

**BRAMPTON PARISH COUNCIL**  
**CHAIRMAN: Alan Mellor**



Minutes of the meeting held at The Memorial Centre,  
Thrapston Road, Brampton, PE28 4TB  
7.30 on Wednesday 27<sup>th</sup> Sept 2023.

**Present:** Alan Mellor, Chair (AM), Nigel Maggs, Vice Chair (NM), Mike Shellens, Vice Chair (MS), Mike Bainbridge (JMB), Billy Bissett (BB), John Childs (JRC), Jon Chitty (JC), Sue Clarke (SC), Margaret Footner (MF), Brian Hodgson (BH), Jacqui Long (JL), Max Roberts (MR), Liz Ruston (LR).

**In attendance:** Tess Rogers, Clerk, Paula Moore, Assistant Clerk. 5 members of the public

**142/09/23 Chairman's Opening Remarks**

AM welcomed all present to the meeting, in particular welcoming Councillor Margaret Footner back following her recent operation and convalescent period, and the new assistant clerk, Paula Moore. In addition, he reported that the new cycle path to Buckden had been completed with just a few minor finishing touches required. On behalf of the Thomas Miller Charity, he mentioned that a new sign leading to Portholme would be in place within the week.

**143/09/23 To Receive Apologies for Absence**

Councillor Natasha Pope on annual leave. Councillor Malcolm Beswick, District Councillors Patricia Jordan and Dave Shaw. County Councillor Ken Billington.

**144/09/23 To Receive Declarations of Interests**

*All dispensation requests must be made to the Clerk prior to the meeting. You must comply with the statutory and the Authority's requirements to disclose and withdraw from participating in respect of any matter in which you have a disclosable pecuniary interest.*  
LR relating to agenda item 146/09/23.3.

At this point AM asked for permission to move item 151/09/23.1 to this point in the meeting, all agreed.

151/09/23.1 To present 'Best Kept Allotment' certificates.

151/09/23.1.1 Bernard and Patty Boardman were presented with the Best Newcomer's Allotment at the Thrapston Road Site.

151/09/23.1.2 Sarah Reading was presented with the Best Newcomer's Allotment at the Brampton Park Site.

151/09/23.1.3 Stephen Swiffen was presented with the Best Kept Allotment at the Thrapston Road Site.

151/09/23.1.4 Daniel Binley was presented with the Best Kept Allotment at the Brampton Park Site.

At this point the allotment holders left the meeting.

**145/09/23 To Agree to hold a Public Forum Maximum time allotted for the Public Forum 15 minutes.** If no members of the public are present the meeting will

continue. At the close of this agenda item members of the public will no longer be permitted to address the Council.  
There were no longer any members of the public present.

**146/09/23 District Councillors Report.**

There were no District Councillors present. However, Dave Shaw had sent in a report, attached to these minutes. The main points were:

146/09/23.1 Free business support and grant funding competition launched via UKSPF. The scheme includes £75,000 of advice, and tools to help new businesses and has been made possible through substantial funding provided by HDC.

146/09/23.2 Huntingdonshire District Council first to launch dedicated manufacturing fund. Huntingdonshire District Council has successfully awarded £280,000 of funding to the manufacturing sector via the UK Shared Prosperity Fund (UKSPF). A contract has been awarded to Oxford Innovation Advice to design, mobilise and deliver a unique business support and capital funding package for manufacturers in Huntingdonshire.

146/09/23.3 Footpath closure 01/11/2023 – 20/12/2023.

This relates to footpath 15 which runs behind Hansell Road. The diversion whilst the footpath is closed runs round the housing and around Councillor Ruston's land. However, because the county Council haven't cut the footpath route pedestrians are skirting around from the footpath and walking across Councillor Ruston's land. The County Council will be approached to cut back the proper footpath way.

**Action: Clerk**

146/09/23.4 Resident request to have a line painted on the path between Layton Crescent and Brampton Park to separate cyclists and pedestrians to prevent accidents. MF also mentioned that leaves are covering over the lights within the footpath. SC said that the footpath isn't marked up for dual use only for pedestrian use. The County Council will, again, be approached with regard to clearing and marking the footpath.

