

BALSHAM PARISH COUNCIL
Minutes of the Parish Council meeting held on
Monday 20th October 2025 at 7.30 pm
in Balsham Pavilion (Green Room)

Present: Kim Pearson, James Kiddy, Jennie Tipler, Steve Wilcox and Gordon Fiddy.

Also in attendance: Henry Batchelor.

Public: 2

Clerk: Tracy Coston

1. **Apologies for absence:** Jerry Wade, Nick Coates, Lynda Henderson, Heather Pierce and Geoff Harvey.
2. **Councillors are required to review the agenda, and to declare any pecuniary interest in any item:** None.
3. **Public Participation (15 mins):** None.
4. **Minutes of the Parish Council Meeting held on 15th September, 2025:** The previously circulated minutes were approved and signed by the Chair.
5. **Report from District and County Councillor:**
The report from the District and County Councillor has been sent out to all Councillors. A parishioner thanked Henry Batchelor for the CCC Highways new reporting system and the filling of potholes in Church Lane.
6. **Matters arising from the minutes:**
 - a) **Refurbishment of the old map board cases on Mays Ave Green and Rosie Green Wood:** In hand with Rob Ellam.
 - b) **Trimming of Leylandii trees and cherry trees in High Street:** The PC have heard from the owner of the land and they are going to organise for the Leylandii trees to be felled, after applying for permission from SCDC Planning.
7. **Solar Farm**
 - a) **Approval/changes to the Terms of Reference to the Kingsway Alliance of Parish Councils:** The PC approved the suggested changes to the terms of reference document and the Clerk will send to Simon Chandler for comments.
 - b) **Updates from Kingsway Solar Farm action group:** The PC thanked Kathy and Tony Day for all their help and updates.
 - c) **Report from the Parish Council meeting with Kingsway Solar:** The PC met with David Vernon but a lot of the question remain unanswered because of a some reports haven't been commissioned.
 - d) **Discussion and agreement to the PC response to the Kingsway Consultation:**
The PC approved the draft of the response to be sent to Kingsway Solar. The original PC response will be sent as an appendix.
The PC thanked Kathy and Tony Day for helping with the draft response and for their commitment to the Kingsway Solar action group.
The PC's response will be sent by 29th October and a copy will be sent to David Carford at SCDC.

8. Planning:

a) For Discussion:

Proposal: T1 Conifer - Fell T2 Apple - Fell

Site address: 1 Trinity Close Balsham Cambridgeshire

Reference: 25/1119/TTCA

Public Access link: <https://applications.gretercambridgeplanning.org/online-applications/PLAN/25/1119/TTCA>

PC Decision: No objections

Proposal: Single storey rear extension infill between existing single storey projections.

Site address: 45 High Street Balsham Cambridgeshire

Reference: 25/03754/LBC

Public Access Link: <https://applications.gretercambridgeplanning.org/online-applications/PLAN/25/03754/LBC>

PC Decision: No objections

Proposal: Certificate of lawfulness under S192 for the extension to dropped kerbs to the front of the property to provide a wider driveway.

Site address: 12 Princes Close Balsham Cambridgeshire

Reference: 25/03791/CL2PD

PC Decision: No objections

Proposal: T1 - Ash - Work Required: Fell to ground level

Reason: The tree has multiple failed branches and a significantly hollow, decayed trunk.

Due to its structural instability, it poses a serious risk to both the adjacent property and the nearby road. Removal is necessary on safety grounds.

Site address: 1 Orchard Close Balsham Cambridgeshire

Reference: 25/1035/TTPO

Public Access link: <https://applications.gretercambridgeplanning.org/online-applications/PLAN/25/1035/TTPO>

PC Decision: No objections

b) Decisions

SCDC Approved Red Horse Chestnut - C1 - Pollard to 5m from ground level, crown is dying and the tree is in decline.

