

TYDD ST GILES PARISH COUNCIL

Parrock View, 358 High Road, Newton-in-the-Isle, PE13 5HS

Tel 01945 870083 ~ Mobile 07932 191050 ~ Email clerk@tyddstgilesparishcouncil.org.uk

Clerk D Gibbs

9th March 2025

To all Members of the Public and Press

You are invited to attend a meeting of Tydd St Giles Parish Council, which will be held in the Community Centre on **Thursday 13th March 2025 at 7.30pm**, for the purpose of transacting the following business.

Members of the public and press are invited to attend this meeting. A period not exceeding 15 minutes is made available at the beginning of the meeting, where residents so require, to enable a Public Forum to take place.

Yours sincerely

D Gibbs

Clerk/Proper Officer

A G E N D A

All 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.

Apologies for Absence

To receive and consider apologies for absence on behalf of those members not present.

087/24 Chairman's Announcements

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

088/24 Public Forum

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

089/24 Urgent Items

The Chairman to report upon additional items for consideration which the Chairman deems urgent by virtue of the special circumstances now specified.

090/24 Confirmation of Minutes

- a) To consider and confirm the minutes of the Parish Council meeting held on Thursday 9th January.*
- b) To note the minutes of the Land Committee meeting held on Tuesday 18th February.*
- c) To consider and confirm the minutes of the Planning Committee meeting held on Thursday 6th March.*

091/24 Matters Arising

To receive updates on the following items:

- a) Bus service - minute 075/24(a)*

- b) *Trees in Hannath Road - minute 075/24(b)*
- c) *Vacant property in Sapphire Close - minute 075/24(c)*
- d) *Community Gritting scheme - minute 075/24(e)*
- e) *Community Speed Watch group - minute 075/24(f)*
- f) *District Council Infrastructure Delivery Plan - minute 075/24(h)*

092/24 Police Matters

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

093/24 Cambridgeshire County Councillor Report

To receive a report from Cllr Simon King.

094/24 Fenland District Councillor Report

To receive reports from Cllrs Brenda Barber, Samantha Clark and Chris Seaton.

095/24 Clerk's Report

To receive a report on meetings attended and correspondence received.

096/24 Reports from Members

To receive updates on the following matters from the Clerk and members of the Council:

- a) *Cllr Allen - Communications, Foul Anchor & Four Gotes*
- b) *Cllr Carter - Community Centre and play equipment*
- c) *Cllr Connell - Highways*
- d) *Cllr Malin - Armed forces, flooding, Kinderley School*
- e) *Cllr Clifton - Public rights of way, churchyard, trees*
- f) *Cllr Slade - Street lights, parish assets*

097/24 Member and Parishioner Issues

To discuss matters brought to the attention of the Council by Members or Parishioners.

To consider submitting a request to UK Power Networks for the installation of bird diverters on overhead cables crossing the North Level Main Drain at Church Lane Bridge to prevent further deaths and serious injuries to swans.

098/24 Annual Parish Meeting

To confirm the date and agree the format of the meeting.

099/24 Street Lights

To consider a request from Fenland District council to adopt a street light at the junction of Hannath Road and Main Road (A1101), Tydd Gote.

100/24 Former Village School

- a) *To consider a proposal to instruct Fenland District Council to serve notice on the owner of the site under Section 215 of the Town and Country Planning Act 1990.*
- b) *To consider whether notices under Section 215 might be appropriate for other locations in the Parish.*

101/24 Highways

To consider submitting an application under the County Council's 20mph scheme.

102/24 Finance

- a) *To receive an updated financial statement for the period to the end of February.*

b) *To ratify the following payments issued since the last meeting:*

Land Registry (searches)	£	28.00
NEST (pension contributions)	£	302.86
HMRC (NIC)	£	56.71

c) *To consider charitable donations under Section 137 of the Local Government Act.*

d) *To approve the following payments:*

D Gibbs (salary February and March)	£	1,547.94
D Gibbs (expenses)	£	339.22
Tydd St Giles CC&RG (hall hire)	£	124.00
CAPALC (subscription)	£	517.37

103/24 Policies and Procedures

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

- i) *Equality and Diversity Policy*
- ii) *Homeworking Policy*
- iii) *Expenses Policy*

104/24 Date of Next Meeting

To confirm the date and time of the next meeting of the Council:

Thursday 8th May at 7.30pm is suggested.

TYDD ST GILES PARISH COUNCIL

Minutes of a meeting of Tydd St Giles Parish Council held in the Community Centre on Thursday 9th January 2025

Present - Cllr K Malin (in the Chair), Cllr B Allen, Cllr M Carter, Cllr L Slade, Cllr S Clark (FDC), Cllr C Seaton (FDC), D Gibbs (Clerk), 4 members of the public

Apologies for Absence - Cllr T Brown, Cllr G Clifton

071/24 Chairman's Announcements

The Chairman welcomed everyone to the meeting.

072/24 Public Forum

No matters were raised.

073/24 Urgent Items

None.

074/24 Confirmation of Minutes

RESOLVED - that the minutes of the meeting held on Thursday 14th November be agreed and signed as a true and accurate record.

075/24 Matters Arising

- a) Bus service - No update.
- b) Trees in Hannath Road - The Clerk will submit a Freedom of Information application to the County Council to confirm the ownership of the trees.
- c) Vacant property in Sapphire Close - No update.
- d) Local Highway Improvements application - The Clerk has submitted an application for a new street light at the junction of Newgate Road, Broad Drove East and High Broadgate.
- e) Community Gritting scheme - Awaiting the delivery of the equipment.
- f) Community Speed Watch group - The Clerk has discussed the process for the formation of the group with the Police and will complete the required paperwork.
- g) Capitally Funded Highway Maintenance proposals - The Clerk confirmed that he had reported Newgate Road and Hockland Road.
- h) District Council Infrastructure Delivery Plan - Residents have not voiced concerns. Reminders need to be issued.

076/24 Police Matters

The Chairman reported that no meetings had taken place. He has spoken to the Police about providing better feedback.

077/24 Cambridgeshire County Councillor Report

In Cllr King's absence, there was no report.