**Action: Clerk**

**147/09/23 County Councillor Report**

With Ken Billington being absent there was no County Council report.

**148/09/23 To Approve the Minutes of the Meeting held on the 26<sup>th</sup> of July 2023.**

JC proposed the minutes be accepted as being a true record of the meeting, this was seconded by MR and agreed by all who were present at that meeting.

**149/09/23 To Receive an Update about the Progress of Resolutions from the last meeting.**

149/09/23.1 129/07/23.2 Patricia Jordon to enquire with the District Council as to what is causing the delay in the handover of the formal green space at the Lady Olivia Centre – outstanding.

149/09/23.2 133/07/23.1 To arrange the repainting of white lines where identified. BB said that he would check out the lines that require remarking and will follow up with the appropriate action, to contact the County Council. AM asked all councillors to let BB know of any lines that need remarking and to copy in the Clerk.

149/09/23.3 133/07/23.2 JMB to liaise with Laura Hampshire at HE re outstanding issues relating to new bridleways and footpaths.  
JMB waiting for response to his email.

149/09/23.4 133/07/23.3 2 JMB to write to Highways England regarding the unfinished footpath from West End to the A14. This is covered by the agenda regarding the closure of footpath 15. LR said that contact should be made with Martin Edwards, details of which have been passed to JMB. Further detail will be brought to the October meeting. In addition, JMB had received an inquiry

- asking if the footpath would be tarmac'd. BB offered his help with dealing with the query.
- 149/09/23.5 113/07/23.5 Process and costings will be sought for the introduction of double yellow lines at Manor Close. BB will process the documentation required for this project to proceed.
- 149/09/23.6 133/07/23.7 Re footpath 24, Kings Walk – CCC to be asked if the Parish Council can install a key clamp barrier at the Thrapston end of the footpath. Awaiting contact details for the new Green Team appointed at the County Council.
- 149/09/23.7 134/07/23.3.2 letter written by Gordon Papworth dated in the year 2000, referring to the use of the Memorial Playing Field. This will be discussed at the next Sports and Recreations meeting.
- 149/09/23.8 134/07/23.4.3 To include the Purchase Ledger into the accounting package. It is hoped that this will be in place with effect from the November accounts.

**150/09/23 To Note the Minutes of the Following Meetings and to Consider the Approval of the Recommendations being made within them.**

- 150/09/23.1 Planning held on the 4<sup>th</sup> of September.  
[The minutes were noted with all recommendations accepted. LR proposed, MF seconded all agreed.](#)
- 150/09/23.2 Village Facilities held on the 4<sup>th</sup> of September.  
 150/09/23.2.1 [The minutes were noted. The financial recommendations accepted were 5.1 agreement to spend £20K on the renovation of the kitchen and storage area at the Community Centre. 6.1 Agreed a budget of £1K to install blinds in the Youth Room at the Memorial Centre. Agreed a budget of £500.00 to fit intumescent strips in the doors at the Memorial Centre. MF proposed, seconded by BH, all agreed.](#)

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**151/09/23 Parish Council Matters**

- 151/09/23.1 To present 'Best Kept Allotment' certificates.  
[See above.](#)
- 151/09/23.2 Enquiry received from would be purchaser of property in Knowles Close. Concerns regarding anti-social behaviour by users of the dug outs, as reported by neighbours. Does the Parish Council intend to take measures to curb this?  
[At the last meeting held with the police sergeant the Parish council was involved that it has been very quiet around the dug outs of late. It would appear that the youths have moved on for the time being. The Clerk will reply to the enquiry to this effect.](#)

**Action: Clerk**

- 151/09/23.3 The post box has been removed from outside of the former post office on the High Street. Will the Parish Council take measures to have this replaced elsewhere?  
[The post box was on private property of which the owners had requested that the box be removed. AM will write to the post office asking if a replacement post box will be supplied at a nearby site to that removed.](#)

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**Action: AM**

- 151/09/23.4 Weed spraying kerbs throughout the village. Discussion required, is this something the Parish Council should consider budgeting for in the future?  
[JMB said that the County Council is reviewing the weed spraying service. It was felt that this shouldn't become the responsibility of the Parish Council, but the village is looking very untidy, and the weeds could cause water not to be able to run into the drains. AM will write to the County Council asking for their future intentions regarding this problem.](#)

**Action: AM**

151/09/23.5 Date required to carry out the cycle marking. Will there be a charge? A neighbouring town council charges £5.00 for a local resident and £10.00 for ~~nonlocal~~nonlocal.

No charge will be made. Saturday the 18<sup>th</sup> of November was agreed as the date for which the bike marking will be carried out between the hours of 10am and 2pm.

**Action: JC, NM, MR**

151/09/23.6 Double yellow lines at Manor Close and outside of The Grange, next steps to be taken – discussion.

The Policy & Regulation department of Cambridgeshire County Council had responded regarding the procedure. The Parish Council need to decide if the scheme will be designed by itself or by the County Council. As BB understands the procedure, he will take this up and report back at the next meeting.

**Action: BB**

151/09/23.7 To review the General Privacy Notice.

LR proposed acceptance of the notice as it stands with no changes. JC seconded. Agreed by all.

151/09/23.8 Reminder that committee chairs will shortly be asked to submit their budgets for the 2024/25 financial year.

Noted by all.

151/09/23.9 Bank Balances

Cash Book 1: Unity Trust Current Acc:	53,437.45
Cash Book 2: Unity Trust Deposit Acc.	513,626.05
<b>Sub Total</b>	<b>567,063.50</b>
<b>Investments</b>	
CCLA	200,000.00
Cambridge Building Society	87,401.05
Cambridge & Counties Bank	90,589.67
<b>Sub Total</b>	<b>377,990.72</b>
<b>Ear Marked</b>	
	-
CIL held as at 31.08.23	284,565.80
Remaining Precept	-52,451.00
	-
Toward Refurb of CC	125,000.00
Toward new clerk costs	-5,000.00
	-
<b>Sub Total</b>	<b>467,016.80</b>
<b>Total General Reserves Held at 31.05.2023</b>	<b>478,037.42</b>

Noted.

**152/09/23 Planning** – monthly report 27.07.23 to 27.09.23.

NM summarised the report. The content of which was noted. The assistant clerk will contact the planning office to chase some of the applications noted as still in progress to find out if any have been finalized.

**Action: Assistant Clerk**

**153/09/23 Parish Communications**

153/09/23.1 Brampton Magazine.

<https://bramptonpc.sharepoint.com/sites/clerk/Shared Documents/2023/Parish Council/Minutes/Minutes 27.09.23.doc>

Editorial for the November issue is currently being gathered and will be forwarded to the editor, now bh-digital, to be finalized and printed.

**Action: Clerk & Assistant**

153/09/23.2 Website

All ok JC will help with updating the site now that Kathryn Hornett has left the Parish Council's employ.

153/09/23.3 Facebook page.

All ok.

**154/09/23 Representatives Reports**

None.

**155/09/23 Correspondence Received**

155/09/23.1 To consider the provision of a defibrillator on the Belle Isle estate. A local resident had requested that the Parish Council provide a defib for the Estate. Following a discussion, it was decided that the management company for the estate should consider providing a defib. There are a number of defibs currently in the community and a list of where these are sited will be included on the Parish Council website.

**Action: Clerk**

155/09/23.2 Huntingdon parks awarded Green Flag Status.

Noted.

155/09/23.3 Will Brampton Parish Council be submitting an application for the Local Highways Initiative 2024/25? Expressions of Interest required by the 30<sup>th</sup> September 2023.

Not at this time.

155/09/23.4 Cabinet ministers approve new garden waste subscription service.

Noted.

155/09/23.5 Investment in Hinchingsbrooke Country Park plans published.

Noted.

155/09/23.6 Possible industrial action for District Council staff.

Noted.

**156/09/23 To Accept Notices and Matters for The Next Agenda**

*Please note that no decisions can lawfully be made under this item, LGA 1972 s12 10(2)(b) state therefore the Council cannot lawfully raise matters for discussion.*

None at this time.

**157/09/23 Confidential Matters**

Nothing to be discussed.

Signed:  
Chair

Date: