

MINUTES

FULL COUNCIL MEETING

6th March 2025

A full Parish Council meeting for Hampton Parish Council was held on 6th March 2025 at Active Hampton, Beaumont Way, Hampton, PE7 8DN.

Present – Cllr K Toynton Ward (Chair), Cllr C Wiggins (Vice Chair), Cllr V Patel, Cllr Z O’Sullivan, Cllr B O’Sullivan, Cllr C Guyton, Cllr A Mehta, Cllr R Antunes, one member of the public.

Emily Pacey – Clerk and Responsible Financial Officer

Apologies – Cllr L Sharp, Cllr I Pratt, Cllr C Ryan, Cllr H Fields, Cllr T Fields

01/03/2025 Public Participation

A resident attended the meeting to discuss the issue of flooding in his garden which has been created by the allotments – Agenda item 12/03/2025 12.1 Allotment causing flooding to a neighbouring property.

02/03/2025 Ward Councillors Forum.

Cllr R Antunes and Cllr C Wiggins advised the following update –

- Cllr R Antunes had a meeting with the local MP to discuss anti-social behaviour issues.
- A proposal for a new cricket pavilion in Hampton Vale has been submitted.
- Discussions are taking place within Peterborough City Council for Peterborough Ltd to be overtaken by Peterborough City Council, it has not been finalised and it will be presented at next weeks Cabinet meeting.
- Peterborough City Council’s Local Plan will be published at next weeks Cabinet meeting then a consultation will follow.

03/03/2025 To receive apologies for absence.

Cllr L Sharp, Cllr I Pratt, Cllr C Ryan, Cllr H Fields and Cllr T Fields sent their apologies.

04/03/2025 To receive Declarations of Interest.

Cllr V Patel – Agenda item 08/03/2025 - 8.5 Active Hampton.

05/03/2025 To approve the minutes of the previous Full Council meeting held on 6th February 2025.

It was proposed by Cllr V Patel, seconded by Cllr Z O'Sullivan and all were in favour to approve the minutes of the Full Council meeting held on the 6th February 2025. Cllr K Toynton Ward signed the minutes.

06/03/2025 Planning / Tree Works Applications Update.

- 25/00204/FUL - Aldi Foodstore, Brickburn Close, Hampton Centre - Proposed extension of existing car park with associated landscaping and ancillary works.
[25/00204/FUL | Proposed extension of existing car park with associated landscaping and ancillary works | Aldi Foodstore Brickburn Close Hampton Centre Peterborough PE7 8NZ](#)
Hampton Parish Council have no objection to this planning application.
- 25/00037/HHFUL - 95 Hargate Way Hampton Hargate Peterborough - Installation of lean to clear perspex sloped roof veranda to rear of property - (part-retrospective)
[25/00037/HHFUL | Installation of lean to clear perspex sloped roof veranda to rear of property - \(part-retrospective\) | 95 Hargate Way Hampton Hargate Peterborough PE7 8DY](#)
Hampton Parish Council have no objection to this planning application.
- 25/00158/CLE - 110 Eagle Way Hampton Vale Peterborough PE7 8EA - HMO - occupation of house for upto 6 people.
[25/00158/CLE | HMO - occupation of house for upto 6 people | 110 Eagle Way Hampton Vale Peterborough PE7 8EA](#)
Hampton Parish Council have no comment on this planning application.
- 25/00176/NONMAT - Tranche TC5 Eagle Way/Silver Hill Hampton Centre Peterborough - Non Material amendment (landscape changes) to planning permission 21/00633/FUL.
[25/00176/NONMAT | Non Material amendment \(landscape changes\) to planning permission 21/00633/FUL | Tranche TC5 Eagle Way/Silver Hill Hampton Centre Peterborough](#)
Hampton Parish Council have no objection to this planning application.

07/03/2025 Planning Decisions.

- 24/01662/DISCHG - Parcel R09 Hampton Woods Peterborough - Discharge of condition C11 (Open Space Treatment-Parcel R09) of outline planning permission reference 91/P0556
Decision – Determined
Date - Wednesday 19th February.
[24/01662/DISCHG | Discharge of condition C11 \(Open Space Treatment-Parcel R09\) of outline planning permission reference 91/P0556 | Parcel R09 Hampton Woods Peterborough](#)

08/03/2025 Finance / HR Update

8.1 It was proposed by Cllr C Wiggins, seconded by Cllr B O'Sullivan and all were in favour to approve the below schedule of payments for March 2025.

