

Kirtling and Upend Parish Council

Minutes of the **Parish Council** meeting held at **7:00PM on Monday the 29th of June 2026** in the Village Hall.

Present: Parish Vice Chair- Cllr. John Kitley; and Parish Councillors - Cllr. M Campbell and Cllr. J.Feron
Also Present: District Cllrs. J May & A Sharp; Clerk- Belinda Westwood
Apologies: Chair – Cllr. R. Staunton

MINUTES

- 260629/01 Chairman RS was away and had given his apologies, it was agreed that the Vice Chair Cllr. John Kitley would Chair the meeting.
- 260629/02 No declarations of interest were received.
- 260629/03 No members of the public attended.
- 260629/04 The minutes of the meeting held on the 25th of May 2026 were approved as a correct reflection of proceedings.
- 260629/05
- **Bus Shelters:** Delivery is scheduled for **7 July 2026**. Lynx Court has completed the base installations and will be on site on the delivery day to complete the shelter installation. S huge Thank you to Richard and Alan who assisted with the bus shelter installations.
 - **Entrance Signs:** The signs have reached the final stage of production and are expected to be installed on **7 July 2026**. The 6 signs posted at all the entrances to the village look lovely!
 - **Speed Awareness Sign:** The speed awareness sign has been installed and is operational.
- 260629/06 Members are advised to check the ECDC Planning Portal before meetings.
<https://pa.eastcambs.gov.uk/online-applications/>

The following applications were discussed:

Reference: 26/00667/VAR Date application valid: 24th June 2026

Officer: Jasmine Moffat Parish: Kirtling

Location: Whybrows Farm Malting End Kirtling Newmarket Suffolk

Proposal: To Vary Condition 1 (Approved Plans) of previously approved 24/00692/FUL, dated 30 September 2024 for carport to side with glazed walkway extending/adjacent to the existing building

Reference : 01353 665555 Date : 25th June 2026

Proposal: Agricultural building for the storage of hay Location

Reference: Land Adjacent To Fawn Cottage Mill Road Kirtling Suffolk 26/00579/AGN- the above proposal has been considered and it meets the relevant Permitted Development Criteria and does not require a full planning application. Therefore the applicant is able to carry out the works under Permitted Development Rights

The Draft Minutes for the **ECDC Planning Committee** meeting held on 10th June 2026 is published online and are available via the link below:

[Planning Committee 10/06/2026 | East Cambridgeshire District Council](#)

260629/07 The decision list for the **Operational Services Committee** has been published online and is available via the link below:

[Operational Services Committee 22/06/2026 | East Cambridgeshire District Council](#)

260629/08

- The monthly bank transactions were approved and the bank balances were noted.

GOCARDLESS Scribe	£	28.80
Service Charges	£	4.25
Village Hall Charity Inv - (June 318 charge)	£	35.00
K Hutchinson - Playing field Mowing	£	297.00
K Hutchinson - Wooditon and the street Mowing	£	495.00
Glasdon - Entrance signs (<i>approved in 2025/6 budget</i>)	£	7,046.56
Lynx Court - Bus shelter retaining wall	£	1,465.14
Clerk Salary - May 2026	£	480.00
HMRC - May 2026	£	147.45
K Hutchinson - Green and Village hall (for the good citizen event)	£	627.00

- An additional invoice for a retaining wall to the bus shelter was received and approved for £1465.14
- An update regarding the Internal audit was shared, more details at the next meeting.

260629/09 Cllr Jonny Edge's report is appended below – Appendix 2

260629/10 The Clerk's report is appended below – Appendix 1

260629/11 No Health and Safety concerns were heard.

260126/12 The date of the next meeting was confirmed for Monday 27th July 2026 at 7pm.

Belinda Westwood (Clerk)
Email: clerk@kirtlingandupend.co.uk

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Vice Chair – J Kitley

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Date

Appendix 1

Clerk – Belinda Westwood MONTHLY REPORT –June 2026

Finance and Audit

Work has been completed in preparation for the Internal Audit. A review exercise was undertaken to ensure all supporting documentation, invoices, bank records, and associated financial evidence were present, complete, and correctly filed. The relevant files and documentation have now been submitted to the Internal Auditor for review.

The annual grass cutting maintenance contribution has been invoiced and payment has been received into the Parish Council bank account.

Bus Shelter Project

Significant progress has been made on the bus shelter project. Lynx Court have completed the installation of the shelter bases and preparations are now in place for delivery of the shelters.

The bus shelters are scheduled for delivery and installation on **7 July 2026**. Richard Staunton and Alan Westwood have kindly agreed to be onsite during the morning to assist with traffic coordination during the installation works. Lynx Court will be responsible for securing the shelters to the prepared bases.

Village Gateway Signs

The new village gateway signs are expected to be delivered during the week commencing 29 June 2026. Installation has been scheduled for **7 July 2026** and will be undertaken by Lynx Court alongside the bus shelter works.

Grounds Maintenance

Due to the recent period of warm weather and rapid grass growth, an additional grass cut was requested for the Ringcraft event area last week.

The Ringcraft event is now expected to take place on **8 July 2026**. Depending on grass growth over the coming weeks, it may be necessary to arrange a further grass cut immediately prior to the event to ensure the area remains suitable for participants and visitors.

General

The Council continues to progress several ongoing improvement projects within the village, with the bus shelters and village gateway signs nearing completion. Further updates will be provided at the next meeting.

Cllr Jonny Edge
MONTHLY REPORT –June 2026

FULL COUNCIL

The Annual Council Meeting was held on 19th May, at which committee Chairs and Vice-chairs were elected. I was returned as Vice-chair of Children and Young People for the second year and look forward to the challenges that lie ahead this year.

Armed Forces Covenant

A motion, from Cllr Yannifer Malinowski (Burwell), was carried to renew Cambridgeshire's commitment to the Armed Forces Covenant. The Armed Forces Covenant is a promise from the nation ensuring that those who serve or have served in the armed forces, along with their families, are treated fairly and face no disadvantages in society compared to other citizens. It enforces a duty of care, often offering special treatment for the injured or bereaved. Cambridgeshire has a significant Armed Forces presence including a known veteran population of over 22,500. This means that local authorities play an important role in supporting service families, particularly in areas such as education admissions, social care, employment, and community support.

Logistics and freight

The second motion, from Cllr Luis Navarro (Longstanton and Northstowe) was on logistics and freight, and asked the council to take a coordinated approach to better understanding and managing freight impacts.

The Council has resolved to request that the Cambridgeshire and Peterborough Combined Authority commission a county-wide strategic freight study to assess the long-term impacts of large volumes of freight on highway capacity, road safety and congestion, surface water and flood risk, air quality, noise and public health, and community wellbeing. Looking at opportunities to shift freight from road-only transport to rail and other options, supported by collaboration with Network Rail, National Highways, district councils, and other key partners.

Our local MP Charlotte Cane has been very active in raising the need to resolve the rail capacity issues north of Ely to assist this, including procuring a debate on it in Parliament while we wait for the Government to commit to this vital piece of work.

By-elections

Two County by-elections have been called. Both of former Reform Councillors. The Roman Bank and Peckover Division in Fenland became free following Andy Osborne being banned as a Councillor for breaking the law. The Ramsey and Bury Division in Huntingdonshire became free on 29th May when Cllr James Sidlow decided to resign his position.

STRATEGY RESOURCES & PERFORMANCE

Quality of Life Survey

The County Council has launched its fourth annual Quality of Life survey, inviting residents to share their views on life in Cambridgeshire and the issues that matter most to them and their communities.

The survey findings provide valuable insight to support business planning, policy development, and decision-making, as well as helping to understand how changes to public services are affecting people's lives. This insight is used to help shape the council's Business Plan and Budget, tracking progress against the council's Strategic Framework ambitions over time.

The online and telephone survey will capture the views of around 5,500 residents and is being delivered in partnership with Cambridge Ahead and the Cambridgeshire and Peterborough Combined Authority.

Previous survey findings have shown that many residents feel happy, safe and have a strong sense of belonging, with Cambridgeshire widely seen as a good place to raise children. They have also highlighted areas where residents would like to see improvement, such as road and pavement maintenance, the cost of living, and mental health and loneliness.

Alongside the random sample, all residents are encouraged to take part in the survey which will remain open into the summer and close on 5 August 2026. Responses will then be analysed and shared with councillors and the public in the autumn.

www.cambridgeshire.gov.uk/quality-of-life-survey

ADULTS & HEALTH

‘Virtual smart flat’ goes live

Cambridgeshire County Council has launched a ‘virtual smart flat’ which uses Extended Reality (XR) to showcase ways in which new and existing technology can be used to help prevent, delay and reduce the need for formal community or acute care.

The equipment available ranges from simple pill reminders to sophisticated detectors, sensors, smart devices and trackers.

