

GRAFHAM PARISH COUNCIL  
Parish Clerk: Mrs L Hazel, 2 Brampton Road, Grafham  
Chair: Mr I Gardener, 5 Haycraft Close, Grafham  
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MINUTES OF THE PARISH COUNCIL MEETING OF GRAFHAM PARISH COUNCIL HELD  
ON Tuesday 2nd September 2025

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

Public: 3 members of the public were present.

District / County Cllr: Cllr Liam Beckett and Cllr Stephen Cawley

Clerk: Lisa Hazel

**Public Forum**

Noted members of public were in attendance to discuss hiring of the playing field by a local football team and Brampton Road TTRO

It was agreed to take item: 21/841 (In Part) Village Hall Committee report here.

Patrick Curran reported on the following:

- Huntingdon Town FC have made contact to enquire about the potential use of the playing field for football.
- They are seeking additional pitches for boys, girls and pan-disability players to play games this season and future seasons.
- Players are from the Huntingdonshire / East Cambridgeshire area.
- They have asked for access to toilets and understand that the changing rooms have been decommissioned and are not available.
- Games will be played on Saturday or Sunday mornings, generally from 9am through to 1pm.
- In the summer months, there may be training or practise games midweek.
- They welcome the opportunity for Grafham children to join the club.
- They will work with the Village Hall / Parish Council to accommodate special events.
- A shipping container will be installed next to the current container to hold equipment.
- The club are in talks with the Cinnamon Restaurant to use their car park on match days.

A member of public asked about the dates of the TTRO. The Chairman confirmed the order is made out for a year to cover any potential delays and to ensure the works can be carried out within the timescales. The Chairman confirmed he has requested a copy of the long term maintenance programme for the new Quiet Way and will report back once received.

**21/831 County and District Councillors Reports**  
Please see reports attached Appendix: A + B

**21/832 Apologies for absence**  
None all present.

**21/833 Declarations of interest in any agenda item**  
None.

It was noted the members of public left here.

**21/834 To approve the minutes of the extra-ordinary meetings held on the 7th and 21st July 2025.**  
The minutes were approved as a true record and signed.

It was agreed to continue item: 21/841 Village Hall Committee report here.

The Chairman asked each individually member for their comments on hiring of the playing field by Huntingdon Town FC. The following points were noted:

- There should be a trial period before any long term commitment is made.
- Holding football matches could potentially change the feel of the village.
- If the players were to use the village hall facilities this could create additional cleaning due to muddy footwear.
- Potential noise impact.
- Positive impact for shop with potential additional customers.
- The playing field has previously been used for football and cricket
- If the club book the hall it would prevent use by others.
- Parking could be an issue.
- There appears to be advantages and disadvantages.

It was agreed that further questions are to be put forward to the Club requesting more in depth detail before a decision can be reached / approval given. Patrick Curran, David Russell and Alf Lesurf are to meet with the football club as Parish Council representatives to obtain information requested.

This is to be an agenda item for the next meeting. **Action: Clerk + Members**

**21/835 Matters arising from previous minutes not on the agenda**

• **EV Charge - Update**

The Clerk confirmed she now has the official lease ready for signing. The Parish Council acknowledged they have gone against the Clerk's advise to seek legal representation and unanimously agreed to sign the lease. The Chairman duly signed the document and asked the Clerk to return the signed lease to the Solicitors. **Action: Clerk**

• **Anglian Water Parking - Update**

The Chairman confirmed he met recently with the Local Highways Office and Anglian Water to discuss the issues surrounding parking on grass verges. It was highlighted the cost of installing bollards would be too cost prohibited. Therefore, double yellow lines both sides of the road would be the best route going forward. This is being pursued by Anglian Water.

**21/836 Street Works - Grafham Road, Brampton & Brampton Road, Grafham**

• **Note draft 'Intends Notice' for a proposed Temporary Traffic Regulation Order (TTRO) to carry out works 6th October - 12th October 2025.**

NOTED. The Parish Council confirmed they do not wish to make any comments for this application. The Parish Council were shown full final plans for intended works, Quiet Way, Brampton Road. These are to be circulated by the Clerk. **Action: Clerk.**

**21/837 Local Highways Improvement Scheme 2026 /27**

• **Consider application**

NOTED the Parish Council are currently waiting the outcome for the 2025 / 2026 scheme. A suggestion was put forward to reduce the speed limit, Church Road / Church Hill. The Clerk confirmed she has placed an article in the Grafham Gossip asking residents for their views. This is to be an agenda item for the next meeting. **Action: Clerk.**

**21/838 Wildflower Meadow**

• **RESOLVE to agree works and approve costs.**

RESOLVED to carry this forward to the next meeting to await outcome of hiring of the playing field by Huntingdon Town FC.

**21/839 Polices - Approve Renewal / Updated Policies:**

• **Social Media**

NOTED this was adopted at the last meeting.

**21/840 Planning Applications**

• **PARISH COUNCIL CONSULTATION – APPLICATION REF. 25/01524/HHFUL Erection of single storey rear extension to dwelling, Oak Tree Cottage 1 Orchard Row Church Road Grafham Huntingdon PE28 0BD**

- RESOLVED to recommend "Approval".

**NOTE PC RESPONSE(s) TO:**

- PARISH COUNCIL CONSULTATION – APPLICATION REF. 25/01103/PIP Permission in principle for the erection of 1 to 3 dwellings - Land South West Of Cedar Close Grafham.

- PARISH COUNCIL CONSULTATION – APPLICATION REF. 25/01121/FUL  
Replacement Community shop with timber cladded building, Grafham Community Shop Grafham Village Hall Brampton Road Grafham Huntingdon PE28 0BG  
NOTED under Standing Orders 15 xv the Clerk responded to both applications recommending “Approval” .

21/841

**To Receive Written Reports for Noting:**

**Village Hall Committee - PC**

**Village Shop - PC**

Patrick Curran gave a verbal report on the Village Hall and Shop. The Clerk confirmed the Parish Council has still not received the signed copy of the shop lease back from the Shop committee. Patrick Curran confirmed he will chase this up.

**Playing Field / Playground - JD**

**Highways + Footpaths - SG**

**Trees / Hedge Cutting / Verge Maintenance AL**

**Wild Flower Meadow Update - AL**

**MVAS - DR**

**MUGA - PC**

**Village Hall Finance / Bookings - DT**

**Grass Cutting - IG / LH**

NOTED and attached as Appendix:C Thanks were expressed to David Russell for installing the MVAS Solar Panels.

21/842

**Banking**

**1.To approve / note the following payments**

Grafham Gossip	£55.00
Grafham Gossip	£55.00
BEAM Grass Cutting - 8	£180.00
BEAM Grass Cutting - 9	£180.00
BEAM Grass Cutting 10 -	£180.00
Lisa Hazel Clerk Salary	£383.40
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Reimbursement Ian Gardener VH Railings	£150.00
Cambridgeshire Garden & Property Maintenance Installation VH railings	£114.00
Cambridgeshire Garden & Property Maintenance Installation Bench Play-area	£122.14
Cambridgeshire Garden & Property Maintenance Re-paint Railings	£144.00
Cambridgeshire Garden & Property Maintenance Moss Treatment	£198.86
Reimbursement L Hazel Red Paint	£37.47
Wicksteed Replacement Parts	£413.99
Donation S137 Grafham Village Shop new Signs	£142.00
Donation S137 Jill Tyack Village Hose for Flowerbeds	£19.99
Bank Charges x 2	£12.00
HMRC Clerk PAYE / TAX	
APPROVED.	

**2. Report on current financial position.**

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

- **RESOLVE consider quotes for hedging and tree works in village.**

The Clerk confirmed she had contacted 4 separate companies for quotes. The first company no longer carries out this type of work but did recommend an alternative. Out of the other 3 companies only 2 provide written quotes.

Quotes were considered from Cambridgeshire Garden & Property Maintenance and U & W Tree Surgery Ltd. Noted both quotes listed 4 individual areas of work and that U & W Tree Surgery Ltd also quoted for additional works, Oak tree, Brampton Road which upon inspection it was noted there is major deadwood.

RESOLVED to:

- Accept quote from Cambridgeshire Garden & Property Maintenance to cut back hedge in play park front boundary, cut back brambles along swing side, strim around edges of play park for £330 incl VAT
- The deadwood on the Oak Tree fronts directly onto Brampton Road and therefore works should be carried out as soon as possible for safety reasons.
- Accept quote from U & W Tree Surgery Ltd to complete a climbing inspection and remove major deadwood, Oak tree, Brampton Road for £260 exc VAT.

The Chairman and Clerk were given authority to accept the additional quotes from Cambridgeshire Garden & property Maintenance for works required subject to budget availability after above works are carried out.

21/843

**Correspondence for Information Only**

- Hunts Parkinson's Newsletter
- HDC Press Release - Huntingdonshire villages take steps toward Net Zero
- CCC Communities Service Bulletin
- HDC Press release - Digital screens in Huntingdonshire
- Hunts Blind Newsletter
- Summer Edition - Waterbeach Waste Education Centre Newsletter
- Highway Monthly Events
- Combined Authority Members' Newsletter
- HDC Press Release - Hunts climbs Climate Action ranking
- HDC Press Release - Civil Parking Enforcement is coming to Huntingdonshire
- Great Staughton PC - House in Staughton Shared Ownership Opportunity
- Independent Order of Fellows, Manchester Unity Friendly Society
- Funding from Alzheimer's Research
- ACRE and NALC flooding survey
- HDC Huntingdonshire Youth Survey Preliminary Results
- Local Highways Aurora Newsletter - July
- HDC Press release - Day of Community Action for businesses in Huntingdon
- Town & Parish Council Newsletter - July 2025 Edition
- Brampton Cross Newsletter
- COPE Newsletter August-September 2025
- Flood and Water Newsletter July 2025
- Huntingdonshire District Council Launches new Community Health and Wealth Building Fund
- Tiger Bus resident events this month
- HDC Press Release - Council uncovers over 400k in fraud

NOTED

21/844

**Any other business for information only**

Diana Thomas confirmed she has arranged for a retired vicar to carry out the Remembrance Day Service by the War Memorial. Remembrance Day is to be an agenda item for the next meeting.

**Action: Clerk.**

Sunil Gogna confirmed he is unable to attend the next meeting due to work commitments.

21/845

**Note 2025 dates for meetings:** 7th October, 4th November, 2nd December.

There being no further business the meeting closed at 9.50pm.

DRAFT