

NEWTON IN THE ISLE

PARISH COUNCIL

Clerk: Dave Gibbs, 358 High Road, Newton in the Isle, PE13 5HS
Tel: 01945 870083 • Email: parishclerk@newtonintheisle.org.uk

To Members of the Public and Press

You are invited to attend a Meeting of the Newton-in-the-Isle Parish Council
to be held in Newton Village Hall on **Tuesday 13 January 2026 at 7.30pm.**

Dave Gibbs

Clerk

8 January 2026

AGENDA

*All members are reminded that they will need to declare any personal or prejudicial interest
and reason before an item discussed at this meeting under the
Model Code of Conduct Order 2001 No 3576*

077/25 Apologies for Absence

To receive and consider apologies from those members not present

078/25 Chairman's Announcements

To receive such announcements as the Chairman may wish to make to the Council

079/25 Public Forum

*To receive representations from members of the public regarding issues pertinent to the
Council*

080/25 Minutes of the Previous Meetings

- a) To approve and sign the minutes of the Parish Council meeting held on Tuesday 11
November*
- b) To approve and sign the minutes of the Planning Committee meeting held on
Tuesday 30 December*

081/25 County and District Councillors Reports

To receive reports from Cllrs A Osborn (CCC), B Barber, S Clark and C Seaton (FDC)

082/25 Police Matters

To receive a report from the Police on issues relating to crime and anti-social behaviour

083/25 Clerk's Report

To receive a report on meetings attended and correspondence received

084/25 Village Hall Report

To receive a report from Cllr K Simpson on matters relating to the Village Hall

085/25 Clarion Housing Group Issues

To receive a report from Cllr B Simpson on recent meetings with Clarion Housing Group

086/25 Queen Elizabeth II Playing Field

- a) To receive an update from the Clerk regarding matters relating to the Playing Field and to resolve accordingly*
- b) To consider a request to use the Playing Field for public events for the community*

087/25 Outstanding Matters

To receive updates on matters raised previously and to resolve accordingly

- a) Allocation of vacant allotments*
- b) Village bus service*
- c) Former Colville School site*
- d) Bird deflectors on overhead power lines*
- e) High Road overhanging vegetation*
- f) Defibrillator training*
- g) Gaymer's Cider sign*

088/25 Members' and Residents' Issues

To receive reports from the Clerk and Members on matters raised by local residents

089/25 Highways

- a) To receive an update from the Clerk on highway maintenance issues*
- b) To receive an update from the Clerk on the Local Highway Improvement application for 2025/26*
- c) To receive an update from the Clerk on progress towards establishing a Community Speed Watch*
- d) To consider potential projects for submission to the Local Highway Improvement scheme for 2026/27*

090/25 Finance

To consider and resolve on the following matters:

- a) To receive an updated financial statement for the period to the end of December*
- b) To receive and note the quarterly financial reconciliation*
- c) To note the following sums received since the last meeting:*

| | | |
|--|----------|----------------------|
| <i>Barclays Bank (interest)</i> | <i>£</i> | <i>109.47</i> |
| <i>Newton Village Hall (rent).....</i> | <i>£</i> | <i>1.00</i> |
| <i>R Kublik (allotment rent).....</i> | <i>£</i> | <i><u>404.32</u></i> |
| | <i>£</i> | <i>514.79</i> |
- d) To approve the following payments which have been verified by the Clerk:*

| | | |
|---|----------|---------------------|
| <i>100845 D A Gibbs (salary December and January)</i> | <i>£</i> | <i>916.44</i> |
| <i>100846 D Freeman (handyman).....</i> | <i>£</i> | <i>122.00</i> |
| <i>100847 SJA Pest Control (mole removal).....</i> | <i>£</i> | <i>258.00</i> |
| <i>100848 Cambridgeshire ACRE (subscription)</i> | <i>£</i> | <i>74.50</i> |
| <i>100849 Newton Village Hall (hall hire).....</i> | <i>£</i> | <i><u>30.00</u></i> |
| | <i>£</i> | <i>1,400.94</i> |

- e) To consider and agree projects for inclusion in the budget for 2026/27*
- f) To approve the budget for 2026/27 and determine the level of precept required*

091/25 Consultations

*To note the following consultation and formulate an appropriate response if required:
Fenland District Council draft business plan and budget 2026/27*

092/25 Annual Parish Meeting

To confirm the date and consider and agree the format and invitees for the Annual Parish Meeting 2026

093/24 Policies and Procedures

To review the following policies and procedures and amend or re-adopt as required:

- a) Data Protection Policy*
- b) Publication Scheme*
- c) Code of Conduct*
- d) Biodiversity Policy*

094/25 Date of Next Meeting

*To confirm the date and time of the next meeting of the Council
Tuesday 10 March at 7.30pm*

NEWTON IN THE ISLE

PARISH COUNCIL

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Minutes of a Meeting of Newton-in-the-Isle Parish Council held in the Village Hall on Tuesday 11th November 2025

Present - Cllr R Bradley (Chairman), Cllr A Clark, Cllr S Clark, Cllr I Giles, Cllr K Humphris, Cllr B Simpson, Cllr K Simpson, Cllr A Osborn (CCC), Cllr B Barber (FDC), PC D Lovitt (Cambs Police), D Gibbs (Clerk), 9 parishioners

057/25 Apologies for Absence

Cllr C Seaton (FDC)

058/25 Vacancy for a Councillor

The Chairman welcomed Cllr Ian Giles to his first meeting. The Clerk confirmed that Cllr Giles had signed his declaration of acceptance of office.

059/25 Chairman's Announcements

The Chairman welcomed everyone to the meeting. He thanked those who had contributed to the Bonfire event, which was a great success and those who attended the wreath-laying at the war memorial.

He reminded those present that meetings are conducted in accordance with the Council's standing orders. Members of the public may raise issues during the Public Forum, but may not participate in the meeting.

060/25 Public Forum

A resident expressed concern regarding the condition of some of the pavements in the village and overhanging vegetation. A question was asked about the new entrance gateway on the High Road north of the village. The parking of contractors' vehicles on the High Road outside the building site at the eastern end of the village was also raised. The Clerk was asked to respond in due course.

A resident suggested that no charges should be levied for use of the Village Hall for Council meetings or community events, as the Parish Council owns the Hall. The Chairman explained that the Parish Council has no control over the Hall as it is let to the Village Hall charity, so variations to the lease could only be considered as part of the renewal process.

A resident suggested that the minutes of the previous meeting were lacking in detail regarding the decision not to issue polling cards. The Chairman explained that the minutes are a record of decisions rather than discussions.

A resident asked about the Council's plans to issue the residents' survey. The Chairman indicated that this would be revisited in the spring.

061/25 Election of Vice Chairman

Following the resignation of Cllr Roger Moore, the position of Vice Chairman has become vacant. The Chairman once again recorded his thanks to Cllr Moore for his contribution to the Council over many years. Cllr B Simpson was proposed by Cllr S Clark and seconded by Cllr A Clark. Cllr Giles was proposed by Cllr Humphris. There was no seconder for this nomination. Cllr B Simpson was duly elected and invited to sign her declaration of acceptance at the end of the meeting.

