

AGENDA

ANNUAL MEETING

Thursday 14th May 2026

Hampton Parish Council Annual Meeting will be held on Thursday 14th May 2026 at 7:15pm 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

07/05/2026

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|-------------------|---|------------------|
| 01/05/2026 | Election of Chair and Chair's Declaration of Acceptance of Office. | <i>(10mins)</i> |
| 02/05/2026 | Election of Vice Chair and Vice Chair's Declaration of Acceptance of Office. | <i>(10mins)</i> |
| 03/05/2026 | Public Participation
<i>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 .</i> | <i>(15 mins)</i> |
| 04/05/2026 | To receive apologies for absence. | <i>(2mins)</i> |
| 05/05/2026 | To receive Declarations of Interest.
<i>Members are invited to declare disposable pecuniary interests and other interests of items on the agenda as required.</i> | <i>(2mins)</i> |
| 06/05/2026 | To approve the minutes of the Full Council Meeting held on 2nd April 2026.
<i>Chair signs the minutes as a true record of that meeting and confirms the validity of all decisions taken.</i> | <i>(2mins)</i> |
| 07/05/2026 | Ward Councillors Monthly Report. | <i>(15mins)</i> |
| 08/05/2026 | To Appoint Five Members for the HR Committee. | <i>(10mins)</i> |

09/05/2026 To note the automatic disqualification of Cllr R Antunes under Section 85 of the Local Government Act 1972 due to non-attendance. (5mins)

10/05/2026 To Appoint Members to the Parish Liaison Group. (5mins)

11/05/2026 Policies Review. (15mins)

- 11.1 To Review and Approve Hampton PC Financials Regulations
- 11.2 To Review and Approve Hampton PC Standing Orders
- 11.3 To Review and Approve Hampton PC Privacy Policy
- 11.4 To Review and Approve Hampton PC Email Policy
- 11.5 To Review and Approve Hampton PC FOI Publication Scheme
- 11.6 To Review and Approve Hampton PC Biodiversity Policy
- 11.7 To Review and Approve Hampton PC Complaints Policy
- 11.8 To Review and Approve Hampton PC Grievance Policy
- 11.9 To Review and Approve Hampton PC Information Technology Policy
- 11.10 To Review and Approve Hampton PC Volunteer Policy
- 11.11 To Review and Approve Hampton PC Training and Development Policy
- 11.12 To Approve Hampton PC Communication Policy

12/05/2026 Planning / Tree Works Applications Update. (10mins)
No planning applications received.

13/05/2026 Planning Decisions. (2mins)

- 26/002080/PRIOR - 6 Blackwell Road, Hampton Hargate, Peterborough
PE7 8BP - Single storey rear extension with mono pitched roof Maximum length from original rear wall: 3.50m Maximum height: 3.60m (to eaves: 2.35m)
Status – Determined
Decision – Not Required
Decision Date – 1st May 2026.

14/05/2026 Finance Update. (10mins)
14.1 To Approve Schedule of Payments for May 2026.

<u>Payee</u>	<u>Description</u>	<u>Total</u>	<u>Method</u>	<u>Powers</u>
<u>Expenditure</u>				
Active Hampton	14th May & 289th May FC Meeting	£107.00	Bacs	LGA 1972, s.133
Clerk, Nest, HMRC	Payroll	£2,901.14	Bacs	LGHA 1989 s7
Tesco Mobile	Office Mobile	£15.90	DD	LGA 1972
Microsoft Office	Monthly Fee	£8.49	Card	LGA 1972
Peterborough City Council	June - Office (Leisure Centre, Clayburn Road)	£300.00	Bacs	LGA 1972

Screwfix	Scrapper, Graffiti Spray & Clips for fence repair (HH Allotment)	£24.86	Bacs	LGA 1972
Clerk	Reimbursement for purchase of shed lock for HH allotments	£14.87	Bacs	Allotments Act 1908
Wave	HH Allotment Water Bill	£205.42	Bacs	Allotments Act 1908
A&K Fencing	HV allotment fence repair	£2,100.00	Bacs	Allotments Act 1908
Narkedesign	Annual Hosting (website)	£305.00	Bacs	LGA 1972
	Total	£5,982.68		
Income				
PCC		£18,083.03	Bacs	
PCC	Precept	£49,864.50	Bacs	
Allotments	Allotment Rent	£1,095.00	Bacs	
	Total	£69,042.53		

14.2 Update on Internal Auditor for end of years accounts 2025-2026.

14.3 To Discuss Banking Arrangement Options.

- 15/05/2026 Update on Allotments.** (15mins)
15.1 To Approve the Allotment Tenancy Agreement 2026 and all associated Policies
15.2 Update on Hampton Vale Allotment Road
- 16/05/2026 Annual Meeting of Electors – 28th May 2026** (10mins)
16.1 –To Discuss Unsung Hero Nominations and Prizes
16.2 – To Discuss Refreshments for the annual meeting
- 17/05/2026 Correspondence and Communication.** (5mins)
17.1 Travellers on Park Home Avenue off Eagle way
- 18/05/2026 Items for next agenda.** (2mins)
- 19/05/2026 Date and time of the next Council meeting.** (2mins)
Thursday 28th May – 19.00 – Annual Parish Meeting
Thursday 4th June 2025 – 19:15

Closure of the meeting – 21:42