



**Meeting of Christchurch Parish Council
to be held on Monday 14 September 2026 at 7.30pm**

To Members of the Public and Press

9 September 2026

You are invited to attend a meeting of Christchurch Parish Council
to be held in Christchurch Community Centre
for the purpose of transacting the following business.

**Members of the public and press are invited to address the Council
at its Public Time from 7.35pm to 7.50pm**

Dave Gibbs

Parish Clerk

AGENDA

**Members are reminded that they 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**

069/26-27 Apologies for Absence

To receive and consider apologies from those not present.

070/26-27 Chairman's Announcements

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

071/26-27 Public Time

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

072/26-27 Confirmation of Minutes

To approve and sign the minutes of the meeting held on 13 July.

073/26-27 Matters Outstanding

- a) Parking outside Townley School
- b) Streetlight PC3 Crown Road
- c) Support Fenland survey
- d) Crown Drove signage
- e) Tiger T7 bus route
- f) Fly-tipped asbestos in Green Lane

074/26-27 Police Report

To receive a report on policing matters in the area since the last meeting.

075/26-27 County & District Councillors Reports

To receive reports from Cllrs Fisher, Galbraith, Roy and Summers.

076/26-27 Clerk's Report

To receive a report on meetings attended and correspondence received.

077/26-27 Members and Residents Issues

To consider any matters raised by Members of the Council and local residents.

078/26-27 Recreation Ground

To receive a report on matters relating to the Recreation Ground and play equipment.

079/26-27 Nature Park Project

To receive a report on progress since the last meeting.

080/26-27 Village Centre Regeneration Project

To receive a report on progress since the last meeting.

081/26-27 Clarion Garden Project

To receive a report on progress since the last meeting.

082/26-27 Green Lane Project

To receive a report on progress since the last meeting.

083/26-27 Planning

To consider the following applications and to agree a response to the planning authority:

- a) F/YR26/0618/TRTPO - Works to 2 x Conifer trees covered by TPO 08/2001 - Rallingham Hall, Mumbys Drove, Three Holes
- b) F/YR26/0642/F - The sitting 1 x mobile home for use as annex ancillary to existing dwelling - Hackney Cottage, Padgetts Road, Christchurch
- c) F/YR26/0655/F - Erect a porch to front and first-floor extension to side of existing dwelling - Kestrel, Crown Road, Christchurch

084/26-27 Highways

- a) To receive a report from Cllr Feeney on matters relating to the condition of the local roads network.
- b) To receive an update from the Clerk on the 2025/26 Local Highway Improvements project for Wayside Estate.

085/26-27 Finance

To consider and resolve on the following matters:

- a) To receive an updated financial statement for the period to the end of August.
- b) To note the 2026/27 Local Government pay settlement.
- c) To approve the renewal of the Council's insurance policy due on 1 October.
- d) To note the following sum received:

NatWest Bank (interest).....£	37.22
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- e) To note the following sum paid by direct debit:

HMRC (tax and national insurance).....£	334.64
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- f) To ratify the following cheque issued since the last meeting:

C Hamilton (tree work).....£	725.00
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- g) To approve the following payments:

Clerk salary and home office allowance.....£	867.22
Fenland District Council (street lighting).....£	3,668.22
CAS Insurance Services Ltd (insurance renewal).....£	2,567.73
Recreation Ground (room hire).....£	10.00

086/26-27 Consultations

Fenland District Council - Dog Control Public Spaces Protection Order.

087/26-27 Three-Year Plan

- a) To receive a report on the meeting of the Projects Working Group and to agree a date for the next meeting.

088/26-27 Matters for Next Meeting

To discuss future agenda items from Councillors.

089/26-27 Date of Next Meeting

To confirm the date of the next Meeting of the Council as Monday 12 October.



**Minutes of a meeting of Christchurch Parish Council
held in the Community Centre on Monday 13 July 2026 at 7.30pm**

Present Cllrs A Sparrow (Chairman), J Bliss, B Burfield, R Feeney, J Hayes, J Hughes (from 064/26-27(d)), S Potter, Cllr D Roy (FDC), D Gibbs (Clerk), two parishioners

048/26-27 Apologies for Absence

Cllr S Fisher (CCC), Cllr M Summers (FDC)

049/26-27 Chairman's Announcements

The Chairman congratulated Cllr Bliss for her recent recognition in the Pride of Fenland awards, acknowledging her 37 years as a Parish Councillor, 20 years as Secretary of the former Memorial Hall and 15 years as Treasurer. In these roles she oversaw the transition from the old Hall to the new Community Centre. She was also an active committee member of the Village Gala committee, the Horse Show committee and currently serves as a Trustee of the Upwell (Cambridge) Consolidated Charities that provides the annual dole payment to pensioners in the parish.

He thanked the churchyard working group for their outstanding work maintaining the churchyard and the exterior of the church building.

He thanked the Chairman of the District Council for the invitation to her Civic Reception which he attended.

Finally, he thanked the Community Centre Management Committee for the inaugural outdoor music festival that was enjoyed by all who attended.

050/26-27 Public Time

No matters raised.

051/26-27 Confirmation of Minutes

The minutes of the Meeting held on 8 June were correctly recorded and signed as being a true record.

052/26-27 Matters Outstanding

- a) Fenland District Council Infrastructure Delivery Plan - The Clerk noted that no progress had been made towards the mapping of mobile phone signals, despite many attempts to contact officers and members of the Norfolk Councils with experience of the process, but Fenland District Council now appears to be exploring the same issues. Members agreed to remove this item from the agenda.
- b) Parking outside Townley School - No update.
- c) Former Memorial Hall site - The new site owner has met with the architect. There may be a further planning application for minor amendments to the approved plans.
- d) Sewage treatment plant at The Croft - Awaiting a response from Cllr Hughes.
- e) Streetlight PC3 Crown Road - Members were unsure whether the light is working.
- f) Support Fenland survey - The Clerk reported that he has provided feedback to Support Fenland following the last meeting and a draft will be prepared shortly.
- g) Crown Drove signage - Members considered the inclusion of the signs in a future Local Highway Improvement bid, but expressed concern regarding the timetable for installation. They resolved to explore alternative procurement methodologies.

- h) Tiger T7 to Manea Station - Cllr Roy advised Members that he had contacted the Combined Authority regarding the lack of a bus stop at Manea Station. They were aware of the issue, having received a number of complaints, but maintained that there was insufficient space in the car park for a bus drop-off point. He provided a photograph of the near-empty car park, but received no response. It was noted that rail replacement bus services stop at the station. Manea Parish Council has also lobbied for better provision, with the support of the train operator.

053/26-27 Police Report

No report received.

054/26-27 County and District Councillors' Reports

Cllr Roy congratulated Cllr Bliss for her Pride in Fenland award. The food waste collection service will commence in early September, with the caddies due for delivery during August. The decision on the chosen option for local government reorganisation is due within the next few days. Cllr Roy met the senior managers responsible for dealing with fly-tipping and similar offences and is compiling a report, considering options for a more proactive approach offering alternatives to fly-tipping.

055/26-27 Clerk's Report

The Clerk reported on correspondence received. Rules regarding the publication of Members' register of interests forms have been clarified, with home addresses and phone numbers no longer being published, leaving the Parish Council email addresses as the sole means of contact. The Cambridgeshire & Peterborough Association of Local Councils has a webinar on Martyn's Law, the new anti-terrorism law for public buildings. Cambridgeshire ACRE enquired about current contact details for the owners of land put forward for an affordable housing scheme. This has been provided and will be shared with Accent Housing. Anglian Water have provided an update on the Fens Reservoir project, including an estimated submission date for the development consent order in summer 2028.

056/26-27 Members and Residents Issues

- a) The Clerk reported that he had contacted Highways regarding the traffic lights on the Sixteen Foot Bank that were raised at the previous meeting. The lights are in place due to the failure of the crash barrier, which is being investigated.
- b) Cllr Burfield mentioned that he had heard that the former Roffco Works site had been sold.

057/26-27 Recreation Ground

In Cllr Hughes' absence, there was no report.

058/26-27 Nature Park Project

- a) The contractor has cultivated the field and sown the grass. Once the grass has germinated and become established, the site will be reopened for public access.
- b) Members considered three tenders for the planting of a hedgerow along the northwestern boundary of the field and the installation of a gate across the Upwell Road vehicular access. They resolved to appoint Giles Landscapes and Management Ltd to undertake the project.

059/26-27 Village Centre Project

Cllr Sparrow reported that he is continuing to work on the plans and liaising with Highways regarding the issues they have identified.

060/26-27 Clarion Garden Project

The application to the Whitemill Environment Fund includes the cost of transforming the site into a public open space. The Clerk has contacted Clarion to secure their consent for the final details of the proposal.

061/26-27 Green Lane Project

Cllr Sparrow updated Members on the progress to date, including the appointment of a contractor to cut back the overhanging tree branches. The next phase of the work will involve the installation of timber bollards to protect the eastern verge, which can then be restored and reseeded. It has also been suggested that a bench be installed overlooking the fields, but this will be subject to public consultation. The target is to complete the works by the end of the year.

062/26-27 Planning

- a) Members considered the following application:

F/YR26/0441/F - Erect a single-storey side extension to existing dwelling - Hackney Cottage, Padgetts Road, Christchurch

They resolved to offer no objection.

063/26-27 Highways

- a) Cllr Feeney reported that there had been two further accidents on the Sixteen Foot Bank involving motorbikes. He is awaiting a meeting with Cllr Kiddell, the new Norfolk County Councillor. The officer investigating the fatal accident in Silt Road is looking to clarify the responsibility for the accident and whether this lies with the highway authority. Cllr Feeney also commented that he now has damage to all four wheels on his car as a consequence of driving on local roads.

The Clerk advised Members that the County Council has now awarded the contract for the trial of different methods of repairing the soil-affected roads and work is due to commence on the B1099 Upwell Road, March shortly. The trial is being funded with a grant of £1.5 million from the Combined Authority.

- b) Wayside Estate Local Highway Improvement project 2025/26 - no update.

064/26-27 Finance

- a) The management accounts as at 30.6.26 showed income of £18,938.43 and expenditure of £6,258.34, resulting in a surplus of £12,680.09 and total funds held of £64,650.83.

- b) Members noted the quarterly financial reconciliation.

- c) Members noted the following sums received since the last meeting:

Fenland District Council (concurrent functions grant)	£	2,567.00
Barclays Bank (interest)	£	77.17
NatWest Bank (interest).....	£	25.07

Councillor Hughes joined the meeting.

- d) Members approved the following payments:

Clerk salary and home office allowance	£	397.95
Middle Level Commissioners (drainage rates).....	£	54.74
Upwell IDB (drainage rates)	£	53.53
Giles Landscapes & Management Ltd	£	9,924.00

065/26-27 Consultations

- a) Fenland 50 Local Plan - Members were invited to respond individually.
- b) Cambridgeshire & Peterborough Combined Authority Bus Network Review Engagement – Members expressed their frustration at the complete lack of communication and consultation in the planning of the T7 bus route, the unjustifiable over-provision and the inevitable under-use of the service.

Members asked the Clerk to respond on behalf of the Council.

066/26-27 Three-Year Plan

- a) The Clerk confirmed that the Whitemill Environment Fund panel had awarded funding for the Nature Park and Clarion Garden projects to a value of £25,238. The panel asked for clarification of ongoing maintenance plans, which the Clerk will provide.
- b) The date of the next meeting of the Projects Working Group will be Tuesday 25 August.

067/26-27 Matters for Next Meeting

None.

068/26-27 Date of Next Meeting

The date of the next meeting of the Parish Council will be Monday 14 September.

Rebecca Edgson

From: Glyn Jones <[REDACTED]>
Sent: 13 August 2026 17:20
To: trees
Subject: Application for works to conifers covered by TPO8/2001 at Rallingham Hall
Mumbys Drove Three Holes Upwell Wisbech Norfolk PE14 9JT
Attachments: GT Jones TPO application.pdf

Good morning/afternoon.

Further to our exchange of e-mails, I have attached a formal application in respect of my proposed works to the conifers adjacent and to the right of the Hall as shown in the two photographs below:



As you will see, they are now overshadowing the Hall and have grown so large that they cannot support their own weight which has resulted in individual stems sagging over the course of the past couple of years and giving the overall appearance of them being untidy and unkempt. Once I have topped them at fifteen feet, I have it in mind to wrap around the outside stems (but inside the remaining foilage) with a heavy weight webbing strap to prevent any further sagging which seems to be exacerbated by the prolonged hot spells over the past few years. Topping them at fifteen feet will enable me to manage them in the future by trimming back the top growth from a ladder. I have done this elsewhere on a smaller scale and the result has been successful with the overall appearance being much improved.

Thank you, in anticipation.

Glyn Jones

Chartered Legal Executive MSc MRAC
for Mills & Reeve LLP



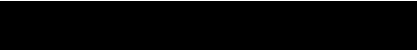
MILLS & REEVE

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From: trees <trees@fenland.gov.uk>

Sent: 28 May 2026 12:47

To: Glyn Jones <

Subject: From Trees: TPO 8/2001

CAUTION: This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Good afternoon

Thank you for your email and photos.

These details were forwarded to our consultant tree officer who comments as follows –

The photos provided do not clearly show any ripped branch, so better evidence would need to be provided to allow a repair prune for health and safety matters without the need to do an application. A 5 day notice to repair prune could likely be approved with better evidence of the split branch, but it would only allow for the repair pruning to address this, no extra pruning. Dead wood is exempt from the need to apply.

A formal application would need to be made for the conifers and any other works to the Willow. Works would need to be specific in terms of the extent of works e.g reduce in height by 2m, 3m, crown reduce by 2m, crown lift to 5m etc etc.

Further advise regarding works to protected trees can be found on our website at <https://www.fenland.gov.uk/workstotrees>.

We trust this is of assistance.

Kind regards

Technical Support Team for Development Services
Fenland District Council



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From: Glyn Jones <[REDACTED]>
Sent: 26 May 2026 13:01
To: trees <trees@fenland.gov.uk>
Subject: FW: TPO 8/2001

As per separate e-mail exchange this is 1 of 4.

Glyn Jones
Chartered Legal Executive MSc MRAC
for Mills & Reeve LLP



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From: Glyn Jones
Sent: 25 May 2026 12:33
To: 'trees@fenland.gov.uk' <trees@fenland.gov.uk>
Subject: RE: TPO 8/2001

Good morning/afternoon.

In response to my e-mail below you issued the attached Decision Notice.

The willow was pollarded in July 2025 but has failed to regenerate this year. Eden Tree Specialists who did the work were pretty confident that it had succumbed to honey fungus and thought it a good idea to leave the dead pollard in place so that the fungus didn't spread in an attempt to find another nearby host.

I would now like to do some work to the only remaining willow which has quite a lot of dead wood in its canopy and one large branch which is badly split and, since coming into leaf, is now touching the ground. I have attached some photographs so that you can see what is likely to be involved. Once again, I do not believe that I require formal consent to remove dead wood from the canopy nor to remove the split branch back to its bark line with the trunk as it is now potentially dangerous because it can no longer support its own weight.

I would also like to flat top some conifers close to the Hall.

I will have to resend this e-mail with some photographs attached (as they are too large to attach to this one) and also a photograph of a smaller conifer which I flat topped a few years ago so that you can see what I have in mind. The

larger conifers are now overshadowing the Hall and have begun to suffer wind damage because of the weight they bear. I have it in mind to flat top them at about 12/15 feet so that I can manage them with a hedge trimmer going forwards. I would not be doing that until September to avoid disturbing any nesting birds. Again, I am not sure that I require formal consent for this because there is no single trunk which is of sufficient girth to be covered by the TPO, but I would like to afford you the opportunity to comment if you believe otherwise.

I have no particular objection to making a formal application for the proposed works to the conifers, but I would like to avoid us both the time and effort if you agree that none is necessary?

Needless to say, I would be quite happy for you to come and have a look for yourself if that would help?

Thank you, in anticipation.

Glyn Jones

Chartered Legal Executive MSc MRAC
for Mills & Reeve LLP

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From: Glyn Jones

Sent: 17 September 2024 12:24

To: trees@fenland.gov.uk

Subject: TPO 8/2001

Good afternoon.