<u>Payee</u>	<u>Description</u>	<u>Total</u>	<u>Method</u>	<u>Powers</u>
-	-	-	-	-
<u>Expenditure</u>				
Active Hampton	Meeting Room F&GP 20th March	£42.50	Bacs	
Active Hampton	Meeting Room - Temp Office for Clerk 5th March & 6th March	£140.00	Bacs	
IONOS	Website	£30.00	Card	

8.2 To note the bank balances as per the latest available bank statements.

Cllr K Toynton Ward advised members of the PC bank statements, a bank reconciliation and a budget report was approved at the last F&GP meeting which was held on the 27th February 2025.

8.3 To approve signatories for CCLA Account.

It was agreed for the Clerk, Cllr Z O'Sullivan and Cllr K Toynton Ward to be signatories for the CCLA account.

8.4 HR Update.

Cllr Z O'Sullivan advised the new Clerk started on the 26th February 2025.

The PC wish to thank the HR Committee for all their hard work.

8.5 Active Hampton Hire for Temporary Office for Clerk

It was agreed for the Clerk to use Active Hampton as a temporary office on Wednesdays and Thursdays while the refurbishment is taking place at Hampton PC office for four weeks, the PC will review in April.

09/03/2025 Website and Councillor email addresses.

It was agreed for the Clerk and Cllr C Guyton to obtain three quotes for the new Parish Council website and new Councillor email addresses and present the quotes at April's PC meeting.

10/03/2025 Ward Councillors Allocation.

An email has been received from the Electoral Services Department requesting confirmation of Cllr H Fields, Cllr B O'Sullivan (co-opted in May 2024) and Cllr R Antunes (co-opted in June 2024) parish ward allocation as at the time the co-option took place these were not allocated.

It was agreed for Cllr H Fields and Cllr B O'Sullivan to be allocated on Hampton Vale Parish Ward and Cllr R Antunes to be allocated on Hampton Hargate Parish Ward.

11/03/2025 Annual Parish Meeting Date.

It was agreed for Hampton's Annual Parish meeting will be held on the 8th May 2025 at 6.00pm. Cllr R Antunes will seek possible venues and report at April's Full Council meeting.

It was agreed for Cllr C Wiggins to see if he can obtain Peterborough City Council's Local Plan documents so they can be presented at the Annual Parish Meeting.

It was agreed to see if Hampton's PCSO could attend the Annual Parish Meeting.

12/03/2025 Allotments.

12.1 – Allotment causing flooding to a neighbouring property.

The Parish Council discussed the issue of the flooding caused by the allotment plot in detail. Cllr R Antunes informed the resident he will investigate the problem and see if he can find a solution as a Ward Councillor.

Nathan Minter who looks after the fishing lakes in Hampton was looking into the possibility of a pond on the allotment site which it was hoped could help with issue of flooding in the neighbouring gardens.

The Parish Council advised the resident they will support any solution that is found but unfortunately there are no funds within the PC budget to help financially.

A Recreations meeting will be arranged when the allotment information is up to date.

The clerk advised she has now inputted the allotment payments on to Rialtas, however in order to clarify the amount of membership funds that need to be refunded back to the Allotment Society we need to go through all the payment receipts. Cllr C Wiggins volunteered to do this task.

12.2 – Allotment Tenancy Agreement Update.

It was agreed for the Clerk to ask the Chairs of the Allotment Society if they propose any amendments to the Allotment Tenancy Agreement then this can be agreed at the next F+GP meeting which is being held on the 20th March.

It was agreed to invite the Chairs of the Allotment Society to the F+GP meeting to discuss their proposed amendments.

13/03/2025 To agree and sign the agreement between Peterborough Limited T/A Aragon Direct Services and Hampton Parish Council for them to provide a Lengthsman Service.

It was agreed to approve the contract for Lengthsman service for the next six months and during these six months the Council will proceed to tender.

14/03/2025 To agree to appoint PCC parking enforcement officers to work exclusively in Hampton Parish.

It was agreed to appoint a PCC Parking Enforcement Officer once one becomes available, the PC will review in 6 months time.

15/03/2025 Correspondence and Communication.

- The Parish Council thanked Belina for all of her hard work over the past four months.
- It was agreed for the Clerk to contact O and H and ask them to replace the bench that is located along Freshwater Newlake.
- Cllr C Guyton suggested that the PC set up a working party to progress the Bronze Award scheme and this is to be decided at April's Full Council meeting.

16/03/2025 Items for next agenda.

- CIL Money Update.
- Bronze Award Update.

17/03/2025 Date and time of the next Full Council meeting.

Date of the next Full Council Meeting - Thursday 3rd April 2025 at 19.15.
Due to the elections being held on the 1st May it was agreed to hold May's Full Council Meeting which will be the PC Annual General Meeting on the 8th May at 19:15.

Closure of the meeting – 21.30