

MINUTES OF A MEETING OF SOMERSHAM PARISH COUNCIL

Held on Monday 9th June 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 N David
Cllr C Dolby
Cllr J Drury

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

Mrs I Healiss, Executive Officer

Seats Fifteen (15), Councillors Present Six (10), Vacancies five (5), Quorum Five (5).

IN ATTENDANCE

District Councillor Steve Criswell
County Councillor Charlotte Lowe

505/6/25 APOLOGIES FOR ABSENCE

Received and approved from:
Deputy Clerk, Mrs J Turney - personal

506/6/25 PARISH COUNCILLORS DECLARATIONS OF INTEREST

No declarations were made

507/6/25 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 reconvened immediately after.

508/6/25 REPORT FROM DISTRICT COUNCILLOR STEVE CRISWELL

Waste collection update – a year has passed since the green bin charge was introduced. Green waste has increased by 12%, with 65% of the HDC population signing up for a green bin. The scheme generates an income of £2.5 million, with profits being used to support other services. (Operating costs are approximately £900,000.)

The introduction of a separate food waste collection bin begins in March 2026, and the capital cost is being met by central government.

All households will receive a 7 litre caddy (a free statutory service.)

There is no update regarding the Wheatsheaf Crossroads.

Councillors queried the following:-

- Are markings due to be demarcated at the car park opposite the church, as existing lines can no longer be seen.
- Is it possible for the pedestrian crossing on the High Street to become a pelican crossing. Cllr Criswell confirmed that a feasibility study would need to be carried out in the first instance - an LHI bid could possibly be considered.

County Cllr Lowe offered an update following her election to office.

509/6/25 PLANNING MATTERS

a) PLANNING APPLICATIONS

25/00939/LBC	93 High Street, Somersham	18/6/25
	Listed Building Consent for the installation of solar panels to outbuilding at the rear of the site	

It was proposed by Cllr Sutton, seconded by Cllr Sansom and unanimously RESOLVED to support this application. The proposed solar panels are located on the outbuilding to the rear of the site, which preserves the street scene and look of the conservation area.

25/00955/FUL	93 High Street, Somersham	18/6/2025
	Installation of solar panels to outbuilding at the rear of the site	

It was proposed by Cllr Sutton, seconded by Cllr Sansom and unanimously RESOLVED to support this application. The proposed solar panels are located on the outbuilding to the rear of the site, which preserves the street scene and look of the conservation area.

25/00972/S73	Legacy Park, Chatteris Road, Somersham	20/6/2025
	Variation of Conditions 1 (Permitted Use), 6 (Access Time Frame and Removal of Condition 2 (5 Year Limit) of 18/00840/FUL	

It was proposed by Cllr Sutton, seconded by Cllr Sansom and RESOLVED to object to this application (which was approved at the end of last May on appeal). There were eight (8) votes in favour and one (1) against.

Permitted use was passed for family members only. The applicant has now applied for the five (5) year limited to be removed, and for access to the site to be upgraded.

Somersham Parish Council agreed that if these are going to be permanent sites, they are therefore not operating as per site requirements under planning policy.

It is also dangerous for pedestrians walking into the village from the site.

25/00973/S73	Legacy Park, Chatteris Road, Somersham	20/6/2025
	Removal of Conditions 1 (5 Year Time Limit), 5 (Permanent Pitches), 6 (90 Days), 7 (Transient Pitches) and Variation of Condition 10 (Access) of 23/02358/FUL	

It was proposed by Cllr Sutton, seconded by Cllr Bruce and RESOLVED to object to this application (which was approved at the end of last May on appeal). There were eight (8) votes in favour and one (1) against.

Permitted use was passed for family members only. The applicant has now applied for the 5 year limited to be removed, and for access to the site to be upgraded.
Somersham Parish Council agreed that if these are going to be permanent sites, they are therefore not operating as per site requirements under planning policy.
It is also dangerous for pedestrians walking into the village from the site.

Cllr Criswell will pass along Somersham Parish Council comments/concerns to HDC regarding traveller sites in Somersham.

b) PLANNING APPROVED

25/00535/HHFUL	36 Parkhall Road Somersham Huntingdon Proposed front and rear single storey extension, amendments to existing elevations and internal amendments, demolition of existing garage and erection of a garden shed.	2/6/25
24/01761/FUL	Andersons Transport St Ives Road, Woodhurst Extension of existing warehouse and associated parking and landscaping.	16/5/25

510/6/25 MINUTES OF THE ANNUAL MEETING HELD ON 20TH MAY 2025

The Minutes were approved by Cllr David, seconded by Cllr Bruce and RESOLVED as approved.
There were four (4) votes in favour and five (5) abstentions (due to absence.)

511/6/25 POLICE REPORT

- Neighbourhood Safety Emails

512/6/25 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. Tiger Bus routes – new for 27th May 2025
- vi. Repair Shed update (located at the Millennium Sports Facility)
The sea container is now in situ and awaits final work prior to use.

513/6/25 REVIEW THE FOLLOWING POLICIES: -

- Risk Management Policy
- Social Media Policy

It was proposed by Cllr Sutton, seconded by Cllr Dolby and RESOLVED to accept the aforementioned policies. There were eight (8) votes in favour and one (1) abstention.

514/6/25 FINANCE & RISK MANAGEMENT MATTERS

- i. Monthly Accounts (Appendix One)

The monthly account were proposed by Cllr Sutton, seconded by Cllr Chapman and unanimously RESOLVED as approved.

- ii. Councillor Quarterly Risk Assessments (due by the 31st July 2025)



The Risk Assessments will be disseminated to Councillors this week. It was agreed for the EO to investigate the possibility of some areas currently included being reviewed on a six monthly basis.

515/6/25 HIGHWAY MATTERS INCLUDING PUBLIC FOOTWAYS - REPAIRS/ MAINTENANCE

A Community Road Watch update was offered.

Query raised regarding Pennway and Chatteris Road potholes which require repair –it was advised for Councillors to report directly to the HDC website.

Query regarding Pidley road humps and a large conifer branch across the High Street (on highways land) opposite West end.

516/6/25 REPORTS OF MEETINGS ATTENDED BY PARISH COUNCILLORS

Cllr Sansom offered a report from the Somersham Nature Reserve Group – current main objectives include moving to a CIO and a exploring a possible 50 year lease agreement with the PC. The EO advised for the SNRG Chairman to contact the PC office to discuss further.

Personnel and Governance Committee update – the social media policy was reviewed for PC approval.

The additional five (5) sites allocated within the Local Plan were considered, and feedback was offered through the portal by the deadline date (comments made towards the allocation of sites and sustainability review.)

Cllr Potter offered the following updates:-

- the prize giving event at the football club, and open day the bowls club were well attended.
- Armed Forces covenant – The PC may consider becoming silver award members to further support the Armed Forces community in Somersham, although this will require a review of the PC's existing HR documents.
- The Neighbourhood Plan is ongoing. The Steering Group will offer a presence at the upcoming carnival to promote the plan.

Cllr Sutton updated that the Village Hall Management Committee meeting (held tomorrow) will include changes being made to the existing Trust deed, some of which require PC approval.

517/6/25 NOTICES & MATTERS FOR THE NEXT AGENDA


Pelican crossing possibility - update.

Using S106 funds towards a possible gym at the Millennium Pavilion.

Correcting the clock time at The Cross.

The next meeting of Somersham Parish Council will be on Monday 14th July 2025 at 7.30pm in the Millennium Pavilion, The Trundle, Somersham, PE29 3JS.

There being no further business, the meeting was closed as 20:50 hours.

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Chairman

Appendix One

ACCOUNTS from 1st May 25 to 31st May 25		Vat	Net	TOTAL	Cost Centre
Payroll	Salaries	£0.00	£8,024.46	£8,024.46 Bacs	Salaries - 9th May 2025
Pension payments	Pension Fund	£0.00	£1,987.77	£1,987.77 Bacs	May-25
HMRC	Tax & NI	£0.00	£3,169.75	£3,169.75 Bacs	HMRC - May 2025
Community Heartbeat	Annual support cost Zoil 15th Jun 25 to 15th Jun 26	£33.00	£165.00	£198.00 Bacs	Training
Huntingdon District Council	One Leisure Sports sessions 16th Apr 25	£0.00	£147.00	£147.00 Bacs	Localism
M Tabrett	Tai Chi 5 x sessions April 25	£0.00	£250.00	£250.00 Bacs	Changing Lives
PSK Installations	Works to security systems 25th Apr 25	£14.00	£70.00	£84.00 Bacs	CCTV
ROSPA	Annual playground inspections 29th May 25	£33.60	£168.00	£201.60 Bacs	Norwood playing field
SLCC	I healiss Community governance study May 25	£10.20	£150.00	£160.20 Bacs	Training
Fore Group (Impressions)	Award	£10.96	£54.78	£65.74 Bacs	Chairman allowance
Cole & Day	Tractor fuel 16th Apr to 30th Apr 25	£21.18	£105.90	£127.08 Bacs	Kubota
Human Capital Dept	Employee Handbook review 22nd Apr 25	£100.00	£500.00	£600.00 Bacs	Office
Fore Group (Impressions)	Angling Club 6 x trophies 1st May 25	£20.28	£101.40	£121.68 Bacs	Angling Club
Latta Hire Ltd	1 x Porta loo for 16th July 25	£14.40	£72.00	£86.40 Bacs	Angling Club
Latta Hire Ltd	1 x Porta loo for 5th Sept 25	£14.40	£72.00	£86.40 Bacs	Angling Club
Microshade VSM	Monthly fees 14th May 25	£59.06	£295.30	£354.36 Bacs	Office
R Adams	Strenght & Balance 4 x sessions April 25	£0.00	£200.00	£200.00 Bacs	Changing Lives
Somersham Town Band	Performance fee for VE Day Celebration 8th May 25	£0.00	£100.00	£100.00 Bacs	Donations
Somersham Carnival Committee	Neighbourhood Plan stall at Carnival June 25	£0.00	£30.00	£30.00 Bacs	Neighbourhood Plan
Victory Hall	Strenght & Balance 4 x sessions April 25	£0.00	£88.00	£88.00 Bacs	Changing Lives
Victory Hall	Tai Chi 5 x sessions April 25	£0.00	£55.00	£55.00 Bacs	Changing Lives
Victory Hall	Timebank Coffee Morning 16th Apr and Wellbeing event 27th Apr	£0.00	£156.00	£156.00 Bacs	Timebank
Victory Hall	Yoga 3 x sessions Apr 25	£0.00	£24.00	£24.00 Bacs	Changing Lives
Vision ICT	SSL Certificate renewal July 25 to June 26	£10.00	£50.00	£60.00 Bacs	Office
Work & Wear	PPE equipment re road closure training course July 25	£7.67	£38.33	£46.00 Bacs	Training
Cole & Day	Tractor fuel 1st May to 15th May 25	£9.78	£48.87	£58.65 Bacs	Kubota
I healiss	Expenses for CG course 21st May to 22nd May 25	£0.00	£90.90	£90.90 Bacs	Training
Lion Containers	Sea container re repair Café 14th May 25 (50% of cost)	£2,433.70	£12,168.49	£14,602.19 Bacs	Repair café
SuprClean	Millennium cleaning January 2025	£0.00	£180.00	£180.00 Bacs	Millennium
SuprClean	Millennium cleaning February 2025	£0.00	£180.00	£180.00 Bacs	Millennium
SuprClean	Millennium cleaning March 2025	£0.00	£270.00	£270.00 Bacs	Millennium
		£2,792.23	£29,012.95	£31,805.18	£31,805.18

ELECTRONIC PAYMENTS

Talk Talk Business	01487 841359 & Internet May 25	£9.27	£46.35	£55.62 DD	Administration
British Gas Lite	Electricity - Lake sea container - May 25	£0.70	£13.96	£14.66 DD	Lake area
British Gas Lite	Electricity - Norwood Building - May 25	£5.22	£104.48	£109.70 DD	Norwood Building
British Gas Lite	Gas - Norwood Building	£9.03	£180.77	£189.80 DD	Norwood Building
British Gas Lite	Electricity - Library - May 25	£10.11	£202.21	£212.32 DD	Library
British Gas Lite	Electricity - Millennium Sports Facility - May 25	£10.18	£203.58	£213.76 DD	Millennium
British Gas Lite	Gas - Millennium Sports Facility - May 25	£8.41	£77.91	£86.32 DD	Millennium
British Gas Lite	Electricity - multi sports area -	£0.30	£6.04	£6.34 DD	Multi sports area
YU Energy	Street lighting - standing charge - May 25 in credit		N/A	DD	Street lighting
YU Energy	Street lighting - electric	£7.80	£155.99	£163.79 DD	Street lighting
BrightPay / Stripe	Licence key for 6 employees May 25		N/A	DD	Payroll software
BNP Paribas	Quarterly photocopier lease May 25		N/A	DD	Norwood Building
HDC	Lake area sea container rates May 25	£0.00	£66.00	£66.00 DD	Administration
HDC	Millennium Sports sea container rates 24/25	£0.00	£81.00	£81.00 DD	Administration
Ethos	Quarterly Printer lease 10/4/25 to 9/7/25		N/A	DD	Administration
Unity Trust Bank	Bank service charge	£0.00	£15.00	£15.00 DD	Administration
Unity Trust Bank	Manual credit handling charge		N/A	DD	Administration
Ethos	Printer usage quarterly		N/A	DD	Norwood Building
Source for Business / Pennon	Millennium Pavilion water 6 monthly bill		N/A	DD	Millennium
Source for Business / Pennon	Library water 6 monthly bill		N/A	DD	Library
Source for Business / Pennon	Norwood water 6 monthly bill	£0.00	£18.10	£18.10 DD	Norwood Building
Anglian Water	Millennium waste water		N/A	DD	Millennium
Anglian Water	Library waste water		N/A	DD	Library
Anglian Water	Norwood waste water		N/A	DD	Norwood Building
TOTAL		£61.02	£1,171.39	£1,232.41	£1,232.41

LLOYDS CARD 16th May 25

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
Morrisons	Y Wilson retirement card	£0.00	£2.00	£2.00 CARD
Hylands of Stives	Y Wilson retirement flowers	£0.00	£28.00	£28.00 CARD
Tesco	Timebank coffee morning supplies	£0.00	£9.60	£9.60 CARD
FirstAid4less	First Aid training	£0.00	£31.62	£31.62 CARD
Jangro	Heavy duty refuse sacks	£16.73	£83.64	£100.37 CARD
AMAZON UK	5 x commercial mop heads	£2.33	£11.66	£13.99 CARD
	Anti-bacterial surface cleaner	£2.92	£14.59	£17.51 CARD
	12 pack batteries	£1.25	£6.24	£7.49 CARD
	3 x outdoor gloves	£2.33	£11.66	£13.99 CARD
	12 Pack heavy duty scourers	£1.67	£8.32	£9.99 CARD
	20 VE Day hand held flags	£2.00	£9.98	£11.98 CARD
	Indoor mail door cage	£4.33	£21.66	£25.99 CARD
	Kettle re Pavilion kitchen	£4.00	£19.99	£23.99 CARD
	Office wall calender	£2.33	£11.67	£14.00 CARD
	2 x flourescent tubes	£4.98	£24.87	£29.85 CARD
	Pin starters re flourescent tubes	£2.00	£10.00	£12.00 CARD
	TOTAL	£58.33	£382.48	£440.81

