

MINUTES

FULL COUNCIL MEETING

Thursday 15th January 2026

Due to the severe weather warning for Thursday 8th January, Hampton Parish Council's Full Council Meeting was rescheduled to Thursday, 15th January at 19:15, at Active Hampton.

This decision was made as a duty-of-care measure to ensure the safety of Parish Councillors, residents, and the Clerk, given the forecast of deteriorating weather conditions on Thursday 8th (afternoon and evening.)

A Full Parish Council meeting for Hampton Parish Council was held on Thursday 15th January 2026 at 19:15pm at Active Hampton, Beaumont Way, Hampton, PE7 8DN.

Present – Cllr B O'Sullivan (Chair), Cllr C Wiggin (Vice Chair), Cllr Z O'Sullivan (HR Chair), Cllr V Patel, Cllr H Fields, Cllr T Fields, Cllr K Toynton-Ward, Cllr C Ryan, Cllr S Masterson and one member of the public.

Emily Pacey – Clerk and Responsible Financial Officer

01/01/2026 Public Participation

A member of the public attended the meeting to discuss the Skate Park in Hampton and expressed concerns about safety in the dark due to the lack of lighting.

Hampton Parish Council is fully aware that the lights at the Hampton Skate Park have not been operational for some time. We understand the frustration this has caused, particularly as the skate park is a well-used facility and the lack of lighting prevents residents—especially young people—from using it safely during the evenings.

This ongoing issue also presents clear health and safety concerns, which the Parish Council takes very seriously. We have raised this matter with Peterborough City Council on numerous occasions, as the maintenance of the skate park and its lighting is their responsibility. Unfortunately, despite repeated reports and follow-ups, no action has yet been taken to resolve the problem.

Hampton Parish Council will continue to press for urgent repairs and will keep residents updated. We share the community's disappointment and remain committed to ensuring that this valued local asset is fully accessible and safe for everyone.

Ward Councillor C Wiggin advised the member of the public that he will liaise with Peterborough City Council seek resolution of the lighting issue.

02/01/2026

Ward Councillors Reports

Cllr C Wiggin provided the below report -
Since the last meeting I have attended:

- Financial Sustainability Working Group 10/12
- All Member Budget Briefing 15/12
- Cabinet 16/12
- Cabinet Policy Forum 17/12
- Cabinet Policy Forum 6/1
- All Member Briefing on local elections 6/1
- Local Plan Member Working Group 7/1
- Extraordinary Cabinet Meeting 12/1
- Financial Sustainability Working Group 13/1
- Police and Crime Panel Briefing 14/1

Peterborough City Council's cabinet were asked to consider if it would free up capacity to support local government reorganisation if the 2026 local elections didn't take place. The recommendation was that it will free up capacity. The Secretary of State will make the decision in due course.

Over the darker winter nights, I have carried out my annual streetlight survey and found 61 streetlight faults in which either have been reported or I am trying to find the correct people to report them to if on highway that is not adopted.

In particular, I have had concerns raised with the street lighting on St Edmunds Walk by St Edmunds Court, where all 6 lights on this stretch of road are out. The developer are aware of this fault and are acting to implement an upgrade to LED lights on these lanterns as soon as a priority.

I have been chasing up with developers regarding the progress of highway adoption across various areas of Hampton Centre and Vale. I have received an update on the delays in adoption of Braymere Road and adjacent streets - they are currently progressing the adoption of the sewers by Anglian Water, which is a prerequisite for the adoption of the highway works, and they anticipate achieving sewer adoption later this year.

03/01/2026

To receive apologies for absence

Cllr R Antunes, Cllr C Guyton, Cllr L Sharp, Cllr A Mehta and Cllr I Pratt sent their apologies.

04/01/2026

To receive Declarations of Interest

No members declared an interest on this agenda.

05/01/2026

To approve the minutes of the previous Council Meeting held on 4th December 2025.

It was agreed to approve the minutes of the previous Council meeting held on the 4th December, Cllr V Patel proposed, Cllr Z O'Sullivan seconded and all were in favour.

06/01/2026 Planning Applications Update

- 25/01580/WCPP - The Brambles Tranche TC5 Eagle Way - Variation of condition C22 (parking bays) pursuant to planning permission 21/00633/FUL.
[25/01580/WCPP | Variation of condition C22 \(parking bays\) pursuant to planning permission 21/00633/FUL | The Brambles Tranche TC5 Eagle Way Hampton Centre Peterborough PE7 8FF](#)
Hampton Parish Council objects to this variation of condition and supports the position of Peterborough City Council and the Highways report. The developer should not be permitted to delay the provision of parking bays, as parking remains an issue, with contractors continuing to park along Silver Hill and causing further disruption.

07/01/2026 Planning Decisions

- 25/01263/FUL - Unit 5B The Serpentine Green Shopping Centre The Serpentine Hampton Centre Peterborough PE7 8BE - Change of use from a children's soft play facility (Use Class E(d)) to a health centre (Use Class E(e))
Decision – Permitted

08/01/2026 Finance and HR Update

8.1 It was agreed to approve the below Financial Officers Report, Cllr K Toynton - Ward proposed, Cllr C Wiggin seconded and all were in favour.

(1) Financial Statement

Appended is a statement for the Revenue including the full precept account as at 29/12/2025 showing an expenditure of £114,178.09 and an income of £99,981.84 along with bank statements, budget control and a bank reconciliation statement.

(2) Bank Reconciliation

Balances as of 29/12/2025

Current Account Barclays		5,247.89
Reserve Account Barclays		100,353.55
CIL account		131,289.63
Allotment Account		2,341.18
Key Deposit Account (Allotments)		2,557.08
Petty Cash Card		78.95
Less unrepresented payments	-9,882.62	
Plus outstanding credits		
	-9,882.62	
		-9,882.62
		231,985.66

				231,985.66
Movement				14,196.25
Cash Book				
	Expenditure	(Excl investments)	-114,178.09	
	Income	(Excl investments)	99,981.84	-14,196.25
				0.00

8.2 It was agreed to approve the below schedule of payments for January 2026, Cllr C Wiggin proposed, Cllr V Patel seconded and all were in favour.

<u>Payee</u>	<u>Description</u>	<u>Total</u>	<u>Method</u>	<u>Powers</u>
-	-	-	-	-
<u>Expenditure</u>				
Clerk, HMRC & Nest	Payroll	£2,901.14	Bacs	LGHA 1989 s7
Peterborough Ltd	Lengthsmen December	£6,404.66	Bacs	Highways Act 1980, s130
Ionos	Email account	£14.40	DD	LGHA 1972 s.266
Tesco	Mobile	£15.00	DD	LGA 1972
Hampton Leisure	Office Invoice - February 2026	£250.00	Bacs	LGA 1972
Active Hampton	Meeting room hire – 15 th Jan & 5 th Feb	£79.00	Bacs	LGA 1972
	Total	£9,664.20		

09/01/2026 **Update on Office Equipment Stored at Active Hampton**

Currently, two office chairs, one table and a large white board belonging to the Parish Council are being stored at Active Hampton. The Clerk confirmed that she has contacted the British Heart Foundation and other charities; however, they are unable to accept the items as they do not have the required fire safety hazard labels. All Parish Councillors were asked if they wanted any of the office furniture, Cllr C Guyton has advised she will keep one office chair at her home and it was agreed that Active Hampton would dispose of the rest of the furniture, as they will not fit in the office at the Leisure Centre, Cllr S Masterson proposed, Cllr Z O'Sullivan seconded and all were in favour, Cllr V Patel abstained.

10/01/2026 **Update on CCTV at the Tump**

Following the CCTV presentation delivered by Peterborough City Council to the Parish Council members, they have outlined two possible options along with the next steps required should the Parish Council choose to proceed with either option.

Options for Redeployable CCTV Provision

Following our recent discussions, we've developed two options to help support community safety and address antisocial behaviour in key areas of Hampton. Both have been reviewed internally and are designed to offer flexibility depending on the Parish Council's budget and long-term priorities.

Option 1 – Full Ownership (Capital Purchase by HPC)

This option enables HPC to purchase a CCTV unit outright, giving full ownership and control.

Cost Overview:

- Supply & Installation (including 2-year airtime/data): £13,661.63 (one-off capital cost)
- Ongoing Monitoring & Maintenance: £2,500 per year
- Airtime/Data Renewal (from Year 3 onward): £1,400 per year

Estimated Total Cost (3-year period):

- Year 1: £16,161.63
- Year 2: £2,500
- Year 3: £3,900
- Total (Years 1–3): £22,561.63

Key Points:

- Long-term investment with full ownership
- Best suited to permanent coverage locations
- Fixed installation unless re-sited under additional arrangements

Option 2 – Redeployable Camera (PCC-Owned, HPC-Hired)

This option allows HPC to hire a redeployable camera from PCC's existing stock, offering a flexible and lower-cost alternative with no upfront investment.

Cost Overview (per unit, per year):

- Annual Hire (equipment use/depreciation): £2,500
- Airtime/Data: £1,400
- Monitoring & Maintenance: £2,500
- Total Annual Cost: £6,400

Estimated Total Cost (3-year period):

- £6,400 x 3 years = £19,200
- Approximate saving vs Option 1: £3,361.63

Key Points:

- No capital outlay required
- Quick deployment using existing PCC equipment
- Can be relocated if community priorities change
- Ideal for short-term, trial, or hotspot monitoring

Summary (3-Year Comparison)

Option	Ownership	Upfront Cost	Annual Cost	Total (3 Years)	Notes
1	HPC-owned	£13,661.63	£2,500–£3,900	£22,561.63	Long-term investment
2	PCC-owned	£0	£6,400	£19,200	Flexible, low-commitment option

It was agreed that Hampton Parish Council will request crime data from the Police to determine whether there are other areas in Hampton, beyond the Tump, where CCTV would provide greater benefit. It was also agreed to publish an article in the Parish online magazine inviting residents to share their views on which areas would most benefit from CCTV.

