



Minutes of the Annual Meeting of the Parish Council – Tuesday 13th May 2025

Attendees: Cllr Langston, Cllr Gilbert, Cllr Hammond, Cllr Laredo

Clerk: Miss K Hanslip

Members of the public: 3

Start: 7:30pm

25/13 Welcome

25/14 Election of Chairman

To elect the chairman for 2025/26. The elected Chairman will then execute the Declaration of Acceptance of Office. It was **RESOLVED** that Cllr Langston was elected as Chairman for 2025/ 26. Cllr Langston executed his declaration of acceptance of office which was witnessed by the Proper Officer.

25/15 Election of Vice Chairman

To elect a vice chairman for 2025/26. The elected Vice Chairman will then execute the Declaration of Acceptance of Office.

It was **RESOLVED** that Cllr Laredo was elected Vice Chair for 2025/26.

25/16 To receive and accept apologies of absence

Cllr Doig

25/17 Councillor's Declarations of Interest

None

25/18 Public and Press Participation Session (15 minutes)

Claire Portus from the Community Payback Team attended to explain how the scheme works.

They work with people who are allocated unpaid work in the community as part of their sentence.

Allocated a placement within the community. A supervised group is allocated to a parish, which they will then help with various duties such a painting, gardening, allotments, church yards etc.

They would be able to allocated a team of people to help with duties within the Parish to help keep it tidy and looking good. Claire is going to send out all the information to the Clerk and it will then be discussed at the next meeting for review and next steps to get this in place.

25/19 To receive County Councillor & District Councillor Reports

Results of the East Cambs District Council By-election – 1st May

The recent by-election for the Stretham Ward of East Cambridgeshire District Council has resulted in the election of Liberal Democrat candidate, Lee Denney.

The full breakdown of the vote is as follows:

Candidate Name	Party	Number of Votes
Ryan Coogan	Reform	526
Lee Denney	Liberal Democrats	820 (elected)
William Furness	Conservative	655
Mark Hucker	Labour	95
David Woricker	Green	131



Total votes cast: 2,230

Turnout: 39.18%

Rejected votes: 3

Following this result, the Council now consists of 14 Conservatives and 14 members of the Liberal Democrat and Independent Group. The Council will elect a Chairman and Leader at its Annual Meeting on 22nd May.

Results of the Cambridgeshire County Council Elections – 1st May

The Liberal Democrats have gained a majority at Cambridgeshire County Council following the elections. The updated composition of the Council is as follows:

Party:

Liberal Democrat – 31

Conservative – 10

Reform – 10

Labour – 5

Green – 3

Independent Councillors – 2

The Liberal Democrats will now form the administration, which will remain in place for a three-year term. As part of the ongoing Local Government Reorganisation, elections will be held in May 2027 to create new “shadow” authorities, with the full transition taking place in May 2028, when both the District and County Councils will cease to exist.

Results of the Election of the Mayor of Cambridgeshire and Peterborough – 1st May

The election of the new Mayor of Cambridgeshire and Peterborough has concluded with the election of Paul Bristow, representing the Conservative Party. The full results are as follows:

Candidate Name	Party	Votes Cast
Paul Bristow	Conservative	60,243
Ryan Coogan	Reform	49,647
Anna Smith	Labour	42,671
Lorna Dupre	Liberal Democrat	41,611
Bob Ensich	Green	18,255

These election results reflect significant shifts in the political landscape across our local councils, with the Liberal Democrats now in a position of strength both at the District and County levels. The ongoing changes in local government structure will be important to follow as we approach the 2027 elections and eventual reorganisation in 2028.

25/20 Approval of minutes

- 1** To approve minutes for signature from Monday 17th March 2025. **RESOLVED** to accept minutes and signed
- 2** None
- 3** No issues

ANNUAL BUSINESS (in accordance with standing orders)

25/21 Review and Adoption of Statutory Documents, Appointments and Policies

- 1 To review, approve and adopt Standing orders for 2025 **RESOLVED** 2025 standing orders approved and adopted
- 2 To review, approve and adopt Financial Regulations for 2025 **RESOLVED** Financial regs approved and adopted. Clerk to a few amendments.
- 3 Review of Asset register. **RESOLVED**
- 4 To review and approve councillors who are bank signatories on all bank accounts. **RESOLVED** current signatories to remain unchanged for 2025
- 5 To review and approve councillors appointed to authorise BACs payments online. **RESOLVED** current signatories to carry out BACS payments remain unchanged for 2025
- 6 To review council expenditure under S137 for 24/25 **RESOLVED** the council approved one Section 137 grant for 2024/25: Grants was awarded for the village fireworks.
- 7 Review and confirmation of Insurance arrangements **RESOLVED** the council will stay with Clear Councils insurance. Clerk to make sure the assets are up to date.
- 8 Review of Council Subscriptions to other bodies