People will be able to access the virtual smart flat from home, on a desktop computer or tablet, from Wednesday 13 May. The Council also has a ‘Smart Flat’ in Huntingdon where you can try out the available equipment and technology.

Find out more about the council’s TEC offering including a video:

<https://www.cambridgeshire.gov.uk/residents/adults/staying-independent/equipment-and-technology/technology-enabled-care/tecs-smartflat>

Personal independence payments (PIP) review

On 19 March, the government launched the Timms Review of Personal Independence Payments for people with a disability or long-term health condition. The Review has now closed.

The Review sought feedback from the public on their experiences and knowledge of Personal Independence Payment (PIP), particularly from those with lived or learned experience of PIP, including disabled people, the organisations that represent them, carers, clinicians, experts, MPs, and other elected officials in the UK. The Review aims to report to the Secretary of State for Work and Pensions in autumn 2026 and to reporting its outcomes to Parliament.

CHILDREN & YOUNG PEOPLE

Be Water Smart

The council launched the #BeWaterSmart campaign at the Grafham Water Centre Open Day at the end of May. This was timely, following the deaths of 11 people in open water over the bank holiday and half term across the UK.

The event was picked up by three radio stations, who all interviewed me about the message for staying safe when swimming in open water: Thinking carefully about your surroundings; Never being alone; Staying calm and floating; Calling 999 rather than diving in to help.

Unclaimed child trust funds

The government is contacting thousands of 21-year-olds about forgotten Child Trust Funds in a bid to reunite account holders with their accounts, worth £2,200 on average.

Child Trust Funds were introduced in 2005, to be accessed by children once they reached the age of 18. The scheme ran for children born between 1 September 2002 and 2 January 2011.

The government is now undertaking an awareness campaign urging young people to locate their Child Trust Funds through the free *Find My Child Trust Fund* service on GOV.UK. www.gov.uk/child-trust-funds/find-a-child-trust-fund

Fostering

Our local Fostering Ambassador Anne ran a Fostering information evening at the Lighthouse in Ely last month. Many Cambridgeshire children need families to look after them on a short-term or long-term basis. The more local foster carers there are, the more children in our care can stay connected to their schools, friends and communities- rather than being uprooted somewhere unfamiliar.

If this is something that might work for you, find out more at 0800 052 0078, email fostering@cambridgeshire.gov.uk or visit the website www.cambridgeshire.gov.uk/residents/children-and-families/fostering-and-adoption

ENVIRONMENT AND GREEN INVESTMENT

Recycling strategy and design guide endorsed

The Council has agreed to endorse the new Recycling in Cambridgeshire and Peterborough (RECAP) Waste Partnership Interim Resources and Waste Strategy 2025-2031 along with the new Recycling in Cambridgeshire and Peterborough (RECAP) Waste Management Design Guide Supplementary Planning Document.

Woodland creation invitation

The County Council is inviting communities, landowners and farmers to come forward if they have land suitable for new woodland, hedgerow creation, and nature recovery, as part of a campaign to rebuild the county's depleted tree cover.

Cambridgeshire is one of the most tree-depleted counties in England, with intensive agriculture and the loss of traditional hedgerows leaving habitats fragmented and wildlife increasingly isolated.

The Woodland Creation project, led by the Council and funded by the Forestry Commission, aims to reverse this trend by increasing tree and woodland canopy cover and expanding hedgerows across the county, to open up potential opportunities, such as agroforestry.

The Council is now inviting expressions of interest from community and parish groups, landowners and farmers with land of 0.5 hectares or more that may be suitable for tree planting, woodland creation, hedgerow improvement or wider nature recovery initiatives. Priority will be given to:

- Lower-grade agricultural land
- Sites next to existing habitats such as woodland, wetlands or meadows
- Land that can help connect ecological networks across Cambridgeshire.

Those interested are encouraged to complete the secure online form by 30 June 2026 for the 2026/27 planting season. Further information about the offers to support the delivery of these woodlands will be available over the next couple of months.

<https://www.cambridgeshire.gov.uk/residents/climate-change-energy-and-environment/woodland-creation>

PLANNING

Swaffham Greenway

The Swaffham Greenway was submitted for planning permission on 15th May

Proposal:	Creation of Swaffhams Greenway multi-user route with new paths and improvements to existing paths for walking, wheeling, cycling and equestrian use (where applicable), including associated infrastructure.
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Application No:	CCC/25/091/FUL
Location:	Land Between Church Road/Loverose Way and Orchard Street in Stow-cum-Quy, Land at Quy Court In Stow-cum-Quy, and Land South of Anglesey Abbey in Lode
Portal	https://planning.cambridgeshire.gov.uk

Kingsway

The application for the Kingsway Solar Farm was submitted to the Planning Inspectorate (PINS) on Thursday 30th April 2026. This Nationally Significant Infrastructure Project seeks consent from the Secretary of State for Energy Security and Net Zero for a 500MW solar and energy scheme located east of Cambridge, with a grid connection to Burwell. (The PINS website for this project, where all the latest information is published, can be accessed [here](#).)

The Planning Inspectorate has 28 days in which to accept the application. If accepted the application will become available to the public to view. It is anticipated there will be a six-month public examination, which is likely to commence three months after acceptance. The Planning Inspectorate will confirm the programme in due course.

Forest City 1

Media coverage of Forest City 1 has continued to grow as the group continue to step up their agenda to disrupt current large-scale planning. If you haven't already seen it, it is worth becoming familiar with the report compiled by the group <https://www.forestcity.uk/report>

Though Forest City have sought government support, this is not currently forthcoming, and any chance of progress would therefore have to be subject to local planning, and community consultation. Local voice is not likely to be welcoming of the proposals; therefore, it could fall apart as quickly as it was presented. A change in direction for Forest City would have to come from ministers who had already rejected the proposal from their new towns' shortlists.

HIGHWAYS & TRANSPORT

New cycle training contract

The Highways and Transport Committee has agreed to seek a new contract to deliver cycle training for children across the county. This will ensure that thousands of children in Cambridgeshire will continue to benefit from high-quality cycling skills and road safety education, through to 2029.

The decision allows the Council to appoint a training provider to deliver the Bike ability programme, for an initial term ending in March 2029, with options for extensions. The programme will be funded through a mixture of funding options including a confirmed three-year grant from the Bike ability Trust on behalf of Active Travel England.

Cambridge South station

Passengers will soon be able to take trains from the new Cambridge South station. Services will begin calling at Cambridge South on Sunday 28 June before the station's official opening ceremony takes place the following day.

Cambridge South is expected to welcome 1.8 million passengers annually. The station will benefit from up to nine trains an hour to the centre of Cambridge as well as a direct link to the city's Biomedical Campus. Passengers will also be able to take trains to London, Birmingham, Stansted Airport and international rail services via St Pancras, with up to twenty services calling at Cambridge South in peak hours.

Damage to traffic light detector units

Around 200 traffic light detector units were vandalised across Cambridgeshire since the early May Bank Holiday weekend, mostly in Cambridge.

The detectors, which are mounted on traffic signal poles, were deliberately vandalised through the cutting of their cables. Each incident typically cost around £250 to repair. In some cases, the damage was more serious, with whole units needing to be replaced costing anywhere between £250 and £1,500.

The equipment plays a vital role in keeping traffic moving safely and efficiently. Detectors identify vehicles and pedestrians waiting at junctions, allowing traffic lights to respond to real-time demand.

When the technology is damaged, traffic lights revert to a fixed-time setting, leading to increased congestion and delays for everyone, as well as potential safety issues.

Capital Maintenance updates

Many roads and some footpaths across the division have recently been resurfaced or are being prepared for resurfacing over the coming weeks.

One of the worst sections of roads, Brinkley Road in Dullingham was removed from the previous schedule following campaigning from local residents and myself eventually having some success. The council have recognised a more robust surface is required. Despite chasing I am still awaiting confirmed dates for this treatment but have assurance it will be this year. As soon as I know it is scheduled, I will push for the preparation works to be expedited to ensure the road is not left in its current state for too long.

Local 'Report It' campaign

I've shared with residents that over the coming months, I'd like us to focus locally on two areas:

1. Footways
2. Signs and lines

Many residents and councillors already support our highways teams by reporting potholes, which is vital—please don't assume someone else will report an issue you've noticed.

Across our area, I've been pressing the council to improve more footways. Last year, this was difficult due to low reporting levels, despite known issues. The council has also been too slow to respond to footway repairs, and I will continue to hold them to account on this. In April two older residents were hospitalised in separate incidents, none of us want to have this happening in any of our parishes again.

Over the next month or two, please report any unsafe footways—especially where tarmac has broken up or roots are pushing through. I'll provide an update next month before we shift focus to signs and lines. This is the best approach:

- Take a few photos on your mobile phone as you walk around the village
- Note the exact location (e.g. using what3words)
- Report it at: <https://highwaysreporting.cambridgeshire.gov.uk/en-gb>