It was also agreed for PCC to clarify the cost each time the Parish Council wishes to change the location of the CCTV unit?

As the Parish Council must comply with its Financial Regulations, and the quote exceeds £5,000, we are required to obtain three quotations. It was agreed to ask PCC if they are aware of any other companies who could also provide comparable quotes?

Also for PCC to clarify if they would you be able to carry out the signal testing before the Parish Council decides whether to proceed, the Council is keen to avoid committing to the project if the signal strength is too weak at the proposed locations.

11/01/2026 Allotments Update

As the allotment tenancy agreement is due for renewal on 1st April, the Clerk circulated the current agreement to Councillors prior to the meeting to invite any proposed amendments.

Cllr V Patel provided the following comments regarding the Allotment Tenancy Agreement

29.1 This includes trees on community plots, for which the allotment committee is responsible for ensuring they are maintained at the required height.

Question: How is it determined during plot inspections whether any tree has exceeded the 3m height limit?

Answer: The Chair of the Allotment Committee and the Clerk inspect the trees on both individual allotment plots and community plots during each scheduled plot inspection.

2.7 Tenants are liable for up to £250 in clearing the plot when they vacate the plot; however, in practice, this is not enforced.

The Council will now begin enforcing this requirement when plot holders vacate their plots and fail to leave them in a cleared condition

1.3 Working Parties should be reviewed, as it is currently at the discretion of the allotment committee, which is not functioning effectively at the Hampton Vale Site. It was agreed to approve the Allotment Tenancy Agreement and to forward it to the Chairs of both allotment committees for their review. The Agreement will then be discussed at the next Recreation Meeting, scheduled for 5th February at 6.00pm at Active Hampton.

Allotment Fee Charges

Following a proposal from Peterborough City Council, Hampton Parish Council has agreed to increase allotment fees to match the current rates charged by Peterborough City Council (see table below for current rates).

Size	Existing Cost	Proposed Cost	Existing concession cost	Proposed concession cost
Full plot	£65.00	£75.00	£52.00	£59.80
Half Plot	£45.00	£52.00	£36.00	£41.40
Starter plot	£20.00	£23.00	No concession	
Mini Plot	£10.00	£12.00	No concession	

This decision reflects rising maintenance costs at the allotments, increased charges for the bulky waste service, and the fact that allotment fees have remained unchanged for more than five years. The Parish Council has *not* adopted the newly proposed higher rates from Peterborough City Council, but instead agreed to align

fees with PCC's *existing* charges. A 20% concession applies to registered disabled people, those over 65, and unemployed individuals.
Cllr S Masterson proposed, seconded by Cllr H Fields, and all were in favour.

12/01/2026 Correspondence and Communication

12.1 Walk around for Councillors

Cllr B. O'Sullivan has proposed that he and other Councillors open the Parish Office for one hour on the last Saturday of each month, followed by a walk around the parish. This initiative aims to provide residents with an opportunity to engage with Councillors and raise any concerns. The invitation will also be extended to the Hampton PSCO to join. It was agreed that an article would be published on the Parish Council website to inform residents about the Parish Council surgery and outline the duties of the Parish Council. This will be trialled for three months to check on the uptake from the Hampton community, starting from 28th February from 10.00am-11.00am, It was agreed that the Clerk would seek options for councillor hi-vis jackets or gilets featuring the Parish Council logo. The options will be brought to the February Parish Council meeting for discussion.

12.2 Site 10334 - Existing telecommunications installation at Forder Way, Cygnet Park, Hampton, Peterborough PE7 8JB – Hampton Parish Council have no comment on these installation.

12.3 Billboards along Natures Way in Hampton - A resident raised concerns regarding the billboards located along Natures Way and Westlake Avenue. Cllr V Patel reported that the billboard at the junction of Lakeside Avenue appears to be damaged, and noted that neither of the billboards currently displays any advertising. It was confirmed that the responsibility lies with O&H. It was agreed that the Clerk would contact the CPC Estates team to request that repairs be carried out.

13/01/2026 Items for next agenda

CCTV Update

Bulky Waste Collection

14/01/2026 Date and time of the next Full Council meeting.

Thursday 5th February at 19:15 – Full Council Meeting

Thursday 5th March at 19:15 – Full Council Meeting

Thursday 2nd April at 19:15 - Full Council

Closure of the meeting – 21.10