

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 2nd December 2025

In attendance: Ian Gardener (Chairman), David Russell (Vice-Chair), Diana Thomas, Patrick Curran and Jo Dunn.

Public: 7 members of public were present.

District / County Cllr: Cllr Stephen Cawley

Clerk: Lisa Hazel

Public Forum

Noted members of public were in attendance for item: 21/884. It was agreed to defer the public forum to a latter date in the meeting.

- 21/879 County and District Councillors Reports**
See report attached.
- 21/880 Apologies for absence**
Apologies we're noted and received from Sunil Gogna and Alf Lesurf.
- 21/881 Declarations of interest in any agenda item**
None.

It was agreed to vary the order of reference to take item: 21/884 and Public Forum next :-

- 21/884 Draft Local Plan to 2046 Consultation**
• Consider Draft Response for Submission

David Russell gave a presentation on the Draft Local Plan and proposed draft response from the Parish Council, a copy of which is appended to these minutes.

Public Forum

Concern was expressed from some members of the public that access to the site could be created in Cedar Close by demolishing a house. It was noted a property has been sold in Cedar Close but does not appear to be occupied. The Chairman confirmed no planning application has been received for demolition of a property which would be required. The only planning application that has been received to date for this site is planning in principal (PIP) for 3 houses which was approved although a full detailed planning application has yet to be received.

Noted the 'Chicken' site has not been put forward for inclusion in the draft local plan.

The Public Forum was closed and members of the Parish Council then considered the draft response for submission.

RESOLVED the Parish Council would be happy for a maximum of 13 houses to be built on this site. Agreed the draft response after amendment to include the maximum number of houses be submitted. A copy is appended to these minutes.

Noted all members of public left here.

- 21/882 To approve the minutes of the meeting held on 4th November 2025**
The minutes were approved as a true record and signed.
- 21/883 Matters arising from previous minutes not on the agenda**
- **EV Charge Lease - Further Update(s)**
Noted the lease has been returned again to the Parish Council asking that it be signed by a Conveyancer. The Chairman confirmed a suitable response has been sent asking for this to be waived.
 - **Remembrance Service - Update**
Noted the event was well attended. Thanks were stressed to the Clerk and Diana Thomas for providing the refreshments. It was suggested the event next year should be held on Remembrance Sunday itself. A discussion took place and it was agreed this is to be an agenda item for the next meeting.
 - **Village Christmas Tree - Update**
Noted the tree has now been installed and the lights are due to be placed on shortly. Thanks were expressed to Chris Brown for the donation of the tree and to James Watson for assisting in the delivery of the tree, Brian Homewood for use of the electricity to power the lights and finally to Cambridgeshire Garden & Property Maintenance for digging the hole for the tree to stand in.
 - **Football Club update**
 - **Container**
Noted due to the wet winter weather, the container is being stored temporarily in front of the MUGA until it can be placed into its permanent setting next year.
- 21/884 Draft Local Plan to 2046 Consultation**
- **Consider Draft Response for Submission**
This item was taken earlier.
- 21/885 Local Highways Improvement (LHI) Scheme**
- **Note Update from LHI Meeting**
The Chairman confirmed he and the Clerk met with Michael Martin, LHI Team to discuss Grafham's bid. Michael Martin was very supportive of the scheme and provided valuable feedback on how best to complete the form
 - **RESOLVE To Submit 2026 / 2027 Bid**
RESOLVED to apply for a reduction in speed limit for Church Hill and Church Road along with an additional MVAS unit (solar powered) to be positioned on a post. The Parish Council's contribution of 10% would amount to £2,500 as this would be a complex application.
PROPOSED to budget £1,250 in this years budget and £1,250 in the following years budget to cover the PC's contribution. This was agreed.
- 21/886 Budget 2026 / 2027**
- **RESOLVE to Approve Draft Budget**
APPROVED. Noted the Parish Council's precept for 2026 - 2027 is to be £17,500 which is an increase of £500 this is due to the Parish Council having to budget for next year's parish council elections at a cost of £1,500.
- 21/887 Planning**
- **PARISH COUNCIL CONSULTATION – APPLICATION REF. 25/02160/HHFUL**
Construction of new detached garages to garden - Model Farm Buckden Road Grafham Huntingdon PE28 0BH
 - **PARISH COUNCIL CONSULTATION – APPLICATION REF. 25/02161/LBC Construction**
of new detached garages to garden - Model Farm Buckden Road Grafham Huntingdon PE28 0BH
- Both planning applications were taken together. RESOLVED to respond with "No Objections".
- **Capitally Funded Highway Maintenance Schemes**
 - Consider application
- RESOLVED not to make an application at this time.
- 21/888 Wildflower Meadow / Churchyard**
- **Update**
The written report provided by Alf Lesurf was noted and considered.
RESOLVE budget for works
RESOLVED to give approval in principal for funding to buy plug plants and membrane for Spring 2026. However, Alf Lesurf is to be asked to provide quotes / costings for final approval before the items are purchased. This is to be an agenda item for the next meeting. **Action: Clerk**

21/889

Banking

1.To approve / note the following payments

Grafham Gossip	£55.00
Lisa Hazel Clerk Salary	£373.60
Reimbursement L Hazel (Amazon - name plates, id badge holders, drawing pins)	£27.77
Reimbursement Ian Gardener Passport Photos for Lease	£14.99
Reimbursement Ian Gardener RBLI Remembrance Day Donation	£50.00
Unity Bank Charges	£6.00
APPROVED	

2. Report on current financial position.

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

• To consider following quotes:

- Removal of Playground Hedge (right side) and replanting with suitable alternative hedging
- NOTED the Clerk asked 3 companies to provide quotes for works but only 2 companies quoted.

The following 2 quotes were considered:

- Naturespace Cambridge for £3540.00 (Inc VAT)
- Cambridgeshire Garden & Property Maintenance for £2549.88 (Inc VAT)

RESOLVED to accept the quote from Cambridgeshire Garden & Property Maintenance as it represents better value for money.

• Ditch clearance behind village shop

NOTED this is in need of clearance. One quote for works has been received but clarification on the quote is to be sought. RESOLVED to give authority to the Clerk to arrange for works to be carried out as per Financial Regulations item:4.

NOTED as per Financial Regulations item:4 the Clerk in conjunction with the Chairman has authorised the removal of the tree, Cedar Close which was growing out over the pavement due to it being rotten at the base and a Health and Safety issue.

• Note VAT return received

NOTED £421.26 has been received.

21/890

Correspondence for Information Only

- Highway Events Monthly Diary
- Update from Cambridgeshire County Council: Local Government Reorganisation (LGR) -
- Press release - Huntingdonshire showcase at the House of Commons
- Brampton Cross Working Party Updates
- Town & Parish Council Newsletter
- Communities Service Bulletin
- HDC Active Lifestyles - Children's School Holidays Sessions
- HDC Press Release - Local Plan 2025
- Combined Authority Members' Newsletter - November 2025
- Christmas and New Year Waste & Recycling Updates, including a Weekly Food Waste Update
- Combined Authority Members' Newsletter - November 2025
- Webinar - Cambridgeshire County Council Budget Briefing with Town and Parish Councils 11/12/2025
- Holiday Activities and Food (HAF) Programme - Christmas 2025
- HOLD THE DATE Be a councillor event - 9 December 2025 at 7.00pm
- HDC Press release - Cabinet approves Option E for Local Government Reorganisation submission to Government
- HDC Press release - HDC to take over operation of St Neots market

NOTED

21/891

Any other business for information only

The following was noted:

- Brampton Road has now been designated as a Quiet Lane, with an associated advisory 20mph speed limit. It is anticipated that works will take place for one week in February or early March.
- The potholes Breech Road have been reported to CCC.

21/892

Note 2026 dates for meetings: 6th January, 3rd February, 3rd March, 7th April, 12th of May (APM). There being no further business the meeting was closed at 9.15pm.