I have been given your e-mail address, as above, by the Council's switchboard operator.

One of the two remaining Willows either side of my entrance driveway at Ralingham Hall, Three Holes, Wisbech PE14 9JT has failed to put on any leaf this year and I am afraid that it is dead.

I have attached a couple of photos so that you can see the current state of play.

As I believe the tree to be dead, I do not think that I require any TPO consent to remove it but I wanted you to be aware of the situation in case you want to visit me, have a look at it and make any recommendations.

It is a big tree and I will not be removing it to ground level (instead I will pollard it at a safe level) so it will have the opportunity to regenerate but I have already lost two of the four Willows which lined The Old Croft River and I fear that this is going to be a third casualty.

Please let me know if you want to have a look before I start work in a couple of weeks' time?

I need to make it safe before any winter storms as it may fall on my driveway and bridge across the river, not to mention blocking the river itself.

It was planted seventy or eighty years ago by a previous owner of the Hall, Reg Deptford, ex-chairman of the Upwell Internal Drainage Board and that is how it came to be/survive within the 9 metre sterilisation zone alongside the river.

Thank you, in anticipation.

Glyn Jones

Chartered Legal Executive
for Mills & Reeve LLP



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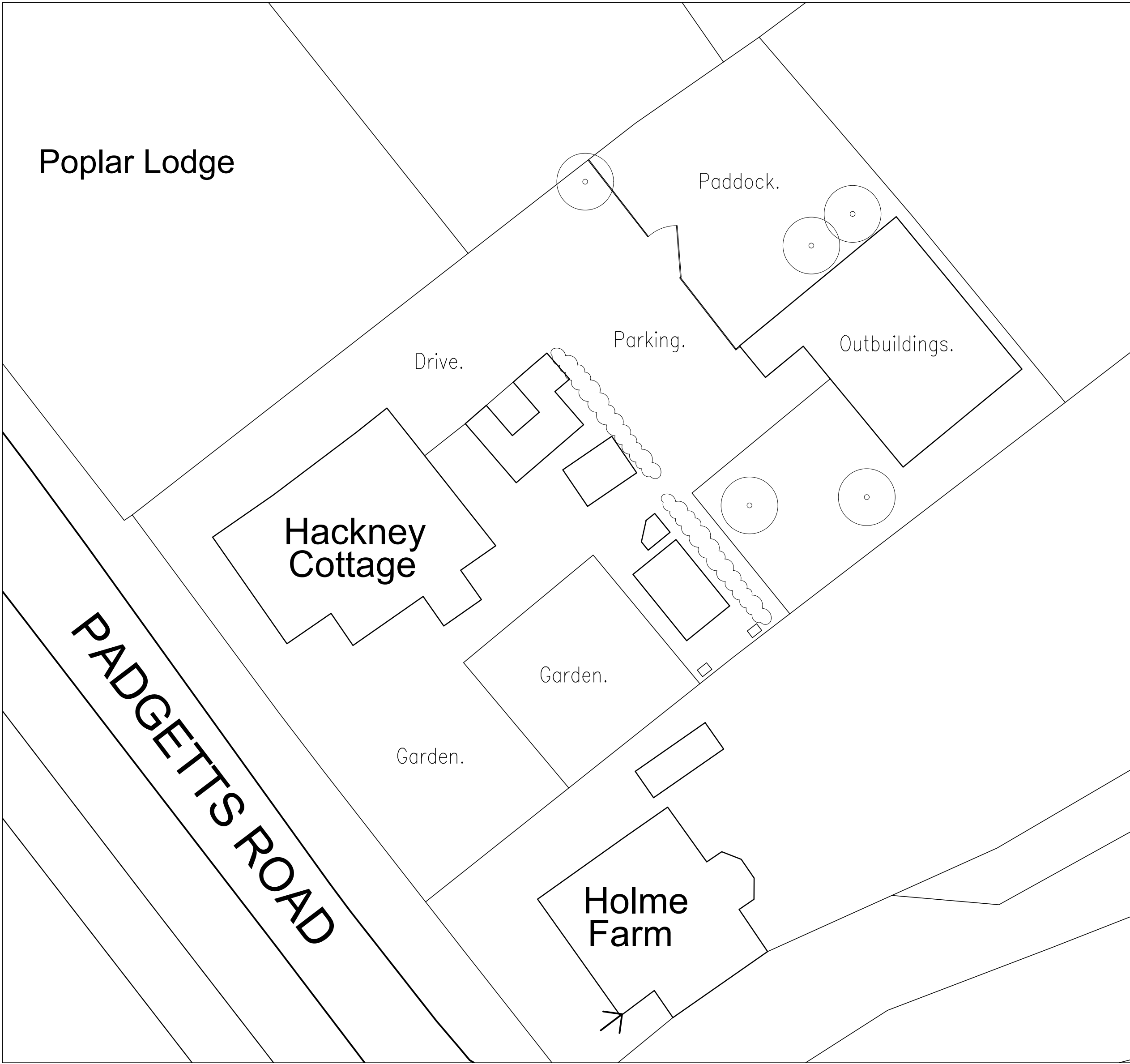
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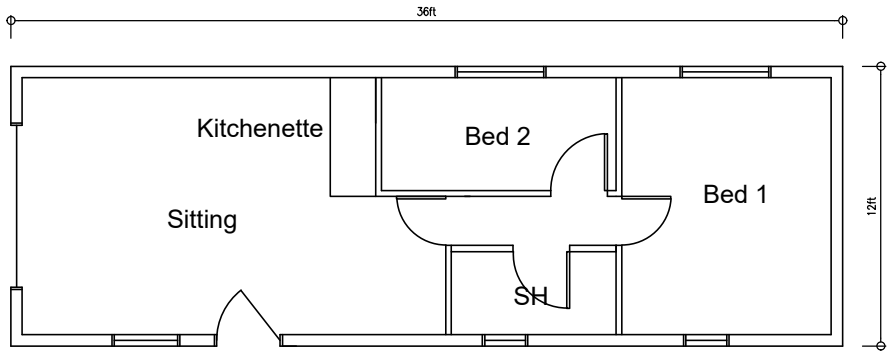
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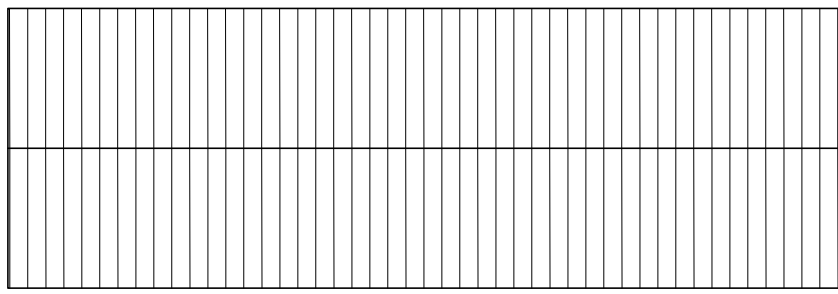
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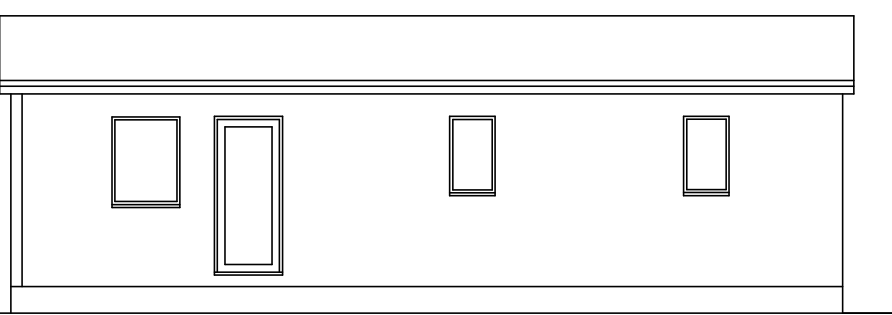
Existing Site Plan 1:200



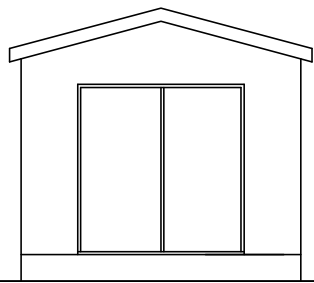
Floor Plan 1:100



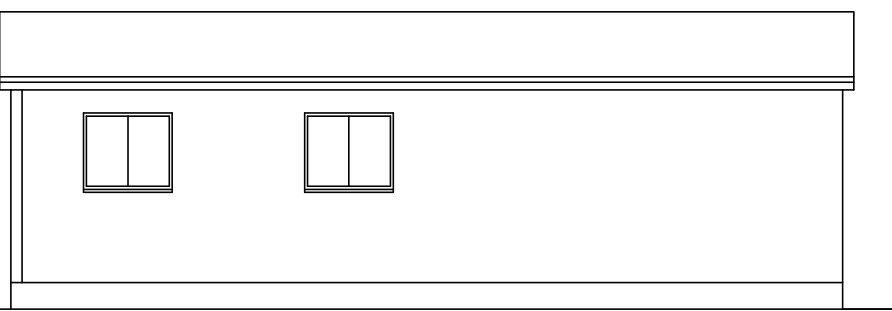
Roof Plan 1:100



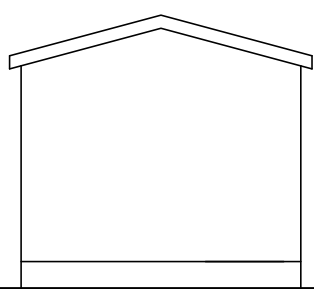
Front Elevation 1:100



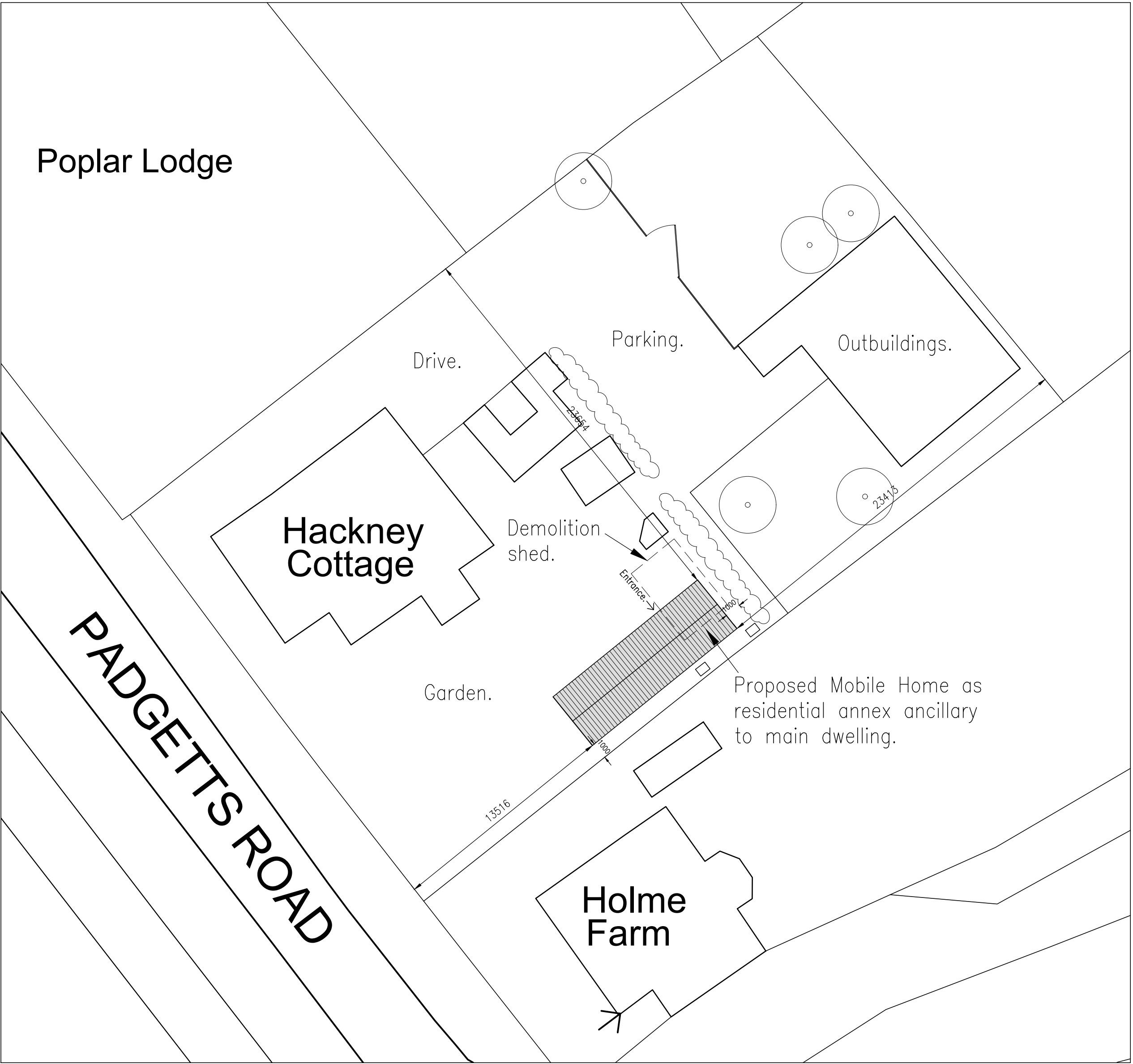
Side Elevation 1:100



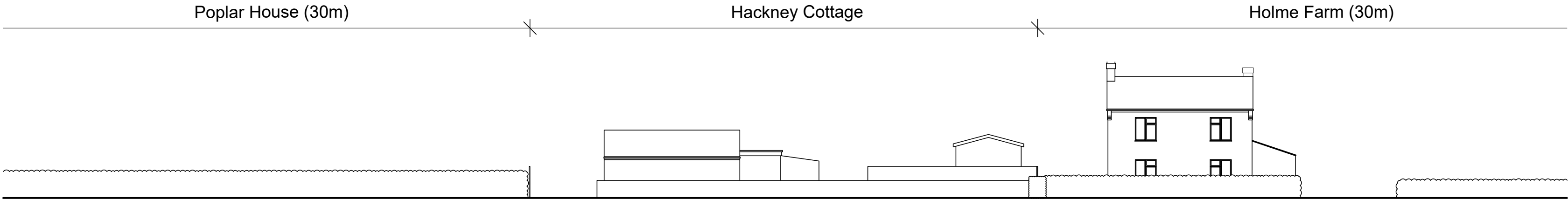
Front Elevation 1:100



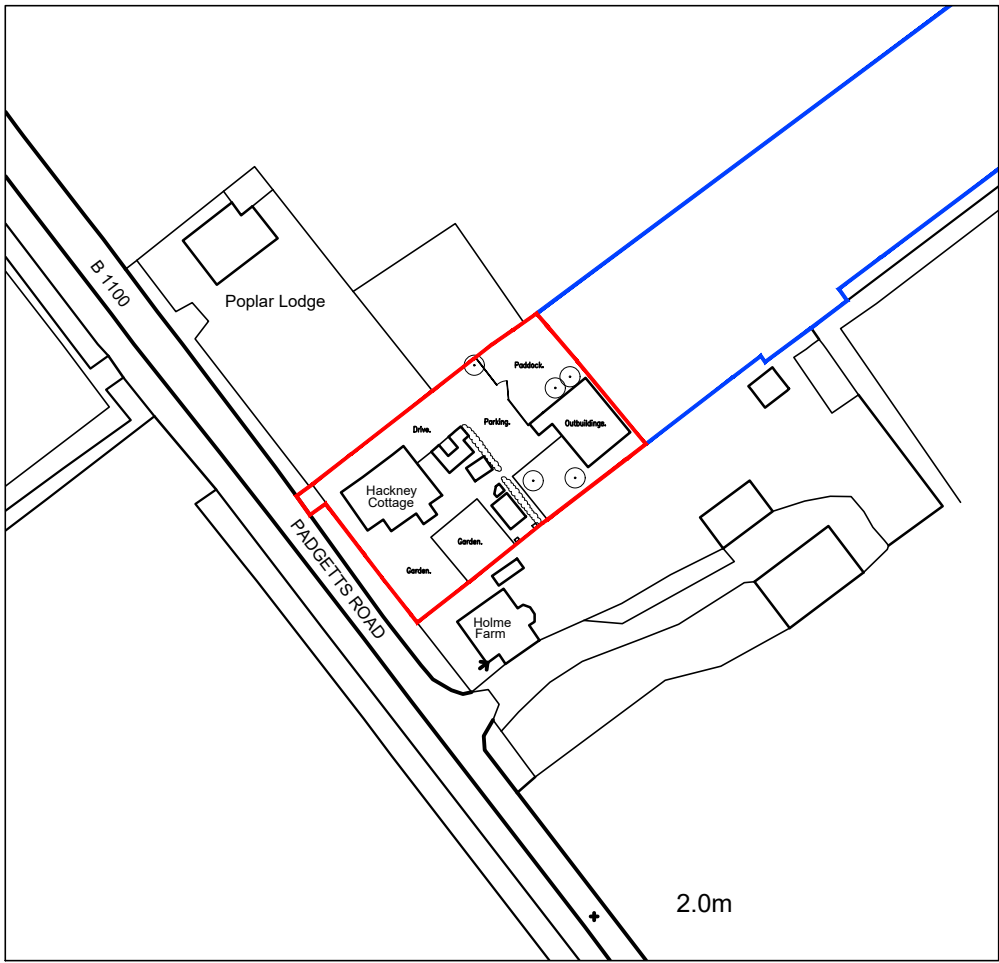
Side Elevation 1:100



Proposed Site Plan 1:200



Proposed Street Scene 1:200



Location Plan 1:1250

A -
REVISIONS



PETER HUMPHREY ASSOCIATES

ADDRESS: 2 CHAPEL ROAD, WISBECH, CAMBS, PE13 1RG.

TELEPHONE: 01945 466966
E-MAIL: info@peterhumphrey.co.uk
WEB: www.peterhumphrey.co.uk

CLIENT

M GRIFFTHS

PROJECT

1NO. MOBILE HOME ANNEX

SITE

HACKNEY COTTAGE
PADGETTS ROAD
CHRISTCHURCH
CAMBS
PE14 9PL

DRAWING

COMBINATION DRAWING

JOB NO.

7391/PL01E

PAPER SIZE

A1

DATE

AUG 2026

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Amendment Supporting Statement

Mobile Home as annex ancillary to main dwelling

Hackney Cottage
Padgetts Road
Christchurch
Cambs
PE14 9PL

For M Griffiths

CONTENTS

- 1. DESCRIPTION OF DEVELOPMENT**
- 2. SUPPORTING STATEMENT**
- 3. CONCLUSION**

Version: **First Issue**

Date: August 2026

Job No: 7391

1. DESCRIPTION OF DEVELOPMENT

1.1 The sitting 1 x mobile home for use as annex ancillary to existing dwelling.

2. SUPPORTING STATEMENT

2.1 Following receipt of refusal reference F/YR26/0409/F for sitting of 2no. mobile homes for annexe, this application is a revised scheme to omit a mobile home so the quantity is revised to 1no. mobile home for annex ancillary the dwelling. The kitchen is removed and replace with a smaller kitchenette.