25/22 Review of Policies and Procedures

- 1 Review of complaints procedure **RESOLVED** approved for 2025
- 2 Review of councils Data Protection/ Freedom of Information Policy **RESOLVED** approved for 2025
- 3 Review and adopt the NEW biodiversity Policy **RESOLVED** it was discussed how detailed the policy needs to be. This will be looked at in more detail by Cllr Laredo and Miles – Tree Warden. The Clerk will carry this forward to June.
- 4 Review and adopt the new Code of Conduct policy **RESOLVED** approved for 2025
- 5 Review the councils Health and Safety policy **RESOLVED** approved for 2025. Clerk to look at the first aid book/ documents
- 6 Review of the Safeguarding Policy **RESOLVED** approved for 2025
- 7 Review of Equality Policy **RESOLVED** approved for 2025. Clerk to update the policy on sexual harassment.

25/23 Completion of the Annual Return for the year to 31st March 2025

- 1 Section 1 – Annual Governance Statement 2024/25 **RESOLVED** approved
- 2 Section 2 – Accounting Statements 2024/25 **RESOLVED** approved

REGULAR BUSINESS

25/24 Planning applications

Single storey side extension - 25/00460/FUL - Justlee 1 Gravel End Coveney Ely
RESOLVED asked to check if all neighbours have been consulted, otherwise no comments

25/25 Progress on Planning Applications (For Information)

- 1 24/00748/FUL – Change of use of land from ancillary recreational use to use for the stationing of a former railway carriage to be used for tourist accommodation – retrospective – Commrooks Farm Straight Drove Coveney Ely Cambridgeshire – **APPROVED**

25/26 Council Administration Matters

- 1 To discuss a grant request from Ely Food Bank – S137 **RESOLVED** clerk to respond that at this present time the Parish send donations to the food bank.
- 2 To discuss internal audit – to receive and consider any recommendations **RESOLVED** clerk to work on any recommendations from the internal audit



- 3 Update on correspondence received – yellow lines at School Lane – move to June agenda
- 25/27 Wardy Hill Social Club**
- 1 To update the council on the Social Club status – move to June agenda
- 25/28 Recreational Areas**
- 1 To review the RoSPA report and discuss actions **RESOLVED** Clerk to source quotes for a bucket seat and bark from recommendations to replace
- Update on Orchard – move to June agenda
- 3 Update on Allotments – move to June agenda
- 4 Update on pond project – move to June agenda
- 25/29 Finance matters**
- 1 To approve April and May invoices for payment as per schedule at the end of agenda **RESOLVED** payments for April were under delegated authority due to the meeting not taking place.
- 2 To approve the council's financial position up until 30th April 2025 **RESOLVED**
- 3 To accept the Annual report for the Annual Parish meeting **RESOLVED**
- 4 To accept 2024/25 VAT return **RESOLVED** payment was received
- 5 To note the dates set for the period of the Exercise of Public Rights **RESOLVED** to **NOTE** that the period of the exercise of public rights is set for the 3rd of June until 14th July 2025.
- 6 To share the Councils CIL position **RESOLVED**
- 25/30 Date of Next Meeting**
- Monday 16th June 2025 – Full Council meeting

Close of meeting 9:20pm

Chairman: Cllr R Langston

Clerk/RFO – Miss K Hanslip, 60A Cannon Street, Little Downham CB6 2SS.

EMAIL: Clerk@coveneyparishcouncil.co.uk **TEL:** 07840 795438

Coveney Parish Council
PAYMENTS LIST

15 May 2025 (2025-2026)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
16	Subscriptions	01/05/2025		Current Account		Mobile phone	Tesco Mobile	S	7.14	1.43	8.57
20	Fuelcard	10/05/2025		Current Account		Fuel	Suits me	Z	50.00		50.00
19	Groundskeeper	13/05/2025		Current Account		Groundskeeping	Pat Whetton	Z	658.88		658.88
17	Clerk's Salary	14/05/2025		Current Account		Salary	Miss K Hanslip	Z	436.28		436.28
17	Tax and NI	14/05/2025		Current Account		Salary	Miss K Hanslip	Z	22.40		22.40
18	Clerk's Expenses	14/05/2025		Current Account		Expenses	Miss K Hanslip	Z	39.50		39.50
Total									1,214.20	1.43	1,215.63