

# **BRAMPTON PARISH COUNCIL**

CHAIRMAN: Alan Mellor



## **Minutes of the Meeting Held on Wednesday 28<sup>th</sup> of February at 7.30pm At the Memorial Centre, Thrapston Road**

**Present:** Alan Mellor, Chair (AM), Nigel Maggs, Vice Chair (NM), Mike Bainbridge (JMB), John Childs (JCR), Jon Chitty (JC), Sue Clarke (SC), Margaret Footner, (MF), Brian Hodgson (BH) Natasha Pope (NP), Max Roberts (MR), Liz Ruston (LR).

**In attendance:** Patricia Jordan and Dave Shaw, District Councillors, Ken Billington County Councillor, 7 members of the public, Tess Rogers Clerk.

**19/02/24 Chairman's Opening Remarks**

AM said he had no opening remarks and opened the meeting.

**20/02/24 To Receive Apologies for Absence**

Jacqui Long, annual leave. Billy Blissett.

**21/02/24 To Receive Declarations of Interests**

None

**22/04/24 To Agree to hold a Public Forum Maximum time allotted for the Public Forum 15 minutes.**

It was agreed to close the meeting to allow the public to take the floor. Following the last meeting the member of the public who spoke then regarding break ins at his allotment shed was present to give an update. He said that 5 chairs had appeared in his shed, most had been reclaimed, 2 chairs remain. He had put up some lights which were broken the morning following their install. He had 3 separate crime numbers following his reports to the police but had received no follow ups from them. He asked if the Parish Council would consider putting in CCTV and a new gate internal to that existing. There was doubt if a new gate would keep out the intruders as they would find alternative ways in. If CCTV was installed would this get broken and if so would the council then be expected to replace it? JMB said that these matters would be considered at the next Allotment committee meeting as no budget had been considered for these items. The member of the public asked that if he were to give up the lease on his allotment would the parish council relet it for the next tenant to suffer the same problems? It was said that with the coming of the lighter evenings and more people being on the site the problem is very likely to resolve itself. The parish council will address the issue when it next meets with the Neighbourhood Police Constable, a meeting to be arranged as soon as possible.

The meeting recommenced.

**23/02/24 Village Hub**

No representation or report.

24/02/24 Youth Matters & funding

No representation or report.

**25/02/24 District Council Report**

25/02/24.1 The report had been circulated prior to the meeting, the main item being details of the District Council's 2024/25 budget.

25/02/24.2 Patricia Jordan spoke of the Festival of Huntingdonshire engagement session recently organised by the District Council. How well attended it had been bringing people of all ages together with the idea of bringing all the local villages together.

The next councillor surgery will be held on Saturday the 2<sup>nd</sup> of March, the councillors will be present at the shops on the High Street.

Patricia will forward details of the next community planning event to the Clerk.

**26/02/24 County Council Report.**

26/02/24.1 Ken Billington (KB) asked if the parish council had heard any more about the possible closure of the road leading to Grafham. The response was no.

26/02/24.2 KB said he remained conscious of the number of potholes around the area. There had been a small progress in the repair of these, but it is a huge task. The cold temperatures have done nothing to help but please report any new holes appearing.

26/02/24.3 KB said that the County Council has a recently appointed new footpath officer who had inherited 455 public right of way issues and is doing his best to work through these. NM mentioned the footpath leading from Hansel Road round to Brampton Gate saying he would be willing to walk the route with the officer. KB said he would check to see if this would be possible.

26/02/24.4 There is to be a meeting of the Kimbolton parish councillors regarding the closure of the Kimbolton fire station as this will cause issues for Buckden and Southoe parishes. One of the councillors at Buckden is an ex-fire fighter and will attend the meeting.

26/02/24.5 KB and the Clerk have been conversing regarding the request that the layby near the school be sign posted as disabled parking. The Clerk will respond to the enquirer.

**Action: Clerk**

26/02/24.6 Dave Shaw asked KB if the old A14 (A1307) has been adopted by the County Council as the 40mph stretch of the road has been extended due to the risk of flooding. The 40mph limit is enforceable and is in place due to the condition of the crash barrier. The repair/replacement of the crash barrier is likely to take a long time. It is not known at this time if the road has been formally adopted.

Patricia Jordan, Dave Shaw and Ken Billington left the meeting at 7.55pm.

**27/02/24 To Approve the Minutes of the Meeting held on the 31<sup>st</sup> of January 2024.**

JMB proposed acceptance of the minutes as being a true record of the meeting. This was seconded by MR and agreed by all.

**28/02/24 To Receive an Update about the Progress of Resolutions from the last Meeting.**

28/02/24.1 10/01/24.3 Sign to be placed at each end of the dual-purpose path between Layton Crescent and Brampton Park. Action with JRC.

28/02/24.2 10/01/24.4 Repainting of faded white lines. Action with BB.

28/02/24.3 10/01/24.5 Double yellow lines at Manor Close and outside the Grange. Action with BB.

28/02/24.4 Key clamp to be provided at the end of footpath 24. The Clerk is still awaiting details of the new Greens Team provided by the County Council.

- 28/02/24.5 10/0124.7 Historical evidence of the use of the playing field by football clubs free of charge still required. The archives above the parish council offices have been searched to no avail. The football clubs need to find evidence of this.
- 28/02/24.6 15/01/24.1 a further meeting with the Family Hub regarding their use of the Memorial Centre car park is to be arranged. Action with MS/JMB/SC

**29/02/24 To Receive and Approve Any Recommendations made within the Minutes of the Following Meetings.**

- 29/02/24.1 Finance held on the 17<sup>th</sup> of January 2024  
Main recommendations that the Village Hub budget request to £20K would be granted once sight of their last two years audited accounts were made available. MS to become involved in firming up the verbal quote for double yellow lines to be placed at the entrance to Manor Close and outside of the Grange on the High Street.  
LR proposed acceptance of the recommendations, seconded by JMB, agreed by all.
- 29/02/24.2 Planning held on the 17<sup>th</sup> of January.  
6 Planning applications had been approved by the committee.  
Minutes proposed as noted by NP and seconded by MR, all agreed.
- 29/02/24.3 Village Facilities held on the 29<sup>th</sup> of January.  
SC proposed acceptance of all the recommendations made within the minutes, seconded by BH and agreed by all.
- 29/02/24.4 Greens & footpaths held on the 13<sup>th</sup> of February.  
Main recommendations were:  
5.4 and 5.5 the consideration of a piece of land to be made available where dogs can be exercised off lead and to make the Memorial Playing Field dogs on lead only. This is to be brought to the full parish council for final decision. Following 16 members of the public being present at the Greens & Footpaths meeting to discuss this. The parish council agreed that currently there were inadequate resources available to administer the matter, the members of the public attending were not in favour of the recommendations therefore there would be no changes at the present time.  
6.3 Request that bollards be placed on the verge near the Nisa shop to prevent vehicle parking. The parish council agreed that an on-site meeting was required to consider options.  
7 To widen the bridge between Layton Crescent and Brampton Park. The parish council have considered this at previous meetings, and it is still thought that this won't happen as it would mean encroaching on a resident's property, there is a utility cabinet that would require moving. The project would cost a considerable amount of money and currently the bridge is wide enough for a wheelchair or a bicycle with a children's buggy attached.  
SC proposed that the minutes be minuted as noted, this was seconded by NP, and agreed by all.
- 29/02/24.5 Planning held on the 21<sup>st</sup> of February.  
5 Planning Application Ref: 23/02351/FUL, there is a typing error to be corrected to read raise land levels to 1.5m AOD. Following this amendment NP proposed that the minutes have been noted, seconded by JC and agreed by all.
- 29/02/24.6 Extraordinary Finance meeting held on the 22<sup>nd</sup> of February.  
The meeting was called to discuss the best way to administer the application to be made by the Spartans Football Club to the Football Federation for the 2022/23 grant. A recommendation was made which JC explained to the full council. The procedure explained would remain in force for the next four years for which the grant should be made available to the club.  
JMB then proposed acceptance of the proposal, seconded by LR and agreed by all. The minutes were noted.

