting was closed and G Lendrum was invited to report.

The Church currently has no incumbent and was using a lay minister.

The Hub was making good progress with the refurbishment and the venue would be viable by the end of July.

The meeting re-opened at 9.24 pm.

17.7 Feedback on sewerage system history

Cllr Marnes provided the history and background to this item.

RESOLVED to defer this item to the next meeting.

18. Councillors' Questions and Reports

None.

19. Date of the next meeting

The next meeting will take place on Monday 27 July at 7pm.

20. Closure of Meeting

There was no further business and the meeting closed at 9.30 pm.

SignedChairmandate.