

Minutes of a Meeting of FULBOURN PARISH COUNCIL
held on Wednesday, 10th June 2026
in The Swifts, Haggis Gap, Fulbourn.

Present: Councillor Smith (DS, Chair), and Councillors Andrews (TA), Baruch (BB), Beckett (AB), Bramwell (AB), Colyer (JC), Drage (MD), Howell (KH, Vice chair), Johnson (KJ), Saunders (LS), and Ward (GW);

Clerk: Mrs E Sullivan

Members: 14 (1 vacancy) Quorum 5

Members of the Public: 8

In attendance: County Councillor Morgan (MM); District Councillors Hoffman (CH) and Farrar (VF); Administrator Alison Mclellan (AM); RFO Terry Fretwell (TF)

Meeting opened at 19:30

17 To accept apologies for absence.

Councillor Lacey, Lockwood, District Councillor Wills-Eve

18 Parish Council Vacancy/Vacancies - Co-option for resolution

Two parishioners (Jane Anderson Craig and Dawne Brown) introduced themselves and spoke about wanting to join the Parish Council. Cllr Johnson Proposed Dawne Brown with Cllr Bramwell seconded. Cllr Colyer proposed Jane Anderson Craig and Cllr Beckett seconded. A vote was taken and Jane was co-opted in. Cllr Smith welcomed her and invited her to take her seat on council. She signed her Declaration.

19 To notify the clerk of any declarations of interest that will be declared by members for any item to be discussed.

Public & Press - You are invited to attend the whole meeting and are welcome to speak at our Open Forum at the beginning of the meeting.

Parishioners raised concerns regarding the East West Rail proposals, including the potential impact on local chalk streams and the risks associated with the proximity of the route to Fulbourn's mental health facilities. Questions were asked about the likelihood of the Fulbourn option changing should it be included within the Development Consent Order process. Cllr Morgan advised that the proposals were not set in stone and that further stages of the process would provide opportunities for challenge.

Cllr Smith updated those present on his visit to Parliament, where discussions had taken place with Pippa Heylings MP and Lord Hendy. David Cottee confirmed that a copy of the Fulbourn Forum's response had been submitted. District Councillors Farrar and Hoffman reported that further representations could be made, drawing attention to previous examples where proposals had been successfully challenged. Roger Fletcher outlined the Development Consent Order process, including the opportunity to present technical evidence at public hearings, and encouraged residents not to give up. Cllr Morgan reported that Freedom of Information requests had been submitted to Network Rail, Fulbourn Hospital and British Transport Police, while Cllr Beckett advised that East West Rail remained at the desktop survey stage and was continuing to explore alternative locations further from the village.

District Councillor Hoffman confirmed they have put their own remarks in and read out their conclusion, which includes that point that when the consultation started, there were no plans for the Cambridge East station. This only came to light last week,

so surely the TCC can go on the same site? Cllr Hoffman shared a copy of their document.

20 To adopt the following governance documents: Standing Orders, Financial Regulations, Code of Conduct, Scheme of Delegation and Conflict of Interest.

Governance documents were shared electronically with the council prior to the meeting. There were no additional comments and everyone agreed to adopt the documents as they are. Cllr Smith signed the documents.

21 To receive reports from County and District Councillors.

21.1 County Councillor Matthew Morgan

Report received. Cllr Morgan highlighted 20mph zone consultation for Beechwoods. Consultation closed today but council have spoken previously about being for this change.

Meeting with CCC officers on Friday will now only be 9-10am. Cllrs Smith and Colyer will join and anyone who has questions about archaeology, drainage and Highways to pass them on before the meeting.

Cllr Morgan recommended reading the Development Corporation (DevCo) consultation now that it is back.

21.2 District Councillor Farrer and Hoffman

The report was received. Cllr Hoffman highlighted concerns regarding the proposed Development Corporation (DevCo), noting particular dissatisfaction with the implications for Green Belt land. Cllr Hoffman also reported that she had spoken with Hills regarding its recent land acquisition in the area. Hills had confirmed that it would begin engaging with the public on its proposals, which could have implications for Fulbourn, particularly in relation to Airport Way and the wider Cambridge East development, where approximately 10,000 new homes are planned. Members were also advised that the Milton Sewage Treatment Works would no longer relocate to Honey Hill, but that the existing site would instead be expanded.

22 To approve the Annual Governance Statement.

The Annual Governance Statement had been shared electronically with the council prior to the meeting. There were no additional comments and everyone approved. Cllr Smith signed the document.

23 Approve Annual Accounts 2025/26 for Resolution.

The 2025/26 accounts had been shared electronically with the council prior to the meeting. There were no additional comments and everyone approved for resolution. Cllr Smith signed the document.

24 Review of asset register, insurance and risk management arrangements.

The Council reviewed the asset register, insurance arrangements and risk management documentation. Cllr Baruch identified areas for clarification within the risk management document, including whether activities taking place in the recreation ground play areas were adequately covered under the Council's public liability insurance, and whether equipment such as lawn mowers should be specifically included. It was agreed that Cllr Baruch and the Clerk would contact the Council's insurers to confirm the extent of the cover. The Clerk confirmed that the Feast was covered under the Council's public liability insurance, and the question of cover for school sports days would also be clarified.

Cllr Andrews referred members to documents previously circulated regarding the asset register and the implications of local government reform, recommending that

**BB,
Clerk**

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| <p>the Council undertake a review of its assets. Cllrs Andrews and Anderson Craig agreed to join the Assets Committee. Members discussed the valuation of assets, including the recreation ground, and Cllr Drage suggested that additional community assets, such as the war memorial, could be considered for designation as Assets of Community Value. Mr Fretwell advised that, for insurance purposes, the asset register should include saleable assets and that green spaces would need to be considered separately, noting that there is no requirement for councils to insure such areas.</p> | <p>Clerk</p> |
| <p>25 Review and adoption of remaining policy documents All remaining policies were sent electronically to councillors prior to the meeting. No comments were made. Policies all accepted by council. Cllr Smith signed the documents.</p> | |
| <p>26 East West Rail consultation Cllr Colyer confirmed the first draft of the response has been shared round council. New information has come in during this meeting, so will be added to the response. Cllr Smith will contact Foxtan PC. Cllr Colyer confirmed the next steps will be to get the school, care home, hospital, doctors etc involved. Council is happy for the subcommittee to continue working as they are, with the final comments being sent round via email, rather than another meeting.</p> | |
| <p>27 To approve the minutes of the March 2026 meeting. Cllr Ward proposed passing the minutes, proposal seconded by Cllr Howell agreed by the Council.</p> | |
| <p>28 Matters arising from the last meeting. Farehurst Park and The Orchards: The Clerk updated on the Morris Homes community centre plans. Cllr Drage confirmed the bar was taken out, but otherwise it was the same. Mobile Speed Indicator Device (SID): Awaiting a meeting with Graham Cone to retrieve the device. Swifts 106 : Cllr Drage and the Clerk have looked at the map and the S106, and it seems that the Parish Council will take on all green areas. Council agreed. Solicitor will be able to move forward.</p> | |
| <p>Local Highways Improvement funding (LHI): Meeting about the 2025 LHI bid will be organised.</p> | <p>MM</p> |
| <p>Driveway: Cllr Smith shared the first quote that has been received, which is for roughly £40,000. Cllr Beckett confirmed 3 quotes will be needed, and that he is happy to help with this.</p> | <p>DS, AB</p> |
| <p>Skate Park: The administrator gave an update on the questionnaire results and reported that the meeting this morning went well. Cllr Beckett will help the administrator with quotes. More funds have been found to apply for.</p> | <p>AM</p> |
| <p>Cemetery Driveway: works on driveway led pipe was completed. Clerk confirmed the memorial stability testing will start from 6th July. Notices are publicised regarding this.</p> | |
| <p>High Street/Pierce Lane: Ongoing.</p> | |
| <p>Seating at bus stop outside pharmacy: Clerk to speak to Wrights. Need to consider causing extra litter and noise concerns for the flats above.</p> | <p>Clerk</p> |
| <p>Accessibility of Pavilion: Clerk checking measurements and will share round prices.</p> | |
| <p>Speed watch: Meeting to be confirmed. Parishioner volunteers are interested too.</p> | |

