



BENWICK PARISH COUNCIL

Minutes of Benwick Parish Council Meeting on Monday 7 July 2025 at Benwick Village Hall

Meeting opened: 19:30

Present

Cllrs S Lowry (Vice Chair, acting as Chair for this meeting), J Ablewhite, R Few, R Emmitt, L Keppel-Spoor. Clerk: A Barnes. Two members of the public.

055/25-26 – Apologies for Absence

Apologies were received from Cllrs Chapman and Taylor.

056/25-26 – Declarations of Interest

Cllr Lowry declared a non-pecuniary interest in Items 061/25-26 and 067/25-26 (Community Lounge / Village Hall).

Cllr Keppel-Spoor declared a non-pecuniary interest in Item 067/25-26 (Reimbursement of expenses).

Cllr Ablewhite declared a non-pecuniary interest in Items 061/25-26 and 067/25-26 (Community Lounge / Village Hall).

057/25-26 – Public Participation

Public time opened at 19:32.

Concerns were raised about increasing levels of dog fouling in the village. Clerk to raise awareness on social media and investigate possible lamppost signage.

Clerk to report holes in the pavement at Chapel Gardens to the housing association.

Cemetery maintenance was noted as much improved.

Anglia in Bloom judging will take place on 21 July between 09:45–11:00. Cllr Chapman invited to attend.

Public time closed at 19:34.

058/25-26 – Confirmation of Minutes

Cllr Lowry proposed and it was AGREED to approve and sign the minutes of the meeting held on 2 June 2025.

059/25-26 – County & District Councillors Reports

No reports received.

060/25-26 – Action Log

The Council reviewed progress on the action log. Updates are detailed under relevant agenda items.

061/25-26 – Community Lounge

The Council noted that the agreement between Benwick Parish Council and Cambs ACRE for the Community Lounge ended on 31 March 2025.

Cllr Few proposed and it was AGREED that the remaining unspent Cambs ACRE funding of £1,535.49 be transferred to the Village Hall Committee.

062/25-26 – Highways Matters

Cllr Keppel-Spoor raised concerns that signage for recent highways works was poorly placed, with

some signs blocking the carriageway and road closure notices set far from the works. Clerk to raise this with CCC Highways.

Clerk also raised safety concerns regarding the bends on Ibbersons Drove.

Cllr Ablewhite reported four volunteers are now involved with Speedwatch. Data from the MVAS unit on Lilyholt Road will be downloaded and then the unit will be turned to face the opposite direction.

063/25-26 – Cemetery and September Gardens

Cllr Lowry reported improved cemetery maintenance with positive feedback noted on social media. The Council discussed the Cemetery Policy and Regulations. Cllr Lowry proposed and it was AGREED to review these again at the next meeting.

064/25-26 – Mooring

Cllr Lowry proposed and it was AGREED to approve £94.76 expenditure on mooring planting, to be taken from the mooring reserve.

Thanks were expressed to Cllr Keppel-Spoor for their excellent work.

065/25-26 – Clerk's Report and Requests

The Clerk's report for June 2025 was noted.

The Clerk highlighted forthcoming annual leave, attendance at Community Lounge sessions and gave an update on the external audit process.

066/25-26 – Policy Reviews

The Clerk outlined updates and amendments to the following policies:

- Complaints Policy - Cllr Lowry proposed approval with a review every 3 years (or sooner if required). This was AGREED.
- Disciplinary & Grievance Policy – Cllr Lowry proposed approval with a review every 3 years (or sooner if required). This was AGREED.
- Expenses Policy – Cllr Lowry proposed approval with a review every 3 years (or sooner if required). This was AGREED.
- Memorial Safety Policy – Cllr Lowry proposed that further reading required by councillors before approval. It was AGREED to review again at the next meeting.

067/25-26 – Income & Expenditure

Cllr Lowry proposed and it was AGREED to approve the following payments:

Payments authorised immediately:

N Power – Streetlight electricity: £0.00

Wave – Water bill (Cemetery usage 12/12/2024 – 11/06/2025): £87.19

Clerk salary & expenses (June 2025): £666.28

ID Verde (Cemetery maintenance May 2025): £273.00

Cllr Keppel-Spoor (Reimbursement for mooring planting): £94.76

Benwick Village Hall (Cambs ACRE Community Lounge funds transfer): £1,535.49

Verges contractor (April, May, June 2025): £250.00

Total authorised: £2,906.72

Payments pre-authorised for payment 08/08/25 August (no August meeting):

Clerk salary & expenses (July 2025): £605.54

ID Verde (Cemetery maintenance, June 2025): £273.00

Total authorised: £878.54

Cllr Lowry proposed and it was AGREED to approve the June 2025 bank reconciliation. Cllrs Lowry and Keppel-Spoor signed the reconciliation at the close of the meeting.

068/25-26 – Correspondence

The following correspondence was noted with no further comments:

- FDC Press Releases (23/06/25, 28/06/25)
- NALC CEO Bulletins (23/06/25, 28/06/25)
- NALC Star Council Awards (04/06/25)
- CCC Cambridgeshire Matters (04/06/25, 28/06/25)
- CCC Highways Maintenance Transparency Report (30/06/25)
- Cambs ACRE Staying in Touch Newsletter (04/06/25 x2)
- Cambridge & Counties Bank interest rate notification (04/06/25)
- Cambs & Peterborough Integrated Care Service Newsletter (04/06/25)
- SLCC News Bulletin (04/06/25)
- BPC Website QR code (09/06/25)
- CCVS Bulletin (16/06/25)
- CCC Local Government Reorganisation (23/06/25)
- RECAP Food Waste Volunteers (23/06/25)
- CAPALC June Newsletter (28/06/25)
- News from MP (30/06/25)
- Doddington Diary July (30/06/25)

069/25-26 – Planning

The following planning applications were reviewed by the council:

- a) F/YR25/0462/TE1 (Land North West of Sewerage Works, Doddington Road, Benwick).
No planning related comments were made.
- b) F/YR25/0477/F (33 Doddington Road, Benwick).
The Council support a replacement building in principle, but raised concerns over the proposed scale, which may appear overbearing and detrimental to neighbouring properties.

070/25-26 – Biodiversity and Habitat Initiatives

No new actions or initiatives were raised.

071/25-26 – Agenda Items / Next Meeting

The next Parish Council meeting will be held on Monday 1 September 2025. Items for the agenda should be submitted to the Clerk by Friday 22 August 2025

Meeting closed: 21:15



Appendix 1

Bank Reconciliation		Financial Year ending 31 March 2026	
Benwick Parish Council			
Prepared by Abbey Barnes (Clerk & RFO)			
Date	01/06/2025		
Approved by		Chair	
Date	02/06/2025		
Balance per bank statements at end	31/05/2025	£	£
Current Account (Santander)		1,726.72	
Current Account (Lloyds)		14,736.31	
Cambridge and Counties Bank		44,770.18	
			61,233.21
Less: Unpresented Cheques			
Cheque Number	amount		
			0.00
Add: Any unbanked cash in transit			
			0.00
Net bank balances end 28/05/2024			61,233.21
The net balances reconcile to the Cash Book, as follows:-			
Opening Balance (01 April 2025)		54,357.37	
Add: Receipts to date		10,109.98	
Less: Payments to date		3,236.14	
Closing Balance		61,231.21	

Earmarked Reserves:

Community Lounge	£1,470.04	exluded from EM totals	
Verge Planting	£100.00		
Cemetery Extension	£3,324.40		
Street Lighting	£9,426.58		
The Pound	£1,000.00		
Village Sign	£0.00		
War Memorial	£5,500.00		
Mooring	£4,000.00		
Allotments	£700.00		
General Reserve	£37,180.23		
		EM TOTAL	£24,050.98