

Kirtling and Upend Parish Council



Chair: Richard Staunton
Clerk: Belinda Westwood
Email: clerk@kirtlingandupend.co.uk

Members are hereby summoned to attend the **Parish Council** meeting to be held at
7:00Pm on the 28th September 2026 at the Kirtling Village Hall.

AGENDA

260928/13	Chairman's welcome and acceptance of apologies
260928/14	To receive any declarations of interest: To receive any declarations of interest To receive declarations from members as to disclosable pecuniary and other interests and the nature of those interests in relation to any agenda item. Those councillors declaring an interest should leave the room at the appropriate agenda item and only return once the vote on that item has been made.
260928/15	Fairhaven Estate Update from Henry Broughton.
260928/16	Public Forum: Open Forum of a maximum of fifteen minutes duration for members of the public to address Councillors. A member of the public may speak for up to five minutes to make representations, answer questions and give evidence at a meeting in respect of the business on the agenda (Standing orders 3e, 3f, and 3g). Anyone wishing to speak, needs to be present at the beginning of the meeting. This is not a forum in which to raise complaints about the Parish Council or its staff, which should in the first instance be directed privately to the Parish Clerk so, that it can be independently investigated in accordance with the Council's complaints procedure.
260928/17	Councillors Forum Update from County Councillors - Cllr Jonny Edge's report is appended below. – Appendix 2
260928/18	Approval of Minutes To approve the minutes of the meeting held on the 27 th of July 2026.
260928/19	Matters arising from previous meeting • Bus Shelters: Signage will be placed on the new bus shelters, which the Clerk is arranging. • Entrance Signs: The signs have been installed and look lovely. A further two signs will be added once additional funding has been secured. • Paddle Courts: Quotations have been received. However, due to the cost of the project, further comparative quotations are required. • Meet and Greet: The Clerk will arrange the logistics once the Council has agreed on the message.

260928/20	Planning applications Members are advised to check the ECDC Planning Portal before meeting https://pa.eastcambs.gov.uk/online-applications/		
	26/00032/DISA	Land Southwest Of Willow Cottage Upend Suffolk	To discharge Condition 4 (Tree Protection), 5 (Hard Landscaping), 7 (Soft Landscaping), 9 (Biodiversity Improvements) of decision 26/00032/FUL dated 8th June 2026 for erection of stables and associated stores and wash bay. Construction of a fenced outdoor arena with secure gated entrances and associated works. Installation of a surface water drainage grid, associated infrastructure and solar lighting. creation of new vehicular access with gate
	26/00961/TRE	Moat Farm Upend Newmarket Suffolk CB8 9PH	T1 Ash - Fell due to signs of ash dieback and new greenhouse going on moat island so want to make safe T2 Elm - Fell as dead T3 Ash - Remove low large broken hung up limb and remove low large limb growing over garden and some young cherry trees T4 Cherry - Fell as dead T5 Hornbeam - Fell as dead
	26/00958/TPO	The Old Pink Cottage Woodditton Road Kirtling Cambridgeshire CB8 9PG	T1 Plumb tree - Old and dying. Remove it, as it's unsafe because it's close to the property and over the garden area used by children. Looking to replace it with a Silver Birch
	26/00010/REFAPP	Land Off Water Lane Long Acre Kirtling Suffolk	Appeal : The Secretary of State for the Environment has instructed one of his Inspectors, J Heppell, to hold an informal hearing into this appeal starting on 20th October 2026 at 10:00. The hearing will be held at: Cheveley Parish Hall, 102 High Street, Cheveley, Newmarket, CB8 9DG
260928/21	To note any correspondence received- Resident Request : Would it be possible to have a sign and or litter bin at the end of water lane as you emerge onto Woodditton road? I am forever picking up litter , as i am sure many others do.		
260928/22	Finance matters - To authorise monthly bank transactions and note current bank balances. - To agree any additional invoices presented not already on the schedule (if any).		
260928/23	General Grass and maintenance : Memorial, Triangle (Elizabeth House) and Chapel Lane grass cutting and maintenance		
260928/24	Clerk's report Update from Clerk- Clerks report is appended below. – Appendix 1		
260928/25	Health and Safety To receive updates (if any).		
260928/26	To confirm date of the next meeting is Monday 26 th October 2026 at 7pm.		

Appendix 1

Clerk – Belind Westwood
MONTHLY REPORT –September 2026

Finance and Budget

Work has commenced on preparing the Parish Council's budget for the next financial year. This will include reviewing current expenditure, anticipated costs, existing commitments and potential future projects to help ensure that sufficient provision is made within the 2027/2028 budget. Further work will continue over the coming months, with a draft budget to be brought to Council for consideration in due course.

Funding Opportunities and Recreation Facilities

A key focus this month has been investigating potential external funding opportunities that may be available to support improvements to recreational and community facilities within the parish. Particular attention has been given to the possibility of funding towards a **padel court**, together with identifying grants and other funding streams that could potentially support additional outdoor activities and facilities. Initial enquiries are being made to understand the eligibility criteria, funding levels available and any match-funding requirements that may apply.

Quotations

Alongside the funding research, work has commenced on obtaining indicative quotations for potential projects and improvements. This will allow the Council to better understand likely project costs and will also provide supporting information where quotations or cost estimates are required as part of future grant applications. Further quotations will be obtained as required before any proposals are brought forward for formal consideration by the Council.

Asset Audit

I have also commenced a review and audit of the Parish Council's assets. The purpose of this work is to ensure that the Council's Asset Register remains accurate and up to date, including confirming the location and condition of assets and identifying any items which may need to be added, amended or removed. This work will also support the Council's financial records, insurance requirements and preparation for the next financial year.

General

The main focus this month has been on forward planning, particularly identifying opportunities to secure external funding for future community projects, establishing likely costs and beginning preparations for the next budget cycle. The asset audit will continue alongside this work, and further updates on funding opportunities, quotations and budget preparation will be provided to the Council as they progress.

Appendix 2

Cllr Jonny Edge

MONTHLY NEWSLETTER – OCTOBER 2026

What a month it's been.

LOCAL GOVERNMENT REORGANISATION

Our existing county and district councils are set to stay as they are for a while longer at least. Angela Rayner has returned to her old remit in government and put a halt on previous decisions made by her predecessor.

We are also not now expecting an outcome for Cambridgeshire and Peterborough in October, and local elections are set to continue next May as they would have done before any of this mess started.

A lot of time and money will have been spent on this to date, so we must hope if they don't pull the plug completely, which is unlikely, government at least get their ducks in a row before messing us all around again.

ADULTS & HEALTH

Residents across Cambridgeshire are being encouraged to have their say on the future of adult social care as part of a national public engagement programme launched by Baroness Louise Casey. Find out more and take part at <https://www.caseycommission.co.uk/bigconversation>

In addition, the council is bringing together unpaid carers, people with lived experience, local organisations and others with an interest in supporting carers to influence the design of future Adult Carers Support Services. This will take place through a series of workshops between now and March 2027.

I would encourage anyone interested in taking part, or wanting more information to contact Commissioning.FPTeam@cambridgeshire.gov.uk

BUSES

The combined authorities Transport committee has recently passed proposed changes to our bus network. For our area it's a story of two halves. To the north of the A14, the popular T4 and T5 services will be improved and the T5 will offer an evening service.

South of Newmarket it is a different tale. All existing services are proposed to be removed, with a 2 hourly service from Newmarket to Haverhill replacing them. There would also be a once-a-day service from Newmarket to Addenbrookes.

For some this will seem like an improvement, but not many of us frequently travel to Haverhill and more importantly villages such as Ashley, Kirtling and Upend are set to completely lose all services. I've contacted the CPCA officers concerned to challenge the current proposals and offered to work with them to try and get a more frequent service from Newmarket to Cambridge to mirror the successful one north of the A14 and not leave any villages without.

KINGSWAY

The Kingsway solar farm resubmission between Brinkley and Balsham appears to be imminent. The developers appear to be trying their luck following changes in cabinet and a new Prime Minister. It is understood that the application will be almost the same as before, not having consulted with councils or residents, nor providing robust environmental impact assessments, or resolving issues already identified by the Planning Inspectorate. This is obviously not acceptable, concerns raised need to be addressed and I and others will continue to challenge this and make sure residents' concerns are addressed and not brushed aside.

If you have any queries or need support with a particular issue, do not hesitate to get in touch.

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