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| <p>VAT: Council voted and agreed to action change from October 2026 onwards.</p> <p>Recreation ground tasks: Council agreed it is sensible to have a clause for the lawn mower being used, and the school using the recreation ground at their own risk. Cllr Ward to get a quote to fix the metal horse. Cllr Smith will look at the trip hazard under the tire swing and one of the roundabouts. Clerk will ask Greg to paint the youth shelter.</p> <p>Village walk: Wednesday 17th June – meet at Hub. 7pm.</p> | <p>Clerk</p> <p>GW</p> <p>DS</p> <p>Clerk</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>29 Planning Minutes for planning attached. Cllr Howell proposed Cllr Johnson to become Chair of planning. Cllr Ward seconded. All agreed.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>30 Tree works: Clerk and Chair to chase poplar trees at Poor Well, as application has not come through yet and it is getting critical.</p> <p>Tree works application: Proposal: Decayed Horse Chestnut - remove tree Site address: Fulbourn Recreation Ground Home End Fulbourn Reference: 26/0540/TTPO Disclaimer: Fulbourn Parish Council Tree Officer and the Parish Council accept no liability for the advice given above.</p> | <p>DS,</p> <p>Clerk</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>31 Correspondence Parishioner, email – issue with the anti-cycling metal bars on the Caraway Rd/Cherry Orchard snicket. They are too close together and do not work. Could the same bars on the Pierce Lane/Cow Lane alleyway work? <i>To be reviewed on the village walk.</i></p> <p>Parishioner, email – Trees and Ivy down the Cow Lane/Pierce Lane alleyway are overgrown and pushing fences over. <i>Clerk to ask TH Trees to take a look and quote for the work</i></p> <p>Jack Bullimore, SCDC, email - There are a few bus stops within Fulbourn where CPCA, SCDC and County have all denied ownership. These are: Capital Park (Cambridge Road, Fulbourn) and Darwin Hospital (Fulbourn Old Drift, Fulbourn). Are these Parish Council owned? <i>Capitol Park is private and so probably owned privately. General consensus that the PC does not own these</i></p> <p>Parishioner, email – Issues regarding speed in the village and HGVs.</p> <p>CCC, email - Holiday Activities and Food (HAF) Programme - Summer 2026</p> <p>Parishioners, email – several objections to the East West Railway TCC.</p> <p>Parishioner, email – comments for the East West Railway TCC</p> <p>Parishioner, email – Greenery on Greater Foxes needs to be looked at. <i>Clerk to ask TH Trees to take a look and quote for the work</i></p> | <p>All</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>32 To resolve the accounts for the month.</p> <table border="0"> <tr> <td>Pavilion Gas.....</td> <td>84.32</td> <td>Pavilion Elec.....</td> <td>435.20</td> </tr> <tr> <td>Hub Gas.....</td> <td>131.58</td> <td>Hub Elec.....</td> <td>247.31</td> </tr> <tr> <td>SP Landscapes.....</td> <td>3120.00</td> <td>Man up.....</td> <td>108.00</td> </tr> <tr> <td>B&J Developments: cemetery...</td> <td>3114</td> <td>Plan It Repographics.....</td> <td>318.00</td> </tr> <tr> <td>Cam alarms: swifts.....</td> <td>140.88</td> <td>Pristine:hub.....</td> <td>245.42</td> </tr> <tr> <td>Oliver Prince: Hub wall.....</td> <td>3150.00</td> <td>TH Tree surgery.....</td> <td>804.00</td> </tr> <tr> <td>Maria Elm: printing.....</td> <td>97.96</td> <td></td> <td></td> </tr> <tr> <td>Tesco: Mobile.....</td> <td>26.99</td> <td>Cleaner Windows: Swifts.....</td> <td>30.00</td> </tr> </table> | Pavilion Gas..... | 84.32 | Pavilion Elec..... | 435.20 | Hub Gas..... | 131.58 | Hub Elec..... | 247.31 | SP Landscapes..... | 3120.00 | Man up..... | 108.00 | B&J Developments: cemetery... | 3114 | Plan It Repographics..... | 318.00 | Cam alarms: swifts..... | 140.88 | Pristine:hub..... | 245.42 | Oliver Prince: Hub wall..... | 3150.00 | TH Tree surgery..... | 804.00 | Maria Elm: printing..... | 97.96 | | | Tesco: Mobile..... | 26.99 | Cleaner Windows: Swifts..... | 30.00 | <p>Clerk</p> |
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Clerk: Wages.....1382.28 Admin Assist: Wages.....730.08
Cleaner: Wages.....433.00 DR Raven Garden: hours..... 964.00
Cllr Ward proposed passing the accounts, proposal seconded by Cllr Colyer and agreed by the Council.

33 Council Committees and Remote Meetings

33.1 Rec expansion committee, Tuesday 2nd June

33.2 Finance Committee, Thursday 4th June

34 To receive items for inclusion on the next Agenda for decision and/or action.

There was no further business and the meeting closed at 22:05.

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Date of next meeting: Wednesday 8th July 2026
in The Swifts, Haggis Gap, Fulbourn

Issued by the Parish Clerk: Emily Sullivan XXX

Signed:

Date:

Attached reports: