

AGENDA

FULL COUNCIL MEETING

5th June 2025

A Full Parish Council meeting for Hampton Parish Council will be held on 5th June 2025 at 19:15pm at Active Hampton, Beaumont Way, Hampton, PE7 8DN.

All Members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.

Emily Pacey

Emily Pacey – Clerk and Responsible Financial Officer

29/05/2025

01/06/2025 Public Participation

Members of the public are invited to speak on items on the agenda.

The Forum will be open for 15 minutes and will be shared between all speakers present and shall not exceed 5 minutes each. The public are reminded that once the Public Forum section of the meeting has been closed no more public participation is allowed during the remainder of the Council meeting. Councillors are not allowed to enter into any debate during the Public Forum .

(15 mins)

02/06/2025 Ward Councillors Reports.

Ward Councillors are allotted a ten-minute period to respond to any questions received during the public forum or regarding questions on their written report.

(10mins)

03/06/2025 To receive apologies for absence.

(2mins)

04/06/2025 To receive Declarations of Interest.

(2mins)

Members are invited to declare disposable pecuniary interests and other interests of items on the agenda as required.

05/06/2025 To approve the minutes of the Annual Council Meeting held on 8th May 2025.

Chair signs the minutes as a true record of that meeting and confirms the validity of all decisions taken.

(2mins)

- 06/06/2025 Planning Applications Update.** (15mins)
- 25/00547/CLE - 23 Lady Charlotte Road Hampton Hargate Peterborough PE7 8AE - Lawful use as house in multiple occupation (HMO) for up to 6 people (Class C4) - [25/00547/CLE | Lawful use as house in multiple occupation \(HMO\) for up to 6 people \(Class C4\) | 23 Lady Charlotte Road Hampton Hargate Peterborough PE7 8AE](#)
 - 25/00607/CLP - 41 Alder Road Hampton Hargate Peterborough PE7 8BU - Install a garden room 6m wide x 3m depth x 2.4m high using studs to secure the mobile aluminium frame. - [25/00607/CLP | Install a garden room 6m wide x 3m depth x 2.4m high using studs to secure the mobile aluminium frame | 41 Alder Road Hampton Hargate Peterborough PE7 8BU](#)
 - 25/00643/CLP - 21 Lornas Field Hampton Hargate Peterborough PE7 8AY - Demolition of existing conservatory and construct new ground floor rear extension - [25/00643/CLP | Demolition of existing conservatory and construct new ground floor rear extension | 21 Lornas Field Hampton Hargate Peterborough PE7 8AY](#)
- 07/06/2025 Planning Decisions.** (2mins)
- 25/00438/HHFUL - 3 Cornflower Avenue Hampton Vale Peterborough PE7 8PB - Orangery to rear elevation. Permitted – 12th May 2025.
 - 25/00374/HHFUL - 15 Ilex Close Hampton Hargate Peterborough PE7 8AD - Single storey front extension, loft conversion and with internal alterations. Permitted – 15th May 2025.
- 08/06/2025 Secondary Committee Review.** (15mins)
- 09/06/2025 To appoint one member to the HR Committee.** (2mins)
- 10/06/2025 Finance** (15mins)
- 10.1 To approve schedule of payments for June 2025.

Payee	Description	Total	Method	Powers
-	-	-	-	-
Expenditure				
Active Hampton	Temp Office for Clerk - w/c 12th May / 2nd June (including PC meeting on the 5th June)	£706.00	Bacs	LGA 1972, s.133
Clerk	Payroll	£1,704.21	Bacs	LGHA 1989 s7
HMRC	Employee Deductions	£515.98	Bacs	LGHA 1989 s7
HMRC	NI Employer Deductions	£284.35	Bacs	LGHA 1989 s7
Nest	Employee Deductions	£92.51	DD	LGHA 1989 s7
Nest	Employer Deductions	£69.38	DD	LGHA 1989 s7
SLCC	Membership	£240.00	Bacs	LGHA 1989 s7
Peterborough Ltd	Lengthsmen (May)	£6,404.66	Bacs	Highways Act 1980, s130
LGS Services	Payroll Services for 2024	£59.40	Bacs	LGHA 1972 s.266
Tesco	Clerk Mobile	£89.00	Card	LGA 1972

Tesco	Mobile Contract	£15.00	Card	LGA 1972
Tesco	Biscuits for APM (8th May) and Stationery	£46.89	Card	LGA 1972
Safety Signs 4 Less	x4 deep water signs for H/Vale Allotments	£62.59	Bacs	Small Holdings Allotments Act 1908 S23, 26 AND 42
Wave	Water Bill - Allotments	£60.39	DD	Small Holdings Allotments Act 1908 S23, 26 AND 42
Allotment Holders	Key Deposits for allotments X4 Keys	£100.00	Bacs	
	Total	£10,450.36		
Income				
Allotment H/Vale	Allotment Plots and Memberships	£372.00	Bacs	
Allotment H/Hargate	Allotment Plots and Memberships	£612.00	Bacs	
HMRC	VAT Return 2024-2025	£15,061.82	Bacs	
	Total	£16,045.82		

10.2 To review and approve the internal audit report for 2024/2025 end of year accounts.

10.3 Consideration and approval of the Annual Governance Statement (AGAR 2024/2025).

10.4 Consideration and approval of the Accounting Statements (AGAR 2024-2025).

11/06/2025	Allotments Update.	<i>(5mins)</i>
	<i>11.1 To review the bulky waste collection.</i>	
	<i>11.2 To approve transfer of membership fees that have been received from the allotment holders to the Allotments Society (Hampton Hargate - £570.00 and Hampton Vale £510.00)</i>	
12/06/2025	Update on Hampton PC Office.	<i>(5mins)</i>
13/06/2025	Anit Social Behaviour in Hampton.	<i>(10mins CR)</i>
14/06/2025	Hampton Parish Council Parish Plan.	<i>(10mins CW)</i>
15/06/2025	War Memorial Monument.	<i>(5mins CR)</i>
16/06/2025	Summer Festival.	<i>(5mins RA)</i>
17/06/2025	Hampton Parish Councillors	<i>(5mins BO'S)</i>
	<i>17.1 To discuss Code of Conduct.</i>	
	<i>17.2 To review Councillor Training.</i>	
18/06/2025	Correspondence and Communication.	<i>(5mins)</i>

19/06/2025 **Items for next agenda.**
• School Crossing Patrol *(2mins)*

20/06/2025 **Date and time of the next Full Council meeting.** *(2mins)*
Thursday 3rd July at 19:15.

Closure of the meeting – 21.30