

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 ANNAUL PARISH COUNCIL MEETING OF GRAFHAM PARISH
COUNCIL HELD ON TUESDAY 6th May 2025

In attendance: Ian Gardener (Chair), David Russell (Vice-Chair) Patrick Curran, Diana Thomas and Alf Lesurf

Public: 1 present.

District / County Cllr: County Cllr Liam Beckett

The Chairman welcomed the new County Cllr Ian Beckett to the meeting and invited him to address the Council.

Cllr Liam Beckett expressed thanks to those that voted for him and gave a brief summary of his background and plans for the future. A copy of his report submitted after the meeting is attached to these minutes for reference Appendix:A.

The Chairman thanked Cllr Liam Beckett and asked for his support in representing the villages views on their wish to keep Brampton Road open to all road users.

- 21/769 To Elect the Chairman of the Parish Council for the year 2025 / 2026**
It was proposed by Patrick Curran, seconded by David Russell and RESOLVED by an unanimous vote that Ian Gardener be re-elected as Chairman for Grafham Parish Council for the forthcoming year.
- 21/770 To Elect the Vice-Chairman of the Parish Council for the year 2025 / 2026**
It was proposed by Ian Gardener seconded by Diana Thomas and RESOLVED by an unanimous vote that David Russell be re-elected as Vice-Chair for Grafham Parish Council for the forthcoming year.
- 21/771 Brampton Road Quietway**
• **Note Community Engagement Drop in Event Thursday 15th May, 4pm until 7pm, Grafham Village Hall.**
NOTED.
- 21/772 Apologies for absence**
Apologies were noted and approved from Sunil Gogna and Jo Dunn.
- 21/773 Declarations of interest in any agenda item**
Diana Thomas declared an interest in item: 783 - HDC Call for Sites
- 21/774 To approve the minutes of the meeting held on 1st of April 2025**
The minutes were approved as a true record and signed after minor amendments were made.
- 21/775 Matters arising from previous minutes not on the agenda**
• **Note Grafham Water Event dates**
Noted. The Clerk confirmed details have been placed in the Grafham Gossip.
• **Exercise Bike - Update**

Noted the exercise bike has now been repaired again and ready for use.

- **Note Litter Pick 10th May 2025**

Ben Obese-Jecty has confirmed he will attend the village litter pick.

21/776 Review Councillors Areas of Responsibility

RESOLVED as follows:

- Ian Gardener - Council Chair and grass cutting
- David Russell - Vice-Chair, Neighbourhood Plan / Moveable Vehicle Activated Signs (MVAS) / Broadband / Data Protection
- Patrick Curran - Village Hall Committee / Shop Committee / MUGA)
- Sunil Gogna - Highways + Footpaths
- Diana Thomas - Village Hall Finance / Bookings
- Jo Dunn - Playground and Playing Field
- Alf Lesurf - Wildflower Meadow, Hedges, Westwood Lodge and Trees

21/777 Review the appointment of members to the Village Hall Committee

Noted the terms of reference state 2 members of the Parish Council are to be appointed to the VH committee. The Chairman and Patrick Curran confirmed they are happy to continue in this role.

21/778 Annual Review of Policies and Procedures as per Standing Order

- **RESOLVE to adopt Press Policy**

RESOLVED to adopt with immediate effect. The Chairman highlighted the importance of having a Policy on 'filming' at meetings. The Clerk is to look into this and report back to the next meeting.

Action: Clerk

21/779 Review of the Council's subscriptions to other bodies

NOTED the Parish Council is subscribed to Society Local Council Clerks (SLCC). RESOLVED not to subscribe to any other bodies at this point.

21/780 Review of inventory of land and other assets including buildings and office equipment

REVIEWED. The Clerk was asked to add the new salt bin by the entrance to the village hall to the asset list. **Action: Clerk**

21/781 Confirmation of arrangements for insurance cover in respect of all insurable risks

NOTED the Parish Council insurance policy expires on 30th September 2025.

21/782 Review of the Council's expenditure incurred under S.137 of the Local Government Act 1972

The following S137 payments were noted:

- Grafham Beer Festival £350.00
- Knit and Knatter £50 for wool for village poppy display
- Little Fishes £23.44 towards purchase of material for poppy display.

21/783 HDC Call for Sites

- **Consider additional Call for Site submitted - Field South of Village Farm, Grafham**

RESOLVED to approve draft response to consultation a copy of which is attached to these minutes Appendix:B

Noted County Councillor Liam Beckett left here.

21/784 Youth Training - Update

Chip Colquhoun who was in attendance was invited to address the meeting. Chip Colquhoun confirmed he has been newly-appointed as a councillor for Brampton Parish Council and is active in setting up a local youth council for Brampton. He is currently in the information gathering stage but going forward is looking on how Grafham can also be incorporated. The Chairman thanked Chip for the updated and asked that the Parish Council be informed of progress going forward.

Noted Chip Colquhoun left here.

21/785 Concrete Bench Children's Play Area

- **Consider Quote(s) received**

NOTED the Chairman has pre-approved the quote from Cambridge Garden & Property Maintenance for £123.36 to reinforce the concrete on the new installed bench which had naturally shrunk in the children's play on safety grounds as per Standing Order.

- **Note Brampton Land Charity Application Grant submitted for new Bench - NOTED**

21/786 Banking

1.To approve / note the following payments

Clerks Wages	£387.00
Grafham Gossip	£55.00
BEAM Grass Cutting	£180.00
THALIA (Solar Panels)	£1,705.00
BEAM Grass Cutting	£180.00
ROSPA Playground Inspection	£140.00
Accountancy & Book Keeping Services Internal Audit	£140.00
CCC LHI Bid - Sign	£552.36
Darnell Electrical MUGA Light Repair	£206.66
SLCC Affiliation	£64.60
NOTED AND APPROVED	

2. Report on current financial position.

- **To receive financial situation of Council and to approve Bank Reconciliation - NOTED**

- **RESOLVE to purchase 2 Solar Panels for MVASs at a cost of £1,035.60**

RESOLVED and approved.

- **Note ROSPA Inspection Report**

NOTED. The Clerk is to consider the report and make recommendations to the next meeting

Action:Clerk.

- **RESOLVE to approve S137 Donation to Grafham Village Shop of £142 for new signage**

Patrick Curran gave a brief update on the shop signage. RESOLVED to approve S137 donation for the sum of £142.00.

- **RESOLVE to meet costs of Village Shop Planning Application**

The Chairman provided an update on this. RESOLVED the Parish Council should show support for the replacement of the Village Shop and agreed to meet the costs of the planning application at £588.00.

- **Consider Quote form Wicksteed to replace damaged ‘green rope’ trail equipment for £344.99.**

RESOLVED to accept quote. **Action: Clerk.**

21/787

Update Statues of the AGAR (Audit and General Accounting Regulations) for financial year 2024 / 2025

- **Approve the Annual Governance Statement 2025 - Section One**

RESOLVED to Approve the Annual Governance Statement 2024 / 2025 - Section One.

- **Approve the Annual Governance Statement 2025 - Section Two**

RESOLVED to Approve the Annual Governance Statement 2024 / 2025 - Section two.

- **To approve Assets Register - APPROVED**

- **To receive the Annual Internal Auditor Report**

RESOLVED to received the Annual Internal Auditors Report

- **To approve account balances and bank reconciliation - APPROVED**

- **To approve bank and signatories**

RESOLVED to continue bank signatories as present.

21/788

Any other business for information only

The issue of parking on grass verges outside Anglian Water’s visitors centre was raised. The Clerk confirmed she has contacted Anglian Water who have informed her they do not own or are responsible for the grass verges in front of their car park facing onto the public road. The issue of traffic control at big events around the water was also raised.

The Chairman highlighted he has been contacted by a concerned resident over dog owners letting their pets foul the playing field. The Clerk was asked to put a reminder in the Grafham Gossip highlighting the dangers of dog faeces. **Action: Clerk.**

21/789

Note 2025 dates for meetings:

3rd June, 1st July, 2nd September, 7th October, 4th November and 2nd December.

There being no further business the meeting was closed at 9.02pm.