078/24 Fenland District Councillor Reports

Cllr Seaton explained that the Government's white paper on local government reorganisation will result in the dissolution of Fenland District Council, Cambridgeshire County Council and Peterborough Unitary Authority, along with the other district councils, expected to take place in 2028. The County Council elections scheduled for this year will take place, but the District Council elections scheduled for 2027 will not, extending the term of office of the current councillors for one year. A new unitary authority will be established with elections expected to take place in 2028. He expressed concern that the new arrangements will result in a reduced voice for rural communities currently well represented at district level.

The rollout of the precept-funded Tiger on-demand bus services in the Wisbech area has been delayed as the Combined Authority announced the withdrawal of the preferred operator. Retendering the services will result in a delay of up to six months.

079/24 Clerk's Report

The Clerk reported on meetings attended and correspondence received, including a Cambridgeshire Highways Capital Maintenance Prioritisation webinar and a County Council budget briefing. Correspondence included the withdrawal of the Electric Vehicle Charging scheme, the publication of the Community Energy Action Plan, and a traffic order for the closure of Kirkgate on 3rd February. The District Council is consulting on its draft Business Plan and Budget, the Police and Crime Commissioner has published a new Police and Crime Plan, the Cambridgeshire & Peterborough Association of Local Councils is promoting the VE Day 80th Anniversary in May, Cambridgeshire ACRE is offering support for local councils working towards local nature recovery plans, and the Probation Service has launched a 12,000 trees planting initiative.

080/24 Reports from Members

- a) Cllr Allen - Communications, Foul Anchor and Four Gotes - Cllr Allen provided an update on the Foul Anchor War Memorial environmental project. A community planting day will be arranged in the coming months.
- b) Cllr Carter - Community Centre and Play Equipment - Cllr Carter thanked Mr Mallett for helping with the disposal of green waste from the churchyard and Foul Anchor. The former teen shelter and junior play tower have been removed from the Recreation Ground. A new under 5's fenced play area will be created when funding allows, including the relocation of the existing junior swings. An expression of interest form was submitted to the District Council's Net Zero Villages grant scheme for the replacement of all the Community Centre's lights with LED equivalents. The application has been passed to stage 2 and a full submission will be made shortly. The Community Centre charity's AGM will be held on 22nd January.
- c) Cllr Connell - Highways - No report.
- d) Cllr Malin - Armed forces, flooding, Kinderley School - A Veteran's Breakfast Club at Bygones takes place on the last Saturday of every month. Kinderley School continues to make good progress, with pupil behaviour improving. Cllr Malin attended a flooding webinar in December. There is no change in the flood risk.
- e) Cllr Clifton - Public rights of way, churchyard, trees - No report.
- f) Cllr Slade - Street lights and parish assets - The light outside the Community Centre is still not working. The District Council has surveyed the lights and found several in need

of replacement. The absence of a light at the junction of Newgate Road and Church Lane was noted.

081/24 Member and Parishioner Issues

None.

082/24 Grounds Maintenance Contract

The Clerk updated Members on issues relating to the grounds maintenance contract. The contractor's performance during last season was disappointing and resulted in extra work for the Clerk and Cllr Carter monitoring and chasing the scheduled cuts. The contractor has admitted that they failed to provide the expected level of service and has cancelled the invoices issued for work that was not carried out. The contractor has a long-standing relationship with the Council and continues to offer value for money. They have established new reporting and monitoring arrangements for this year and committed to addressing all shortcomings. Members discussed the situation and resolved to continue with the current contractor for this year and monitor and review performance to enable a decision to be made about subsequent years.

083/24 Planning

F/YR24/0994/F - Formation of a manège and the erection of 6 x flood lights on 5.0m high posts - Ewings Farm, Cross Drove, Tydd St Giles

Members considered this application and resolved to offer no objection.

084/24 Finance

a) The Clerk presented the financial statement as at the end of December showing income of £33,484.36, expenditure of £22,440.35, resulting in a surplus of £11,044.01 and funds held of £50,540.81.

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

T Marsh (allotment rent).....	£	50.00
R Horspool (land rent)	£	2,894.08
C Howlett (land rent)	£	1,746.70
Barclays Bank (interest).....	£	67.78
J Carlile (allotment rent).....	£	50.00

c) Members ratified the following payments made since the last meeting:-

Fulney Sand & Gravel (aggregates).....	£	127.56
NEST (pension contributions)	£	331.90
Viking Office UK Ltd (stationery).....	£	37.69
Direct 365 (defibrillator spares).....	£	186.90
East of England Ambulance Service NHS Trust (donation).....	£	250.00

d) Members approved the following payments:-

D Gibbs (salary December and January)	£	1,547.94
Geosphere Ltd (licence)	£	86.40
Tydd St Giles CC&RG (hall hire)	£	68.00
CPRE (subscription)	£	36.00

e) Members considered projects for inclusion in the budget for 2025/26. Replacement fire doors for the south-eastern corner of the Community Centre (£1,400), stripping and repainting the Community Centre roof (£7,500), junior play area fence (£4,000), and

street lights (£4,500) were proposed. Members resolved to include the fire doors, play area fence and street lights, but not the Community Centre roof.

- f) The draft budget prepared by the Clerk predicted income of £32,930 and expenditure of £32,990, leaving a small deficit of £60. The inclusion of the above items increased the deficit to £9,960. Members resolved to increase the precept by £7,600 to £25,600 and to cover the remaining shortfall from reserves.

Cllr Carter reminded Members that the Grange Wind Farm Community Benefit Fund provides grants twice each year and it is important for the Council to submit an application in each funding round.

085/24 Policies and Procedures

- a) Members reviewed the following policies and procedures and resolved to re-adopt them:
 - i) Data Protection Policy
 - ii) Publication Scheme
 - iii) Code of Conduct
- b) Members considered the draft Biodiversity Policy prepared by the Clerk and resolved to adopt it.

086/24 Date of Next Meeting

The next meeting of the Parish Council will take place on Thursday 13th March 2025 at 7.30pm in the Community Centre.

The meeting closed at 8.40pm

TYDD ST GILES PARISH COUNCIL

Minutes of a meeting of the Land Committee of Tydd St Giles Parish Council held in the Community Centre on Tuesday 18th February 2025

Present - Cllr B Allen, Cllr M Connell, Cllr K Malin, Cllr L Slade, D Gibbs (Clerk)

006/24 Election of Chairman and Vice Chairman

- a) Cllr Malin was nominated by Cllr Allen, seconded by Cllr Slade and duly elected.
- b) Cllr Slade was nominated by Cllr Malin, seconded by Cllr Allen and duly elected.

