MINUTES OF THE MEETING OF AUCKLEY PARISH COUNCIL

HELD ON WEDNESDAY 14TH OCTOBER 2026, COMMENCING AT 6.30PM

AT AUCKLEY PARISH CENTRE

Councillors Present: J. Staniforth (Chair), V. Dobson (vice chair), B. Herring, N. Slack, P. Swift, C. Thomson, G. Warrender, J. Worthington and D. Conroy (from item 2)

In Attendance: E. Lear (Clerk), two members of the public.

1. **Non-Attendance by Councillors**
   None received.
2. **Consideration of Applications Received for the Co-option of One Parish Councillor-** two eligible candidates were in attendance at the meeting and gave a brief summary about themselves. Following discussion, members voted and Damian Conroy was co-opted as a parish councillor- **AGREED** and after signing the Declaration of Acceptance of Office, took his seat as a member of the parish council.
3. **Declarations of Other Interests and Any Amendments-** None
4. **Determination of the Exclusion of the Public and Press-** 16.
5. **Public Participation**
   a) Consideration of Items Raised by Members of the Public Present at the meeting for Immediate Action/Future Consideration- None
   b) Consideration of items raised by members of the public to the Clerk/Councillors for immediate action/future consideration.
      i) Speed of vehicles using Common Lane- this includes tractors. Members will inform the PCSOs at the police drop in session and will continue to monitor- **AGREED**
      ii) Litter created by Students on Hurst Lane- Communication had been received from a local resident but in the meantime Hayfield School are proposing to carry out a couple of litter picks in the Auckley Parish in the coming months. Clerk to contact Hayfield School, New College and Hill House regarding concerns about students causing litter- **AGREED**
      iii) Use of Hayfield Park football pitch by Finningley Harriers- The Styrrup football team have reported that they have not been able to use the pitch due to stones appearing on the surface posing a health and safety risk. Clerk to inform Finningley Harriers that pitch is unusable for games at this time- **AGREED.**
6. **Approval of Minutes of the Parish Council Meeting held 9th September 2026**
   The minutes of the meeting were approved and signed as a true record.
7. **Clerk's Report on Actions Arising from the Previous Meeting (s)**
   Public Participation- Riverside football pitch is still awaiting rolling/spiking/aeration but clerk advised that pitch is still too dry.
   8 No Reply from Ward members requesting information and backing for a community skip, via the Ward Members Budget- Clerk to chase.
   No reply regarding the council proposal to remove the grass verge on Common Lane- Clerk to chase.
   Benches on the green- response received from Highways Officer but awaiting further reply- Clerk to chase.
   Bins on the green and Church Close should be replaced.
   9 Cllr Cox has apologised.
   11a) New College staff indicated that they would attend Hayfield Park to observe student behaviour rather than sending message to all students.
   a) **Noted** items under the Scheme of Delegation:
   i) Pre-consultation on diversion proposal of footpath no. 7- objected. CDC PROW responded that further information/evidence would be required to submit the objection. Clerk to respond that though the council would prefer that the path is not moved, they do not have the evidence to submit the objection- **AGREED**

8. **Consideration of CDC Matters**

a) Report from District Councillors and/or CDC Officers

No report had been received from the Ward Councillors. Cllrs Dobson and Staniforth had met the new Neighbourhood Officer- Karen Simpson and had suggested that she sttend the Parish Centre coffee morning when the police drop in sessions occur. Clerk to contact Ward Councillors, expressing diappointment that they don't send a report when they can't attend the parish council meeting and suggesting that they attend the parish centre coffee morning when the police drop in sessions occur- **AGREED.** The new Neighbourhood Co-ordinator Steve Barnes has moved roles.

b) New Highway Matters for consideration by CDC and/or Other Agencies

i) Update from Safer Roads regarding safety measures- a traffic calming scheme proposal to install speed humps along School Lane in the vicinity of Auckley Primary school, had been received. Following discussion that it won't alleviate the parking issues in the area and won't work in isolation, clerk to express concerns about the scheme-**AGREED**

ii) Concern was expressed about the safety of Hurst Lane with HGVs driving along it and meeting on the bridge- it was acknowledged that the development of the Hanson's quarry site had put more vehicles of this type on the road. Clerk to contact Ward Councillors expressing concerns about the traffic on Hurst Lane and the activities at the Hanson's quarry site and requesting their assistance in following this up with Planning Enforcement- **AGREED**

c) Consideration of planning applications and report to the Planning Authority any observations made by the Parish Council on the following

i) 26/01682/FUL- Installation of Air source heat pumps for new heating system- The Hayfield School, Hurst Lane, Auckley- no comments or objections

ii) 26/01727/FUL- Erection of a garden room- 101 Insall Way, Auckley – no comments or objections.

d) Decisions Made by CDC's Planning Committee- None to report

9. **Consideration of Financial Matters**

a) Second Quarter (September) bank reconciliation against the bank statement- Received and **NOTED**

b) Second Quarter (September) budget monitoring report -Received and **NOTED**

c) Bank Account Balances at 30.9.26 :

Natwest Reserve Account (…995)	£36,559.47
Natwest Reserve Account (…560)	£768.46
Cambridge & Counties 1 year fix Account (…449)	£62,700.39
Cambridge & Counties 31 Day Notice Account (…668)	£33,948.27
Natwest Current Account (…360)	£200.00

d) Consideration of Approval of Bank Transactions, including the Noting of Contractual Payments- **AGREED**

26/27 74	All About Arboriculture	Risk Based Tree Survey	£600.00
DDCR 26/27 6	British Gas	Pavilion Electricity	£84.33
26/27 75	RBVE	2 x Unknown Tommy Statues	£400.00
DDCL 26/27 5	British Gas	Oak Tree Avenue Electricity	£27.98
26/27 76, 26/27 77 and DDP 26/27 8	Site Supervisor, Clerk and Nest	September Salaries plus back pay and travel/mileage and Pension	£1803.93
26/27 78	Amazon Business	Items for pavilion from legionella risk assessment	£24.47
26/27 79	Arrow Publications	Half page newsletter	£78.00
DDO 26/27 7	O2	Clerk's Mobile Phone	£16.60
DD ICO 26/27 1	ICO	ICO annual renewal	£47.00
26/27 80	N Power	Unmetered electricity	£1.05

26/27 81	HMRC	Tax and NI for Q2	£1170.75
26/27 82	The Workplace Depot	Utility Cupboard	£251.99
26/27 83	Glendale Countryside	September Grass Cut	£145.20
26/27 84	Aries Networks	12 month Word Press Hosting June 2026- June 2027	£144.00
26/27 85	Reimbursement	Legionella training for Clerk and Site Supervisor	£74.40
26/27 86	Reimbursement	2nd class stamp	£0.91
26/27 87	Reimbursement	Large 2nd class stamp	£2.40
26/27 88	Reimbursement	2 x cards	£4.59
26/27 89	Reimbursement	Garage/shed hooks for pavilion	£14.99

Hayfield Park

HP 26/27 11	Bloomin Good Gardens	Strim x 2, Box cut x 2	£384.00
DD HP 26/27 6	British Gas	MUGA Electricity	£29.13

10. **Consideration of Recreational Matters**
    a) Hayfield Park:
        i) Consideration of location of picnic bench to be donated by RRT- to be located in proximity to the benches, where the former trunk was located- **AGREED**

        ii Consideration of use of remaining s106 funds- the site will be assessed when the new picnic bench is in situ. RRT would like an official handover of the picnic bench and bench- **NOTED**

        iii) Consideration of replacement of grass mats- a quotation of £275 had been received from CDC to replace 6 grass mats under the basket swing- **AGREED**

        iv) All four ropes on the basket swing have now been replaced as a goodwill gesture by Jupiter Play. The swing is to be monitored for further damage and health and safety risks- **AGREED**

        v) The Styrrup football team have not been able to play on the football pitch due to stones appearing on the surface due to the dry weather. Clerk to contact the council contractor to request suggestions which can be provided to the football team- **AGREED**

    b) Riverside Park:
        i) Consideration of report for legionella risk assessment-
            - Legionella training for Clerk and Site Supervisor- **NOTED**
            - Purchase of items in response to report- **NOTED**
            - A quotation was received from Hayfield Heating for the remedial works suggested by the report for a total of £700 plus VAT- **AGREED.** This includes the moving of the outside tap, following communication received from the Auckley Show Committee who use the tap.

        ii) Consideration of the risk-based tree survey- **DEFERRED.** The report had been received but awaiting quotations for works which are not shown are urgent. An Arborist had provided further advice on opening of a gap for the use by the Auckley Show but the Auckley Show Committee have decided not to proceed with the use of the adjacent field for an overflow car park.

        iii) Two concrete bollards had been displaced bordering the car park on Riverside Park. Thank you to Mr Swainston and Cllr Warrender for reinstating securely in the ground- **NOTED**

        iv) Update on the memorial bench for Riverside Park including proposed locations. 4 locations on the tree side of the embankment to the rear of the poplars (adjacent to the football pitch) had been suggested by the family. Clerk to confirm with the Environment Agency that these locations are suitable- **AGREED.** The proposed locations were **AGREED.**

11. **Consideration of Non Council Owned Assets**
    a) Update on CDC works at the Ellers Lane parade of shops- Highways have indicated the plans have been approved and are awaiting the delivery of the council's items to proceed- **NOTED**
    b) Receipt of Miscellaneous licences for Ellers Lane (noticeboard and bench) and Hayfield Lane (noticeboard)- **NOTED**

c) Consideration of the purchase of bulbs for the 10 wooden planters on Hayfield Lane- Up to £120 can be spent on bulbs- **AGREED**

12. **Consideration of Other Council Owned Assets**
    a) Consideration of Remembrance arrangements
        i) Installation of Poppies- Cllr Warrender and the Site Supervisor will install on Friday 30th of October or Monday 2nd of November using the 65 remaining poppies, with column numbers recorded and use of electrical current detector.
        ii) Installation of Unknown Tommy soldiers- to be erected as part of the Women's Institute display on the green and on Hayfield Lane by Cllr Warrender on the week commencing 2nd of November.
        iii) Placement of wreath/ attendance at Blaxton War memorial- Thank you to Cllr Warrender who will place at the memorial, on the Saturday before Remembrance Sunday.
        iv) Lamp Light of Peace- Auckley School will use on Remembrance Day. Cllr Warrender to drop off at Auckley School.
    b) Consideration of a rooted Christmas tree for Larch Avenue- CDC have provided a quote for a specific-Christmas tree at £1350 plus VAT, plus watering (8 visits per year / 3 years: £351.60) and installation (£170.59)- **AGREED**
    c) Consideration of the memorial bench for Cllr Caygill
        i) Consideration of quotation for bench- the bench will be the same as ordered for the parade of shops i.e. the Leith bench at £466 (including fixings)
        Ii Consideration of Words for the plaque- the family are happy for the council to write. Suggested: In fond memory of Marjorie Caygill for her extensive and dedicated service to the Auckley Parish (year of birth and death)- **AGREED** Clerk to confirm with family- **AGREED.**
        iii) Due to installation in a highway verge, Clerk to obtain quote from CDC for installation as they will cover the required licences- **AGREED**

13. **Consideration of Administrative Matters**
    a) Police Report and Crime Figures – 36 in August.
    b) Discussion of matters associated with the Parish Council Website/Facebook- Christmas Carols on the 15th of December- to advertise via Facebook and the website.
    c) 2 year fixed rate electricity for the pavilion – with British Gas at 32.57p kWh and standing charge of 42p/day- Clerk's delegated decision- **NOTED**
    d) Consideration of future litter pick including intetest in participation from the 558 (Finningley) Sqn- the next organised litter pick is the 7th of November. Cllr Herring to attend. The cadets will be provided with details of this date.
    Hayfield School will be informed of the RRT led litter picks but as no dates arranged over the winter there is no conflict with their suggested dates. Clerk to suggest they concentrate their Auckley dates on the Hayfield area as residents regularly litter pick the village- **AGREED**
    e) Reports of meetings attended by Members of the Council:
        i) Airport Consultative Committee- Attended by Cllr Dobson- report distributed.
        ii) YLCA Branch meeting- Apologies sent from the council, Cllrs Staniforth and Worthington- **NOTED**
    f) Consideration of items for referral to Ward Councillors- Clerk to invite Ward members to attend the Parish centre police drop in sessions- **AGREED**

14. Updates and Recommendations from the Staffing Committee
    b) Update from meeting held 14th October 2026- The Committee are investigating the employer's pension contributions and may consider changing pension providers as the current provider Nest does not offer the best provision.
    It was reported that Monday and Fridays will be mandatory work days for the Site Supervisor and the upcoming winter duties were discussed.
    The staffing committee had rejected a request from the site supervisor to contribute towards his business car insurance as the council pay the HMRC rate of 55p/mile.
    It was acknowledged that the clerk had built up a lot of lieu due to the workload in the past few months which she was thanked for and proposed to the council that a working week of 15 hours be paid to the

clerk- **AGREED** with further lieu to be taken alongside leave. The council will continue to monitor the build up of lieu via reporting to the staffing committee meeting.

15. Consideration of other correspondence:

    YLCA -Weekly News, Training programmes, Law & Governance Bulletin
    NALC – Chief Executives Bulletin
    Environment Agency- Flood Warning Service

Admission of the public to meetings of the local authority and other bodies- Under section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, (as amended), that members of the public and press be excluded for the duration of the following items:

16.

a) Update with regards to encroachment and consideration of further action required in relation to the encroachment of land at the rear of 29 Sandhill Rise- The solicitor has written to the resident explaining the existing Court Order and is awaiting a response.
b) Consideration of any further action required in relation to the encroachment of land to the rear of 31 Sandhill Rise due to building work- the resident continues to build the wall and there has been no response to the last communication sent by the council.
c) Consideration of quotations for boundary survey on Riverside Park- following consideration of the quotations an order for a boundary survey will be placed with Insepes for £1500 plus additional costs.
d) Consideration of tree leaning on fence/ gate of 33 Sandhill Rise- An arborist had advised that though the tree is not in a good position, the danger of collapse is not imminent and advised to wait on the outcome of the boundary survey.

17. **Confirmation of Date and Time of Next Meeting**

The meeting will take place on Wednesday 11th of November 2026 at Auckley Parish Centre, at 6.30pm.

Chair……. Date: …….