062/25 Minutes of Previous Meetings

- a) Cllr Humphris suggested that the minutes of the September meeting were incomplete in relation to the discussion regarding the removal of a tree in Westfield Road. After discussion, Members RESOLVED that the minutes of the Parish Council meeting held on Tuesday 9th September be agreed and signed as a true and accurate record.
- b) RESOLVED - that the minutes of the Parish Council meeting held on Wednesday 1st October be agreed and signed as a true and accurate record.

063/25 County and District Councillors Reports

County - Cllr Osborn reported that the County Council had voted to support Option A of the Local Government Reorganisation proposals, bringing together Fenland, Huntingdonshire and Peterborough in a single unitary authority. CityFibre is working to install fibre optic cables throughout the village as part of the Government's Project Gigabit programme.

District - Cllr Barber reported that the District Council is reluctant to support any of the proposed options for the Local Government Reorganisation, but considers Option D to be the least bad option, as it brings together Fenland, East Cambridgeshire and part of Huntingdonshire in a rural-only unitary authority.

Cllr S Clark reported that the Christmas Golden Age Fair will be held on 12th December and the gift appeal has been relaunched. Any leftover gifts will be given to the social prescribers for distribution.

064/25 Police Matters

The Chairman introduced PC Lovitt to the meeting. He explained that he hopes to attend meetings on a regular basis, as well as visiting coffee mornings and similar community events. If he is unable to attend a Council meeting, he will provide a written report.

Recent incidents include one hare coursing report, the theft of a digger from a work site and a keyless car theft. Residents are asked to report all hare coursing and other suspicious activity. Contractors are encouraged to secure plant and machinery or remove it from site if possible. Keyless car theft is becoming more common, but can be prevented by storing keys in a Faraday case. Finally, PC Lovitt offered to assist with the Speedwatch group once it is established.

065/25 Clerk's Report

The Clerk reported on meetings attended and correspondence received, including meetings with Clarion Housing Group and the new Highway Maintenance Officer.

Correspondence included traffic orders for closures of Park Lane from 1st to 7th December, Chapel Lane from 15th to 19th December and Roman Bank on 16th December, re-registration information for the Community Gritting Scheme, an invitation to the District Council Chairman's Carol Service, and NHS Older People's Healthwatch Partnership Board vacancies.

066/25 Village Hall Report

Cllr K Simpson reported that the Village Hall charity is planning to create a new website. Dates are being confirmed for next year's events. A new post box has been installed outside the building.

067/25 Clarion Housing Group Issues

Cllr B Simpson reported that following constant chasing, she is now working with Clarion on a range of issues. Repossession proceedings are ongoing to terminate one tenancy. The tenant appears to have vacated already. Overgrown vegetation in Poppy Close will be removed as it is not on a regular maintenance contract. An unregistered and untaxed vehicle on Clarion property will be removed shortly. The gardens of the properties now being sold will be maintained to avoid any detrimental impact on neighbours and the street scene. The uneven pavement outside St James's Close requires resurfacing, as Clarion's previous repairs have not resolved the issues. Pressure is being applied to ensure that the work is completed to a satisfactory standard. A dead tree in a communal area in St James's Close will also be removed.

Cllr Simpson has also made contact with Longhurst Group regarding issues on their properties within the village. They will inspect the hedge alongside 19A Goodens Lane that blocks the pavement in Colville Road and visit their properties to identify any other potential issues.

068/25 Queen Elizabeth II Playing Field

The Clerk provided an update regarding issues relating to the management and maintenance of the Playing Field. They noted the following and resolved accordingly.

- i) Bricks, concrete and metal around the perimeter of the field - This has been removed.
- ii) New field drain - No progress. Cllr B Simpson offered to contact contractors.
- iii) Carousel bearing - The carousel has been removed to be dismantled to clarify the remedial work required. The hole has been filled with soil to make it safe for the duration of the works. No further progress.
- iv) Soft play surfacing - Awaiting completion of the carousel bearing repair.
- v) Teen shelter - The Handyman has finished painting the shelter, but it appears to have been vandalised. Hard to repair, but can be left as it is.

- vi) Moles - The contractor is still working to remove the last few moles. A heavy roller is needed to consolidate the surface.
- vii) Signage - No further progress.
- viii) Grass cutting - The new contractor has made significant progress in improving the site, with the grass now cut to the specified length. The Handyman has removed the brambles and nettles in the copse. More bulbs and wild flowers could be planted.
- ix) Arboretum - There are now two dead trees to be replaced when suitable replacements can be located.
- x) Orchard - Several of the fruit trees need to be replaced following vandalism and most of them require proper staking.

Cllr Giles offered to assist with tree planting and any other manual tasks that need to be carried out in the Playing Field.

069/25 Outstanding Matters

- a) Allocation of vacant allotments - The Clerk reported that a resident has applied to rent one of the allotments. The family satisfies the criteria for a tenancy and are able and willing to take it on in the current condition. This will reduce the Council's responsibility for the preparation of the site. Members agreed to offer the tenancy and asked the Clerk to prepare the necessary paperwork.
- b) Village bus service - Tydd St Giles Parish Council has drafted a survey on bus usage which can be made available both online and on paper. The Clerk suggested that the survey be extended to Newton to provide data for future discussions with the Combined Authority about the service. Members agreed to join the survey.
- c) Former Colville School site - A planning application is expected this autumn.
- d) Bird deflectors on overhead power lines - The Clerk is awaiting further information from UK Power Networks.
- e) High Road overhanging vegetation - Cllr S Clark asked whether there is a letter template that can be used for properties whose hedges overhang the pavements. The Clerk confirmed that there is a letter that has been used on previous occasions.
- f) Defibrillator training - No progress
- g) Tree in Westfield Road - The Clerk has obtained one further quote for the removal of the beech tree and the prunus alongside it. A third contractor has failed to respond to the request. The Council is under no obligation to maintain the tree, but the tree has no owner. Cllr Humphris suggested that the Council could pay half of the cost but ask the residents of Westfield Road to contribute the other half. The Clerk informed Members that the Council had previously removed trees for which it had no responsibility, as no owner could be identified.

Cllr Bradley proposed that the Council remove the tree due to the impact it has on the quality of life of residents in Westfield Road, but explore ways to reduce the cost further in negotiation with the contractor and the residents. Cllr S Clark seconded the motion which was passed by a majority of those present. The chosen contractor is Sam Johnson Landscapes.

070/25 Members' and Residents' Issues

- a) Gaymer's Cider sign - Cllr S Clark explained that the Council was involved in the project to replace the sign at the junction of Little Ramper and the A1101. It is unclear who owns the sign and is responsible for maintaining it. The Clerk has located the minutes of the Council's March 2013 meeting in which the unveiling of the sign is mentioned, but not the minutes of previous meetings or the accounts for 2012/13. The sign does not appear on the Council's asset register. Further investigation is required.
- b) Cherry tree opposite former Colville School - Cllr B Simpson reported that a resident had asked her for help in resolving an issue with the tree. The tree is believed to have been planted by the Council in 1977 as part of the Queen's Silver Jubilee celebrations. It was planted adjacent to a telegraph pole carrying the telephone lines to a number of houses nearby and the tree interferes with these lines. A request for a new broadband connection to one property has been refused by the provider due to the proximity of the tree. The tree was topped around 10 years ago, but has grown up since and needs to be pruned again. This may not require the services of a tree surgeon. Further investigation is required.
- c) Anglian Water works in Fen Road - During the recent works, several concrete marker posts have been installed at the side of the road, close to the carriageway, presenting a possible safety hazard. One has already been hit by a vehicle. The Clerk will investigate and discuss with Anglian Water. Full reinstatement of the grass verge will also be required.
- d) Cllr Giles raised a number of issues that people had discussed with him during the election campaign, including water pressure, mobile phone signals, the digital phone switchover, speeding, and allocation of allotments. Some of these issues fall outside the remit of the Council, but there is an opportunity to provide information to enable residents to pursue matters for themselves. The Clerk explained that a water main pressure test can be arranged, but a full list of properties is required beforehand to enable Anglian Water to prepare for the test. Cllr B Simpson suggested a Council Facebook page to share useful information with residents. Members resolved to set up a Facebook page and Cllr B Simpson agreed to manage it.
- e) Cllr B Simpson mentioned that she and Cllr S Clark are hosting a Christmas Party for children from the village on 7th December in the Village Hall.

071/25 Highways

- a) The Clerk reported that he and Cllr S Clark met with Julie Skinner the new Highway Maintenance Officer for a walkabout to discuss some of the major issues, including the encroachment of verges onto the High Road leading out of the village, and flooding in Mill Lane, Hogens Lane and Ferry Lane. It was a positive meeting and the issues will be discussed further in the coming weeks.
- b) The Clerk advised Members that the results of the 2025/26 Local Highway Improvement round have been announced and the project to install a street light and associated works at the junction of Little Ramper and the A1101 has been awarded funding.

- c) The Clerk advised Members that the results of the 2025/26 20mph scheme have been announced. The Council's application was unsuccessful, however it has moved up from 27th place on the priority list to 21st place, with the top 11 applications receiving funding this year. It is also the highest scoring Fenland application. A decision on whether to resubmit the application will be required at the March meeting.
- d) The Clerk presented a data report from the MVAS speed monitoring device located at the west end of the High Road. The data is broadly in line with expectation, showing a small number of motorists driving at dangerous speeds well in excess of the speed limit. The MVAS will be relocated elsewhere in the village shortly.
- e) The Clerk reported that no further progress has been made towards establishing a new Community Speed Watch group. Training materials will be circulated to the volunteers shortly and locations agreed with Cambridgeshire Constabulary. The Neighbourhood Team will support the work of the group. Cllr Giles offered to act as the Coordinator for the group.
- f) Members were asked to nominate suitable projects for submission to the Local Highway Improvement scheme for 2026/27. The deadline for submission is 16th January.

072/25 Wisbech Incinerator Campaign

Members considered a request to lobby local councillors to oppose the awarding of future waste processing contracts supplying waste to the proposed Wisbech Incinerator. They resolved to ask the Clerk to write to each of the local councillors representing the Parish in support of the campaign.

073/25 Planning

- a) Members considered the following application and resolved accordingly:
F/YR25/0775/VOC - Variation of condition 7 (list of approved drawings) of planning permission F/YR22/1153/F (Erect 1 x dwelling (2-storey 4-bed) and a detached garage with hobby room above, including formation of a new access) - Land West of 241 High Road, Newton-in-the-Isle.
 Members resolved to offer no objection.
- b) Members noted the following application:
F/YR25/0821/AG1 - Erect a fertiliser storage tank - Land East of Seaford Farm, Cross Drove, Newton-in-the-Isle.

074/25 Finance

- a) The Clerk presented an updated financial statement as at the end of October, showing income of £28,501.77 and expenditure of £16,681.37, resulting in a surplus of £11,820.40 and total funds held of £43,535.44.
- b) Members reviewed the quarterly financial reconciliation for the period to the end of September.
- c) Members noted the following sums received since the last meeting:

| | |
|---|-------------------|
| <i>Barclays Bank (interest)</i> | <i>£ 112.20</i> |
| <i>Fenland District Council (precept instalment).....</i> | <i>£13,000.00</i> |

| | |
|---------------------------------------|-----------------------|
| <i>S Sands (allotment rent).....</i> | <i>£ 21.60</i> |
| <i>S Yates (allotment rent)</i> | <i><u>£ 51.84</u></i> |
| | <i>£13,185.64</i> |

d) Members noted the following payment issued by direct debit:

| | |
|---|-----------------|
| <i>HMRC (tax and national insurance).....</i> | <i>£ 191.97</i> |
|---|-----------------|

e) Members ratified the following payments issued since the last meeting:

| | |
|-------------------------------------|---------------|
| <i>100840 Cheque cancelled.....</i> | <i>£ 0.00</i> |
|-------------------------------------|---------------|

f) Members approved the following payments:

| | |
|---|-----------------------|
| <i>100841 D A Gibbs (salary October and November)</i> | <i>£ 916.24</i> |
| <i>100842 D Freeman (handyman).....</i> | <i>£ 167.98</i> |
| <i>100843 Idverde Ltd (grass cutting)</i> | <i>£ 717.60</i> |
| <i>100844 Newton Village Hall (hall hire)</i> | <i><u>£ 30.00</u></i> |
| | <i>£ 1,831.82</i> |

g) Members considered potential projects for inclusion in the budget for 2026/27.

Members also resolved to develop a 3-year plan to clarify the expenditure needed for these projects and consider potential sources of additional funding to facilitate the timely delivery of the proposals. A meeting will be arranged to start the process of formulating the new plan.

075/25 Policies and Procedures

Members reviewed the following policies and procedures and resolved to re-adopt them:

- a) Complaints Procedure
- b) Grievance Policy
- c) Disciplinary Policy

076/25 Date of Next Meeting

The next meeting of the Council will take place on Tuesday 13th January at 7.30pm.

NEWTON IN THE ISLE

PARISH COUNCIL

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Tel: 01945 870083 • Email: parishclerk@newtonintheisle.org.uk

Minutes of a meeting of Newton-in-the-Isle Parish Council Planning Committee held in the Village Hall on Tuesday 30th December 2025

Present - Cllr R Bradley (Chairman), Cllr A Clark, Cllr S Clark, Cllr I Giles, Cllr B Simpson, Cllr K Simpson, D Gibbs (Clerk), 25 members of the public

005/25 Apologies for Absence

Cllr K Humphris

006/25 Planning Applications

- a) F/YR25/0907/F - Change of use of agricultural land to dog exercise paddock, erection of a shelter and 1.8m high boundary fencing, and formation of a car parking area and access - Land North of Sorrento, Fen Road, Newton-in-the-Isle.

Members were broadly in support of an enclosed dog exercise area in the village but expressed concern regarding the proposed location. They noted that the decision notice of application F/YR23/0403/F from the same applicant at a different location nearby stated that "Ferry Lane is considered inadequate to serve the development proposed by reason of its restricted width and lack of passing places..." which can also be said of Fen Lane.

Furthermore, the same notice stated "Policy LP12 states that proposals should not harm the wide open character of the countryside and in particular part (c) considers that development proposal should not have an adverse impact on the character and appearance of the surrounding countryside and farmland, and part (i) seeks to retain high quality agricultural land unless comprehensive evidence is provided to justify the loss. Fenland is generally characterised by low lying mostly flat landscape. This means when out in the countryside there are vast views across the Fen. Ferry Lane is typical of this and characterised by the open countryside with agricultural fields surrounding it, sporadic dwellings and occasional agricultural storage buildings. The proposed enclosure of a large area of current agricultural land enclosed by fencing, with a gravelled parking area and gates is not considered in keeping with open country landscape and the loss of existing agricultural land has not been justified and the proposal is therefore considered contrary to policy LP12 (c & i) of the Fenland Local Plan 2014." The same issues arise with the current proposal.

On balance, Members resolved not to support the application.

- b) F/YR25/0945/F - Change of use of land to 5 x gypsy traveller's plots involving the siting of 5 x mobile homes, erection of 5 dayrooms, and the formation of an access - Land North of 486 High Road, Newton-in-the-Isle

There was significant public interest in this application. Seven members of the public spoke against the application, raising a number of objections primarily relating to the location, lack of amenities, impact on the adjoining property and access.

Members discussed the application and listed their concerns in relation to national and local planning policies regarding development in open countryside, the lack of facilities and amenities in Newton-in-the-Isle, the unsafe access arrangements onto a fast road without pavements or street lights, the lack of public transport to essential services, untrue statements in the design and access statement, the retrospective nature of the gateway and access road and the strength of public feeling regarding this application.

Members resolved unanimously to object to the application and asked the Clerk to submit an appropriate response with policy references.

- c) F/YR25/0967/O - Erect of 1x self-build/custom build dwelling (outline with matters committed in respect of access) - Land North of The Chestnuts, Roman Bank, Newton-in-the-Isle

Members considered this application. They noted that this is an infill development on a site capable of providing a comfortable family dwelling using an existing access.

Members voted unanimously to support the application.

007/25 Update on Previous Applications

F/YR25/0367/F - Erect agricultural grain store and associated grain dryer - Agricultural Building east of Willow Holt Pumping Station, Fen Road, Newton-in-the-Isle - Granted


F/YR25/0395/VOC - Removal of agricultural occupancy restriction relating to condition 02 of planning permission WR/73/35/D - The Orchards, Chapel Lane, Newton-in-the-Isle - Granted

F/YR25/0775/VOC - Variation of condition 7 (list of approved drawings) of planning permission F/YR22/1153/F (Erect 1 x dwelling (2-storey 4-bed) and a detached garage with hobby room above, including formation of a new access) - Land West of 241 High Road, Newton-in-the-Isle - Granted

F/YR25/0821/AG1 - Erect a fertiliser storage tank - Land East of Seaford Farm, Cross Drove, Newton-in-the-Isle - Prior approval not required

008/25 Other Planning Matters

None.

| | | |
|------------------------|-----------------|--|
| Agenda Item No. | 083/25 |  |
| Meeting Date | 13 January 2026 | |
| Report Title | Clerk's Report | |

1. Purpose of Report

To report on meetings attended and correspondence received.

2. Key Issues

Meeting attended:

Highway Project Officer re LHI - 26 November

Correspondence received:

Cambridgeshire County Council

Roadworks and events bulletins
Traffic order for occasional closures of High Road - 5 January to 31 March
Traffic order for a temporary 40mph limit on High Road (east) - 2 to 6 February
Traffic order for the closure of Church Lane, Tydd St Giles - 16 to 20 February
Traffic order for the closure of Chapel Lane - 18 February
Traffic order for the closure of Fen Road - 24 to 26 February
Traffic order for the closure of Church Lane - 25 to 27 February
Cambridgeshire Matters newsletter
Waste Education Centre newsletter
Budget briefing and consultation
Local Highway improvements applications open

Fenland District Council

The Fenlander newsletter
£1.5 million for local play areas
Record attendance at Christmas Golden Age Fair
Civic events diary 2026
Local Plan update

National Association of Local Councils - Legal update, Chief Executive's bulletin

CAPALC - Bulletin, Great Collaboration survey

Cambridgeshire and Peterborough Combined Authority - Members newsletter

Police and Crime Commissioner - Policing budget consultation

Cambridgeshire Police - Wisbech bungalow closed due to anti-social behaviour

Cambridgeshire ACRE - Staying in Touch newsletter, Community Energy workshop, Community Buildings Conference, membership renewal

NHS Cambridgeshire and Peterborough ICB - Newsletter

Queen Elizabeth Hospital - Modernising our hospital newsletter

3. Recommendations

Members note the report.

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| Report Author | Dave Gibbs |
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Newton-in-the-Isle Parish Council

Receipts & Payments Summary as at 31.12.25

| Income | Year to Date | | Budget | | % |
|--------------------------------|--------------|-----------|--------|-----------|--------|
| FDC Precept | £ | 26,000.00 | £ | 26,000.00 | 100.00 |
| FDC Concurrent Functions Grant | £ | 1,968.00 | £ | 1,968.00 | 100.00 |
| Allotment Rents | £ | 577.76 | £ | 573.44 | 100.75 |
| Village Hall | £ | 1.00 | £ | 1.00 | 100.00 |
| Grants | £ | - | £ | - | 0.00 |
| Donations | £ | - | £ | - | 0.00 |
| Bank Interest | £ | 326.88 | £ | 300.00 | 108.96 |
| VAT Refunds | £ | - | £ | 1,349.98 | 0.00 |
| Miscellaneous | £ | 142.92 | £ | - | ##### |
| Total Income | £ | 29,016.56 | £ | 30,192.42 | 96.11 |

Expenditure

| | | | | | |
|--------------------------|----------|------------------|----------|------------------|--------------|
| Clerk's Salary | £ | 3,902.16 | £ | 6,210.00 | 62.84 |
| Fees | £ | 287.00 | £ | 260.00 | 110.38 |
| Subscriptions | £ | - | £ | 550.00 | 0.00 |
| Admin Expenses | £ | 520.67 | £ | 500.00 | 104.13 |
| Insurance | £ | 681.35 | £ | 685.00 | 99.47 |
| Drainage Rates | £ | 57.37 | £ | 60.00 | 95.62 |
| Playing Field | £ | 4,052.30 | £ | 20,000.00 | 20.26 |
| Highways | £ | 699.36 | £ | 1,000.00 | 69.94 |
| Street Lights | £ | 6,349.72 | £ | 6,000.00 | 105.83 |
| Section 137 Payments | £ | - | £ | 500.00 | 0.00 |
| LHI Projects | £ | - | £ | 8,000.00 | 0.00 |
| Recoverable VAT | £ | 1,963.26 | £ | 2,000.00 | 98.16 |
| Total Expenditure | £ | 18,513.19 | £ | 45,765.00 | 40.45 |

Summary

| | | | | |
|-------------------------------|----------|------------------|-----------|------------------|
| Total Income | £ | 29,016.56 | £ | 30,192.42 |
| LESS Total Expenditure | £ | 18,513.19 | £ | 45,765.00 |
| Net Surplus or Deficit | £ | 10,503.37 | -£ | 15,572.58 |

Balance Sheet

| | | |
|----------------------|----------|------------------|
| Balance B/fwd | £ | 31,715.04 |
| Surplus or Deficit | £ | 10,503.37 |
| Balance C/fwd | £ | 42,218.41 |

Represented by

| | | |
|-----------------------------------|----------|------------------|
| Barclays Community Account | £ | 1,726.07 |
| Barclays Business Premium Account | £ | 40,492.34 |
| Cash / Cheques | £ | - |
| | £ | 42,218.41 |

NEWTON-IN-THE-ISLE PARISH COUNCIL

DATA PROTECTION POLICY

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Purpose

The council is committed to being transparent about how it collects and uses the personal data of staff, and to meeting our data protection obligations. This policy sets out the council's commitment to data protection, and your rights and obligations in relation to personal data in line with the General Data Protection Regulation (GDPR) and the Data Protection Act 2018 (DPA).

This policy applies to the personal data of current and former job applicants, employees, workers, contractors, and former employees, referred to as HR-related personal data. This policy does not apply to the personal data relating to members of the public or other personal data processed for council business.

The council has appointed David Gibbs, Clerk and Responsible Financial Officer, as the person with responsibility for data protection compliance within the council. Questions about this policy, or requests for further information, should be directed to him.

Definitions

"Personal data" is any information that relates to a living person who can be identified from that data (a 'data subject') on its own, or when taken together with other information. It includes both automated personal data and manual filing systems where personal data are accessible according to specific criteria. It does not include anonymised data.

"Processing" is any use that is made of data, including collecting, recording, organising, consulting, storing, amending, disclosing or destroying it.

"Special categories of personal data" means information about an individual's racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, health, sex life or sexual orientation and genetic or biometric data as well as criminal convictions and offences.

"Criminal records data" means information about an individual's criminal convictions and offences, and information relating to criminal allegations and proceedings.

Data protection principles

The council processes HR-related personal data in accordance with the following data protection principles. The council:

- processes personal data lawfully, fairly and in a transparent manner
- collects personal data only for specified, explicit and legitimate purposes
- processes personal data only where it is adequate, relevant and limited to what is necessary for the purposes of processing

- keeps accurate personal data and takes all reasonable steps to ensure that inaccurate personal data is rectified or deleted without delay
- keeps personal data only for the period necessary for processing
- adopts appropriate measures to make sure that personal data is secure, and protected against unauthorised or unlawful processing, and accidental loss, destruction or damage

The council will tell you of the personal data it processes, the reasons for processing your personal data, how we use such data, how long we retain the data, and the legal basis for processing in our privacy notices.

The council will not use your personal data for an unrelated purpose without telling you about it and the legal basis that we intend to rely on for processing it. The council will not process your personal data if it does not have a legal basis for processing.

The council keeps a record of our processing activities in respect of HR-related personal data in accordance with the requirements of the General Data Protection Regulation (GDPR).

Processing

Personal data

The council will process your personal data (that is not classed as special categories of personal data) for one or more of the following reasons:

- it is necessary for the performance of a contract, e.g., your contract of employment (or services); and/or
- it is necessary to comply with any legal obligation; and/or
- it is necessary for the council's legitimate interests (or for the legitimate interests of a third party), unless there is a good reason to protect your personal data which overrides those legitimate interests; and/or
- it is necessary to protect the vital interests of a data subject or another person; and/or
- it is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller.

If the council processes your personal data (excluding special categories of personal data) in line with one of the above bases, it does not require your consent. Otherwise, the council is required to gain your consent to process your personal data. If the council asks for your consent to process personal data, then we will explain the reason for the request. You do not need to consent or can withdraw consent later.

The council will not use your personal data for an unrelated purpose without telling you about it and the legal basis that we intend to rely on for processing it.

Personal data gathered during the employment is held in your personnel file in hard copy and electronic format on HR and IT systems and servers. The periods for which the council holds your HR-related personal data are contained in our privacy notices to individuals.

Sometimes the council will share your personal data with contractors and agents to carry out our obligations under a contract with the individual or for our legitimate interests. We require those individuals or companies to keep your personal data confidential and secure and to protect it in accordance with Data Protection law and our policies. They are only permitted to process that data for the lawful purpose for which it has been shared and in accordance with our instructions.

The council will update HR-related personal data promptly if you advise that your information has changed or is inaccurate. You may be required to provide documentary evidence in some circumstances.

The council keeps a record of our processing activities in respect of HR-related personal data in accordance with the requirements of the General Data Protection Regulation (GDPR).

Special categories of data

The council will only process special categories of your personal data (see above) on the following basis in accordance with legislation:

- where it is necessary for carrying out rights and obligations under employment law or a collective agreement;
- where it is necessary to protect your vital interests or those of another person where you are physically or legally incapable of giving consent;
- where you have made the data public;
- where it is necessary for the establishment, exercise or defence of legal claims;
- where it is necessary for the purposes of occupational medicine or for the assessment of your working capacity;
- where it is carried out by a not-for-profit body with a political, philosophical, religious or trade union aim provided the processing relates to only members or former members provided there is no disclosure to a third party without consent;
- where it is necessary for reasons for substantial public interest on the basis of law which is proportionate to the aim pursued and which contains appropriate safeguards;
- where it is necessary for reasons of public interest in the area of public health; and
- where it is necessary for archiving purposes in the public interest or scientific and historical research purposes.

If the council processes special categories of your personal data in line with one of the above bases, it does not require your consent. In other cases, the council is required to gain your consent to process your special categories of personal data. If the council asks for your consent to process a special category of personal data, then we will explain the reason for the request. You do not have to consent or can withdraw consent later.

Individual rights

As a data subject, you have a number of rights in relation to your personal data.

Subject access requests

You have the right to make a subject access request. If you make a subject access request, the council will tell you:

- whether or not your data is processed and if so why, the categories of personal data concerned and the source of the data if it is not collected from yourself;
- to whom your data is or may be disclosed, including to recipients located outside the European Economic Area (EEA) and the safeguards that apply to such transfers;
- for how long your personal data is stored (or how that period is decided);
- your rights to rectification or erasure of data, or to restrict or object to processing;
- your right to complain to the Information Commissioner if you think the council has failed to comply with your data protection rights; and
- whether or not the council carries out automated decision-making and the logic involved in any such decision-making.

The council will also provide you with a copy of your personal data undergoing processing. This will normally be in electronic form if you have made a request electronically, unless you agree otherwise.

If you want additional copies, the council may charge a fee, which will be based on the administrative cost to the council of providing the additional copies.

To make a subject access request, you should send the request to the Clerk or Chairman of the Council. In some cases, the council may need to ask for proof of identification before the request can be processed. The council will inform you if we need to verify your identity and the documents we require.

The council will normally respond to a request within a period of one month from the date it is received. Where the council processes large amounts of your data, this may not be possible within one month. The council will write to you within one month of receiving the original request to tell you if this is the case.

If a subject access request is manifestly unfounded or excessive, the council is not obliged to comply with it. Alternatively, the council can agree to respond but will charge a fee, which will be based on the administrative cost of responding to the request. A subject access request is likely to be manifestly unfounded or excessive where it repeats a request to which the council has already responded. If you submit a request that is unfounded or excessive, the council will notify you that this is the case and whether or not we will respond to it.

Other rights

You have a number of other rights in relation to your personal data. You can require the council to:

- rectify inaccurate data;
- stop processing or erase data that is no longer necessary for the purposes of processing;
- stop processing or erase data if your interests override the council's legitimate grounds for processing data (where the council relies on our legitimate interests as a reason for processing data);
- stop processing or erase data if processing is unlawful; and
- stop processing data for a period if data is inaccurate or if there is a dispute about whether or not your interests override the council's legitimate grounds for processing data.
- complain to the Information Commissioner. You can do this by contacting the Information Commissioner's Office directly. Full contact details including a helpline number can be found on the Information Commissioner's Office website (www.ico.org.uk).

To ask the council to take any of these steps, you should send the request to the Clerk or Chairman of the Council.

Data security

The council takes the security of HR-related personal data seriously. The council has internal policies and controls in place to protect personal data against loss, accidental destruction, misuse or disclosure, and to ensure that data is not accessed, except by employees in the proper performance of their duties.

Where the council engages third parties to process personal data on our behalf, such parties do so on the basis of written instructions, are under a duty of confidentiality and are obliged to implement appropriate technical and organisational measures to ensure the security of data.

Data breaches

The council has robust measures in place to minimise and prevent data breaches from taking place. Should a breach of personal data occur the council must take notes and keep evidence of that breach.

If you are aware of a data breach you must contact the Clerk or Chairman of the Council immediately and keep any evidence, you have in relation to the breach.

If the council discovers that there has been a breach of HR-related personal data that poses a risk to the rights and freedoms of yourself, we will report it to the Information Commissioner within 72 hours of discovery. The council will record all data breaches regardless of their effect.

If the breach is likely to result in a high risk to the rights and freedoms of individuals, we will tell you that there has been a breach and provide you with information about its likely consequences and the mitigation measures we have taken.

International data transfers

The council will not transfer HR-related personal data to countries outside the EEA.

Individual responsibilities

You are responsible for helping the council keep your personal data up to date. You should let the council know if data provided to the council changes, for example if you move to a new house or change your bank details.

Everyone who works for, or on behalf of, the council has some responsibility for ensuring data is collected, stored and handled appropriately, in line with the council's policies.

You may have access to the personal data of other individuals and of members of the public in the course of your work with the council. Where this is the case, the council relies on you to help meet our data protection obligations to staff and members of the public. Individuals who have access to personal data are required:

- to access only data that you have authority to access and only for authorised purposes;
- not to disclose data except to individuals (whether inside or outside the council) who have appropriate authorisation;
- to keep data secure (for example by complying with rules on access to premises, computer access, including password protection, locking computer screens when away from desk, and secure file storage and destruction including locking drawers and cabinets, not leaving documents on desk whilst unattended);

- not to remove personal data, or devices containing or that can be used to access personal data, from the council's premises without prior authorisation and without adopting appropriate security measures (such as encryption or password protection) to secure the data and the device; and
- not to store personal data on local drives or on personal devices that are used for work purposes.
- to never transfer personal data outside the European Economic Area except in compliance with the law and with express authorisation from the Clerk or Chair of the Council
- to ask for help from the council's data protection lead if unsure about data protection or if you notice a potential breach or any areas of data protection or security that can be improved upon.

Failing to observe these requirements may amount to a disciplinary offence, which will be dealt with under the council's disciplinary procedure. Significant or deliberate breaches of this policy, such as accessing personal data without authorisation or a legitimate reason to do so or concealing or destroying personal data as part of a subject access request, may constitute gross misconduct and could lead to dismissal without notice.

Training

The council provides training to all individuals about their data protection responsibilities.

If your roles require you to have regular access to personal data, or you are responsible for implementing this policy or responding to subject access requests under this policy, you will receive additional training to help you understand your duties and how to comply with them.

This is a non-contractual policy and procedure which will be reviewed from time to time.

Adopted by the Council - January 2022

To be reviewed annually



Information available from Newton-in-the-Isle Parish Council under the ICO model publication scheme

Background

The Freedom of Information Act 2000 received Royal Assent on 30th November 2000. The Act defines the public authorities that are covered by the Act and so are required to adopt and maintain a publication scheme. Paragraph 7, Part II of Schedule 1 of the Freedom of Information Act defined a "local council" within the meaning of the Local Government Act 1972 as a public authority.

What is a Publication Scheme?

Under the Act, every public authority is required to adopt and maintain a Publication Scheme. This scheme provides the public with a structured listing of any information released, with authorities undertaking a commitment to make it available to all. The scheme must set out how the Parish Council intends to charge for providing the information. In this scheme, the term "publication" refers to documents available in a variety of formats.

Model Scheme

Newton-in-the-Isle Parish Council's publication scheme defines information that the Parish Council holds, and which is accessible to members of the public. The Parish Council strives to be as open as possible with local government information and the work it does. The Parish Council wishes to introduce greater openness and to continue to seek ways to make even more information available to the public.

What Charges are there?

Where a member of the public is seeking to obtain a copy of information included in this Parish Council's publication scheme, the Council may set reasonable charges for this. Costs are shown in this document or are available on application to the Clerk and may include photocopying costs, postage (where incurred) and staff time.

Confidentiality Notice

Newton-in-the-Isle Parish Council's policy is to be as open as possible and to supply the information requested, but the Parish Council may withhold any information if it considers its release not to be in the public interest and could cause significant harm. Any sensitive and confidential information is exempt from public dissemination.

Requests for Information

Requests for information should be made to the clerk: Dave Gibbs, 358 High Road, Newton-in-the-Isle, Wisbech, PE13 5HS. Email parishclerk@newtonintheisle.org.uk

The request must include details of the applicant's address in the Parish and the information sought.

The Parish Council will respond within 20 days of the request. If a fee is required, the Parish Council can extend this period up to 3 months until the fee is paid.

| Information available | How the information can be obtained | Cost |
|--|--|-------------|
| Class 1 - Who we are and what we do | | |
| Who's who on the Council and its Committees | Website | Free |
| Contact details for Parish Clerk and Council members (named contacts where possible with telephone number and email address) | Website | Free |
| | | |
| Class 2 - What we spend and how we spend it | | |
| Annual return form and report by auditor | Website / notice board | Free |
| Finalised budget | Website | Free |
| Precept (from budget) | Website (budget) | Free |
| Financial Standing Orders and Regulations | Website | Free |
| Grants given and received | Website (accounts) | Free |
| Members' allowances and expenses | Website (accounts) | Free |
| | | |
| Class 3 - What our priorities are and how we are doing | | |
| Annual Report to Parish or Community Meeting | Website | Free |
| | | |

| | | |
|--|---|---|
| Class 4 - How we make decisions | | |
| Timetable of meetings | Website | Free |
| Agendas of meetings | Website / notice board | Free |
| Minutes of meetings | Website / notice board | Free |
| Reports presented to council meetings | Website | Free |
| Responses to consultation papers | Clerk (email) | Free |
| Responses to planning applications | Website (minutes) | Free |
| | | |
| Class 5 - Our policies and procedures | | |
| <p>Policies and procedures for the conduct of council business:</p> <ul style="list-style-type: none"> ▪ Procedural standing orders ▪ Committee and sub-committee terms of reference ▪ Code of Conduct ▪ Policy statements ▪ Equality and diversity policy ▪ Health and safety policy ▪ Policies and procedures for handling requests for information ▪ Complaints procedures (including those covering requests for information and operating the publication scheme) | <p>Website</p> <p>Website</p> <p>Website</p> <p>Website</p> <p>Awaiting publication</p> <p>Awaiting publication</p> <p>Website</p> <p>Website</p> | <p>Free</p> <p>Free</p> <p>Free</p> <p>Free</p> <p></p> <p></p> <p>Free</p> <p>Free</p> |
| Information security policy | Awaiting publication | |

| | | |
|--|----------------------|--------|
| Records management policies (records retention, destruction and archive) | Awaiting publication | |
| Data protection policies | Website | Free |
| Schedule of charges (for the publication of information) | Website | Free |
| | | |
| Class 6 - Lists and Registers | | |
| Assets register | Website | Free |
| Register of members' interests | Website | Free |
| | | |
| Class 7 - The services we offer | | |
| Community centres and village halls | Website | Free |
| Parks, playing fields and recreational facilities | Clerk | Free |
| Seating, litter bins, clocks, memorials and lighting | Clerk | Free |
| Bus shelters | Clerk | Free |
| | | |
| Additional Information | | |
| Other information that is not itemised in the lists above | Clerk | Varies |

Contact details: Dave Gibbs (Clerk & RFO)
358 High Road
Newton-in-the-Isle
Wisbech PE13 5HS

parishclerk@newtonintheisle.org.uk
01945 870083

Schedule of Charges

| Type of Charge | Description | Basis of Charge |
|--------------------------|---|---|
| Disbursement cost | A4 Photocopying @ 3p per sheet (black & white) | Actual cost |
| | A4 Photocopying @ 10p per sheet (colour) | Actual cost |
| | Postage | Royal Mail standard 2 nd class |
| Staff time | Where appropriate @ £20 per hour (minimum ½ hour) | Time spent |

Newton-in-the-Isle Parish Council

Code of Conduct for Members

Adopted by the Council on 11 January 2022

The Members' Code of Conduct is intended to promote high standards of behaviour amongst the elected and co-opted members of the Council.

The Code is underpinned by the following principles of public life which should borne in mind when interpreting the meaning of the Code:-

- i **Selflessness.** Holders of public office should act solely in terms of the public interest. They should not do so in order to gain financial or other benefits for themselves, their family or their friends.
- ii **Integrity.** Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that might seek to influence them in the performance of their official duties.
- iii **Objectivity.** In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, holders of public office should make choices on merit.
- iv **Accountability.** Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.
- v **Openness.** Holders of public office should be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands.
- vi **Honesty.** Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.
- vii **Leadership** Holders of public office should promote and support these principles by leadership and example.

Part 1

General Provisions

1. Introduction and Interpretation

- 1.1 This Code applies to **you** as a member of Newton-in-the-Isle Parish Council (the Council).
- 1.2 The term “**the Authority**” used in this Code refers to the Council.
- 1.3 “**Member**” means any person being an elected or co-opted member of the Authority.
- 1.4 It is **your** responsibility to comply with the provisions of this Code.
- 1.5. In this Code –

“**Meeting**” means any meeting of:-

- a) The Authority;
 - b) Any meetings with the Council's officers;
 - c) Any of the Authority's Committees, sub-committees, joint committees, joint sub-committees, or area committees;
 - d) Any site visits to do the business of the Authority;
 - e) Any of the Authority's advisory groups and, working parties and panels.
- 1.6. In this Code “relevant authority” has the meaning given to it by section 27(6) of the Localism Act 2011.

2. Scope

- 2.1 You must comply with this Code whenever you act, claim to act or give the impression you are acting in your official capacity as a Member of the Authority.
- 2.2 Where you act as a representative of the Authority:-
- a) on another relevant authority, you must, when acting for that other authority, comply with that other authority's code of conduct; or
 - b) on any other body, you must, when acting for that other body, comply with your authority's code of conduct, except and insofar as it conflicts with any other lawful obligations to which that other body may be subject.

3. General Obligations

- 3.1 You must treat others with respect.
- 3.2 You must not:-
- a) do anything, which may cause the Authority to breach UK equalities legislation.

- b) bully any person.
- c) intimidate or attempt to intimidate any person who is or is likely to be:-
 - (i) a complainant,
 - (ii) a witness, or
 - (iii) involved in the administration of any investigation or proceedings, in relation to an allegation that a Member (including yourself) has failed to comply with his or her authority's code of conduct.
- d) do anything, which compromises or is likely to compromise the impartiality of those who work for, or on behalf of, the Authority.
- e) conduct yourself in a manner, which could reasonably be regarded as bringing your office or authority into disrepute.

4. You must not:-

- 4.1 disclose information given to you in confidence by anyone, or information acquired by you which you believe, or ought reasonably to be aware, is of a confidential nature, except where:-
 - a) you have the consent of a person authorised to give it;
 - b) you are required by law to do so;
 - c) the disclosure is made to a third party for the purpose of obtaining professional advice provided that the third party agrees not to disclose the information to any other person; or
 - d) the disclosure is:-
 - (i) reasonable and in the public interest; and
 - (ii) made in good faith and in compliance with the reasonable requirements of the authority.
- 4.2. prevent another person from gaining access to information to which that person is entitled by law.

5. You must not:-

- 5.1 use or attempt to use your position as a member improperly to confer on, or secure for yourself or any other person, an advantage or disadvantage.

6. You must:-

- 6.1 when using or authorising the use by others of the resources of the Authority:-
 - a) act in accordance with your Authority's reasonable requirements;
 - b) ensure that such resources are not used improperly for political purposes (including party political purposes); and
- 6.2. have regard to any Local Authority Code of Publicity made under the Local Government Act 1986.

Part 2

Interests

7. Disclosable Pecuniary Interests

- 7.1. Breaches of the rules relating to Disclosable Pecuniary Interests may lead to criminal sanctions.
- 7.2. You have a Disclosable Pecuniary Interest if it is of a description specified in Regulations made by the Secretary of State (Appendix A) and either:
- (a) it is an interest of yours, or
 - (b) it is an interest of:
 - (i) your spouse or civil partner,
 - (ii) a person with whom you are living as husband and wife, or
 - (iii) a person with whom you are living as if you were civil partners,

and you are aware that that other person has the interest.

8. Registration of Disclosable Pecuniary Interests

- 8.1. Subject to paragraph 12 (sensitive interests), **you must**, within 28 days of:
- (a) this Code being adopted or applied by the Authority; or
 - (b) your election or appointment (where that is later),
- notify the Authority's Monitoring Officer in writing of any Disclosable Pecuniary Interests you have at that time.
- 8.2. Subject to paragraph 12 (sensitive interests), **you must**, within 28 days of becoming aware of any new Disclosable Pecuniary Interest or any change to any such interest, notify the Authority's Monitoring Officer in writing of that new Disclosable Pecuniary Interest or change.

9. Disclosable Pecuniary Interests in matters considered at meetings

- 9.1. If you attend a meeting and have and are aware that you have a Disclosable Pecuniary Interest in any matter to be considered, or being considered, at that meeting, -
- (a) **you must disclose** to the meeting the fact that you have a Disclosable Pecuniary Interest in that matter. **If you have not already done so, you must notify the Authority's Monitoring Officer** of the interest before the end of 28 days beginning with the date of the disclosure, and
 - (b) whether the interest is registered or not you **must not** - unless you have obtained a dispensation from the Authority's Monitoring Officer -
 - (i) participate, or participate further, in any discussion of the matter or vote at the meeting; or
 - (ii) remain in the meeting room whilst the matter is being debated or participate in any vote taken on the matter at the meeting.