2.2 The mobile home is located within and to share the existing garden area of the existing dwelling.

2.3 The mobile home is intended to be occupied by relatives (Mother/Farther and/or children) of the applicant as residing in the existing dwelling. As such the applicant's own relatives will be staying in the mobile home as ancillary accommodation to the existing dwelling.

2.4 The existing dwelling is limited in scale and size because of its bungalow design. The mobile home is to have a kitchenette for tea/coffee making facilities where the primary cooking operation is to take place within the existing dwelling. The foul water services, electrical and heating services are to share and connect onto the existing dwelling services. Therefore, the mobile home will provide accommodation reliant and ancillary to the existing dwelling.

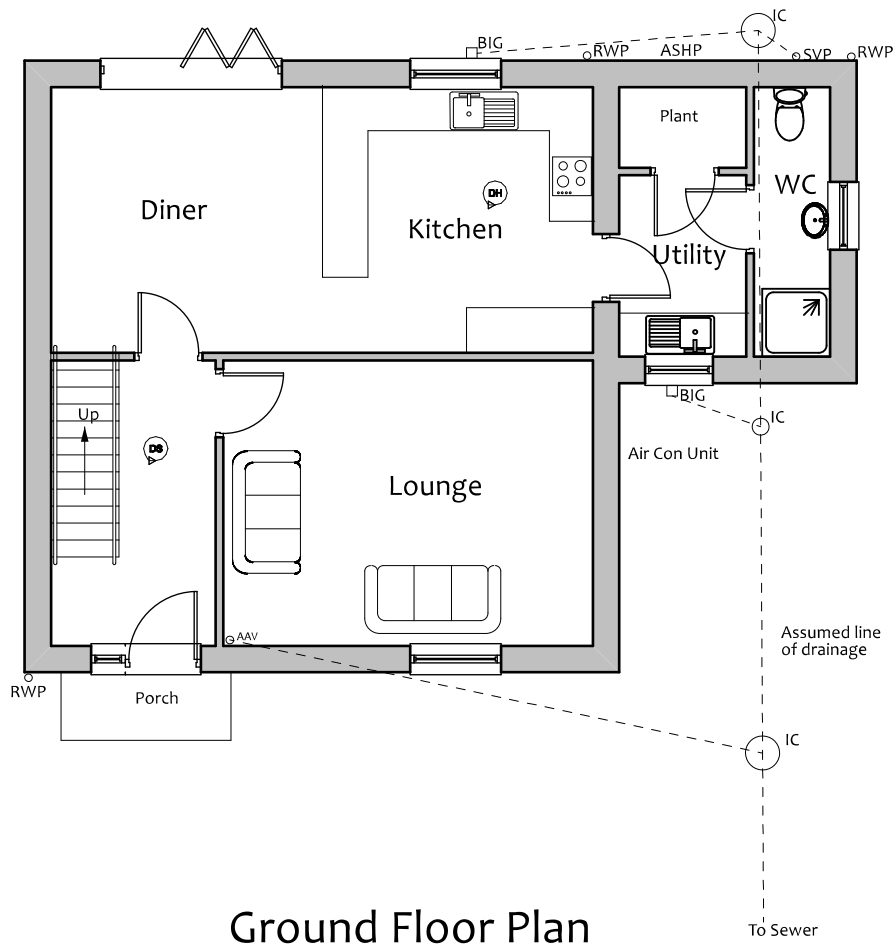
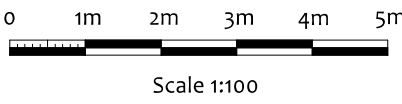
2.5 The mobile home is not for a new dwelling in the countryside; the mobile home provides accommodation but is entirely reliant on the host dwelling to function and exist, with sharing the existing dwelling services, spaces, garden and parking area.

2.6 The applicant agrees with a planning condition to be placed on the permission to state the mobile home will only be occupied as an annex ancillary to the host dwelling and shall at no time be used for a separate living unit.

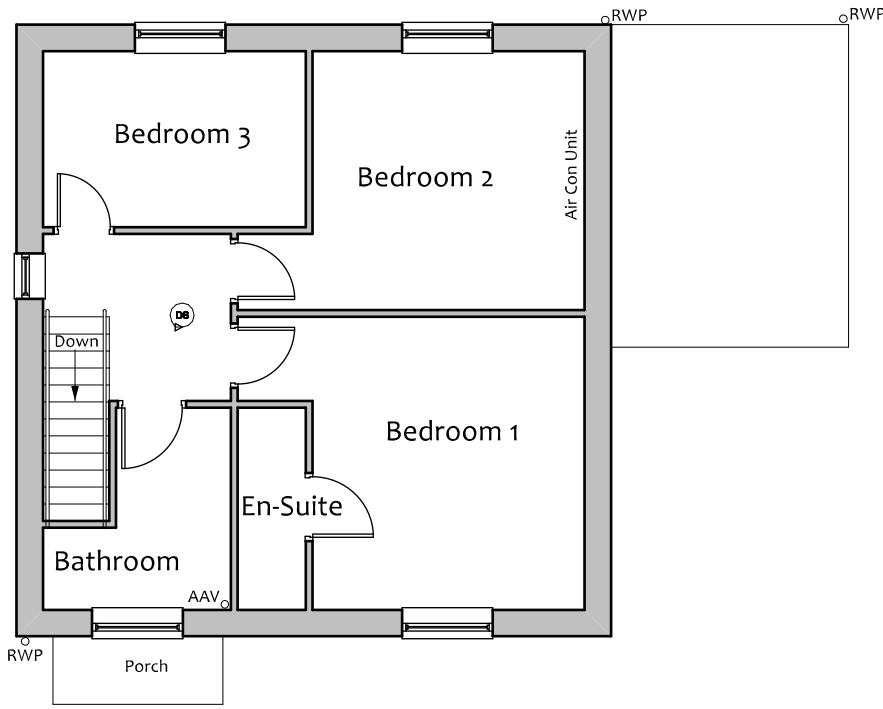
3. CONCLUSION

3.1 The development is for a residential annex ancillary to the host dwelling for relatives of the host dwelling to occupy and share the host dwelling services and amenities.

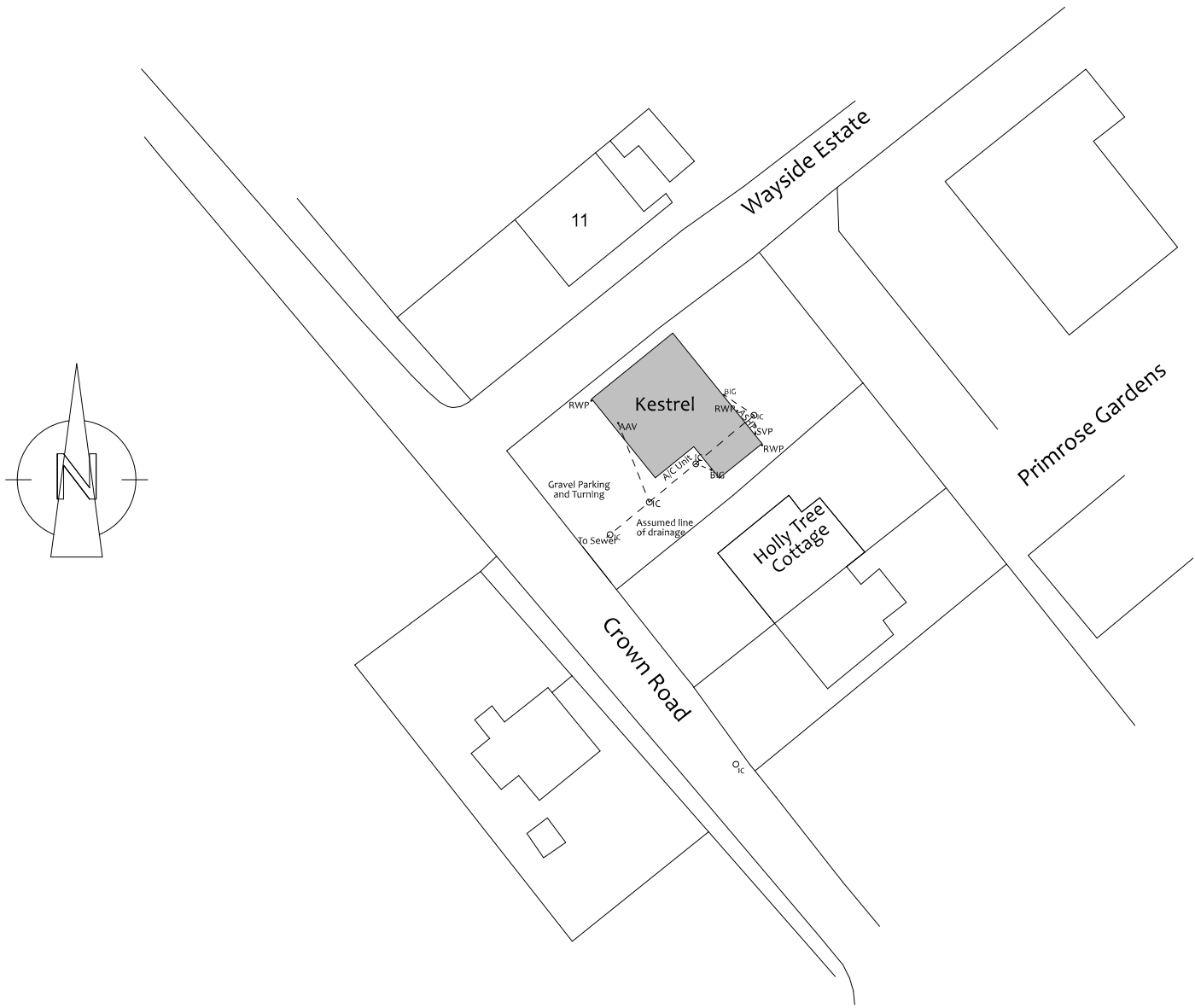
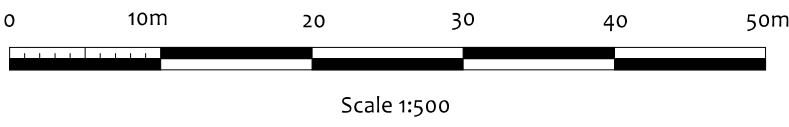
3.2 The applicant agrees to a planning condition restricting occupation of the mobile as an annex ancillary to the host dwelling.



