

# **BRAMPTON PARISH COUNCIL**

CHAIRMAN: Alan Mellor



## **Draft Minutes of the meeting held at The Memorial Centre, Thrapston Road, at 7.30 pm on Wednesday 24<sup>th</sup> April 2024.**

**Present:** Mike Shellens, Chair, Mike Bainbridge (MB), Sue Clarke (SC), Margaret Footner (MF), Jacqui Long (JL), Natasha Pope (NP), Max Roberts (MR), Liz Ruston (LR).

In attendance: Ken Billington (KB) County Councillor, John Morris representing Huntingdon Walking and Cycling, Tess Rogers, Clerk, Paula Moore, Assistant Clerk.

### **56/04/24 Chair's Opening Remarks**

MS welcomed Margaret Footner back following her absence at the last meeting. He said he had few comments to make. There are no reports from the Village Hub or regarding youth matters and, having spoken with the District Councillors, there had been no meeting of Huntingdon District Council, since the last Parish Council meeting, therefore they had nothing to report on.

### **57/04/24 To Receive Apologies for Absence**

Received from Jon Chitty, Alan Mellor, Brian Hodges, John Childs and Nigel Maggs.

### **58/04/24 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 re. agenda item 66/04/24, application 24/00171/HHFUL

### **59/04/24 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.

It was agreed to suspend the meeting whilst Mr Morris addressed the parish council. He requested detail regarding five subjects:

- i) The proposed barrier to be erected at the Thrapston Road end of Kings Walk.
- ii) Would the Parish Council consider live streaming its' meetings.
- iii) Would the Parish council support the upgrading of the footpath running between Brampton Gate and Belle Isle.
- iv) What was the outcome of the conversation held with Ken Macintyre regarding traffic calming on Buckden Road near Saracen Gardens.
- v) Regarding the proposed double yellow lines immediately outside of The Grange, he does not support this as he believes this will increase risk to pedestrians and cyclists.

**60/04/24 District Council Report**

No report this month.

**61/04/24 County Councillor Report**

Ken Billington reported:

- i) That the road junction at Miller Way and West End is dangerous due to parking on the grass verge. A site visit is to be undertaken and attended by a representative from the County Council, the Parish Council and the proprietor of the Nisa shop.
- ii) The tree by the bus stop near the shops on the High Street has been pollarded but the tree nearer The Grange has not.
- iii) Dan Wiggs, the County Council's footpath officer will be contacting the Clerk regarding queries on the footpaths around the village.
- iv) The T junction at Grange Road and the High Street is dangerous and the yellow lines on the High Street need to be extended along the front of The Grange.
- v) Some of the potholes around the village have been repaired. Others will be done in time.

**62/04/24 To Approve the Minutes of the Meeting held on the 27<sup>th</sup> of April 2024.**

JMB proposed acceptance of the minutes as being a true record of the meeting, seconded by SC and agreed by all.

**63/04/24 To Receive an Update about the Progress of Resolutions from the last Meeting.**

- 63/04/24.1 30/02/24.4 Parish Council WhatsApp group to be set up and a policy for its' use to be agreed upon. Outstanding to next Personnel Committee meeting.
- 63/04/24.2 44/03/24.2 On site meeting to be arranged between Greens & Footpaths representatives and the proprietor of the Nisa shop to discuss the parking issues on the verges/roadside around the shop. Outstanding with KB.
- 63/04/24.3 46/03/24.1 To arrange the repainting of white lines where identified. Response received from County Council is that any existing faded lines can be put forward to the carriageway rolling team for assessment. If the lines are mandatory at a junction an order can be raised to have them refreshed.
- 63/04/24.4 Process and costings will be sought for the introduction of double yellow lines at Manor Close. Response received from County Council once we have the PFHI application received back then the Local Highways Officer will get a quote from their contractors.
- 63/04/24.5 28/02/24.4 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. Response from County Council is that we identify what and where we would like the barrier to be and they will complete the work if required to do so.
- 63/04/24.6 To arrange a village litter pick. To be discussed at the next Greens & Footpaths committee meeting.
- 64/04/24.7 49/03/24.8 AM said that the Memorial Centre is the emergency response centre for village should this be required, AM to contact the District Council for advice on what they would be prepared to provide regarding alternative power etc. Outstanding with Alan Mellor.

**64/04/24 To receive the minutes of the following meetings and to consider any recommendations made within these.**

- 64/04/24.1 Annual Assembly – draft, held on the 10<sup>th</sup> of April.  
The minutes were noted and will be signed at the next meeting.

- 64/04/24.2 Churchyard & Cemetery – draft, held on the 17<sup>th</sup> of April.  
The minutes were unavailable therefore will be brought to a later meeting.  
MF asked that the Assistant Clerk contact the War Graves Commission regarding the placement of the sign advising that there are several war graves in the Brampton churchyard.  
**Action: Assistant Clerk**
- 64/04/24.3 Allotments - draft, held on the 22<sup>nd</sup> of April (if available).  
The meeting had not been quorate. Therefore, there were no recommendations available for consideration. The members that did attend did inspect the allotments at both sites and commented that there had been a vast improvement overall in the condition of the allotments with only a few requiring reminder letters.
- 65/04/24 Parish Council Matters**
- 65/04/24.1 To Review Parish Council Documentation.
- 65/04/24.2 Safeguarding Children & Vulnerable Adults policy.  
The telephone numbers on appendix 3 require updating. SC said that she would like the Personnel Committee to review the policy before it is accepted as reviewed by full council. Therefore, the policy will be placed for review on the next Personnel Committee agenda.  
**Action: Personnel Committee**
- 65/04/24.3 Media Policy  
The policy should be updated to include social media. Therefore, additions and amendments will be made, and the policy returned to a future meeting for acceptance as reviewed.  
**Action: Clerk**
- 65/04/24.4 Public space CCTV.  
An invitation had been extended to the parish council to visit the Public Space CCTV control room at Huntingdon District Council as an exploratory expedition, being under no obligation to buy into the scheme. It was decided to accept the invitation and two members of the council will attend.  
**Action: Clerk**
- 65/04/24.5 Asset of Community Value – response to application.  
Huntingdon District Council responded to the application made to inform the Parish Council that the premises for which the application was made can be treated as a ‘community nomination’ and that the parish council along with the owners/occupiers and ward members will be offered the opportunity to comment or provide evidence as to why the nominated land/property should or shouldn’t be considered to be listed as an Asset of Community Value.  
**Action: Clerk**
- 65/04/24.6 Would the Parish Council consider live streaming its’ meetings – discussion required.  
The matter was deferred to the next meeting as it was decided there were insufficient members at this meeting to decide on this issue.
- 66/04/24 Planning.**  
The monthly report had been circulated prior to the meeting. MS commented that application number 22/00689/HHFUL, 7A Central Avenue, appears to have been held up. Application 24/00171/HHFUL, Park Farm had received approval. The Assistant Clerk will continue to update the report.  
**Action: Clerk**
- 67/04/24 Parish Communications**
- 67/04/24.1 The website design company are updating the design of the website free of charge.

- 67/04/24.2 Facebook – JMB reported that the page had received 2000 visits of late.  
 67/04/24.3 Brampton Magazine – the first bimonthly issue was published at the beginning of April, the next is due out at the beginning of June. All entries for the magazine need to be with the parish office staff by the 6<sup>th</sup> of May.

**68/04/24 Representatives Reports**

- 68/04/24 MS reported that he and SC had attended a third meeting with the Family Hub regarding the use of the Parish Council’s private car park by the Hub’s patrons and were recommending to the parish council to allow the Hub the use of 6 parking spaces on the grassed area for the use of their staff members with no charge for the use of the car park and no rent payable. The Family Hub should inform their patrons they should not park in the Memorial Centre car park. This will be reviewed after 3 months. JMB seconded the recommendation. Agreed by 7 members present, one abstained. MS is to draft a letter.

**Action: MS**

**69/04/24 Correspondence Received**

- 69/04/24.1 A1307/A141- Old A14 handover briefing.  
 69/04/24.2 Alan Mellor had responded to the Shakespeare at the George Theatre Company who are currently looking for a new home regarding them using the Lady Olivia Centre. This is still under consideration.  
 69/04/24.3 MS reported that he had attended a meeting held by the County Council regarding the funding of EV charging points in public car parks. The project is targeted at dwellings without driveway access to a charging point. So the Memorial Centre would hardly qualify as a site. As we still do not control the Lady Olivia Centre there seems no prospect of Brampton being able to benefit from this initiative.  
 If agreed to take part, once signed up there is no option to opt out for 15 years. There is to be a second meeting.  
 69/04/24.2 Accessibility improvements in Riverside Park St Neots.  
 Noted.  
 69/04/24.3 Proposed Road Closure – Miller Way  
 The closure would be at some point between the 5<sup>th</sup> of June 2024 and the 5<sup>th</sup> of June 2025, exact date would be notified once scheduled. It was suggested that there be no parking on West End during the closure times. This will be requested to the County Council.

- 70/04/24 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.

**EXCLUSION OF THE PUBLIC AND PRESS**

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be excluded, and they are instructed to withdraw, Public Bodies (Admission to Meetings) Act 1960.

**71/04/24 Confidential Matters.**

- 71/04/24.1 Update following the recent interviews held for the role of Parish Clerk. Three candidates were interviewed, one stood out to whom the position was offered, subject to suitable references, and accepted.  
 71/04/24.2 It was reported that the caretaker/maintenance operative had returned to work on a phased return following a lengthy period of sickness.

The meeting closed at 8.40pm.

Signed:  
Chair

Date: