

# BRAMPTON PARISH COUNCIL

CHAIRMAN: Alan Mellor



4<sup>th</sup> November 2024

## Draft Minutes of a meeting of Brampton Parish Council held on Wednesday 23<sup>rd</sup> October 2024 at 7.30pm in The Memorial Centre, Thrapston Road.

**Present:** Alan Mellor Chair (AM), Sue Clarke (SC), Nigel Maggs (NM), Liz Rushton (LR), Margaret Footner (MF), Kimberly Lavery (KL), Brian Hodgson (BH), Malcolm Ryman (MPR), Natasha Pope (NP), Jacqui Long (JL), Max Roberts (MR), Mike Bainbridge (JMB), John Childs (JRC) and Mike Shellens (MS).

**In attendance:** Patricia Jordan District Councillor, Ken Billington County Councillor, Susie Caney (Clerk) and ten members of the public.

**158/10/24** **Chair's opening remarks.** *AM welcomed members and visitors to the meeting.*

**159/10/24** **To receive Apologies for Absence.** *Apologies for absence were received from Jon Chitty (JC) and District Councillor Dave Shaw.*

**160/10/24** **To receive Declarations of Interests.** *JRC and MR declared an interest in agenda item 171/10/24.1 as they both have planning applications awaiting decision by HDC.*

**161/10/24** **To agree to hold a Public Forum maximum time allotted for the Public Forum 15 minutes.** *The meeting closed at 7.35pm for Public Forum.*

*Members of the public raised concerns following flooding in the village during September and want to know what measures can be put in place to reduce the risk of a reoccurrence.*

*The general feeling is that communication between agencies – The Environment Agency, Internal Drainage Board, Anglian Water, Highways, District Council, County Council and Parish Council has been lacking and disjointed. A joined-up approach is needed and at the time of the meeting a multi-agency meeting has been scheduled for 4<sup>th</sup> November.*

*Requests were made for the Parish Council to contribute towards financing an independent consultant to carry out a flood risk assessment, as well as providing a central stock of sand and bags for residents to be able to access when needed. Both requests will be added to the next agenda.*

### **Action – Clerk**

*It was suggested that a Flood Action Group (such as the Alconbury Group) could be formed in Brampton with a representative from BPC. Members agreed to discuss further following the Multi Agency meeting next week.*

*The meeting re-opened at 7.44pm*

**162/10/24** **Village Hub.** *No report.*

**163/10/24** **Youth Matters & Funding.** *No report.*

**164/10/24** **District Council report.** *The report was circulated prior to the meeting. Patricia Jordan outlined the highlights which included the recent flooding, Hinchingsbrooke Country Park and a potential apple tree planting project in the village.*

**165/10/24** **County Councillor report.** *Ken Billington reported that flooding has been at the top of his list and the local MP is getting involved too. He will take sandbag*

discussions to the County Council. Ken advised that Alconbury has a Flood Watch app which is something that maybe Brampton could pursue? Ken will endeavour to attend future flood meetings on behalf of Cambridgeshire County Council.

- 166/10/24 To approve the Minutes of the meeting held on 25<sup>th</sup> September 2024.**  
*MPR proposed acceptance of the Minutes as being a true record of the meeting, seconded by LR, agreed by all and duly signed by AM.*
- 167/10/24 To receive an update about the progress of Resolutions from the last meeting.**
- 167/10/24.1 *146/09/24.1 Quotes for the installation of mesh matting for the grassy area of the MC car park. Further quotes pending following initial ballpark of £5k for materials.*
- 167/10/24.2 *146/09/24.3 The written quote for resurfacing of MUGA has been promised for the end of week commencing 28<sup>th</sup> October.*
- 167/10/24.3 *146/09/24.6 The Assistant Clerk is in contact with Contacta to schedule a demonstration of their Hearing Loop system. The date will be confirmed shortly.*
- 167/10/24.4 *146/09/24.7 A specialist boundary surveyor is due to carry out the survey next week.*
- 167/10/24.5 *146/09/27.8 The location of the agreed additional disabled bays at the Memorial Centre are pending agreement.*
- 167/10/24.6 *146/09/27.10 Worknest is up and running. The Deputy Clerk is working through the action list with support from SC.*
- 167/10/24.7 *146/09/24.15 Investigations regarding the energy supply and solar panels at the LOC are ongoing.*
- 167/10/24.8 *147/09/24.3 The Clerk has received one quote for a survey of the pavement area in front of the village shops ahead of the potential new planters and improvement scheme.*
- 167/10/24.9 *149/09/24.4 No comments have been received from members of the council following circulation CAPALC's model Biodiversity Policy.*
- 167/10/24.10 *149/09/24.5 An application for an LHI to assign an HGV weight limit on the B1514 is due to be submitted when the application window re-opens in November/December.*
- 167/10/24.11 *150/09/24.2 Updates to the asset register to consolidate items so that the minimum value is £500 are pending.*
- 167/10/24.12 *Members of the council are to let the Clerk know if they would like to join the Cambs CC Quiet Way working group.*
- 167/10/24.13 *The Local Plan Consultation closes on 27<sup>th</sup> November. A meeting of parishes is due to be held in Buckden to draft a co-ordinated response.*
- 167/10/24.14 *154/09/24.4 A request for an additional street sign for Laws Crescent close to Lesley Way has been submitted.*
- 168/10/24 To receive the minutes of the following meetings and to consider any recommendations made within these.**
- 168/10/24.1 *Sports and Recreation Committee held on 10<sup>th</sup> October.  
The minutes were noted as read. JMB reported that delays with Brampton Park are not helping matters at the Memorial Field with pitch demand and parking. The Spartans have submitted proposals for portable pitch lights and a 3G pitch – these are pending specifications for discussion at the next meeting.  
NM proposed acceptance of all recommendations within the minutes, seconded by MR.*
- 168/10/24.2 *Planning Committee held on 25<sup>th</sup> September and 16<sup>th</sup> October.  
The minutes of both meetings were noted as read and NM updated members on the status of recent planning applications.  
MR proposed acceptance of all recommendations within both sets of minutes, seconded by MPR.*

- 168/10/24.3 Greens and Footpaths Committee held on 16<sup>th</sup> October.  
*The minutes were noted as read. NM discussed highlights which included the Garden Group design proposal for the Memorial Gardens, the use of recycled plastic materials for replacing damaged benches and the rejection of the planting request around The Green.*  
*LR identified an error in the minutes - reference 16.10.24.7.1 was recorded as 'Brampton Park' but should read 'Brampton Gate'. The Clerk will amend.*  
**Action – Clerk**  
*AM noted that overgrown Footpath 15 is listed on the recent OVW Management Group - CCC Path Clearance Project. This will be added to the next Greens and Footpaths agenda.*  
**Action – Clerk**
- JMB proposed acceptance of all recommendations within the minutes, seconded by LR.
- 168/10/24.4 Finance Extraordinary Committee held on 14<sup>th</sup> October.  
*The minutes were noted as read. JMB proposed acceptance of the recommendation within the minutes, seconded by MF. Eleven members were in favour, with two abstentions, therefore the motion was carried.*  
*MS left the room at 8.11pm to discuss a matter with an attending member of the public.*
- 168/10/24.5 Allotments Committee held on 21<sup>st</sup> October.  
*No minutes available in time for the meeting.*
- 169/10/24 Parish Council Matters**
- 169/10/24.1 To agree upon a councillor to lay the Remembrance Day wreath on 10<sup>th</sup> November. *It was agreed that MR would lay the wreath on behalf of the council.*  
**Action – MR**
- 169/10/24.2 To discuss preliminary budget figures for the 2025-26 financial year.  
*The Chairs of each Committee have received copies of the previous budget and the current year actual figures at 6 months. AM reminded members that they need to have their draft budget completed in time for the Finance Committee meeting on 5<sup>th</sup> November, otherwise they will have to stick to the figures they are given.*
- 169/10/24.3 To discuss the precept figure for the 2025-26 financial year.  
*It is likely that the precept increase will be 1% with the parish council continuing to subsidise the remaining requirement for the year. This will be finalised at the Finance Committee meeting next month.*
- 169/10/24.4 To consider appointing Kimberly as BPC Police representative.  
*JMB proposed a working group be set up rather than having a single representative. JMB proposed that KL be the lead of the working group, seconded by MR. KL will canvass members to form a group.*  
**Action – KL**
- 169/10/24.5 To consider an earlier 7.00pm start time for council meetings.  
*MF proposed an earlier start time of 7.00pm for council meetings. NP raised concerns that an earlier time would be harder to meet following a day at work for members and residents. LR proposed a 7.15pm start time with a vote taken on both proposals. A 9 vote majority agreed with a 7.15pm start time for future council meetings.*  
*MS returned to the meeting at 8.22pm.*
- 169/10/24.6 To discuss recent flooding within Brampton and facilitating a multi-agency approach to supporting residents.  
*This item was discussed under Public Forum 161/10/24 above, with additional discussion around the need to dredge the river and brook. AM asked all members to email their comments to the Clerk so they can be voiced at the Multi Agency Meeting.*  
**Action – All**

- 170/10/24 To Review Parish Council Documentation.**  
 170/10/24.1 To consider updating the Emergency Response Plan following recent events. *This will be taken forward following the Multi Agency Meeting next month. AM asked members to submit their comments to the Clerk for review.*  
**Action – All**
- 171/10/24 Planning**  
 171/10/24.1 Review monthly report. *The report was noted as read.*  
 171/10/24.2 The Local Plan Consultation, closing 27.11.24. *A separate meeting will be scheduled with the Planning Committee to discuss a response from the Parish Council.*  
**Action – Assistant Clerk**
- 172/10/24 Parish Communications**  
 172/10/24.1 Website update and Facebook. *Both sites have had more views with recent flooding events. JMB noted that there is a delay uploading minutes to the website as they are added after being approved following the next council meeting or committee. The Clerk will now upload the draft copy following each meeting and committee.*  
**Action - Clerk**
- 172/10/24.2 To discuss sharing content including charities and local businesses, for example Barnardo's Christmas Gift Appeal. *JMB advised that traditionally the Parish Council supports local charities where there is benefit to residents of Brampton. This is usually done at the end of the year. It was agreed that businesses should not be given free advertising on the website or Facebook.*
- 173/10/24 Representatives Reports.** *No reports received.*
- 174/10/24 Correspondence Received**  
 174/10/24.1 P Gray, Introductory meeting at Pepys House, Brampton 24.10.24. *NM, MR, MPR, BH and JL are due to attend the meeting.*  
 174/10/24.2 T Priestman, FOI Request regarding Flooding River Management and Developments. *The Clerk has actioned the request.*  
 174/10/24.3 A Amos, Major Outstanding Issues in PE28 area Brampton (copy sent to local MP). *The issues raised relating to Highways will be taken up by the newly formed Police Working Group.*  
**Action – KL**
- 174/10/24.4 C Howes, Highways, Community Gritting Scheme. *MS advised that insurance has been an issue in previous years. It was agreed not to pursue the scheme and continue with the public grit bins.*  
 174/10/24.5 S Rees, Democratic Services, Town & Parish Council Newsletter. *Noted.*  
 174/10/24.6 A Dillaway, Brampton Dental Practice, Removal of AED from public access. *This will be discussed at the next Village Facilities Committee meeting.*  
**Action – Clerk**
- 174/10/24.7 B Strangeways, Saturday football parking and pedestrian safety issues. *Some parking issues will be alleviated when football fixtures can move to Brampton Park. Dangerous and inconsiderate parking is a police matter and needs to be reported at the time.*  
**Action – Clerk**
- 174/10/24.8 P Clark, Buckden Parish Council, Meeting of Parishes to discuss 'call for sites', 31.10.24. *NM, AM and the Clerk are due to attend.*  
 174/10/24.9 M Barber, Sustrans, Proposed Grafham to Brampton Quiet Way Pilot Update. *Sustrans have scheduled online meetings for councillors due to take place this week.*  
 174/10/24.10 M Abraham, Replacement bus shelter request for Miller Way (Nisa). *The Clerk will investigate the status of a replacement shelter.*  
**Action – Clerk**

**175/10/24 Meetings Attended**

175/10/24.1 SLCC National Conference, 8 and 9.10.24, attended by the Clerk. *The Clerk thanked the council for the opportunity and provided an overview of topics covered.*

175/10/24.2 HDC Town and Parish Forum, 23.10.24, attended by MS. *No members were in attendance.*

175/10/24.3 Brampton Library Open House Event, 12.10.24, attended by MF and KL. *MF reported that the event was well attended and what a brilliant facility it is for the village. They now offer printing and photocopying and are forming an information centre. The library has been voted the Best Community Library in Cambridgeshire and has a team of 18 volunteers.*

**176/10/24 To accept Notices and Matters for the next Agenda**

**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.*

*The public were asked to leave the meeting at 8.59pm.*

**177/10/24 Confidential Matters.**

*None.*

Meeting closed at 9.00pm