007/24 Apologies for Absence

None.

008/24 Confirmation of Minutes

The minutes of the meeting of the Committee held on Thursday 7th November were agreed and signed as a true and accurate record.

009/24 Agricultural Land

- a) The Clerk reported on the current occupancy of the land let under farm business tenancy agreements. The current agreements end in October 2026, with one year's notice required for the renewal terms, so the land must be revalued by October 2025. Members asked the Clerk to proceed with the revaluation using the Council's land agent, Maxey Grounds & Co. LLP. Members resolved to amend the payment terms upon renewal such that rent will be paid in advance, with the option of payment by instalments if required.
- b) The Clerk outlined the current situation regarding land currently unoccupied. Members considered options for letting the vacant land. They agreed to let the land through an open tender process until October 2026, with the successful tenant then being offered a six-year farm business tenancy on the same terms as the Council's other land holdings.

010/24 Allotments

- a) The Clerk informed Members that only four of the eight allotments are currently let. Whilst there was strong interest in these plots when first advertised, this has not resulted in signed tenancies.
- b) Members discussed opportunities to let the remaining plots and agreed to allow tenants from outside the Parish to apply if no further applications are received from residents. They asked the Clerk to advertise the plots on social media to generate further demand.

011/24 Confidential Item

There were no confidential matters for consideration.

012/24 Date of Next Meeting

The next meeting will be called once the tenders have been received for the vacant land.

TYDD ST GILES PARISH COUNCIL

Minutes of a meeting of the Planning Committee of Tydd St Giles Parish Council held in the Community Centre on Thursday 6th March 2025

Present - Cllr T Brown (Chairman), Cllr B Allen, Cllr M Carter, Cllr M Connell, Cllr K Malin, Cllr L Slade, D Gibbs (Clerk), 2 members of the public

006/24 Apologies for Absence

None

007/24 Planning Applications

Members considered three applications and resolved as follows:-

- a) F/YR25/0117/TRTPO - Felling of 1no Cherry Tree and works to 3no Cherry trees, 1no Sycamore tree, 2no Beech trees and 1no White Poplar tree covered by TPO/01/1992 - Shallon, Cats Lane, Tydd St Giles

The proposed works are based on a formal assessment of the trees and appear to represent prudent management. Members resolved to offer no objection

- b) F/YR25/0137/RM - Reserved Matters application relating to detailed matters of access, appearance, landscaping, layout and scale pursuant to outline permission F/YR24/0291/O to erect 4 x dwellings - Land North of Tydd Steam Brewery, Kirkgate, Tydd St Giles

Cllrs Brown and Carter declared non-pecuniary interests in this application as Trustees of the Brigstock & Wren's Charity, the landowner. Members agreed that the proposed dwellings were in keeping with other properties on this part of Kirkgate. They resolved to offer no objection.

- c) F/YR25/0155/F - Erection of part first storey, part 2-storey side extension, single-storey rear extension, installation of bay window to front, and external alterations including rendering of dwelling with brick plinth - Pretoria House, Church Lane, Tydd St Giles

Members raised no concerns regarding the proposed development and resolved to offer no objection.

008/24 Update on Recent Planning Applications

F/YR22/0368/F at Tydd Golf Club is pending (due to be determined by 14 March)

F/YR23/0958/O at Land South of Hall Bank was refused.

F/YR23/1073/F at Land East of Cirston House, Hockland Road was refused.

F/YR24/0291/O at Land North of Tydd Steam Brewery, Kirkgate was granted.

F/YR24/0382/TPO at Sycamore Lodge, Broad Drove East was granted.

F/YR24/0455/VOC at Land West of Magnolia Cottage, Kirkgate was granted

F/YR24/0457/F the Tydd Solar development is pending (awaiting archaeological investigation)

F/YR24/0644/F at Drovers Lodge, Church Lane was granted

F/YR24/0661/F the biomass boiler at Agrigrub, Cross Drove was granted

F/YR24/0884/VOC at Land West of Magnolia Cottage, Kirkgate was granted

F/YR24/0885/VOC at Land West of Magnolia Cottage, Kirkgate was granted

F/YR24/0889/F at Land West of Magnolia Cottage, Kirkgate was granted

F/YR24/0994/F at Ewings Farm, Cross Drove was granted

F/YR24/1023/TPO at Jo Hill Ine, Hannath Road was granted

009/24 Other Planning Matters

The Clerk advised members that the former village school site will be included on the agenda for the March meeting of the Parish Council.

The meeting closed at 8.05pm.

Agenda Item No.	095/24	TYDD ST GILES PARISH COUNCIL
Meeting Date	13 March 2025	
Report Title	Clerk’s Report	

1. Purpose of Report

To report on correspondence received.

2. Key Issues

Correspondence received:

Cambridgeshire County Council

Roadworks and events bulletin
Cambridgeshire Matters newsletter
Easter Holiday Activities and Food programme
20mph scheme applications open

Fenland District Council

The Fenlander newsletter
Fenland Culture Fund awards
Confirmation of relocation of Wisbech Funfair
WorkWell Fenland scheme for people struggling to stay in their job or to get a job due to health issues
Sustainability Appraisal Scoping Report consultation
Persistent beggar jailed for breach of ASB injunction
Fly-tipping conviction
Civic events diary
Leisure centres £114,300 energy upgrade
Pressure to complete work on derelict shops in Wisbech Market Place
FACT community transport update
Volunteers needed to run free and low-cost exercise activities
Grants to cut fuel costs and keep homes warm
New planning controls for houses in multiple occupation
Multi million pound improvements planned for leisure centres
New plan to redevelop another Wisbech High Street building
Cost of living fair at March library
Invitation to planning training session

National Association of Local Councils - Newsletter, bulletin, events

Cambridgeshire & Peterborough Combined Authority - commitment to bus franchising and Mayor not seeking re-election

Cambridgeshire & Peterborough Association of Local Councils - bulletin, affiliation invitation

Cambridgeshire & Peterborough Integrated Care System - newsletter

Cambridgeshire ACRE - Staying in Touch newsletter, call for community cancer champions

Queen Elizabeth Hospital - Modernising our hospital newsletter, programme update

Steve Barclay MP - Newsletter, Wisbech Community Diagnostic Centre campaign

National Grid - Eastern Green Link 3 & 4 community update

Report Author	Dave Gibbs
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Electrical Safety First - Lithium-ion battery safety campaign

Green Energy Switch - Save money and stay warm advice

Keep Britain Tidy - Great British Spring Clean

3. Recommendations

Members note the report.

From: [Lisa Newman](#)
To: clerk@tyddstgilesparishcouncil.org.uk
Cc: [assets&projects](#); [Garry Edwards](#)
Subject: RE: Job number 25793 - Street Light Fault report - Hannath Road jnct with Main Road, Tydd St Giles
Date: 12 February 2025 08:49:19

Good morning

We have received a report regarding a street light at the on Hannath Road, Junction with Main Road, Tydd St Giles is not working.

After investigation we have discovered this is an uncharted street light. It falls within the Parish of Tydd St Giles, as per the expectation in the service level agreement, we are seeking authorisation for this to be added to the Parish's street light inventory. This will require electrical and structural testing and a full data capture (approximate cost £75) as well as works required to put back in light.

Please confirm this can be added to the Parish's inventory as soon as possible so we can arrange for the works to be carried out.

Kind regards

Lisa

Lisa Newman
Assets Officer
01354 622483
www.fenland.gov.uk



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Tydd St Giles Parish Council

Income & Expenditure Summary as at 28.2.25

Income	Year to Date	Budget	%
FDC Precept	£ 18,000.00	£ 18,000.00	100.00
FDC Concurrent Functions Grant	£ 2,791.00	£ 2,791.00	100.00
Allotment Rents	£ 4,494.00	£ 8,844.00	50.81
Allotment Rates	£ 296.78	£ 600.00	49.46
Community Centre	£ -	£ -	0.00
Grants	£ 5,000.00	£ -	#####
Donations	£ 1,800.00	£ -	#####
Recycling Credits	£ -	£ -	0.00
Bank Interest	£ 202.58	£ 200.00	101.28
VAT Refunds	£ -	£ 2,450.00	0.00
Miscellaneous	£ 900.00	£ -	#####
Total Income	£ 33,484.36	£ 32,885.00	101.82

Expenditure

Clerk's Salary	£ 9,527.32	£ 11,200.00	85.07
Fees	£ 405.00	£ 410.00	98.78
Subscriptions	£ 607.18	£ 610.00	99.54
Admin Expenses	£ 1,189.95	£ 950.00	125.26
Insurance	£ 607.49	£ 600.00	101.25
Drainage Rates	£ 604.22	£ 600.00	100.70
Recreation Ground	£ 1,441.91	£ 6,435.00	22.41
Churchyard	£ 1,597.10	£ 5,000.00	31.94
Community Centre	£ -	£ 3,500.00	0.00
Street Lights	£ 6,091.81	£ 6,600.00	92.30
Section 137 Payments	£ 250.00	£ 500.00	50.00
Parish Land	£ 151.10	£ -	#####
Foul Anchor	£ 185.66	£ 550.00	33.76
Highways	£ -	£ 1,000.00	0.00
Recoverable VAT	£ 1,913.12	£ 2,673.95	71.55
Total Expenditure	£ 24,571.86	£ 40,628.95	60.48

Summary

Total Income	£ 33,484.36
LESS Total Expenditure	£ 24,571.86
Net Surplus or Deficit	£ 8,912.50

Balance Sheet

Balance B/fwd 1.4.24	£ 39,496.80
Surplus or Deficit	£ 8,912.50
Balance C/fwd	£ 48,409.30

Represented by

Barclays Current Account	£ 14,144.74
Barclays Business Saver	£ 18,191.88
NatWest Current Account	£ 16,072.68
Cash / Cheques	£ -
	£ 48,409.30



Tydd St Giles Parish Council
Parrock View, 358 High Road
Newton-in-the-Isle
Wisbech
Cambridgeshire
PE13 5HS

23rd August 2024

Request for Funding to Tydd St Giles Parish Council

Magpas Air Ambulance provides the very best pre-hospital emergency care, both in the air and on land. Operating 24/7, the charity answers on average six calls for help a day, treating approximately **1,100 patients** in life-threatening emergencies each year.

Magpas Air Ambulance serves the communities of Cambridgeshire, Bedfordshire and the East of England, and is dispatched by both the East of England and the East Midlands Ambulance Service Trusts – **caring for a population of over 10 million.**

The care that Magpas Air Ambulance offers is enhanced. Its medics can perform innovative procedures and give drugs that are not available from a standard land ambulance, and can only be accessed in hospital A&E. This service saves vital time for patients in life-threatening situations; **often proving the difference between life and death.**

As a charity, Magpas Air Ambulance relies on public donations to provide its services. Without philanthropic generosity, our charity would simply cease to exist.

I would therefore like to request your kind support in enabling us to continue our services and with it, continue to help the people of Cambridgeshire.

Saving Lives

Demand for our service is growing – exponentially so.

In 2023 - 2024, the charity was activated to **Cambridgeshire 1119 times – a 24% increase in activations since 2022. In Cambridgeshire:**

- 203 patients suffered a medical incident, including cardiac arrests
- 123 patients were injured through road traffic collisions
- 73 patients were treated for falls

Without our emergency care, people in these life-threatening incidents may not have survived.

Kate's Story

"Am I dead?", Kate asked the nurse when she woke up in intensive care. She had no recollection of the life-changing accident she had endured just two days before. This remains the case to this day.



On a March spring day in 2019, Kate Rose was riding with her cycling group in Woburn when her front wheel went down a pothole, catapulting her off the bike at speed. Kate sustained multiple severe injuries, including broken ribs and a punctured lung, a fractured skull, and a brain bleed.

At the scene, Magpas Air Ambulance Doctor Rishi and Critical Care Paramedic, Alex, placed Kate under general anaesthetic to protect her traumatic brain injury—a procedure they can only perform outside of a hospital thanks to their advanced medical training. They also performed a potentially sight-saving surgical procedure at the scene.

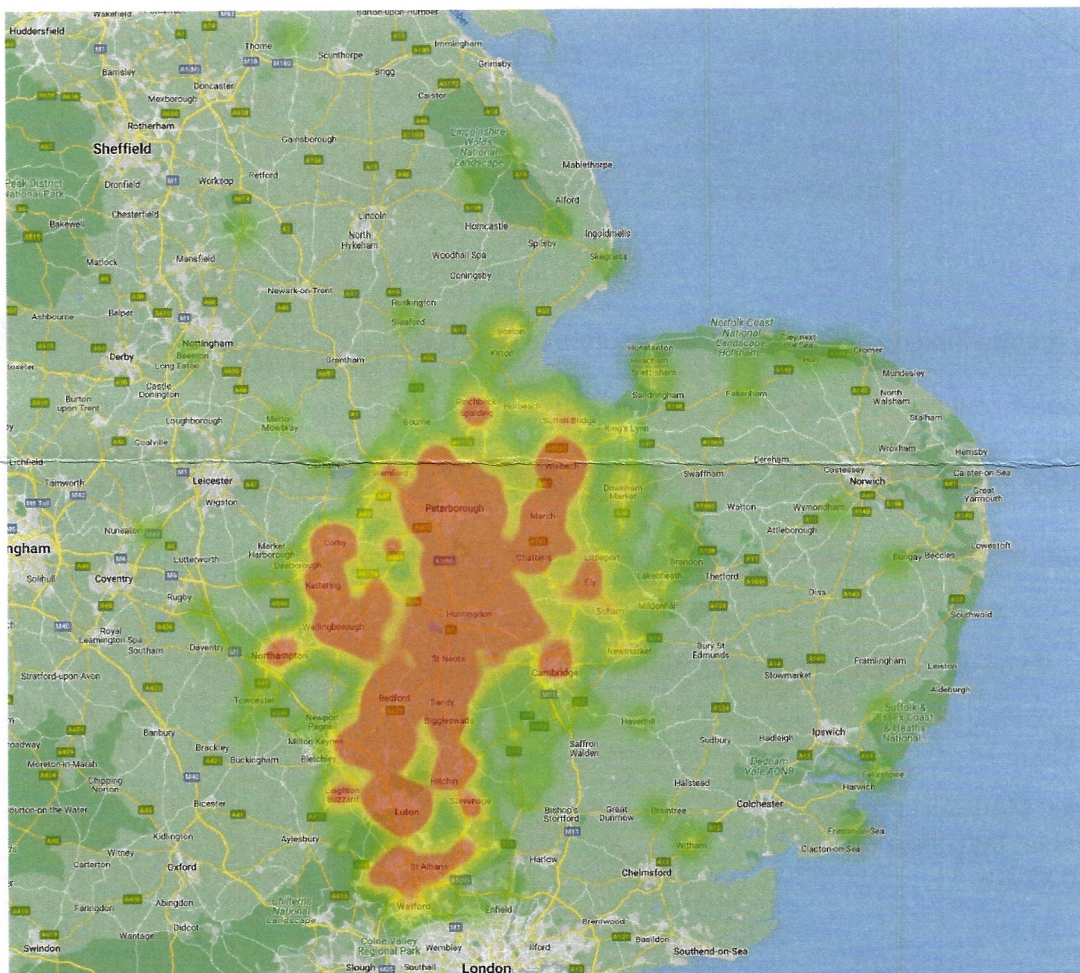
Once stable, they airlifted Kate to the closest Major Trauma Centre, Addenbrooke's Hospital—an 18 minute flight away, which would have taken an hour by road. Kate remained in Addenbrooke's Hospital for a month and spent another month with the Brain Injury Rehabilitation Trust in Milton Keynes to support her recovery.

“It was here I became aware of how significant the early intervention of Magpas Air Ambulance had been: limiting the long-term impact of my severe head injury.”

“When I see Magpas Air Ambulance’s mission statement: *to save lives and limit disability by taking enhanced emergency medical care to patients in their moment of need*, it still almost reduces me to tears, as it perfectly summarises my experience of this charity. I have such appreciation and deep gratitude for this lifesaving service”.

Cambridgeshire

In 2023 – 2024, our team treated over **692 patients across Cambridgeshire**. These treatments included lifesaving procedures that helped to stabilise patients and treat urgent, time sensitive injuries. The procedures also provided pain relief and comfort to patients who were in severe distress and helped to reduce their trauma.



Our Ask

With your support, we could purchase the following items:

- £30 could fund a blizzard blanket to keep patients warm whilst we provide treatment

- £140 could fund the equipment and drugs needed to ventilate a patient and take control of their breathing
- £500 could refill a haemorrhage pouch to help stop a patient bleeding to death
- £1,000 could refill our helicopter fuel tank to ensure we can get out to patients
- £3,500 could fully fund the cost of one of our missions to go out to save a life

Below are examples of our core yearly costs.

Item	Yearly Cost	Monthly Cost
Helicopter Lease – inclusive of the cost of one pilot, the airframe and maintenance	£1,550,448	£129,204
Cost per flight – from the moment the rotors start moving, to the moment they stop	£299,400	£24,950
Technical Crew Member – to give specialist navigation support to the pilot	£65,700	£5,475
Annual Fuel Costs	£61,000	£5,083

Our Request

We urgently require funding to ensure we can continue to save lives.

Your parishioners could be anywhere when they need us – at work, crossing a road or perhaps simply enjoying a family walk. We are asking for core funding to help ensure we can get to them. Any donation you can give will go towards saving lives and reducing disability in the event of emergency.

Thank you, on behalf of Magpas Air Ambulance patients and medical team, for considering our request.

If you are able to make a donation, details are below on how to send it.

BACS transfer

Account name: MAGPAS Current
 Account number: 00019424
 Sort code: 40 52 40

Cheques payable to MAGPAS Current, sent to Lucy Chapman, Magpas Air Ambulance, Barnwell Road, Alconbury Weald, Huntingdon, PE28 4YF.

From: [Tammy Swiderski](#)
To: clerk@tyddstgilesparishcouncil.org.uk
Subject: Can you support East Anglian Air Ambulance in 2025?
Date: 24 January 2025 16:04:27
Attachments: [Outlook-xxnhpm2.png](#)
[Outlook-n5za1xib.png](#)

Dear Dave,

I hope you are well.

Now that things have returned to normal after the festive season, we naturally start to think about the year ahead and the things we have to look forward to – particularly as the days get longer and (hopefully) warmer. This is the time of year when many organisations and groups begin to put plans in place for the spring and summer months, many of whom often generously choose to support a charity with their events. I thought I would take this opportunity to ask whether you would consider supporting East Anglian Air Ambulance with any events you may organise this year?

Support comes in many ways, including:

- Choosing us as either the sole or joint benefiting charity for an event or allowing a few of our fantastic volunteers to join your event for a bucket collection
- Making a one off annual donation
- Booking a talk about the charity or CPR training session
- Hosting a clothing bank or organising a clothing bag collection

All the support we receive is important, whether it's raising funds or awareness. Should you choose to support us in any way this year, you are helping us to reach people we may never have otherwise. With no regular government funding, it is the support of the incredible people within the communities we serve that helps us continue to deliver and develop our lifesaving services from our bases in Cambridge and Norwich, allowing our specialist team of doctors and critical care paramedics to be there for the most critically ill or injured people across Bedfordshire, Cambridgeshire, Norfolk and Suffolk – often at the most traumatic time in their lives – 24/7 by air and by road. To learn more about just how important public support is to us, read about the impact our amazing supporters have had in 2024 on our [website](#).

Thank you for your time, consideration and support to date. If you have any questions or would like to discuss this further, please do get in touch. In the meantime, please stay safe and look after yourself.

Very warmest wishes,



Tammy Swiderski

Community Fundraising Lead – Cambridgeshire & Bedfordshire

East Anglian 
Air Ambulance

East Anglian Air Ambulance
Helimed House
Hangar 14
Norwich Airport
Gambling Close
Norwich
NR6 6EG

T 03450 669 999

M 07917 227066

W www.eaaa.org.uk

If you prefer not to receive fundraising requests such as this by email please update via this link:
<https://www.eaaa.org.uk/update-preferences>

TYDD ST GILES PARISH COUNCIL

EQUALITY AND DIVERSITY POLICY

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Our commitment

The council is committed to providing equal opportunities in employment and to avoiding unlawful discrimination.

This policy is intended to assist the council to put this commitment into practice. Compliance with this policy should also ensure that employees do not commit unlawful acts of discrimination.

Striving to ensure that the work environment is free of harassment and bullying and that everyone is treated with dignity and respect is an important aspect of ensuring equal opportunities in employment.

The law

It is unlawful to discriminate directly or indirectly in recruitment or employment because of age, disability, sex, gender reassignment, pregnancy, maternity, race (which includes colour, nationality, caste and ethnic or national origins), sexual orientation, religion or belief, or because someone is married or in a civil partnership. These are known as "protected characteristics."

Discrimination after employment may also be unlawful, e.g. refusing to give a reference for a reason related to one of the protected characteristics.

The council will not discriminate against or harass a member of the public in the provision of services or goods. It is unlawful to fail to make reasonable adjustments to overcome barriers to using services caused by disability. The duty to make reasonable adjustments includes the removal, adaptation or alteration of physical features, if the physical features make it impossible or unreasonably difficult for disabled people to make use of services. In addition, service providers have an obligation to think ahead and address any barriers that may impede disabled people from accessing a service.

Types of unlawful discrimination

Direct discrimination is where a person is treated less favourably than another because of a protected characteristic.

In limited circumstances, employers can directly discriminate against an individual for a reason related to any of the protected characteristics where there is an occupational requirement. The occupational requirement must be crucial to the post and a proportionate means of achieving a legitimate aim.

Indirect discrimination is where a provision, criterion or practice is applied that is discriminatory in relation to individuals who have a relevant protected characteristic such that it would be to the detriment of people who share that protected characteristic compared with people who do not, and it cannot be shown to be a proportionate means of achieving a legitimate aim.

Harassment is where there is unwanted conduct, related to one of the protected characteristics (other than marriage and civil partnership, and pregnancy and maternity) that has the purpose or effect of violating a person's dignity; or creating an intimidating, hostile, degrading, humiliating or offensive environment. It does not matter whether or not this effect was intended by the person responsible for the conduct.

Associative discrimination is where an individual is directly discriminated against or harassed for association with another individual who has a protected characteristic.

Perceptive discrimination is where an individual is directly discriminated against or harassed based on a perception that he/she has a particular protected characteristic when he/she does not, in fact, have that protected characteristic.

Third-party harassment occurs where an employee is harassed and the harassment is related to a protected characteristic, by third parties.

Victimisation occurs where an employee is subjected to a detriment, such as being denied a training opportunity or a promotion because he/she made or supported a complaint or raised a grievance under the Equality Act 2010, or because he/she is suspected of doing so. However, an employee is not protected from victimisation if he/she acted maliciously or made or supported an untrue complaint.

Failure to make reasonable adjustments is where a physical feature or a provision, criterion or practice puts a disabled person at a substantial disadvantage compared with someone who does not have that protected characteristic and the employer has failed to make reasonable adjustments to enable the disabled person to overcome the disadvantage.

Equal opportunities in employment

The council will avoid unlawful discrimination in all aspects of employment including recruitment, promotion, opportunities for training, pay and benefits, discipline and selection for redundancy.

Recruitment

Person and job specifications will be limited to those requirements that are necessary for the effective performance of the job. Candidates for employment or promotion will be assessed objectively against the requirements for the job, taking account of any reasonable adjustments that may be required for candidates with a disability. Disability and personal or home commitments will not form the basis of employment decisions except where necessary.

Working practices

The council will consider any possible indirectly discriminatory effect of its standard working practices, including the number of hours to be worked, the times at which these are to be worked and the place at which work is to be done, when considering requests for variations to these standard working practices and will refuse such requests only if the council considers it has good reasons, unrelated to any protected characteristic, for doing so. The council will comply with its obligations in relation to statutory requests for contract variations. The council will also make reasonable adjustments to its standard working practices to overcome barriers caused by disability.

Equal opportunities monitoring

The council will monitor the ethnic, gender and age composition of the existing workforce and of applicants for jobs (including promotion), and the number of people with disabilities within these groups, and will consider and take any appropriate action to address any problems that may be identified as a result of the monitoring process.

The council treats personal data collected for reviewing equality and diversity in accordance with the data protection policy. Information about how data is used and the basis for processing is provided in the council's privacy notices.

Dignity at work

The council has a separate dignity at work policy concerning issues of bullying and harassment on any ground, and how complaints of this type will be dealt with.

People not employed by the council

The council will not discriminate unlawfully against those using or seeking to use the services provided by the council.

You should report any bullying or harassment by suppliers, visitors or others to the council who will take appropriate action.

Training

The council will raise awareness of equal opportunities to those likely to be involved in recruitment or other decision making where equal opportunities issues are likely to arise.

The council will raise the awareness of all staff engaged to work at the council to help them understand their rights and responsibilities under the dignity at work policy and what they can do to help create a working environment free of bullying and harassment.

Your responsibilities

Every employee is required to assist the council to meet its commitment to provide equal opportunities in employment and avoid unlawful discrimination. Employees can be held personally liable as well as, or instead of, the council for any act of unlawful discrimination. Employees who commit serious acts of harassment may be guilty of a criminal offence.

Acts of discrimination, harassment, bullying or victimisation against employees or customers are disciplinary offences and will be dealt with under the council's disciplinary procedure. Discrimination, harassment, bullying or victimisation may constitute gross misconduct and could lead to dismissal without notice.

Grievances

If you consider that you may have been unlawfully discriminated against, you should use the council's grievance procedure to make a complaint. If your complaint involves bullying or harassment, the grievance procedure is modified as set out in the dignity at work policy.

The council will take any complaint seriously and will seek to resolve any grievance that it upholds. You will not be penalised for raising a grievance, even if your grievance is not upheld, unless your complaint is both untrue and made in bad faith.

Monitoring and review

This policy will be monitored periodically by the council to judge its effectiveness and will be updated in accordance with changes in the law.

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

Adopted by the Council - March 2022

Re-adopted - March 2023

To be reviewed annually

TYDD ST GILES PARISH COUNCIL

HOMEWORKING POLICY

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Policy

The Council recognises the advantages of home-based working although it doesn't suit everyone, and some job roles may not be appropriate to undertake at home.

This policy describes the working arrangements and expectations that will apply if you work from home.

Scope of this policy

It applies to all staff who are home-based whether full time, part time or fixed term. It does not apply to office-based staff who work from home on an ad-hoc basis.

Safe working environment

Health and safety for home-based staff applies in the same way as office-based staff, insofar as is reasonably practicable, that you work in a safe manner and that you follow all health and safety instructions issued by us.

You must complete and submit a 'Home Based Workers Risk Assessment' to the Clerk (or the Chair in the case of the Clerk). This is a checklist for you to identify any possible hazards in your home working area. Following completion of the checklist, measures may need to be taken to control any risks identified. This checklist should be completed annually, or more frequently if there are any changes to your arrangements such as new equipment or changes to your home-office space.

You must complete and submit a workstation risk assessment and ensure that this remains up-to-date. If you have any questions about the risk assessment, or if you identify any potential risks when carrying out the assessment, you should refer these to the Clerk (or the Chair in the case of the Clerk) in the first instance.

Some of the most important considerations include: -

- If possible, an area should be set aside from the rest of your living space to ensure that you are able to work from home without distractions,
- Your home office should have adequate space for you to work safely and comfortably,
- Your desk should be large enough to accommodate your equipment and paperwork,
- You should have sufficient storage and your workspace should be organised so equipment is close to hand,
- Your work area should be well lit, with natural lighting if possible,
- Equipment and sockets should be situated to avoid potential trip hazards, and,
- You must also ensure that you visually check the cables of any electronic equipment supplied to you regularly (and at least every 6 months) and report any defects.

We reserve the right to visit you at home at agreed times for work-related purposes, including health and safety matters and to inspect, service or repair equipment (e.g. for PAT testing).

Hours of work

As a home-based worker, your contract of employment will specify the hours when we expect you to be at work and contactable by telephone or email. There may be times during

the working day when you are not available in which case these should be flagged to the Clerk (or the Chair of the Council) with prior authorisation.

You must be mindful to take adequate rest breaks which should be, as a minimum:

- A break of at least 20 minutes during each working day over 6 hours,
- A daily rest break of at least 11 continuous hours, i.e. the time between stopping work one day and beginning work the next day, and,
- At least one complete day each week when no work is done.

Potential conflicts of interest

During your hours of work, the Council expects that your work environment enables you to work effectively and that you are not distracted by domestic matters. It is not appropriate to combine homeworking with caring for a dependant.

If there is an emergency and you need to attend to a non-work matter, then you should notify the Clerk (or the Chair in the case of the Clerk).

Data protection

As a home-worker you are responsible for keeping all documents and information associated with the Council secure at all times. Specifically, homeworkers are under a duty to:

- Keep filing cabinets and drawers locked when they are not being used,
- Keep all documentation belonging to us in the locked filing cabinet at all times except when in use,
- Set up and use a unique password for the laptop computer, and
- Ensure that documents are saved to the server rather than the computer's hard drive.

If you have a telephone conversation where you are discussing confidential work matters, you should ensure that such calls take place in privacy to avoid inadvertent breach of confidentiality.

Visits to work premises

On occasions you may need to attend other locations for training, performance assessment meetings, team briefings etc. This will normally not be frequent, and the dates and times of such visits will be agreed in advance.

Insurance, mortgage or rental agreements

Whilst our Employer's Liability Insurance extends to home based staff, and any Council equipment installed in your home will also be covered, you should ensure that any agreement with your landlord or mortgage lender allows you to work from home, and that your house buildings and contents insurance will not be invalidated by you working from home.

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

Adopted by the Council - March 2022
To be reviewed annually

TYDD ST GILES PARISH COUNCIL

EXPENSES POLICY

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Purpose

This policy sets out the Council's rules on how employees can claim for expenses incurred in the performance of their duties for the Council. The purpose of this policy is to ensure that employees are properly reimbursed for legitimate business expenses and to ensure that these expenses are treated appropriately for tax purposes. It does not apply to councillors.

General procedure

The Council will reimburse you for actual expenditure that is incurred wholly, necessarily and exclusively in connection with authorised duties that you undertake in the course of your employment. To claim for expenses, you must use the Council's expenses claim forms and set out the reasons why the expense was incurred on the claim form. If you are unsure whether an expense can be claimed, you must seek prior written authorisation from the Clerk (or the Chair in the case of the Clerk).

Expenses will not be paid unless supporting evidence is provided, together with a completed expense claim form. This should include original receipts or invoices with the date and time of the transaction (unless you are claiming for mileage). When claiming for travel expenses on public transport, you should enclose the tickets showing the departure point and destination of your journey, where possible. Credit and debit card statements will not be accepted. Where you are submitting a VAT receipt, you should set out:

- the name and VAT registration number of the retailer or service provider;
- the goods and services provided; and
- the amount of VAT payable.

Once completed and signed, you should submit your expense claim form to the Clerk (or the Chair in the case of the Clerk) for approval. Once approved the claim form should be submitted to the RFO for payment.

Expenses claims must be submitted within 3 months of the expense being incurred. If this is not practical, written approval for any extension will be required from the Clerk (or the Chair in the case of the Clerk). The Council reserves the right to withhold any payment where prior written approval has not been given.

The Council may return an expense claim form to you without payment if it is completed incorrectly or lacks supporting evidence.

The Council will pay claims for authorised expenses by cheque or BACS transfer into the same bank account into which your salary is paid.

In general, you should not incur expenses other than in the categories listed below. However, if you have claims for expenditure other than for those categories listed below, you should seek written approval from the Clerk (or the Chair in the case of the Clerk) before incurring the expense. The Council will accept email as written approval where it is required in this policy.

Any queries in relation to this policy should be directed to the RFO or the Chair.

Homeworkers

If you are a Homeworker, your normal place of work as stated in your contract will be your home. The council will reimburse all reasonable expenses incurred by homeworkers in the course of their duties upon receipt of satisfactory claims.

The council will agree with homeworkers a suitable sum to cover use of their own equipment.

The council should also pay the employee for the costs associated with heating, lighting, etc. HMRC rules allow for some of these expenses to be paid tax-free (see HMRC guidance: www.gov.uk/expenses-and-benefits-homeworking/whats-exempt).

Training

When attending training courses all employees should be able to claim travel expenses for the difference in the usual home to work costs. Where the training takes place outside contracted daily hours, part-time employees should be paid on the basis as time spent on training is working time.

Some training can be very expensive and as a condition for funding training, the council requires full repayment of all costs incurred for any training course in excess of £500 should an employee not complete the training or leave the council within a year of completion. Repayment of costs reduces to 50% reimbursement in the second year.

Travel

Employees and managers should consider whether or not travel is necessary or if there are more appropriate means (for example tele-conferencing or video-conferencing).

Rail

You may claim for standard class rail fares only. Where possible, rail journeys should be booked well in advance to benefit from any discounts for early booking.

Use of your own car

It may be appropriate and cost-effective to use your own car when travelling on business, for example if you are travelling with other staff or councillors or, where there is limited public transport to your destination, or the journey time is significantly shorter than using public transport. Any use of your own car on business is subject to you:

- holding a full UK driving licence;
- ensuring that your car is roadworthy and fully registered; and
- holding comprehensive motor insurance that provides for business use.

Prior authorisation should be sought from the Clerk (or the Chair in the case of the Clerk), before using your own car on business. The Council accepts no liability for any accident, loss, damage or claim arising out of any journey that you make on business. The Council will not pay for the cost of any insurance policy on your own car.

To claim for petrol expenditure, you should set out the distance of the journey undertaken on your expenses claim form. The Council will pay you a mileage allowance of 45p per mile for mileage under 10,000 miles and 25p per mile for mileage over 10,000 miles, or such other rate as set out from time to time by HM Revenue and Customs. The Council will pay for tolls, congestion charges and parking costs incurred, where applicable.

Use of bicycle or Motorcycle

If use of your bicycle or motorcycle is approved, you can claim a mileage allowance of 20p or 24p per mile respectively. Any use of your own motorcycle on business is subject the same requirements as a car (see above).

Taxis

Any use of taxis will require prior approval and only in limited circumstances. These are:

- where taking a taxi would result in a significantly shorter travel time than using public transport;
- where there are several employees travelling together; or
- where personal security and safety of employees is an issue, for example taxis may be permitted after 9.30pm.

You must obtain a receipt with details of the date, place of departure and destination of the journey.

Overnight accommodation

As a guideline for travel on council business you should book accommodation equivalent to three-star standard or less. You may book hotel accommodation of up to £120 maximum in a major city and £100 elsewhere. It is your responsibility to ensure that any hotel reservations are cancelled within the required cancellation period if they are no longer required.

Meals

If you are required to be away from home on council business, you may claim up to:

- £10 for breakfast (if this is not included in the hotel room rate);
- £15 for lunch;
- £20 for dinner

The maximum amounts above are inclusive of drinks. Alcohol cannot be reclaimed under any circumstances.

You should supply receipts and invoices for all hotel and meal expenses other than for the daily allowance, where no receipt is required.

Entertainment/gifts

The Council has strict rules about offering or receiving both entertainment and gifts. Any gifts, rewards or entertainment offered to you should be reported immediately to the Clerk (or the Chair in the case of the Clerk). As a general rule, small tokens of appreciation, for example flowers or a bottle of wine, may be retained by employees.

Annual events

The Council may decide to hold a staff event, such as a Christmas meal or other celebration. Except where agreed to the contrary, attendance is not compulsory, and you will remain responsible for any expenses you incur.

Expenses that will not be reimbursed

The Council will not reimburse you for:

- the cost of any travel between your home and usual place of work (except in exceptional circumstances for early morning/late night transport as set out above);
- the cost of any travel undertaken for personal reasons;
- the cost of any travel for your partner or spouse;
- any fines or penalties incurred while on council business for whatever reason, including penalties for not paying for a rail ticket in advance of boarding the train and penalties or fines associated with motoring offences, including speeding or parking fines, clamping or vehicle recovery charges;
- alcohol; and
- cash advances or withdrawals from an ATM machine.

You are required to pay for any travel costs incurred by your partner or spouse in the event that he or she accompanies you on business. Your spouse or partner must have adequate travel insurance for that journey.

False claims

If the Council considers that any expenditure claimed was not legitimately incurred on behalf of the Council, it may request further details from you. The Council will thoroughly investigate and check any expenses claim as it sees fit. It may withhold payment where insufficient supporting documents have been provided. Where payment has been made to you prior to the discovery that the claim was not legitimate or correct, it may deduct the value of that claim from your salary.

Any abuse of the Council's expenses policy will not be tolerated. This includes, but is not limited to:

- false expenses claims;
- claims for expenses that were not legitimately incurred;
- claims for personal gain;
- claims for hospitality and/or gifts without them having been declared; and
- receipt by you of hospitality and/or gifts from contacts that may be perceived to influence your judgment.

The Council will take disciplinary action where appropriate and, in certain circumstances, may treat a breach of this policy as gross misconduct, which may result in your summary dismissal. In addition, the Council may report the matter to the police for investigation and criminal prosecution.

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

Adopted by the Council - March 2022

To be reviewed annually