29/02/24.7 Sports and Receptions meeting held on the 22<sup>nd</sup> of February.  
MF proposed that the minutes be noted, seconded by JMB and agreed by all.

### **30/02/24 Parish Council Matters**

30/02/24.1 To review the Data Protection Policy

All agreed that the policy will be noted as reviewed with no changes.

30/02/24.2 To review the CCTV Policy

SC pointed out that the document contained no time frame regarding how long recordings were kept. The Clerk said that the system overwrote after 30 days. This is to be written into the policy and returned for final approval at the next meeting.

**Action: Clerk**

30/02/24.3 2Commune website termination, Cuttlefish have taken over.

The previous host of the parish council website is no longer trading. The company Cuttlefish with whom they worked alongside, have taken over the hosting of the website under the same terms and conditions as before. The pricing remains the same. This was noted.

30/02/24.4 To consider a WhatsApp group account for the parish councillors.

MR proposed the setting up of a WhatsApp group for all councillors able to access it, this was following the recent parish councillor training day. This would provide another method of communication and a faster approach for many councillors who would be able to view and respond to issues on an immediate basis if necessary. SC seconded the proposal, there was two abstentions and one against therefore the proposal was carried. The Personnel committee will set out a policy for the usage of the account.

**Action: Personnel/Clerk**

30/04/24.5 To consider a proposal that all councillors should be supplied with parish council laptops/ipads.

SC proposed the above, again following the recent councillor training day. JC seconded this, there five in favour, two abstentions, four against. Therefore, the proposal was not carried.

30/04/24.6 To address the ongoing instances of break-ins happening on the Thrapston Road Allotments.

Following on from the public session JMB offered sympathies but said this would be placed on the agenda for the next allotments committee meeting. NP had asked for the subject to be addressed at this meeting as the allotment meeting isn't until April. A discussion followed regarding the benefits of considering an internal gate or the provision of CCTV.

It was agreed that a site visit would be undertaken to investigate where a gate might be placed and what type of gate might be suitable. Costings would then be considered and the information would be reviewed at the next allotment meeting.

30/04/24.7 To agree to appoint an internal auditor.

The Clerk provided details of the internal audit service offered by both Cambridge & Peterborough Association of Local Council Clerks and LGS Service. It was decided to employ the services of CAPALC.

### **31/02/24 Planning**

The report was circulated prior to the meeting. NM went through this page by page. There were no queries, the report was accepted.

### **32/02/24 Parish Communications**

32/02/24.1 Brampton Magazine. Earlier in the month there was concern that there would be insufficient content to fill the now bi-monthly magazine. However, in the last week prior to the closing date for editorial, plenty has been submitted.

**33/02/24 Representatives Reports**

The Clerk and NP reported on the meeting held on the 5<sup>th</sup> of February at the Buckden Landfill Site. A slide presentation was made with a report on the operation of cell 18 and the problems experienced over the Christmas Period. It is expected that cell 18, being the last cell at the site, will be capped off in 2026 with the site being closed 2 years later. There is a Facebook page operated by the Environment Agency called the Citizens Space Page, where regular posts regarding the site operations are made.

**34/02/24 Correspondence Received**

34/02/24.1 Dropped kerb/parking issues/Bus Route 66. To discuss any possible solution to this resident's concerns.

This had been discussed at the Greens & Footpaths meeting. It was agreed to arrange an on-site meeting and to invite the proprietor of the Nisa shop.

**Action: NM**

34/02/24.2 Huntingdonshire District Council – Council Budget 2024/25.  
Noted.

**35/02/24 To Accept Notices and Matters for The Next Agenda**

Nothing raised at this time.

**36/02/24 Confidential Matters**

36/02/24.1 Personnel minutes 19.02.24

The minutes had been circulated. Staffing issues were discussed, that of the Clerk's pending retirement and the recruitment process. This decision will be discussed with the staff concerned.

MR proposed that recruitment of a full time Parish clerk commence with immediate effect, this was seconded by NM, and agreed by all with one abstention.

**Action: SC**

The meeting was closed at 9.35pm.

Signed:  
Chair.

Date: