

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 4th November 2025

In attendance: Ian Gardener (Chairman), Diana Thomas, Alf Lesurf and Sunil Gogna.
Public: 2 members of public were present.
District / County Cllr: Cllr Stephen Cawley and Cllr Liam Beckett
Clerk: Lisa Hazel

Public Forum

The Parish Council were asked if they would show their support to the rebuilding of the new village shop by making a financial donation or if needed providing a loan to the village shop if required. The Chairman confirmed making a donation to the village shop will form part of the new budget discussion.

The Parish Council were asked to provide context to item **21/868 Draft Local Plan to 2046 Consultation**. The Chairman confirmed that out of all of the sites in Grafham put forward for consideration, only one site has now been put forward for inclusion in the plan, which is: Grafham 1: Adjacent to 24 Cedar Close. The proposal is for up to 20 residential houses. The Clerk confirmed posters will be placed in prominent places throughout the village providing further details on how residents can respond to the consultation. Details will also be placed in the Grafham Gossip. The resident asked the Parish Council to take into consideration drainage of surface water.

21/862 County and District Councillors Reports
Please see reports attached Appendix: A + B

Cllr Liam Beckett confirmed that objections have been received to the Quiet Way / TTRO. 15 people objected to the scheme altogether and 10 people objected to the reduction of the speed limit to 20mph. This will now need to go to the Policy and Regulation Panel for discussion and approval or rejection. The Parish Council were asked by Cllr Liam Beckett for their thoughts / comments on this. The Chairman of the Parish Council confirmed this is the first they have heard of this and expressed disappointment that the Parish Council were not asked by the panel for their comments. Questions were asked where have the objections come from i.e. are they from local people? Cllr Liam Beckett confirmed he would be willing to arrange a meeting with the Chairman of the Parish Council to discuss this matter in further detail. This offer was accepted and a meeting be arranged.

21/863 Apologies for absence
Apologies were noted and approved from the following Councillors: Patrick Curran, David Russell and Jo Dunn.

21/864 Declarations of interest in any agenda item
None.

Noted Cllr Stephen Cawley left here.

21/865 To approve the minutes of the meeting held on 7th of October 2025
The minutes were approved and signed as a true record.

21/866 Matters arising from previous minutes not on the agenda

- **Tree Works - New Update**

Noted recent works carried out to remove dead branches to Oak tree have shown that the base appears to be rotten. This is to be reported to Cambridgeshire County Council.

The Chairman confirmed the following road / footpaths issues have been raised with Local highway Officers as follows:

- Breach Road potholes / disintegration of road surface,
- Blocked drain opposite children's play area, Brampton Road,
- Parts missed when pavement slurry was completed which has now been highlighted due to overgrown vegetation being cut back,

- **EV Charge Lease - Further Update**

The Clerk confirmed she has received the following email:

- Unfortunately the DNOs main cabling was sited differently than they originally communicated to Blink, therefore Blink have had to revise the connection to this.

- **Litter Pick - Update**

Noted Ben Obese-Jecty MP was in attendance along with Ross Martin his Senior Parliamentary Assistant. Noted that turn out was lower than previous litter picks but a good amount of litter was still collected. Diana Thomas was thanked for providing refreshments.

21/867

Playing Field

- **Hire of Field for Football - Update** Noted the lease has now been signed.
- **Water Tap - Note works carried out - NOTED**
- **Goal Posts - Note now removed - NOTED**

21/868

Draft Local Plan to 2046 Consultation

- **Note Proposed Areas of Land to be Included for Future Development**

NOTED this was discussed under Public Forum earlier.

- **Consider Response** - The draft response provided by David Russell was noted and considered.

- **Note Town and Parish Briefings Monday 3rd and Tuesday 11th November 2025**

The Chairman provided a brief updated on the meeting attended on Monday 3rd of November by the Chairman and Clerk. Noted that Parish Councils are being advised to included as much information in their repose along with pictures, type of dwellings preferred i.e. 2 /3 bed or social housing and what if any compromises Councils are willing to make i.e. number of properties acceptable.

It was agreed to carry this item forward to the next meeting to allow the new information to be considered.

21/869

Brampton Road Quietway TTRO - Update

The Clerk confirmed the following email has been received:

- The TTRO process for the road closure is still paused, pending the formal Quiet Lane designation process being completed. Once this is signed off, we will give the go ahead for the road closure to be advertised to the public, but even then, it is only a request for a road closure to happen sometime in the future. The designation process is being completed by another team (Policy and Regulation), and as soon as they have done this, we will draft out some possible dates for delivery and share these with you. The parish councils and local residents will have plenty of notice of the road closure.

21/870

Local Highways Improvement (LHI) Scheme

- **Note confirmation of Successful LHI bid 2025 / 2026**
 - **2026 / 2027 Bid -Consider making application to lower speed limit Church Road / Church Hill**
 - **Note Local Highway Improvement (LHI) 2026/27 - Engagement Session 10th November 2025**
- RESOLVED to arranged a meeting with the Local Highway's Officer to discuss proposals / options and to carry this forward to the next meeting. **Action: Clerk / Chairman.**

21/871

Grass Cutting Tender

- **Consider tenders received**

The Clerk was thanked for all of her efforts in obtaining quotes. It was confirmed 4 companies were approached to quote. Out of the 4 companies, one did not respond, one company confirmed they could not compete price wise and the reaming 2 companies provided quotes.

The 2 quotes one from BEAM and one form Naturespace Cambridge were considered and discussed. It was noted that both prices were competitive and comparable and there was little difference between both quotes. It was noted BEAM who are the current providers included the following clause in their quote; this is subject to the right to not undertake the 2028 cut due to advancing age. If successful and this scenario arises I will provide the parish with notice in 2027.

RESOLVED to accept the quote from BEAM as they reliable and currently provide an excellent service. The clause was accepted, the Clerk is to inform both companies of the outcome **Action: Clerk.**

21/872

Remembrance Service

Diana Thomas asked if the Parish Council would consider holding the service on a Sunday next year as several residents have approached her to request this. This will be considered next year when planning the event.

Noted Cllr Liam Beckett left here.

21/873

Consider Proposal to Purchase Village Christmas Tree

RESOLVED to purchase a village Christmas tree to be placed in a prominent position for all residents to enjoy. A name was put forward of a resident who may be able to assist the PC in obtaining a tree. A member of the public asked to speak here. The Chairman approved and invited the member of public to speak. The resident offered the use of their electricity to power the lights on the tree. This offer was kindly accepted.

21/874

To Receive Written Reports for Noting:

Village Hall Committee - PC

Village Shop - PC

Playing Field / Playground - JD

Highways + Footpaths - SG

Trees / Hedge Cutting / Verge Maintenance AL

Wild Flower Meadow Update - AL

MVAS - DR

MUGA - PC

Village Hall - DT

Grass Cutting - IG / LH

NOTED and appended to these minutes. Confirmed this will not be an agenda item at the next meeting due to a full agenda. However, Wildflower Meadow will be a separate item on the next agenda. The Clerk is to inform all members of this decision. **Action: Clerk.**

The Clerk confirmed the Parish Council has been verbally approached and asked if they would provide a second basketball post to allow basketball games to take place. Currently there is only one hoop at one end. The Clerk was asked to research this further. **Action: Clerk.**

21/875

Banking

1.To approve / note the following payments

Grafham Gossip	£55.00
Lisa Hazel Clerk Salary	£379.60
Cambridgeshire Garden & Property Maintenance (bollard repair)	£52.66
Cambridgeshire Garden & Property Maintenance (cut back hedge opposite playground)	£114.00
Cambridgeshire Garden & Property Maintenance (cut back hedge, playground)	£330.00
Cambridgeshire Garden & Property Maintenance (weed spray village hall car park)	£78.00
BEAM Grass Cutting	£180.00
Cambridgeshire Garden & Property Maintenance (cut back hedge Brampton Road)	£168.00
Grafton Projects Limited - Stationary (lever arch files)	£26.38
Cambridgeshire Garden & Property Maintenance (cut back vegetation noticeboard)	£84.00
U & W Tree Surgery (removal of dead oak branches, Brampton Road)	£312.00
HMRC - Clerk Tax	£14.60
Cambridgeshire Garden & Property Maintenance (removal of goal posts)	£240.00
Cambridgeshire Garden & Property Maintenance (playground pressure wash)	£461.73
Cambridgeshire Garden & Property Maintenance (removal of waste)	£88.00
APPROVED	

2. Budget

- To review draft budget for financial year 2026 / 2027 for approval at December meeting
- Members were provided with a draft budget. This is to be carried forward to the next meeting to allow all members time to study the draft budget.

3. Report on current financial position.

- **To receive financial situation of Council and to note Bank Reconciliation** - NOTED
- **Consider funding request from East Anglian Air Ambulance - Note further information received** - RESOLVED not to make a donation to this charity.
- **Note VAT Return** - NOTED the amount is £703.30
- **Consider opening Savings Account to collect interest** - The Clerk was asked to look into this further. **Action: Clerk**
- **Note Proposed Election Costs**

NOTED Parish Councils may have to cover full costs if an election is called and HDC elections do not go ahead. The full amount is estimated to cost approximately £1,500.

- **Note Precept Request** - NOTED.

21/876

Correspondence for Information Only

- Highway Events Monthly Diary
- Brampton Cross Newsletter
- Norris Museum Communities Officer
- CCC, Community Gritting Scheme applications for Winter 2025-2026
- Combined Authority Members' Newsletter - October 2025
- Hope Against Poverty CIC – Newsletter & Community Hub Info
- Town and Parish Council Newsletter
- HDC Press release - HDC promotes Ask for Angela scheme
- Local Government Reorganisation (LGR) - Update from Cambridgeshire County Council for Town and Parish Councils
- Autumn Edition - Waste Education Centre Newsletter
- Annual Climate Conversation - Complete Agenda for 5th November
- Flood and water newsletter October 2025
- Healthy You - Free Health Kiosk Stations across Cambridgeshire for local residents
- Youth work conference 15th November
- HDC Strategic CIL Funding 2025/26 Round 2 Open

NOTED

21/877

Any other business for information only

- **Local Highways Meeting** - Clerk confirmed Cllr Liam Beckett has arranged an online meeting with Local Highways and Parish Councils to discuss any issues within parishes.

- **Save the Date MP Roundtable 16th January 2026** - NOTED.

Diana Thomas highlighted the local adult groups that hire out the MUGA have asked if full sized football goals can be purchased as the cutest goals are aimed at young children. The clerk was asked to obtain costs. **Action: Clerk**

The Clerk confirmed a resident has contacted the Council to highlight the previous agreement by the Parish Council to arrange for the overgrown hedge on the playing field backing onto properties, Haycraft Close, to be cut, has not yet been cut. The Clerk was asked to arrange for this work too carried out as soon as possible. **Action: Clerk**

21/878

Note 2025 dates for meetings: 2nd December.

2026 dates: 6th January, 3rd February, 3rd March, 7th April and 12th of May (APM).

There being no further business the meeting was closed at 21.35pm.

DRAFT