

MINUTES OF A MEETING OF SOMERSHAM PARISH COUNCIL

Held on Monday 10th March 2025 at 7.30 p.m.

At the Millennium Sports Pavilion, The Trundle, Somersham PE28 3JS

www.somersham-pc.gov.uk

PRESENT WERE:

Cllr B Bruce
Cllr A Chapman
Cllr C Dolby
Cllr J Drury

Cllr D Potter (in the Chair)
Cllr D Skeggs
Cllr D Sutton
Cllr R Woolway

Mrs I Healiss, Executive Officer
Mrs J Turney, Deputy Clerk

Seats Fifteen (15), Councillors Present Eight (8), Vacancies Six (5), Quorum Five (5).

IN ATTENDANCE

County & District Councillor, Cllr Steve Criswell

474/3/25 ACCEPT APOLOGIES FOR ABSENCE

Received and approved from:
Cllr David – work commitments
Cllr Sansom - Personal

475/3/25 PARISH COUNCILLORS DECLARATIONS OF INTEREST

Received from Cllr Drury (item 481/3/25) regarding the scout hut progression and length of lease item.

476/3/25 PUBLIC FORUM

It was proposed by Cllr Sutton, seconded by Cllr Skeggs and unanimously RESOLVED to adjourn the meeting at 19:30 for a period of time to hold a public forum.

Nothing raised from the public gallery. The meeting was reconvened immediately after.

477/3/25 REPORT FROM DISTRICT & COUNTY COUNCILLOR STEVE CRISWELL

The Government has requested an initial response to the Local Government Review due at the end of the month. A meeting will be held by HDC on the 19th March to discuss solutions surrounding a unitary authority. Details are to be submitted by the 28th November 2025 (when negotiations begin). A 50-mph limit has been introduced at the Wheatsheaf crossroads which will remain permanent. The installation of traffic lights will go ahead as soon as possible, however probate from one of the land owners' estates is ongoing.

A Highways meeting was held on Tuesday to discuss solutions regarding the prioritisation of road closures, including work needed at Earith Causeway. There will be a review to find the best way forward with this issue, as other local roads are also in need of urgent work.

478/3/25

PLANNING MATTERS

a) PLANNING APPLICATIONS

25/00318/FUL	Land West of 1 Hammond Way, Somersham	17/3/25
	Erection of 3-bedroom chalet style dwelling with associated parking including demolition of existing double garage.	

It was proposed by Cllr Sutton, seconded by Cllr Chapman and unanimously RESOLVED to support this application as the development is well designed within the existing footprint of the site.

a) PLANNING APPROVED

24/00780/FUL	Jacks Barn, St Ives Road, Somersham PE28 3ET	6/2/2025
	Proposed new farm access and gate	

b) PLANNING REFUSED

None.

479/3/25

MINUTES OF THE MEETING HELD ON 10TH FEBRUARY 2025

The Minutes were proposed by Cllr Sutton, seconded by Cllr Chapman and RESOLVED as approved. There were six (6) votes in favour and one (1) abstention.

480/3/25

POLICE REPORT

- Neighbourhood Safety Emails.
- Coffee with a Cop: Saturday August 16th 2025 to be held at St John The Baptist, Church, Somersham 10am-12pm.
- Police report – noted by Councillors.

481/3/25

EXECUTIVE OFFICER'S REPORT

- i. CAPALC bulletin & NALC CEO bulletins
- ii. Neighbourhood Alerts
- iii. Cambridgeshire ACRE bulletins and updates
- iv. Huntingdonshire DC – press releases and updates.
- v. Update re: Scout hut progression and length of lease required.
The Executive Officer has contacted the Scouts to consider moving the hut further onto the Norwood field. Fundraising is going well - £10,000 raised so far and ongoing. The Scouts have asked the Council to consider a longer lease, which was initially viewed as agreeable.

482/3/25

To Discuss Finance & Risk Management Matters including: -

- i. To Agree the Monthly Accounts. (Appendix one).
The monthly accounts were proposed by Cllr Sutton, seconded by Cllr Chapman and unanimously RESOLVED for approval.

483/3/25

FURTHER COSTS TO COMPLETE THE CAR PARK EXTENSION PROJECT AT THE NORWOOD FIELD (ORIGINAL PLANNING APPLICATION 23/01883/FUL.)

- JPT Design Planning submission costs - £200 + Vat
- Council Fee – TBC (but similar to previous)
- Parking report - £1500 + Vat
- Tree survey/report/landscaping - £930 + Vat
- Original car park extension quote 20 x 8 m remains £13,709.70
- Updated car park extension quote 30 x 12.5 m (as per planning application) £18,825 plus VAT for 15 spaces
- Total CIL money to be received for the project = £15,480.90

It was proposed by Cllr Sutton, seconded by Cllr Dolby and unanimously RESOLVED to continue with the project at a cost of £18,825 (plus VAT) as per the planning application, and to approve additional costs highlighted for the larger site (31 x 12.5m).

484/3/25

REPORT FROM THE PERSONNEL COMMITTEE ON 12TH FEBRUARY 2025.

The following items were discussed:

- The draft Memorandum of Agreement (between Somersham Parish Council, Cambridgeshire County Council, Somersham Angling Club and Friends of Somersham Local Nature Reserve,) the draft lease and associated costs.
- A review the Lengthsman's job description.
- An update regarding the Executive Officer's ongoing Community Governance qualification.
- A quote received from Human Capital to update the PC employment handbook.
- Policies were reviewed.

485/3/25

AGREE COSTS TO REPAIR THE VILLAGE SIGN FROM MICHAEL MURRAY SIGNS AT APPROXIMATELY £600 PLUS VAT (MAKE GOOD ENGRAVED PARTS OF WOODWORK AND REPAINT THE SIGN.)

It was proposed by Cllr Woolway, seconded by Cllr Bruce and unanimously RESOLVED to accept the quote of approximately £600 plus VAT for repair work to the village sign. It was suggested that the sign could be re-located to the verge on the left of the White Post area (as you leave the village.)

486/3/25

AGREE A COMMEMORATIVE BENCH AT THE NATURE RESERVE (PROPOSED LOCATION WEST SIDE OF THE FIELD NEAR THE CHESTNUT TREE, WOODEN 2-SEATER 120 BY 80 CM BRASS PLAQUE: IN LOVING MEMORY OF ANNE DUNCAN 1945-2024.)

It was proposed by Cllr Chapman, seconded by Cllr Skeggs and unanimously RESOLVED to agree to a Commemorative bench at the Nature Reserve in memory of Anne Duncan as presented.

487/3/25

AGREE FOR THE SOMERSHAM 4 U MAGAZINE TO BE DIGITAL ONLY (FROM THE SEPTEMBER, OCTOBER NOVEMBER ISSUE), WITH RESIDENTS DIRECTLY REQUESTING PAPER COPIES THROUGH THE OFFICE.

It was proposed by Cllr Sutton, seconded by Cllr Bruce and unanimously RESOLVED to continue with hard copy versions of the Somersham 4 U Newsletter, in addition to a digital version available on the PC website.

488/3/25 HIGHWAY MATTERS INCLUDING PUBLIC FOOTWAYS - REPAIRS/ MAINTENANCE.

The Executive Officer was asked to investigate flooding by the old railway bridge on Parkhall Rd, due to blocked drainage in fields nearby.

489/3/25 MEETINGS ATTENDED BY PARISH COUNCILLORS.


Cllr Bruce attended the Development Management Panel meeting 17th February 2025 on behalf of the Parish Council. Planning permission was approved for application 23/02266/FUL, the change of use at Hilltop Orchard, StIves Rd, Somersham St Ives Road to provide three gypsy / traveller homes. Cllr Sutton offered a report from the Victory Hall Management committee (VHMC) - next week is 'Village Hall week'. There will be another meeting 11th March 2025 and the Annual General Meeting will be on Friday 11th April 2025.

490/3/25 Notices & Matters for the next Agenda.

To discuss relocating the newly repaired village sign.
A possible stall at the Carnival to publicise the Neighbourhood Plan.
Flooding at the Pocket Park – update.

The next meeting of Somersham Parish Council will be on Monday 7th April 2025 at 7.30pm in the Millennium Pavilion, The Trundle, Somersham, PE29 3JS.

There being no further issues the meeting was closed at 21:00 hours.


.....
Chairman

Appendix One

ACCOUNTS from 1stFeb 25 to 28thFeb 25

		Vat	Net	TOTAL	Cost Centre
Payroll	Salaries	£0.00	£8,063.79	£8,063.79 Bacs	Salaries -14th Feb 2025
Pension payments	Pension Fund	£0.00	£1,972.80	£1,972.80 Bacs	Feb-25
HMRC	Tax & NI	£0.00	£2,834.59	£2,834.59 Bacs	HMRC - Feb 2025
CCL supplies	Box toilet rolls for Norwood and Millennium 30thJan 25	£14.67	£73.36	£88.03 Bacs	Norwood
CC Planning	Virtual meeting and develop objective evidence base 3rdFeb 25	£320.00	£1,600.00	£1,920.00 Bacs	Neighbourhood Plan
I Healiss	Travel expenses to Swindon 202 miles round trip	£0.00	£90.90	£90.90 Bacs	Expenses
R Adams	Strength & Balance x 4 sessions Jan 25	£0.00	£200.00	£200.00 Bacs	Changing Lives
S Blackwell	Removal of fallen willow at lake 3rdFeb 25	£0.00	£500.00	£500.00 Bacs	Tree work
M Tabrett	Tai Chi x 3 sessions Jan 25	£0.00	£150.00	£150.00 Bacs	Changing Lives
Victory Hall	Tai Chi x 4 sessions Jan 25	£0.00	£44.00	£44.00 Bacs	Changing Lives
Victory Hall	Time Bank coffee morning 22ndJan 25	£0.00	£12.00	£12.00 Bacs	Timebank
Victory Hall	Yoga x 3 sessions Jan 25	£0.00	£24.00	£24.00 Bacs	Changing Lives
Victory Hall	Strength & Balance x 4 sessions Jan 25	£0.00	£88.00	£88.00 Bacs	Changing Lives
Viking	Aluminium grip frame and printer paper	£12.58	£62.88	£75.46 Bacs	Office
White Plumbing	Boiler service at Millennium 24thJan 25	£17.00	£85.00	£102.00 Bacs	Millennium
K Meadows	FOB deposit return 11thFeb 25	£0.00	£10.00	£10.00 Bacs	Squash court income
Human Capital Dept	Retained HR monthly fee 9th Feb 25	£15.80	£79.00	£94.80 Bacs	Office
Microshade VSM	Monthly fees 14th Feb 25	£59.06	£295.30	£354.36 Bacs	Office
P Peck	Travel expenses to Chatteris 24 miles round trip	£0.00	£10.80	£10.80 Bacs	Expenses
PSK Installations	Call out re Millennium door access system 5th Feb 25	£14.00	£70.00	£84.00 Bacs	CCTV
L Garrick	Starfish Yoga 2xsessions Jan 25	£0.00	£110.00	£110.00 Bacs	Changing Lives
Vicston ICT	One email added (J Drury) 24thFeb 25	£2.33	£11.67	£14.00 Bacs	Office
		£455.44	£16,388.09	£16,843.53	£16,843.53

ELECTRONIC PAYMENTS

Talk Talk Business	01487 841359 & internet Feb25	£7.79	£38.95	£46.74 DD	Administration
EDF	Electricity - Multi sports area - Feb25 in credit			N/A DD	Multi sports area
British GasLite	Electricity - Lake sea container - 5thFeb25	£1.12	£22.35	£23.47 DD	Lake area
British GasLite	Electricity - Norwood Building - 5thFeb25	£6.71	£134.22	£140.93 DD	Norwood Building
British GasLite	Electricity - Library - 5thFeb25	£83.77	£418.86	£502.63 DD	Library
British GasLite	Electricity - Millennium Sports Facility - 30th Feb25	£12.20	£243.97	£256.17 DD	Millennium
British GasLite	Gas - Millennium Sports Facility - 30thFeb25	£7.95	£159.01	£166.96 DD	Millennium
British GasLite	Electricity - multi sports area -	£8.24	£164.84	£173.08 DD	Multi sports area
Scottish Power	Gas - Norwood Building Feb25			N/A DD	Norwood Building
YU Energy	Street lighting - standing charge - Feb25 in credit			N/A DD	Street lighting
YU Energy	Street lighting - electric	£10.58	£211.61	£222.19 DD	Street lighting
BrightPay / Stripe	Licence key for 6 employees Feb 25	£0.64	£3.20	£3.84 DD	Payroll software
BNP Paribas	Quarterly photocopier lease 12thFeb 25			N/A DD	Norwood Building
HDC	Lake area sea container rates Feb25			N/A DD	Administration
HDC	Millennium Sports sea container rates 24/25			N/A DD	Administration
Ethos	Quarterly Printer usage			N/A DD	Administration
Unity Trust Bank	Bank service charge	£0.00	£14.25	£14.25 DD	Administration
Unity Trust Bank	Manual credit handling charge			N/A DD	Administration
Ethos	Printer usage quarterly	£8.04	£90.20	£98.24 DD	Norwood Building
Source for Business	Millennium Pavilion water 6 monthly bill			N/A DD	Millennium
Source for Business	Library water 6 monthly bill			N/A DD	Library
TOTAL		£147.04	£1,451.46	£1,598.50	£1,598.50
LLOYDS CARD 17th Feb 24					
Giffgaff	6 x £6 plus 1 x £10	£7.66	£38.34	£46.00 CARD	
Adobe	Monthly charge re pdf format change	£0.00	£16.64	£16.64 CARD	
Bookwhen	Monthly Paypal fee	£3.80	£19.00	£22.80 CARD	
Lloyds Corporate card	Monthly card fee	£0.00	£3.00	£3.00 CARD	
High Speed Training	A Scrivens H&S training	£0.00	£36.00	£36.00 CARD	
Microsoft	Annual subscription	£0.00	£79.99	£79.99 CARD	
Windsor Green Stores	Timebank Coffee morning Jan 25	£0.00	£2.50	£2.50 CARD	
Justbinbags	Black refuse bags x 2 boxes	£7.80	£37.34	£45.14 CARD	
AMAZON UK					
	Long life milk x 12pack 3rdJan 25	£0.00	£23.99	£23.99 CARD	
	Mobile phones x 4 for office staff 7thJan 25	£53.32	£266.68	£320.00 CARD	
	8 x metals bolts 14thJan 25	£3.00	£14.99	£17.99 CARD	
	4 x phone cases 14thJan 245	£2.12	£10.64	£12.76 CARD	
	Lengthsman maintenance signs 14thJan 25	£7.39	£36.96	£44.35 CARD	
	Pack carriage bolts 14thJan 25	£4.18	£20.90	£25.08 CARD	
	Manhole barriers x 2 14thJan 25	£31.60	£157.98	£189.58 CARD	
	VE Dy anniversary flad 17thJan 25	£2.05	£10.24	£12.29 CARD	
	Dome hex head and protective dome	£1.89	£9.48	£11.37 CARD	
TOTAL		£124.81	£784.67	£909.48	£909.48