

Madingley Parish Council

I hereby give notice that the Parish Council Meeting of Madingley Parish Council will be held on Thursday
17th July 2025 at 6pm

Members	4
Vacancies	1
Quorum	3

Minutes

Present: Present: Councillor Crichton-Stuart (CCS), Naughton (FN), Stevenson-Hinde (JSH), District Councillor Garvie and two members of the public.

- 170725/1 Chairman's Welcome**
The Chairman welcomed everyone to the meeting.
- 170725/2 To Accept Apologies for Absence**
Councillor Wallace-Hadrill – apologies accepted.
- 170725/5 To Accept Parish Councillors' Declarations of Interest for Matters on the Agenda**
Members of the Council are subject to the Relevant Authorities (Disclosable Pecuniary Interest) Regulations 2012 following adoption of the Code of Conduct. **ALL dispensations requests must be made to the Clerk prior to the meeting.**
None were made.
- 170725/3 To Accept a Report from County and District Councillors**
Reports were circulated to all prior to the meeting.
District Councillor Garvie highlighted the Local Government Reorganisation and offered a meeting with the Healthier Streets Project which was accepted.
- 170725/4 To Approve the Minutes of Meeting of the Annual Meeting of Madingley Parish Council held on 15th May 2025**
It was unanimously RESOLVED to approve the minutes of the Annual Parish Council Meeting of 15th May 2025 as a true and accurate record of the meeting. Motion carried.
Proposed CCS Seconded FN
- 170725/5 Matters for discussion**
- a) To discuss and approve the IT and Retention Policy
The Parish unanimously APPROVED that the policies be adopted. Motion carried.
Proposed CCS Seconded FN
 - b) To receive update on the stolen Post-box
FN had been communicating with Royal Mail about the post-box that was stolen in 2024. Royal Mail had misunderstood the situation and believed a request to move the box was the issue. FN explained in January 2024 someone stole the box shown in the photo from its location in Madingley High Street. Since then, we have asked for the box to be replaced and there seems to be some confusion which has resulted in nothing happening for 17 months. It was agreed the Parish Clerk would progress as the box was a vital resource for the community.
- 170725/6 To Discuss Planning Matters**
Remote decisions on planning applications were made via email and voting records retained.
New Applications
25/02451/S73 Three Horseshoes, High Street, Madingley

S73 to vary condition 8 (Biodiversity Net Gain) of planning application 24/03759/FUL Single Storey rear extension and provision for staff car park, for changes to the Biodiversity Net Gain Scheme.

Updates and Decisions Received-

25/0501/TTCA 10 Church Lane, Madingley - Withdrawn

Sycamore - Reduce

25/01264/FUL Highfield Farm, Highfield Court, Church Lane, Madingley - Withdrawn

Installation of 2no. air source heat pumps on external wall of office building at Highfield Court.

24/01027/FUL Madingley Hall, Church Lane, Madingley - Approved

Retention of Temporary building until 31st July 2025

170725/7

Finance and Policy

To accept bank reconciliation up until 30th June 2025

i. Income received.

HMRC Vat Reclaim	£181.64
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ii. Payments made and records retained

May

Unity Bank - Service Charge	£6.00
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HMRC, Staffing and Expenses	£945.40
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Came and Company – Insurance	£805.91
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Madingley Village Hall – Grant	£1279.00
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June

HMRC, Staffing and Expenses	£988.39
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Unity Trust - Service Charge	£6.00
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Redshoes Accounting - payroll	£50.40
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All payments, bank reconciliations and income were **APPROVED**

unanimously. Motion carried.

Proposed CCS Seconded FN

170725/8

To accept notices and matter for the next agenda

Please note that no decisions can lawfully be made under this item. LGA 1972 s12 10(2) (b) states that business must be specified; therefore, the Council cannot lawfully raise matters for discussion.

None were made.

170725/9

Date and time of next meeting – Thursday 18th September at 6pm

170725/10

To Agree to hold a Public Forum

Councillors with pecuniary interests must leave the room immediately prior to any discussion on a disclosed interest this could be during the public forum or elsewhere on the agenda. Councillors cannot remain in the room to hear the representations of others nor make any representation to the meeting. Please note: When the Council starts to discuss any item on the agenda, where a member has an interest, the member with that interest must have regard to the Code of Conduct and make the necessary disclosure (if not done in Item 2) and leave the meeting. At the close of this agenda item members of the public will no longer be permitted to address the Council

No matter were raised.

Meeting closed at 18.15

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K Peck

Karen Peck
Clerk & Responsible Finance Officer to Madingley Parish Council

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C Crichton-Stuart

Charles Crichton-Stuart
Chair

Dated: To be signed in September 2025