

MINUTES OF A MEETING OF SOMERSHAM PARISH COUNCIL

Held on Monday 11th August 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 D Potter (in the Chair)
Cllr T Sansom
Cllr D Sutton
Cllr R Woolway

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

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

IN ATTENDANCE

County Councillor Charlotte Lowe

536/8/25 APOLOGIES FOR ABSENCE

Received and approved from:

Cllr J Drury – personal
Cllr D Skeggs – ABSENT

District Councillor Steve Criswell offered apologies.

537/8/25 PARISH COUNCILLORS DECLARATIONS OF INTEREST

No declarations were made

538/8/25 PUBLIC FORUM

It was proposed by Cllr David, seconded by Cllr Sutton and unanimously RESOLVED to adjourn the meeting at 19:31 for a period of time to hold a public forum.

A member of the public raised the following concerns regarding the proposed development at land East of Sun A Rise, Parkhall Road, Somersham:-

- the development will overshadow nearby properties negatively affecting privacy and reducing natural sunlight
- issues regarding surface water drainage and flood risk are of concern
- there is potential for increased noise and traffic during the construction phase and future long-term residential use
- plans indicate that the minimum required distance of 21m from adjacent properties (as per HDC's design guide) as being substantially less on the plans.

A further member of the public raised concern regarding the size and scale of the proposed development at Rose Meadows, Somersham:-

- the proposed extension and raising of the garage roof will result in a loss of light to the rear, as well as a lack of privacy to neighbouring properties
- there is already insufficient available parking, which will be further impacted by additional vehicles
- the volume of noise during the construction period is of concern.

The Parish Council were asked write to the Post Office service highlighting concerns that parishioners are unable to access to the nearest post office via public transport until the village counter re-opens in October.

The meeting reconvened at 19:42

539/8/25 REPORT FROM DISTRICT AND COUNTY COUNCILLOR CHARLOTTE LOWE

The last Council meeting held in July was disappointing - numerous motions required the CEO to write to Downing Street, resulting in fewer decisions being made for residents. The next round of Committee meetings begin in September.

Huntingdon District Council (HDC) have written to the Planning Department regarding the extension at Abbey College, Ramsey, expressing support for CIL due to a lack of secondary schools in the area. Civil parking enforcement has been taken over by HDC as of the beginning of August. Illegal parking will result in warning notices, and further violations as penalty notices.

Local Government Reorganisation – the consultation ended on the 26th July. The submission date for Peterborough and Cambridge Councils is 28th November 2025.

There is no update regarding the proposed traffic lights at the Wheatsheaf Crossroads due to ongoing probate matters.

540/8/25 PLANNING MATTERS

a) PLANNING APPLICATIONS

25/01195/FUL Land East of SunARise Parkhall Road Somersham 12/08/25
Erection of two dwellings with associated parking, garaging and associated private amenity land.

It was proposed by Cllr Sutton, seconded by Cllr Bruce and RESOLVED to object to this application due to overdevelopment of the site. The proposal is also not in keeping with the existing street scene. There were six (6) votes in favour and one (1) abstention.

25/01170/HHFUL 4 Rose Meadows Somersham Huntingdon PE28 3YU 12/08/25
Erection of single storey rear extension to house and garage to include raising of garage roof by 450mm.

It was proposed by Cllr Sutton, seconded by Cllr Bruce and RESOLVED to object to this application due to overdevelopment of the site and the proposal not being in keeping with the existing street scene.

There were six (6) votes in favour and one (1) abstention.

25/01291/FUL The Norwood Building, Parkhall Road Somersham Huntingdon 12/08/25
PE28 3HE

To increase parking to include a further 11 spaces, including three for less abled users.

No comments.

25/01196/S73	The House Dews Coaches Chatteris Road Somersham Huntingdon PE28 3DN Removal of Condition 6 and removal of clauses 3 and 4 of the Schedule to the associated Section 106 Agreement of 9501504FUL.	12/08/25
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It was proposed by Cllr Sutton, seconded by Cllr Sansom and RESOLVED to object to this application - conditions attached to the house relate directly to the manager of the Coach House. The Parish Council agreed that until the manager moves, existing conditions should remain. The application would only be supported further to the site being sold and there being a change in use. There were five (5) votes in favour and two (2) abstentions.

25/01260/HHFUL	88 High Street Somersham Huntingdon PE28 3EH Replacement windows.	12/08/25
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It was proposed by Cllr Sutton, seconded by Cllr David and unanimously RESOLVED to support this application as the window replacements are required by the applicant.

b) PLANNING APPROVED

25/00939/LBC	93 High Street Somersham Huntingdon PE28 3EE Listed Building Consent for the installation of solar panels to outbuilding at the rear of the site	17/07/25
25/00955/FUL	93 High Street Somersham Huntingdon PE28 3EE Installation of solar panels to outbuilding at the rear of the site	17/07/25
25/00353/HHFUL	Rose Cottage 98A High Street Somersham Huntingdon PE28 3EH Proposed single storey lean-to rear extension	08/07/25

541/8/25 POLICE REPORT

- Neighbourhood Safety Emails
- Police Report - concern was raised regarding the increased level of violence and sexual offences reported in the village.

542/8/25 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. Coffee with a cop to be held on Saturday 16th August 10am-12pm at St John the Baptist Church, Somersham.
- vi. Free Somersham Sports Session to be held at the Norwood field on the 27th August 2pm-4pm.

543/8/25 UPDATE FROM THE PERSONNEL AND GOVERNANCE COMMITTEE MEETING HELD ON THE 31ST JULY 2025

Three (3) policies were reviewed and agreed at the meeting, as per item 544/8/25.

544/8/25 AGREE NEW AND UPDATED POLICIES (AGREED AT THE PERSONNEL AND GOVERNANCE COMMITTEE MEETING ON 31/7/25)

- IT Policy
- Policy Statement on Disability
- Archive/Record Retention Policy

It was proposed by Cllr Sansom, seconded by Cllr Potter and unanimously RESOLVED to accept the aforementioned policies.

545/8/25 AGREE TO FINANCIALLY SUPPORT THE NEIGHBORHOOD PLAN FOLLOWING THE CESSATION OF LOCALITY FUNDING (TOTAL ESTIMATED COSTS TO COMPLETE THE PLAN £10,475.00)

It was proposed by Cllr Sutton, seconded by Cllr Sansom and unanimously RESOLVED to agree to financially support the Neighborhood Plan following the cessation of Locality Funding.

546/8/25 AGREE TO REPLACE THE FRONT AND REAR DOORS AT THE MILLENNIUM SPORTS FACILITY

Further to the report and discussion surrounding the three (3) quotes offered, it was proposed by Cllr Sutton, seconded by Cllr Bruce and RESOLVED to agree to use Ramsey Glass to replace the front and rear doors at the Millenium Sorts facility at £7019.13. There were six (6) votes in favour and one (1) abstention. Cllr Dolby abstained due to uncertainty regarding the spend.

547/8/25 FINANCE & RISK MANAGEMENT MATTERS

- i. Monthly Accounts (Appendix One)
The monthly accounts were proposed by Cllr Sutton, seconded by Cllr Chapman and unanimously RESOLVED as approved.
- ii. Budget for Quarter 1 (2025-2026)
The Budget for Quarter 1 (2025-2026) was proposed by Cllr Chapman, seconded by Cllr Bruce and RESOLVED as approved. There were five (5) votes in favour and two (2) abstentions.
Cllrs Sutton and Sansom abstained from voting as they had been unable to adequately consider the Q1 budget due to time restrictions.

548/8/25 HIGHWAY MATTERS INCLUDING PUBLIC FOOTWAYS - REPAIRS/ MAINTENANCE

- Community Road Watch updates
- TTRO road closure along Short Drove, Somersham as lies between Brentwood Farm and Park Hall Road between 17 September and 19 September 2025.

- TTRO road closure along Parkhall Road, Somersham as lies between Aredale Farm and Warners Drove between 23 September 2025 and continue until these works have finished or on the 22 March 2027 whichever is the earlier.
- Pot holes marked with yellow paint on Pennway have been filled, however the holes marked in white remain untreated.
- The Executive Officer was asked to contact the police regarding cars purposefully backfiring along St Ives road.

549/8/25 REPORTS OF MEETINGS ATTENDED BY PARISH COUNCILLORS

Cllr Sutton offered a report from the Victory Hall Management Committee (VHMC.) A fund -raising bingo night will be held on the 13th September in conjunction with the library. The VHMC were happy with the agreed changes to the Trust Deed, and the next meeting will take place on the 9th September.

Cllr Bruce and Cllr Chapman have qualified as signing, lighting and guarding supervisors. The Angling club held a fishing event and BBQ for children in the village, and hope to do so again next year.

550/8/25 NOTICES & MATTERS FOR THE NEXT AGENDA

Cllr Sutton offered apologies for the next Parish Council Meeting on the 8th September.


Approval of Minutes of the meeting on 14th July.

Update regarding s106 payments.

Update on proposed new pedestrian crossing on the High Street

The next meeting of Somersham Parish Council will be on Monday 8th September 2025 at 7.30pm in the Millennium Pavilion, The Trundle, Somersham, PE29 3JS.

There being no further business, the meeting was closed at 20:52 hours.



 Chairman

Appendix One

ACCOUNTS from 5th July to 4th August 2025		Vat	Net	TOTAL	Cost Centre
Payroll	Salaries	£0.00	£8,028.82	£8,028.82 Bacs	Salaries - 1st August 2025
Pension payments	Pension Fund	£0.00	£1,561.84	£1,561.84 Bacs	Aug-25
HMRC	Tax & NI	£0.00	£3,176.52	£3,176.52 Bacs	HMRC - August 2025
Cole & Day	Tractor fuel 16th June to 30th June 25	£9.88	£49.42	£59.30 Bacs	Kubota
Ethos	Managed print service plan 10th July to 9th Oct 25	£120.00	£599.99	£719.99 Bacs	Norwood
HDC	Excess bin charge 1st July to 30th Sep 25	£0.00	£204.10	£204.10 Bacs	Maintenance
Libra Security	Library annual intruder, alarm and emergency lighting agreement	£63.10	£315.48	£378.58 Bacs	Library
Vision ICT	Annual website and email support Sept to August 26	£148.38	£741.89	£890.26 Bacs	Office
Somersham Carnival Committee	Christmas Lights Carnival stall 28th June 25	£0.00	£30.00	£30.00 Bacs	Christmas Lights
Ligna Consultancy	Tree survey re car park extension 18th June 25	£116.00	£580.00	£696.00 Bacs	Car Park
P Thornton	Talk Club host travel expenses April to July 25	£0.00	£37.80	£37.80 Bacs	Changing Lives
C Robertson	First Aid training expenses 10th July 25	£0.00	£22.99	£22.99 Bacs	Changing Lives
CAPALC	Internal Audit service May 25 minus £105 credit note	£0.00	£185.80	£185.80 Bacs	Office
Human Capital Dept	Retained HR support 27th July 25	£15.80	£79.00	£94.80 Bacs	Office
R Adams	5 x sessions Strength & Balance	£0.00	£250.00	£250.00 Bacs	Changing Lives
Fore Group Impressions	Angling Club trophy shield 11th July 25	£81.00	£305.00	£386.00 Bacs	Angling Club
Viking	2 x boxes printer paper 8th July 25	£8.97	£44.85	£53.82 Bacs	Office
Cole & Day	Tractor fuel 1st July to 15th July 25	£9.68	£48.40	£58.08 Bacs	Kubota
Dream Clean	Norwood building cleaning x 4 sessions June 25	£35.20	£176.00	£211.20 Bacs	Cleaning
JPT Design Cons Ltd	Additional drawings re car park extension at Norwood 16th July 25	£40.00	£200.00	£240.00 Bacs	Norwood
Abbey Locksmiths	Repair of Norwood office door lock 16th July 25	£0.00	£110.00	£110.00 Bacs	Maintenance
B Bruce	Travel expenses re Road Closure training 17th July 25	£0.00	£49.50	£49.50 Bacs	Training
CCL Supplies	Norwood building-yearly services sanitary bins 23rd July 25	£19.03	£95.16	£114.19 Bacs	Cleaning
CCL Supplies	Millennium building - yearly services sanitary bins 23rd July 25	£26.95	£134.75	£161.70 Bacs	Cleaning
MK Illumination	Christmas Lights bulbs, cables, string lights 24th July 25	£185.13	£925.65	£1,110.78 Bacs	Xmas lights
R & S Clark Farming	New concrete path for Mens Repair Shed 26th July 25	£660.00	£3,300.00	£3,960.00 Bacs	Repair shed
Timebanking UK	Annual membership to Timebanking 27th July 25	£0.00	£150.00	£150.00 Bacs	Timebank
Viking	Office envelopes x 4 boxes 22nd July 25	£18.09	£90.46	£108.55 Bacs	Office
				Bacs	
				Bacs	
				Bacs	
		£1,537.21	£21,493.41	£23,030.62	£23,030.62
ELECTRONIC PAYMENTS					
ICO	Data protection 2024/25	£0.00	£47.00	£47.00 DD	Administration
Talk Talk Business	01487 841359 & internet July 25			N/A DD	Administration
British GasLite	Electricity - Lake sea container - July 25	£14.61	£241.54	£256.15 DD	Lake area
British GasLite	Electricity - Norwood Building - June 25	£42.25	£227.75	£270.00 DD	Norwood Building
British GasBusiness	Gas - Norwood Building July 25	£30.22	£206.22	£236.44 DD	Norwood Building
British GasLite	Electricity - Library - July 25	£9.00	£142.49	£151.49 DD	Library
British GasLite	Electricity - Millennium Sports Facility - July 25	£6.96	£139.15	£146.11 DD	Millennium
British GasLite	Gas - Millennium Sports Facility - July 25			N/A DD	Millennium
British GasLite	Electricity - multi sports area -			N/A DD	Multi sports area
YU Energy	Street lighting - standing charge - July 25 in credit			N/A DD	Street lighting
YU Energy	Street lighting - electric	£6.94	£138.90	£145.84 DD	Street lighting
BrightPay / Stripe	Licence key for 6 employees July 25			N/A DD	Payroll software
BNP Paribas	Quarterly photocopier lease July 25			N/A DD	Norwood Building
HDC	Lake area sea container rates July 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 print copies 10/4/25 to 9/7/25	£0.25	£1.24	£1.49 DD	Administration
Ethos	Quarterly Printer lease 10/4/25 to 9/7/25	£120.00	£599.99	£719.99 DD	Administration
Unity Trust Bank	Bank service charge	£0.00	£14.40	£14.40 DD	Administration
Unity Trust Bank	Manual credit handling charge			N/A DD	Administration
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			N/A 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	£230.23	£1,858.68	£2,088.91	£2,088.91
LOYDS CARD 16th July 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	
The Sign Shed	Public footpath signage	£13.05	£65.25	£78.30 CARD	
Central Co-op	Timebank crockery smash sweets for prizes	£0.00	£11.25	£11.25 CARD	
Udemy	J Williams First Aid course re Timebank	£2.50	£12.49	£14.99 CARD	
AMAZON UK	AA Batteries for office	£1.25	£6.24	£7.49 CARD	
	Henry vacuum cleaner for Millennium Pavilion	£25.00	£124.99	£149.99 CARD	
	Henry attachments	£2.49	£12.46	£14.95 CARD	
	Lint rollers	£1.58	£7.91	£9.49 CARD	
	AA Batteries for office	£1.67	£8.32	£9.99 CARD	
	UPVC door handle set for Norwood	£8.30	£41.48	£49.78 CARD	
	2 x packs blue hand towels for Millennium Pavilion	£18.56	£92.78	£111.34 CARD	
	2 x chrome angle valve for Norwood boiler repair	£1.84	£9.22	£11.06 CARD	
	TOTAL	£87.70	£469.37	£557.07	£557.07