

GRAFHAM PARISH COUNCIL
Parish Clerk: Mrs L Hazel, 2 Brampton Road, Grafham
Chair: Mr I Gardener, 5 Haycraft Close, Grafham
Tel: 07867 766445 email: clerk@grafhampc.org

MINUTES OF THE PARISH COUNCIL MEETING OF GRAFHAM PARISH COUNCIL HELD ON
TUESDAY 6th February 2024

In attendance – Ian Gardener (Chairman), David Russell (Vice-Chair) Patrick Curran, Jo Dunn
Carole Baber and Diana Thomas. No members of the public were present.

HDC Ward Cllr. Ken Billington, Cllr Stephen Cawley and the Clerk were also in attendance.

21/491 Public Forum
None.

21/492 County and District Councillors Reports
Cllr Ken Billington reported the following; HDC have changed their policy and will now be spraying weeds again, the flooding in Church Road has now been resolved, if not please let him know, the other surrounding villages were not aware of the proposals for Brampton Road, there is a new Public Rights of Way Officer, potholes are an ongoing issue.
Cllr Stephen Cawley's report is attached to these minutes (Appendix:A)

21/493 Apologies for absence
Apologies were noted and approved from Sunil Gogna.

21/494 Declarations of interest in any agenda item
Cllr Ian Gardener declared an interest in item: 21/505, planning applications as a member of Huntingdon District Council Development Management Committee
• **Resolve to agree / grant Dispensation for Village Hall Committee Members**
Resolved to grant dispensations for a period of 4 years for the following village hall committee members who are on the Parish Council: Ian Gardener, David Russell, Patrick Curran and Diana Thomas. Dispensation forms were duly signed.

21/495 To approve the minutes of the meeting held on 5th December 2023 and extra-ordinary meeting of 21st December 2023.
Both sets of minutes were approved as a true record and signed by the Chairman.

21/496 Matters arising from previous minutes not on the agenda
• **LHI Bid - Note submitted - NOTED**
• **CIL Application - Note submitted - NOTED**
• **Hedge Planting - Note majority now planted -** Noted additional hedging is to be planted behind the bins.

21/497 Agree Litter Pick Date
Resolved to hold the annual litter pick on Saturday 27th April 2024, 10.30 am, meeting outside the Village Hall. Clerk is to advertise the event and place details in the Grafham Gossip. **Action:Clerk.**

21/498 Huntingdonshire Day
• **Consider an event to celebrate Huntingdonshire Day**
Resolved not to hold a village event for this.

21/499 Proposed Closure of Kimbolton Fire Station
• **Note Parish Council meetings dates**
The Chairman provided a summary on the proposed closure. Members were urged to attend a meeting to be held on the 19th of March 2024, 7.00pm, Mandeville Hall Kimbolton where this is to be discussed.

It was agreed to vary the order of reference and take item: 21/507, 2, here.

21:507 2. Report on current financial position.
• To receive financial situation of Council and to note Bank Reconciliation - NOTED.

- 21/500 Village Hall**
• **Consider Installation of extra metal railings**
Resolved to install extra railings. The Clerk is to obtain costings for the next meeting. **Action: Clerk**
• **Gully Clearance - Consider quotes**
It was unanimously agreed to accept the quote from Cambridgeshire Garden & Property Maintenance of £180 + VAT. The Clerk confirmed the Grafham Trout are happy to contribute to costs for the 2 drains directly by the pub.
• **Compost Bin - Update**
The Chairman confirmed the PC have been advised against placing a compost bin directly behind the shop due to the heat generated being a potential fire hazard along with associated smell with an open bin and possible attraction to animals. A suitable alternative bin has been sourced at a cost of £77. The new compost bin is enclosed and in the style of a beehive which it is hoped will blend into the flower beds.

Noted Simon Johnson has been hired to clear garden bed of debris, dig border edge between grass and flower bed at a cost of £30.00

The quote from Cambridgeshire Garden & Property Maintenance for £632.18 + VAT to dig out area for concrete base by existing base for bin store and install sleeper edge was approved. Noted this will ensure all bins are neat and tidy on a concrete base and due to the sleeper will not be pushed onto the grass area.
- 21/501 Grafham Church**
• **Consider Quote to widen driveway to entrance**
Resolved to accept the quote from Cambridgeshire Garden & Property Maintenance for £182.00 + VAT to widen the driveway, install edging and add additional gravel. Concern was expressed that cars are parking and driving on the grass area in front of the church gates and churning up the grass. This item was discussed in detail. Resolved to install an additional bollard in-between 2 existing bollards. This will close up the gap preventing cars from driving over the grass and onto the road instead of reversing down the driveway.
- 21/502 Trees**
• **Consider Tree Survey quotes**
The Chairman expressed thanks to Carole Baber and the Clerk for meeting with one of the tree surgeons. The following 2 quotes were considered;
• Cambridge Trees Ltd for £390.00
• Charlie Vince Tree Surgery for £468.00
Resolved to accept the quote from Cambridge Trees Ltd of £390.00. The Clerk is to arrange for the survey to be carried out with immediate effect. **Action: Clerk.**
- 21/503 Policies**
• **Risk Register Review** - This was reviewed and updated. The updated versions will be re-issued to members.
• **Data Protection - confirmation and constraints for non registration**
Noted David Russell's confirmation of non registration for Parish Councils.
- 21/504 CCC 20MPH Funding 2024/25**
• **Consider making an application**
Resolved not to make an application for this as it was felt there is not a need to reduce the speed limit within the village.
- 21/505 Planning Applications**
PARISH COUNCIL CONSULTATION – APPLICATION REF. 24/00110/HHFUL Single storey side and rear extensions, 2 Model Farm Cottage Buckden Road, Grafham
Ian Gardener declared an interest in this item and withdrew from discussion. David Russell as Vice-Chair stood in and chaired this item only.
Resolved to recommend "Approval".
Ian Gardener resumed the role of Chairperson.
- 21/506 To Receive Written Reports for Noting:**
Village Shop - PC
Patrick Curran verbally reported on the current shop position and promotions due to take place.
Village Hall Committee - PC
Patrick Curran verbally reported Gigaclear are providing free wifi for the Village Hall as part of their promotion.
Playing Field / Playground - JD

It was verbally reported the swing seats are perishing. The clerk is to obtain quotes for their replacement. **Action:Clerk**

Highways + Footpaths - SG

Community Heat Scheme - DR

Gigabit Broadband - DR

Trees / Hedge Cutting / Verge Maintenance CB

• **Brampton Road hedge cutting update - LH**

Wild Flower Meadow Update - CB

MVAS - DR

It was verbally reported Ian Andrews is stepping down. The Parish Council would like to record their thanks to Mr Andrews for all of his work in regularly moving the units. The Clerk is to advertise for a new volunteer to take over this role. **Action:Clerk.**

MUGA - PC

Village Hall Finance / Bookings - DT

• **Note Gigaclear free installation Village Hall**

Grass Cutting - IG / LH

All written reports for the above are appended to these minutes (Appendix:B)

21/507

Banking

1.To approve / note the following payments

• Clerk Salary - December	£343.75
• Grafham Gossip Dec 23 / Jan 24	£55.00
• CAPALC Councillor Training	£150.00
• E Farrer & Son - War Memorail Plinth	£1,032.00
• Barriers Direct - Lawn Edge Markers	£139.80
• EPC - Share of Clerk Planning Training	£16.66
• BEAM - Hedge Cutting	£100.00
• Defib Warehouse - Replacement Pads	£80.80
• D R Darnell Electrical Installations	£251.40
• Cambridgeshire Garden & Property Maintenance - Bollards	£944.64
• House of Flags - Site Visit Flagpole	£300.00
• Clerk Salary - January	£343.75

NOTED

2. Report on current financial position.

• To receive financial situation of Council and to note Bank Reconciliation

This item was taken earlier.

• Note Donation of £860.00 from Social and Fireworks Committee for War Memorial plinth.

NOTED - Thanks were expressed to the Committee for their donation.

The Clerk was asked to obtain quotes for 2 benches for the next meeting. One bench is to be installed in the Children's play area and one bench is to be installed on the far side of the playing field.

Action:Clerk.

21/508

Correspondence for Information Only

- CAPALC Training Schedule
- CCC Youth Bulletin
- Highway Events Diary
- HDC Press Release - Plans for the Priory Centre St Neots unveiled
- CAPALC Civility and Respect Newsletter
- Combined Authority Local Transport and Connectivity Plan Approved
- HDC Press Release - Huntingdon awarded first Biodiversity Grant
- HDC Press Release - St Neots town Centre Improvements
- HDC Democratic Services - Parish Council Newsletter
- HDC Press Release - 37 Community Spaces now available
- HDC Press Release - Green Recovery Project launched

NOTED.

21/509

Any other business for information only

• Replacement Sign update

Noted the Clerk has chased Highways about the missing sign that was knocked down.

The Clerk confirmed she has been informed the last section of the overgrown vegetation, Brampton Road heading towards Brampton will be cut before the end of March.

Details of the grass cutting dates are to be provided to the Church for their reference. **Action:Clerk.**

The Clerk confirmed she has received contact from the PCSO for this area. It was agreed to invite them to the next meeting to help build relations.

21/510

Dates of next meeting: 5th March, 2nd April, 7th May, 4th June, 2nd July, 3rd September, 1st October, 5th November and 3rd December.

DRAFT