10. Other Interests

- 10.1. In addition to the requirements of Paragraph 3, if you attend a meeting at which any item of business is to be considered and you are aware that you have a "non-pecuniary interest" in that item, you must make verbal declaration of the existence and nature of that interest at or before the consideration of the item of business or as soon as the interest becomes apparent
- 10.2. You have a "non-pecuniary interest" in an item of business of your authority where -
- (a) a decision in relation to that business might reasonably be regarded as affecting the well-being or financial standing of you or a member of your family or a person with whom you have a close association to a greater extent than it would affect the majority of the Council Tax payers, ratepayers or inhabitants of the ward or electoral area for which you have been elected or otherwise of the authority's administrative area, or
 - (b) it relates to or is likely to affect any of the interests listed in the Table in the Appendix to this Code, but in respect of a member of your family (other than a "relevant person") or a person with whom you have a close association and that interest is not a disclosable pecuniary interest.

11. Sensitive Interests

- 11.1 Where you consider (and the Authority's Monitoring Officer agrees) that the nature of a Disclosable Pecuniary or Personal Interest is such that disclosure of the details of the interest could lead to you or a person connected with you being subject to intimidation or violence, it is a "sensitive interest" for the purposes of the Code, and the details of the sensitive interest do not need to be disclosed to a meeting, although the fact that you have a sensitive interest must be disclosed, in accordance with paragraphs 8, 9 and 10.

Note: Register of Interests

Interests under paragraph 8 will be notified to the Monitoring Officer on a form approved for the purpose by the Monitoring Officer and for this purpose will be deemed the "register of interests". A copy of the register will be available for public inspection and will be published on the authority's website.

12 Gifts and Hospitality

- 12.1 You must, within 28 days of receipt, notify the Monitoring Officer in writing of any gift, benefit or hospitality with a value in excess of £100 which you have accepted as a member from any person or body other than the authority.

Appendix A

Disclosable Pecuniary Interests

This note explains the requirements of the Localism Act 2011 (Ss 29-34) in relation to Disclosable Pecuniary Interests. These provisions are enforced by criminal sanction. They come into force on 1 July 2012.

Notification of Disclosable Pecuniary Interests

| <i>Disclosable Pecuniary Interest</i> | <i>Description</i> |
|---|---|
| Employment, office, trade, profession or vocation | Any employment, office, trade, profession or vocation carried on for profit or gain. |
| Sponsorship | <p>Any payment or provision of any other financial benefit (other than from the relevant authority) made or provided within the relevant period in respect of any expenses incurred by M in carrying out duties as a member, or towards the election expenses of M.</p> <p>This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.</p> |
| Contracts | <p>Any contract which is made between the relevant person (or a body in which the relevant person has a beneficial interest) and the relevant authority -</p> <p>(a) under which goods or services are to be provided or works are to be executed; and</p> <p>(b) which has not been fully discharged.</p> |
| Land | Any beneficial interest in land, which is within the area of the relevant authority. |
| Licences | Any licence (alone or jointly with others) to occupy land in the area of the relevant authority for a month or longer. |
| Corporate tenancies | <p>Any tenancy where (to M's knowledge) -</p> <p>(a) the landlord is the relevant authority; and</p> <p>(b) the tenant is a body in which the relevant person has a beneficial interest.</p> |
| Securities | <p>Any beneficial interest in securities of a body where -</p> <p>(a) that body (to M's knowledge) has a place of business or land in the area of the relevant</p> |

authority; and

(b) either -

(i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or

(ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the relevant person has a beneficial interest exceeds one hundredth of the total issued share capital of that class.

These descriptions on interests are subject to the following definitions:

“the Act” means the Localism Act 2011;

“body in which the relevant person has a beneficial interest” means a firm in which the relevant person is a partner or a body corporate of which the relevant person is a director, or in the securities of which the relevant person has a beneficial interest;

“director” includes a member of the committee of management of an industrial and provident society;

“land” excludes an easement, servitude, interest or right in or over land, which does not carry with it a right for the relevant person (alone or jointly with another) to occupy the land or to receive income;

“M” means a member of a relevant authority;

“Member” includes a co-opted member;

“relevant authority” means the authority of which M is a member;

“relevant period” means the period of 12 months ending with the day on which M gives a notification for the purposes of section 30(1) or section 31(7), as the case may be, of the Act;

“relevant person” means M or any other person referred to in section 30(3)(b) of the Act;

“securities” means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

Offences

It is a criminal offence to

- Fail to notify the Monitoring Officer of any Disclosable Pecuniary Interest within 28 days of election
- Fail to disclose a Disclosable Pecuniary Interest at a meeting if it is not on the register
- Fail to notify the Monitoring Officer within 28 days of a Disclosable Pecuniary Interest that is not on the register that you have disclosed to a meeting
- Participate in any discussion or vote on a matter in which you have a Disclosable Pecuniary Interest (without a dispensation)

- Knowingly or recklessly providing information that is false or misleading in notifying the Monitoring Officer of a Disclosable Pecuniary Interest or in disclosing such interest to a meeting

The criminal penalties available to a court are to impose a fine not exceeding level 5 on the standard scale and disqualification from being a Councillor for up to 5 years.

Newton-in-the-Isle Parish Council

Biodiversity Policy

Background

According to Detra (Biodiversity 2020), biodiversity is the variety of life around us and includes every species of plant and animal, the genetic material that makes them what they are, and the communities that they form. Biodiversity is essential to sustaining the living networks, or 'ecosystems', that provide us all with health, wealth, food, fuel and the vital services our lives depend on. It is a core component of sustainable development, underpinning economic development and prosperity. Conserving biodiversity can include restoring or enhancing a population or habitat.

Introduction

In accordance with the duty imposed on town and parish councils by Section 40 of the Natural Environment and Rural Communities Act 2006, updated by Section 102 of the Environment Act 2021, Newton-in-the-Isle Parish Council, will, in exercising all its functions, have regard to the purpose of conserving biodiversity.

This duty also means that town and parish councils can spend funds in conserving biodiversity.

Aims and Objectives

The Parish Council will show that it has regard for conserving biodiversity if it has identified ways to integrate biodiversity:

- In considering planning applications the council will take particular account of the impact on biodiversity. It will support protection of sensitive habitats from development and will consider whether the development would mean the loss of important habitats for wildlife in respect of all applications.
- It will consider what each proposed development might make in terms of biodiversity net gain.
- The council will be mindful of the importance of 'connectedness' between fragments of habitat, and will ensure that wildlife corridors are preserved.
- When specifying any ground maintenance contracts ensure that the work, while reaching acceptable standards, does not harm the natural environment.
- Work in partnership, (where applicable), with other organisations to protect, promote and enhance biodiversity within the village.
- Raise, wherever possible, public awareness of biodiversity issues by means of, for example, community involvement in biodiversity projects in the village, such as tree planting and maintenance, wildflower meadows, etc.
- Communicate information to raise awareness of biodiversity through its website and other media.

Monitoring

This policy was adopted on 14 January 2025 (Minute reference 076/24(b)) and will be reviewed annually or sooner should legislation dictate.