



HARSTON PARISH COUNCIL MEETING

Minutes of the Parish Council Meeting held at 7.00pm on 14th May 2026

Location: Harston Village Hall, Large Committee Room, Cambridge, CB22 7PX

Present: Councillor Wilson, Councillors Reynolds, Councillor Wedgbury, Councillor Carroll, Councillor Pearce Gould

In Attendance: Clerk, Jessica Harding.

Members: 11 | **Quorum:** 4

Public: 12

Councillors Carroll joined at 7.23pm and Councillor Reynolds joined at 7.31pm

Councillors Stierer left the meeting at 7.57pm

26-27/1 Election of Chair

It was proposed by Councillor Wilson, seconded by Councillor Wedgbury, and resolved that Councillor Pearce Gould be elected to the office of Chairman of Harston Parish Council.

26-27/2 Chair to Sign Declaration of Acceptance of Office

The Chairman signed the declaration of acceptance of office in the presence of the Clerk

26-27/3 Election of Vice Chair

It was proposed by Councillor Pearce Gould, seconded by Councillor Wedgbury, and resolved that Councillor Wilson be elected as Vice Chairman of Harston Parish Council.

26-27/4 Apologies and Reasons for Absence

It was proposed by Councillor Wedgbury, seconded by Councillor Wilson and resolved that the apologies for absence with acceptable reasons from Councillor Clarke and Councillor Ormerod are approved.

26-27/5 Parish Councillor Vacancies

The Chair informed councillors there are 3 councillor vacancy's and welcome applications. Applications can be obtained from the clerk.

26-27/6 Members' Declaration of Interest for Items on the Agenda

(Localism Act 2011 s 31 s 33)

None

26-27/7 Open Forum for Public Participation (15 Minutes)

Residents addressed the Council with concerns about tree felling, fencing and access restrictions at Button End Wood and requested support with legal advice, a village green/open space application and liaison with the District Council on planning and TPO issues.

26-27/8 Minutes of Previous Meeting

1. It was proposed by Councillor Reynolds, seconded by Councillor Wedgbury, and resolved that That Harston Parish Council herewith agree the minutes of the Parish Council meeting held on 2nd of April
2. It was proposed by Councillor Wedgbury, seconded by Councillor Reynolds, and resolved That Harston Parish Council herewith agree the supporting note of the Parish Council meeting held on 5th March 2026

26-27/9 To Receive Committee Meeting Minutes

To Receive Minutes of Finance Committee 2nd of April 2026

26-27/10 Clerks report

The Clerk's report had been reviewed in advance of the meeting.

26-27/11 County and District Councillors Report

1. County Councillors Report Received
2. District Councillors Report to be submitted

26-27/12 To Appoint Members to Committees

Finance Committee – Councillor Wilson, Councillor Wedgbury, Councillor Pearce Gould, Councillor Stierer.

Planning Committee – Councillor Stierer, Councillor Clarke, Councillor Pearce Gould.

26-27/13 To Appoint Committee Chairs

1. It was proposed by Councillor Wilson, seconded by Councillor Reynolds, and resolved that Councillor Wedgbury be appointed Chair of the Finance Committee.
2. It was proposed by Councillor Wilson, seconded by Councillor Wedgbury, and resolved that Councillor Pearce Gould be appointed Chair of the Planning Committee

26-27/14 Review of Working Groups and appoint members

Councillor Pearce informed councillors of proposed amendments to the working groups. It was noted that the Transport and East West Rail Working Group will be separated, with Transport covering highways, road surfaces, potholes and Speed Indicator Devices, and East West Rail focusing solely on East West Rail matters. It was also noted that the Open Spaces and Burial Ground Working Group will be split, with Open Spaces focusing on the village green. Councillors further noted the intention to separate the Recreation Ground, Orchard and Meadow Working Group and to create a Property Working Group. Membership for all revised groups will be confirmed at the June meeting.

26-27/15 Terms of reference

1. **Proposal:** To review and approve Terms of reference for:
 - a. It was proposed by Councillor Carroll, seconded by Councillor Reynolds, and resolved that the Parish Council approve the Planning Committee Terms of Reference, subject to the inclusion of additional points relating to infrastructure review, breaches of planning or conditions, land-use matters and related resident concerns.
Action: Clerk to include the additional points and circulate them to the council.
 - b. Item deferred until 4 June. Councillor Wedgbury will review the drafted Terms of Reference for the Finance Committee and bring any recommendations or amendments to the meeting.

26-27/16 Bank Mandate (Unity Trust and Cambridge Building Society)

1. It was proposed by Councillor Carroll, seconded by Councillor Reynolds, and resolved that the Parish Council approve the appointment of Councillor Wilson, Councillor Pearce Gould and Councillor Wedgbury and remove Paul Holdom from the banking mandate.

26-27/17 To Adopt the General Power of Competence

1. It was proposed by Councillor Carroll, seconded by Councillor Reynolds, and resolved that That Harston Parish Council exercises the General Power of Competence as it meets the criteria of the electoral mandate and a qualified clerk

26-27/18 Ordinary Meetings and Committee Meetings

The Parish Council currently meets on the first Thursday of each month for both the Finance Committee and Parish Council meetings. Councillor Wilson suggested, as has been the practice in previous years, that no meetings be held in August. The Planning Committee currently meet on the third Thursday of each month. It was therefore agreed that this item be deferred to the Parish Council meeting on 4th June 2026 for consideration, to allow Councillors to discuss and agree the meeting schedule.

26-27/19 Subscriptions

The Council and staff are currently subscribed to CAPALC, NALC, SLCC and ACRE

26-27/20 Review of arrangements

The Council have agreements with Harston Scouts and Harston Football club.

26-27/21 Parish Council Policies

It was proposed by Councillor Wilson, seconded by Councillor Carroll, and resolved that That Harston Parish Council reviewed and approved the following policy's.

Review of the Standing Orders was deferred to the June Parish Council meeting.

2. The Financial Regulations
3. The Risk Assessment
4. The Freedom of Information Policy
5. The Code of Conduct
6. The asset register with a working copy to be circulated to all

26-27/22 Annual Governance and Accountability Return

The chairman noted that the question of insurance cover for the Orchard remained open.

1. It was proposed by Councillor Wedgbury, seconded by Councillor Reynolds, and resolved that the Council accept the Internal Report
2. It was proposed by Councillor Reynolds, seconded by Councillor Wilson, and resolved that the Council approves and signs the Annual Governance Statement
3. It was proposed by Councillor Carroll, seconded by Councillor Wilson, and resolved that the Council approve the Annual Accounting Statement as presented and signed by the Clerk and Chairman.
4. **Elector Rights** – To note the dates of the exercise of public rights as 3rd June – 14th July

26-27/23 Key Holders

Councillors discussed installing a key safe to enable users of the pavilion to gain access to the pavilion. Councillor Reynolds will be added to the key holder list. The details of who holds which keys needs to be clarified.

26-27/24 East West Rail

1. Councillor Pearce Gould informed Councillors that the East West Rail meeting was attended by approximately 90 residents. A supporting document has been produced to assist residents in responding to the consultation. The working group will also have a stall at the school fete to provide updates to residents on how to respond to the East West Rail consultation and explain the Working Group proposal.
2. Item deferred for approval of the submission of the Parish Council response to the East West Rail consultation. The Working Group is preparing the draft response to the public consultation on East West Rail and will bring recommendations back to the Council for approval at the 4th of June meeting.

26-27/25 Nature Reserve action group (Harston Residents Group)

1. Button End woodland

The Clerk reported that legal advice had been received from NALC legal team, confirming that the matters raised regarding Button End Wood and the Button End Industrial Estate relate to private land ownership and access disputes. NALC advised that the Parish Council has no statutory powers to intervene, request title information or instruct landowners, and that adopting public statements could risk implying Council involvement in an active dispute. The advice was noted. It was also noted that HRG had approached the SCDC regarding enforcement.

The Parish Council agreed to seek further legal clarification regarding a) the HRG's intention to submit a Village Green application and b) to establish what lawful forms of support, if any, the Council may provide to the group.

26-27/26 Parish Council meeting 4th June 2026

It was proposed by Councillor Carroll, seconded by Councillor Reynolds, and resolved that the Parish Council approve the appointment of a locum clerk to undertake minute-taking and advise the council during the Clerk's absence.

Action: Clerk to liaise with a neighbouring clerk to confirm availability and arrangements for locum support.

26-27/27 Harston Parish Council Property Matters

1. Recreation Ground/Play area

- Play area inspection report received.
- The annual ROSPA inspection report was received, with no high-risk actions identified. The Clerk advised that the Working Group should review the report with the Clerk and bring recommendations to the Parish Council on any required repairs, replacements or new equipment.

2. Recreation Ground fencing

It was proposed by Councillor Wilson, seconded by Councillor Reynolds, and resolved that the Parish Council approve the bid pack for the procurement of birdmouth fencing in the Recreation Ground.

3. Pavilion Insurance claim

It was proposed by Councillor Wilson, seconded by Councillor Reynolds, and resolved that the Parish Council approve the insurance appointment of Absolute Properties Limited for the pavilion repairs.

26-27/28 Agenda Items for Next Meeting

Any business, to be considered at Parish Council meeting must be delivered to the Clerk for inclusion on the agenda at least 7 days prior to the meeting.

- Review and adopt updated standing orders
- Terms of reference – Finance Committee
- Update on Insurance for Apple picking and sale of produce
- Working Group and Committees
- Grant funding – Melbourn Warden scheme and Nature Reserve Community Group.
- Nature reserve, Button End
- East West Rail consultation response
- Ordinary Meetings and Committee Meetings
- Key safe - Pavilion

26-27/29 Date of Next Meetings

Date/Time - 4th June 2026 - Finance Committee (7.00pm) Parish Council Meeting (7.45pm)

Location - Harston Village Hall, Large Committee Room, Cambridge, CB22 7PX