Site address: 95 High Street Balsham Cambridgeshire

Reference: 25/0868/TTCA

9. Allotment update

a) Update on vacant allotments: There are 3 full and 2 half plots available and there isn't a waiting list. £ 1,187.50 has been collected for allotment rents to date.

b) Removal of bamboo: The bamboo will be removed again by the contractor.

c) Community Orchard update Jennie Tipler and Lynda Henderson has tidied up some of the tree guards.

d) Allotment improvement grant: The Clerk has applied for the grant for putting in two taps but due to the number of grants applied for the full amount of the grant may not be available.

e) Cutting of allotment paths/community orchard/hedges: The contractor will cut the paths and hedges next week or when weather conditions allow.

10. Recreation Ground/Pavilion

- a) **Solar panel installation:** The installation is nearly complete. Clerk to chase up Octopus electricity as the PC would like to change suppliers.
- b) **Emptying of grass containers:** Clerk to chase up the contractor.
- c) **Cutting back/removing the leylandii hedge at Balsham Recreation Ground:** The PC discussed the options about the leylandii hedge. The contractor has advised to remove the hedge as it is dead in at the back. The hedge costs approximately £ 2,000 each time it is cut. The PC approved the quotes from Falcon Tree Surgery. Falcon Tree Surgery to apply for permission from SCDC to remove the hedge. The PC to obtain quotes for replanting a hedge and replacing the fence. The suggested height of the fence was 2.4 metre high metal fencing.
- d) **Tag Rugby:** Clerk to check if the team are insured to play at the recreation ground as they do not have an agreement with the PC.

11. Highway Matters:

- a) **Change of Highways Officers for Balsham:** Henry Batchelor is going to check if the Highways Officers for Balsham have changed.
- b) **Church Lane:** The potholes have been filled in Church Lane.

12. Correspondence:

- a) **Condition of a tree in The Rookery:** The tree will be removed by Falcon Trees. Clerk to inform all residents of the Rookery that some of the trees are the responsibility of the PC.

13. Finance:- Receipts and payments up to 15/10/25 and any invoices/receipts received up until 20/10/25 will be considered at the meeting.

a)

Receipts		
Allotment rents	Rent	£ 377.50
TAC	Cricket Club rent	£ 650.00
SCDC	Precept	£ 39,000.00
Copper Consultants	Solar Farm Pavilion booking	£ 300.00
Pavilion booking	Funeral	£ 45.00
Total Receipts		£ 40,372.50
Payments (October)		
T Coston Salary (October)	£ 1,512.55(Gross) Tax/NI £ 129.96 Exp: £ 165.25 Pension £ 83.19	£ 1,464.65
M McCall	£ 375.00 (Gross) £ 75.00 (Tax) £ 33.40 (Ex)	£ 333.40
S Housden	Cleaner – Gross	£ 210.00
British Gas	Pavilion electricity	£ 49.01
Cambridgeshire Pensions	Clerk's pension x 2 months	£ 806.20
Tracy Coston	Key cutting	£ 31.50
Microsoft 365	Subscription	£ 23.04
Jennie Tipler	Tap fittings	£ 21.20
Community Business Suffolk	PC Insurance	£ 2,002.70
Balsham PCC	Church yard maintenance	£ 300.00
Saffron Security	Alarm maintenance	£ 109.20
Kleen Windows	Bus shelter cleaning	£ 30.00
PKF Audits	External Audit	£ 426.00
Herts and Cambs	Grasscutting	£ 534.00
EBay	Router for pavilion	£ 179.99
TOTAL		£ 6,520.89

Bank Balances as at 15/10/2025

<i>Community A/C:</i>	£	3,380.35
<i>H.I. Account:</i>	£	153,045.70
<i>3 month notice account (Lloyds)</i>	£	43,871.51
Total	£	200,297.56

14. Area Report: None

15. Date of Next Meeting: The next Parish Council meeting will take place at 7.30pm on 17th November, 2025 in Balsham Pavilion.

Signed

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Date

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