Clerk: Mrs Joanne Depradines-Smith **Chair: Cllr Roy O'Grady**
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MINUTES OF DUXFORD PARISH COUNCIL MEETING
HELD IN THE DUXFORD COMMUNITY CENTRE ON THURSDAY 08 JANUARY 2026 AT 8PM

		ACTION BY
	Present: Cllr Dee, Cllr Hancock, Cllr Heath, Cllr Hyde, Cllr Priestley, Cllr Walters, Cllr Young. Chair Cllr O'Grady and Parish Clerk Joanne Depradines-Smith. Nine members of the public. The Meeting commenced at 8pm. The Chair welcomed all attendees to the meeting. **Presentation: AvTech:** Attendees from Henry Boot Developments and IWM Duxford regarding a proposed aviation technology (AvTech) campus development on IWM / Gonville & Caius owned land. A public consultation will follow shortly thereafter. **Open Forum:** None.	
1	**Apologies**: Cllr Skeates-Hall, Cllr Wood.	
2	**Declaration of Interests:** **Item 5**: **Cllr co-option vote:** Cllr Hyde non-participation **Item 11a: Chair report re DPC / DCC legal responsibilities**: Cllr Dee and Cllr Hyde non-participation.	
3	**Previous Minutes**: The minutes of the monthly Parish Council meeting held on 11th December 2025, as circulated to all members, were agreed and signed by the Chair.	
4	**Matters Arising:** **167f: Cemetery water butt:** This has been purchased and installed. **169a: LHI application:** The LHI application to replace speed cushions with full width tables on Hunts Road and Ickleton Road, has been completed.	
5	**Councillor co-option vote:** Following a secret ballot, Mr Michael Wright received over 50% (57%) of the first vote (majority). Thanks were extended to all applicants.	
6	**Chair Announcements: Including non-decisive correspondence:** • **£10,000.00 Allotment grant success:** Thanks were given to Cllr Walters and Cllr Hancock. • **Allotments water leak:** The Clerk will contact Cambridge Water re a deteriorated stopcock. • **Cemetery gravedigging issue:** Apologies were given to families following grave spoil being temporarily placed on other graves. The Clerk has communicated with the funeral director. • **SCDC Food waste excess caddie return point:** The Clerk will suggest the SCDC Laceys Way site.	**Clerk** **Clerk**
7	**Planning:** a. **Planning applications received from SCDC:** See appendices. b. **Planning decisions confirmed by SCDC:** See appendices. c. **Planning correspondence:** None	

		ACTION BY
8	**Finance: Accounts for payment:** See appendices.	
9	**District and County Council Matters:** See appendices. Cllr McDonald was absent.	
10	**Operations Report:** **a. Recreation Ground: Maintenance Contracts:** To be finalised and issued for quotation. **b. Recreation Ground: Playground logs:** This is a work in progress. **c. Recreation Ground: Pizza van application:** A six month probationary period was agreed upon in principle, subject to Fridays between 6pm and 9pm only, agreed security measures, complete waste removal from site, and the correct trading licence. **d. Recreation Ground: Dog bins relocation:** Awaiting SCDC quotation. **e. Cemetery: Wheelchair / mobility scooter access:** Cllr Wood was absent. **f. The Biggen: New wildlife signage:** It was agreed to purchase signage to the value of £100 to help protect brown trout spawning grounds. People will be asked not to disturb the riverbed with swimming humans or dogs in the spawning period between January and March annually.	**Cllr Heath / Clerk** **Cllr Heath** **Clerk** **Clerk** **Cllr Wood** **Cllr Heath/ Cllr Walters**
11	**Community Centre Report:** **a. Chairman report re DPC / DCC legal responsibilities: The Chair read out the following text:** **"**In the absence of legal advice from CAPALC, we agree we have done all we can regarding our 2025 enquiry concerning DCC's management of the Community Centre and Café 19 and close the matter. (We will limit the activities of the Clerk to taking only those base-line housekeeping steps necessary to fulfil DPC's ongoing audit obligations required for the Annual Governance Statement, and of course we will continue to pass any concerns raised to the DCC via our representatives)." This was agreed upon via vote: Agreement: 5. Abstain: 3. **b. DPC / DCC contingency plan:** The Chair asked for input to be forwarded to the Clerk.	**All**
12	**Land Registry applications:** This is a work in progress.	**Clerk / Chair**
13	**Assets of Community Value:** This item was carried over.	**Cllr Young / Cllr Hancock**
14	**Council merger (County / SCDC) elections:** It was decided not to vote in this matter.	
15	**Annual Parish Meeting 2026:** Thanks were given to all Cllrs who agreed to give presentations again this year. The Clerk will seek external presenters.	**Clerk**
16	**Diary and next meetings:** • 12th February 2026 - Monthly Parish Council Meeting at 8pm • 12th March 2026 - Monthly Parish Council Meeting at 8pm	
17	**Meeting closure:** 9.34pm. **Signed:** ……. **Dated:** …….	
	4 Appendices to follow:	

Appendix 1: Accounts for payment: As authorised by the Chair and Cllr Young:

NAME	INFORMATION	METHOD OF PAYMENT	AMOUNT £
Amazon	**Retrospective Payment:** Cemetery water butt	Debit Card	33.98
Mercer Tree Services	**Retrospective Payment:** Cemetery tree works	Bank Transfer	360.00
Duxford United Football	**Retrospective Payment:** Donation re match footballs	Bank Transfer	120.00
Duxford Community Centre	**Retrospective Payment:** Room bookings 2026	Bank Transfer	272.00
Hortiservices	**Retrospective Payment:** Allotments Hemlock removal	Bank Transfer	78.00
Cambridgeshire Acre	Annual membership	Bank Transfer	74.50
Herts & Cambs GM Ltd	Maintenance contract	Bank Transfer	1055.00
Green Acres	Maintenance contract	Bank Transfer	915.00
Society of Local Council Clerks	Annual membership	Bank Transfer	200.00
J Depradines-Smith	Clerk duties & expenses	Bank Transfer	1592.75

Automatic payments from previous agenda publishing date:

DATE	NAME	INFORMATION	METHOD OF PAYMENT	AMOUNT £
11/12/2025	Nest	Clerk pension	Direct Debit	63.11
15/12/2025	PLWB	Public Loans Works Board loan repayment	Direct Debit	4105.16
22/12/2025	Drax Energy	Street lighting	Direct Debit	123.66

Appendix 2: Planning Report:

Applications for DPC decision:

APPLICATION REF	LOCATION	PROPOSAL	DECISION A / R
25/04851/HFUL	3 Greenacres Duxford	Demolition of existing conservatory and partial demolition of existing garage. Single storey side and rear extensions, including conversion of existing garage to habitable space. Replacement of garage door with 1no. window. Removal of chimney and alterations to fenestration.	**A**
25/05032/FUL	Imperial War Museum Royston Road Duxford	Installation of a new vehicle security gate, consisting of two barrier arms to be installed to the rear/north side of the existing sliding security gate (to north site of IWM Duxford). The new security gate will comprise of 2x automatic rising arm barriers, with top and bottom skirts, sounder/strobe, safety loop, safety photocells and groundworks concerning concrete bases and associated electrical conduits.	**A**

South Cambridgeshire District Council Planning Decisions :

APPLICATION REF	LOCATION	PROPOSAL	DECISION
25/03982/HFUL	St John's Tythe, 30 Green Street Duxford	Installation of a freestanding glass canopy in rear garden.	**A**
25/04057/HFUL	6 Ickleton Road Duxford	Two storey front extension and conversion of existing garage into habitable space, including replacement of garage door with window.	**A**

Appendix 3: Operations Report:

Maintenance contracts: Updated versions were recently distributed to all councillors for comment. Following DPC agreement, the Clerk will put them out to tender, distributing to all potential contractors and emphasising important changes to mowing and hedge cutting.

Playground: Log circle: Still no quotes, deferred to February.

Pizza Van: Application to operate from the CC car park Friday evenings.

Recreation Ground Dog Bins: SCDC will be requested to move 2 bins to different locations at no cost (or quote for doing so).

Cemetery:

- Accessibility requirements for visitors / options available
- A water butt with tap has now been installed to provide visitors with water in winter when the tap is switched off – thanks to our Chair Cllr O'Grady

The Biggen: Riverbank signage to help protect brown trout spawning grounds.

Brewery Field: We had a very successful volunteer afternoon on Monday, 15th December. Sincere thanks to SMT for offering 4 of their team - what a difference it makes to have 4 strong and very keen helpers! Together with 4 FoDGS members (thanks to Paul, Heather and Sarah), we installed a new memorial bench, sanded lichen from benches, painted the notice board and strimmed the mound and the new dry dip.

Trees: DPC has now applied to SCDC for the offered COVID commemorative tree. This needs to be planted in a publicly accessible location, to provide a community memorial marking local volunteer efforts to support people during the pandemic and commemorating those who lost their lives. The tree will arrive around the beginning of March and DPC will be responsible for planting and caring for it, reporting back after 3 years. SCDC plan to provide a container-grown wild cherry tree, approximately 150–175 cm tall.

Appendix 4: County Council and District Council reports:

South Cambs Council

£900k support for Community Projects: Grants totalling £900,000 for local organisations that support residents of all ages. The latest round of grant funding for local voluntary, community and social enterprise organisations – totalling £900,000 - has been announced. For the next three years, Service Support Grants will provide crucial funding of £300,000 a year to local groups to deliver services that make a real difference including supporting people with their mental health, independent living, advice services, and helping residents through the cost-of-living crisis. The Service Support Grants funding has significantly increased from the previous £167,400 a year budget - underscoring the Council's commitment to community wellbeing, tackling inequality and reducing social isolation.

Grant recipients include:

- Cambridge and District Citizens Advice – £105,000 per year to provide free, confidential advice services to residents.
- Disability Huntingdonshire – £12,998 per year to support people with disabilities to live independently.
- Royston and District Community Transport (RDCT) – £7,000 per year to maintain accessible transport for those who need it most.
- Cambridge Rape Crisis Centre – £10,000 per year to deliver specialist support for survivors of sexual violence.
- Over Day Care – £30,000 per year to provide a transport and hospital discharge support service for older residents.
- Support Cambridgeshire (CCVS) – £20,000 per year to strengthen the voluntary and community sector in the district.
- Hope Against Poverty CIC – £14,400 per year to provide a Wellbeing Programme for people experiencing anxiety, bereavement, or social isolation.

Other organisations receiving funding are:

Young people - Blue Smile children's mental health charity; Cambridge Acorn Project supporting children who have experienced trauma; Home-Start home-visiting services; Ormiston Families helping families facing adversity; Romsey Mill to deliver youth work; Turtle Dove to improve mental health, wellbeing, and employment outcomes for young women; Waterbeach and Landbeach Action for Youth for youth club sessions.

All Ages - CamSight helping people of all ages with low vision and blindness; Reach Community Projects supporting families facing poverty as well preventing others from falling into it

Older residents - Care Network Cambridgeshire to help continue and expand support for Community Car Schemes; Sew Positive using sewing to help address mental health challenges, social isolation, or economic inequality; The Voluntary Network helping older residents maintain independence.

The 2026-2029 funding allocations were awarded following a rigorous assessment process, ensuring funds are directed where they will have the greatest impact.

Cost of Living Support: A £449,000 package of support will tackle cost-of-living challenges for the next two years. A budget of £449,000 has been approved to help South Cambridgeshire residents through the next two years of cost-of-living financial pressures.

The 2026-2028 cost of living plan was agreed by the District Council at its latest Cabinet meeting.The plan focuses on supporting vulnerable households by expanding access to emergency food and energy support, building financial resilience by delivering workshops on budgeting and debt advice and continuing community partnerships to provide coordinated support.

Each year the key measures will include:

- £28,000 for laptops and digital training for young people and older residents to reduce digital exclusion.
- £50,000 for Community Hubs, warm places run by trained volunteers that serve the needs of the local community.
- £18,000 to continue to provide emergency food parcels to those in need to the door.
- £30,000 for an essential white good and furniture scheme for vulnerable people moving into homes to address furniture poverty.
- £50,000 for to continue the mobile food hub providing affordable healthy food in rural communities – with the potential to expand reach.
- £20,000 for dehumidifier and /or air drier provision to help relieve damp and mould for low income and vulnerable households
- £5,000 for grants to set up village pantries to increase access to affordable food in rural communities.

The approved cost-of-living two-year funding is in addition to a significant level of support across a range of service areas through the Council's business-as-usual activity. This includes an innovative IT tool called the Low-Income Family Tracker (LIFT) to identify residents who are eligible for benefits but not currently claiming them. LIFT was developed as part of the Council's previous cost-of-living work, and its success means it will continue to reach those most in need.

Through LIFT, the Council has helped secure nearly 1,000 additional benefit claims for residents who were previously unaware of their entitlement. These claims are worth over £500,000 in the first year alone, with an estimated lifetime value of nearly £4 million based on average claim lengths. Alongside families now receiving free school meals, this includes:

113 households now receiving Pension Credit
65 households now receiving Healthy Start
480 households receiving a payment from the Household Support Fund
69 households now on a reduced water

Cambs County Council

IWM Duxford Avtech Plans 2026: A new AvTech project is set to be submitted to South Cambs in the Autumn of 2026. So far we know that it is planned a £162m investment and 1,200 jobs over a period of 3-5 yrs.
Duxford AvTech is planned to be the UK's new home for the research and development, prototype testing, certification and manufacture of new low- and zero-carbon advanced air mobility technologies.
The technologies that will be developed include electric, hydrogen and hybrid-powered aircraft, alternative power sources, new materials, and associated technologies and services to shape future air transport.
It is a joint project between Gonville & Caius college and the IWM.
Key local concerns will be the air traffic and road traffic entering and exiting from the A 505.

County Council Budget:

Councillors on the Strategy, Resources and Performance Committee considered the next stage in the development of the Council's draft business plan and budget proposals for 2026/27.

The Committee also considered the emerging new vision for the authority for 'a healthy, fair and sustainable Cambridgeshire', supported by three ambitions which would shape all future business planning activities.

The County Council must set a legal budget to deliver public services for Cambridgeshire, including social care, highways, education, Special Educational Needs and Disabilities (SEND), waste disposal, public health, child protection, libraries and community services.

The draft business plan and budget paper discussed at committee sets out the latest financial position for the year ahead (2026-27), projecting growth of £31 million in the 2026-27 revenue budget – a 5.4% increase on 2025-26 – enabling the council to continue investing in key services. This would give the council a net budget of just over £600 million in 2026-27, and a gross total of about £1.2 billion once schools and services funded by specific grants from Government are included.

To develop a legal and balanced budget for 2026-27 and deliver the revised ambitions, the council has had to identify £40 million through a combination of savings or extra income. Proposals set out at the committee mean that a £6.4m gap now remains, which will have to be closed before the Council sets its final business plan and budget in February 2026.

The draft business plan and budget proposals for 2026-27 will now be scrutinised by service and policy committees throughout January. Any feedback will then be presented to the

The business planning and budget consultation runs until 7 January 2026, with results reported to the Strategy, Resources and Performance Committee on 29 January 2026.
You can find out more and have your say on our website.

You can read the full business plan and budget proposals on our website
The meeting was live streamed on the council's YouTube channel.

END