Ground Floor Plan



First Floor Plan

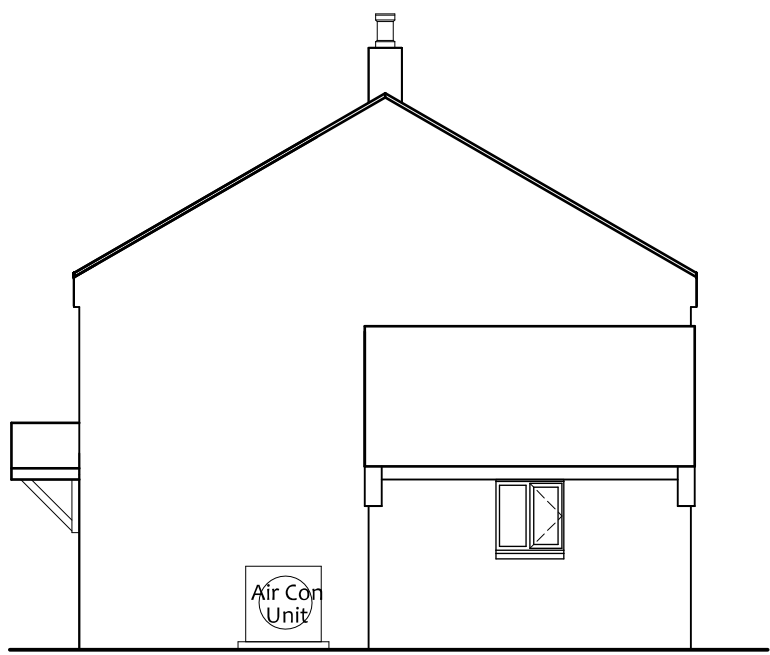


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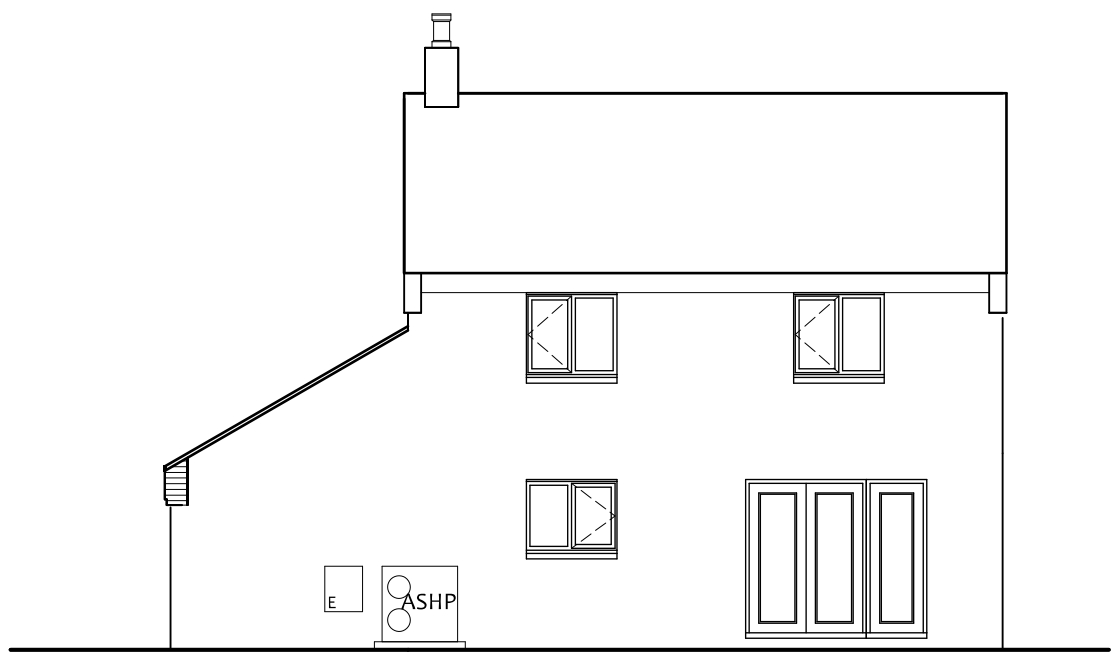
Site Plan



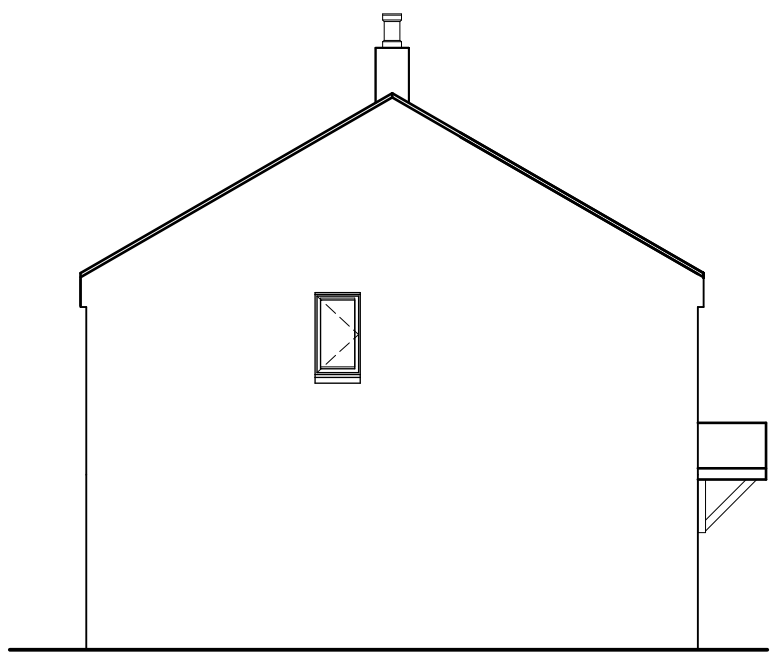
Front Elevation



Side Elevation



Rear Elevation



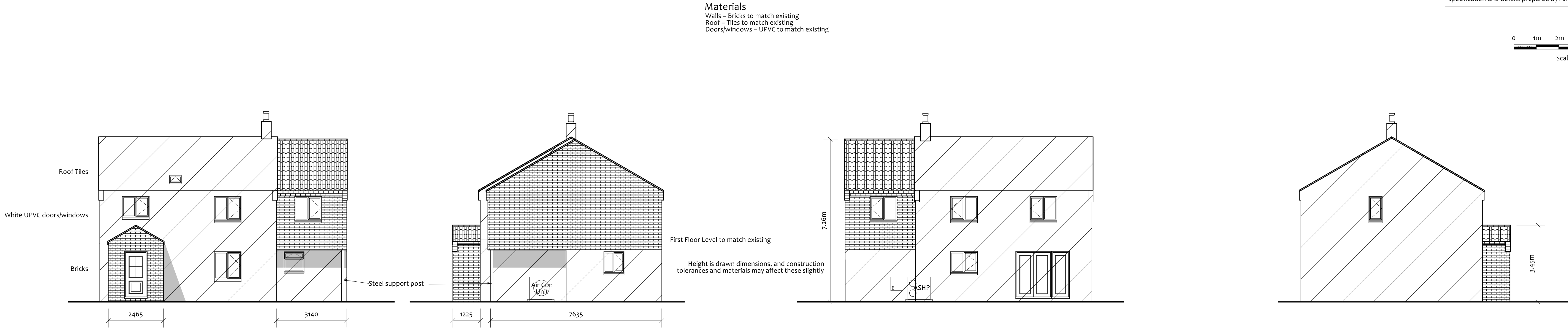
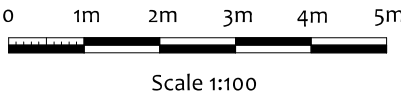
Side Elevation



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No	Date	Revision
Issue: For Planning Approval		
Site: Kestrel, Crown Road, Christchurch, Cambridgeshire, PE14 9NF		
Project: Extension to Dwelling		
Drawing Title: Existing Plans		
Client: Mr J Towler		
Date: August 2026		
Scale: 1:100 and 1:500 at A1		
Drawing Number: P-26-2560-2		



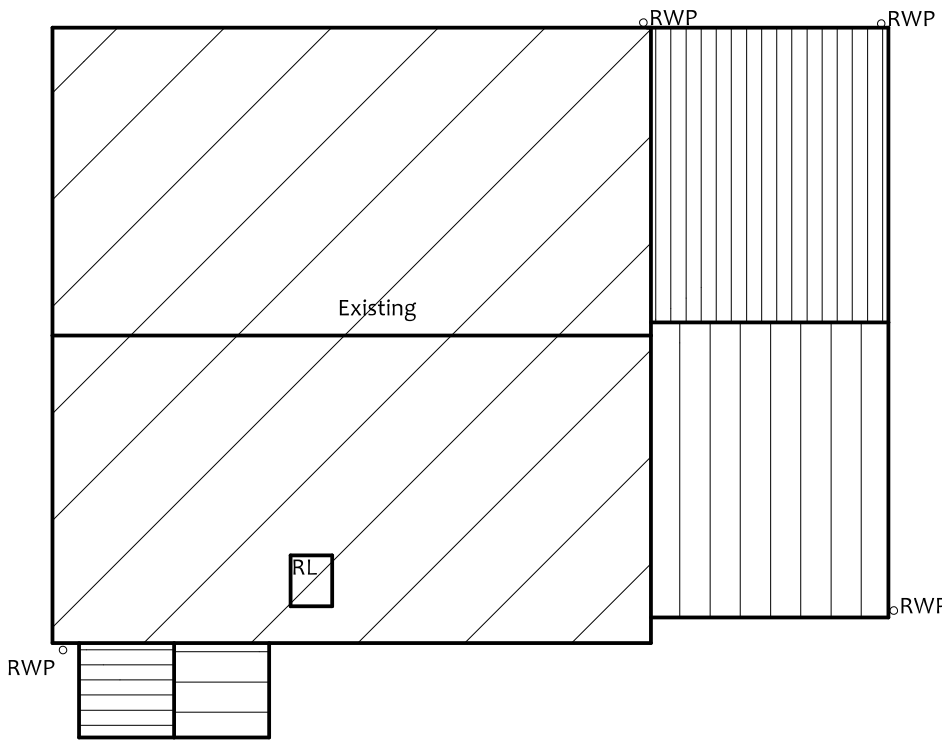


Front Elevation

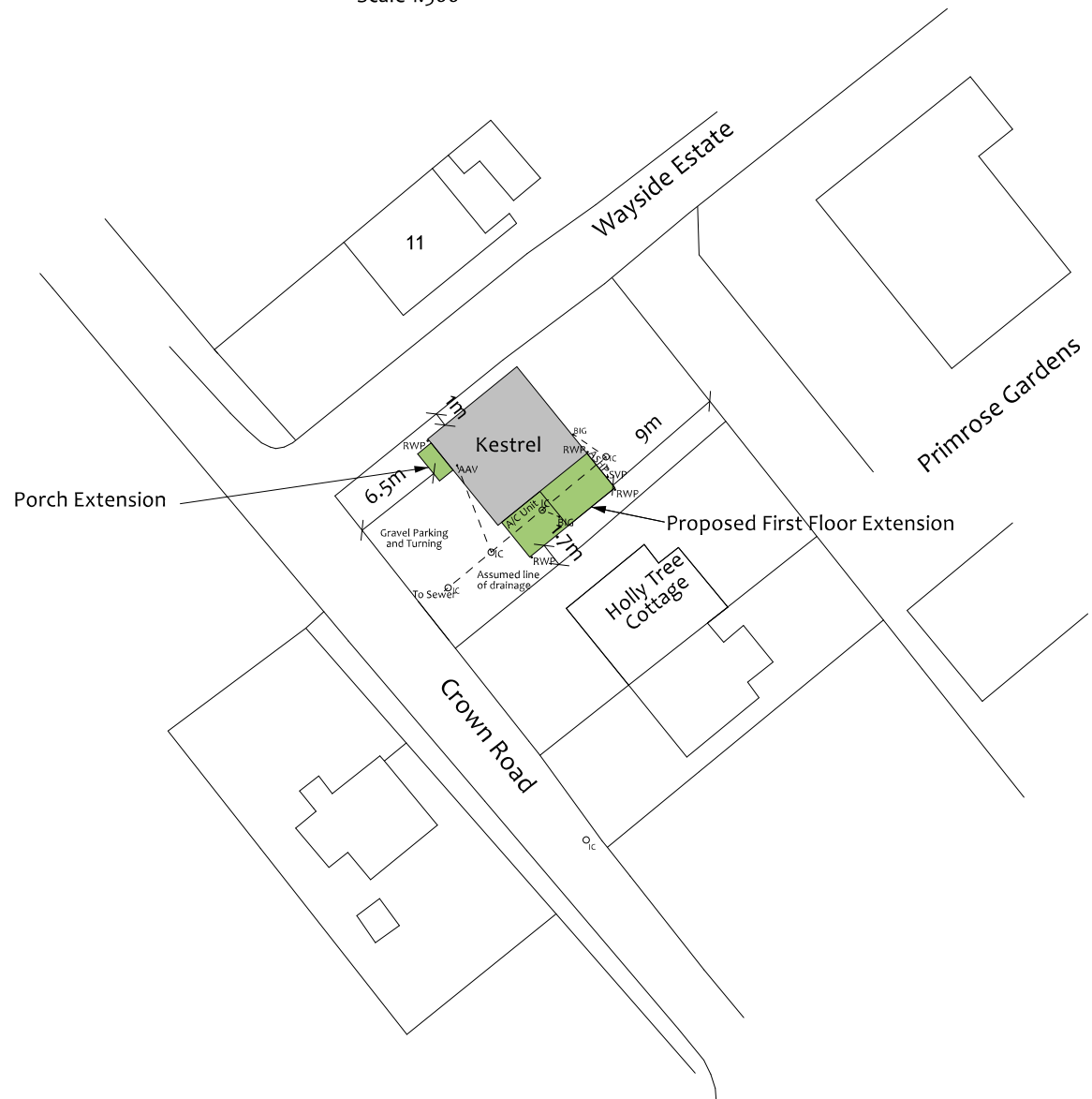
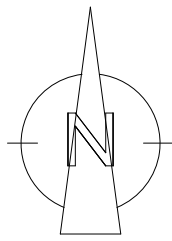
Side Elevation

Rear Elevation

Side Elevation

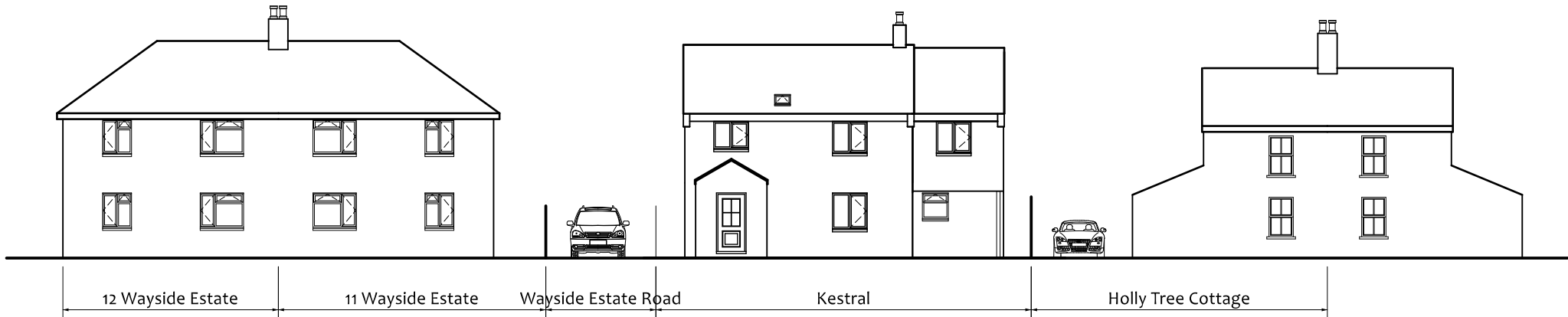


Roof Plan



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Site Plan



Street Scene

Scale 1:200



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A	27/8/26	Porch added to site plan, and dimensions added for planning
No	Date	Revision
Issue: For Planning Approval		

Site: Kestrel, Crown Road, Christchurch,
Cambridgeshire, PE14 9NF

Project: Extension to Dwelling

Drawing Title: Proposed Elevations, Roof Plan,
Street Scene and Site Plan

Client: Mr J Towler

Date: August 2026

Scale: 1:100, 1:200 and 1:500 at A1

Drawing Number: P-26-2560-4-A

Christchurch Parish Council - Receipts & Payments Summary as at 31.8.26

Income	Year to Date		Budget	%
FDC Precept	£	16,100.00	£ 32,200.00	50.00
FDC Concurrent Functions Grant	£	2,567.00	£ 2,567.00	100.00
Community Centre	£	-	£ -	0.00
Grants	£	-	£ -	0.00
Donations	£	-	£ -	0.00
Recycling Credits	£	125.45	£ -	#####
Bank Interest	£	183.20	£ 400.00	45.80
VAT Refunds	£	-	£ 2,236.34	0.00
Miscellaneous	£	-	£ -	0.00
Total Income	£	18,975.65	£ 37,403.34	50.73

Expenditure				
Clerk's Salary	£	2,261.68	£ 6,300.00	35.90
Fees	£	269.00	£ 530.00	50.75
Subscriptions	£	455.99	£ 590.00	77.29
Admin Expenses	£	1,716.90	£ 1,400.00	122.63
Insurance	£	-	£ 2,450.00	0.00
Drainage Rates	£	108.27	£ 110.00	98.42
Recreation Ground	£	1,525.30	£ 2,690.00	56.70
Nature Park	£	8,270.00	£ 9,945.00	83.16
Village Centre	£	-	£ 5,000.00	0.00
Churchyard	£	-	£ 1,245.00	0.00
Community Centre	£	-	£ 2,000.00	0.00
Street Lights	£	-	£ 5,000.00	0.00
Section 137 Payments	£	-	£ -	0.00
Highways	£	725.00	£ 6,000.00	12.08
Recoverable VAT	£	2,296.06	£ 1,750.00	131.20
Tree Works	£	-	£ -	0.00
Miscellaneous	£	125.45	£ -	#####
Total Expenditure	£	17,753.65	£ 45,010.00	39.44

Summary

Total Income	£	18,975.65
LESS Total Expenditure	£	17,753.65
Net Surplus or Deficit	£	1,222.00

Balance Sheet

Balance B/fwd	£	51,970.74
Surplus or Deficit	£	1,222.00
Balance C/fwd	£	53,192.74

Represented by

Barclays Community Account	£	658.23
Barclays Business Premium Account	£	27,161.73
NatWest Current Account	£	843.38
NatWest Deposit Account	£	24,529.40
Cash / Cheques	£	-
	£	53,192.74