Hampton Parish Council
Making it happen for the Parish of Hampton Hargate and Vale

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MINUTES

FULL COUNCIL MEETING

Thursday 3rd September 2026

A Full Parish Council meeting for Hampton Parish Council was held on Thursday 3rd September 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, Cllr I Pratt, Cllr S Masterson, Cllr A Mehta, Cllr C Guyton, Cllr C Ryan, Cllr V Patel, Cllr R Eglin, Ward Cllr P Wiggin.

Emily Pacey – Clerk and Responsible Financial Officer

01/09/2026 **To Consider Applications received for Co-Option for Hampton Hargate Ward**

1.1 Confirmation of Vacancy and Eligibility to Co-opt
The Council noted the casual vacancies and confirmed that all statutory requirements had been met. It was confirmed that the Council was eligible to proceed with co-option to fill the vacancies. .

1.2 Introduction of Candidates
The Candidate was invited to introduce himself, he provided a brief statement outlining his background and reasons for wishing to join Hampton Parish Council, and answered questions from councillors.

1.3 Exclusion of Press and Public (Closed Session)
Resolved: That under the Public Bodies (Admissions to Meetings) Act 1960, the press and public were excluded from the meeting to enable confidential discussion of the candidates' suitability, strengths, and community involvement.

1.4 Re-admission of Press and Public
The press and public were readmitted to the meeting prior to the vote being taken. Voting was conducted in accordance with the Council's co-option procedure.

1.5 Resolution to Co-opt (Council formally resolves to co-opt the successful candidate(s).
Following the vote, it was resolved that Richard Eglin be co-opted to the office of Councillor and fill the existing vacancy on the Council for Hampton Hargate Ward.

1.6 Signing of Acceptance of Office
Councillor Richard Eglin signed the Declaration of Acceptance of Office and was provided with the Register of Interests form for completion.

1.7 New Councillor(s) Joins the Meeting
Councillor Richard Eglin joined the meeting as a full member of Hampton Parish Council following the completion of the Declaration of Acceptance of Office.

02/09/2026 Public Participation

No public attended the meeting.

03/09/2026 Ward Councillors Reports

Monthly report – Cllrs Chris Wiggin and Paul Wiggin

PCC have announced a new "Love Where You Live Campaign, targeting those who litter and fly tip as well as encouraging everyone to help tackle the problems and love where they live. As part of this, each council ward will received a paid bulky waste collection this municipal year, and 2 next year. Hargate and Hempsted collection will be on 12th December and Hampton Vale on 20th February – full details will follow.

We have dealt with the following in August:

- Reported missing double yellow lines on West Lake Avenue
- Reported missing wooden posts on Vale Drive, Eagle Way and West Lake Avenue
- Reported leaf litter in gutters in various locations
- Reported damaged street nameplate on Reedland Way
- Reported streetlights out on London Road
- Fly tipping removed at Vale shops and Old Bailey Road
- Graffiti cleaned at Old Bailey Road
- Reported damage to play area at James' Pond
- Reported damage to fencing at Eagle Way outdoor gym
- Litter and flytip at Bank Avenue footpath reported and cleaned, and new bin arranged
- Chased up graffiti removal on utility boxes on Eagle Way
- Arranged to meet PCC officers to deal with parking issues

A number of fly-tipping incidents across Hampton have been reported over the Bank Holiday weekend. CCTV footage from Domino's Pizza has been reported to Peterborough City Council Enforcement Team for review, with the aim of identifying those responsible for the offences.

An update was also provided regarding the fence located at the corner of Eagle Way and West Lake Avenue. Ongoing liaison is taking place with O&H.

Cllr V Patel raised concerns regarding parking issues across Hampton and enquired when Enforcement Officers would be present in the area. It was reiterated that Hampton Parish Council has previously sought to secure the services of an Enforcement Officer and had indicated its willingness to fund the service; however, no provision has yet been made as resources are reportedly being prioritised in other areas experiencing more significant issues.

04/09/2026 To receive apologies for absence

Cllr H Fields, Cllr T Fields & Cllr K Toynton-Ward sent their apologies.

05/09/2026 To receive Declarations of Interest

No members declared an interest on this agenda.

06/09/2026 To approve the minutes of the Full Council Meeting held on 6th August 2026.

It was agreed to approve the minutes of the Full Council meeting held on the 6th August 2026, Cllr V Patel proposed, Cllr A Mehta seconded and all were in favour.

07/09/2026 Planning Applications Update

No planning applications received.

08/09/2026 Planning Decisions

- 26/002704/CLP - Operation description: Use of part of the site as an electrical vehicle charging hub, accessible to the public - Cygnet Road Cygnet Park Phorpres Way Hampton Peterborough PE7 8FD
  Decision – Lawful 21st August 2026.
- 26/002537/CLP - Single storey rear extension, 3.000m deep by 4.920m wide, eaves 2.694m and highest point of roof 3.617m, materials to match existing 338 Four Chimneys Crescent Hampton Peterborough PE7 8SR
  Decision – Lawful 31st July 2026.

09/09/2026 Finance, HR Update & Grant Application

9.1 To note the External Audit Report from PKF John for the year end 2025/2026. The item was deferred until the October meeting as the External Auditor's report had not yet been received.

9.2 To approve schedule of payments for September 2026

It was agreed to approve the schedule of payments for September 2026, Cllr S Masterson proposed, Cllr I Pratt seconded and all were in favour.

Payee	Description	Total	Method	Powers
Expenditure				
Active Hampton	3rd September Recreation & Meeting Hire	£73.00	Bacs	LGA 1972, s.133
Clerk, Nest, HMRC	Payroll	£2,901.14	Bacs	LGHA 1989 s7
Tesco Mobile	Office Mobile	£15.96	DD	LGA 1972
Peterborough City Council	October - Office (Leisure Centre, Clayburn Road)	£300.00	Bacs	LGA 1972
Peterborough City Council	Lengthsmen Contract - July x2	£7,169.66	Bacs	Highways Act 1980, s130
St Ives Town Council	Mental Health Training Course	£180.00	Bacs	LGA 1972
Wave	HVALE Allotments - Water Charge	£745.09	DD	Allotments Act 1908
GKL	Remedial Works and Drainage Works - HVALE Road Surface Allotments	£32,400.00	Bacs	CIL
	Total	**£43,784.85**		

10/09/2026 Allotments / Anglian Association Update

10.1 Update on the road surface and drainage works – Hampton Vale Allotments.

The Clerk reported that the road and drainage works at Hampton Vale Allotments have now been substantially completed. Photographs of the completed works were circulated to Councillors for information.

However, concerns remain regarding sections of the road edging, which have not been completed. The Clerk advised that she had contacted GKL to seek clarification as to why parts of the edging remain unfinished and why some sections of the edging material differ in colour from the material used for the main road surface.

The Clerk further advised that GKL has been informed that the invoice for the works will not be approved for payment until the outstanding edging works have been completed. It was noted that the unfinished edging continues to present a health and safety concern, as the difference in levels between the road surface and some allotment plots creates a potential trip hazard.
It was noted that the Allotment Committee is pleased with the overall quality of the works completed. Following recent rainfall, the new drainage system performed effectively, with no significant standing water remaining on the road.
10.2 Update on the Height Barrier – Hampton Vale Allotments.
The Clerk advised that the foundation works for the height barrier will be completed on Friday 4th September, with the barrier scheduled for installation w/c 7th September.
Councillors noted that this decision had not been taken lightly. Following the recent road improvement works, which represented a significant financial investment by the Parish Council, it was considered necessary to introduce measures to protect the road surface from unnecessary damage and to better manage vehicle access to the site.
Once the barrier is installed, bulky waste collection vehicles will no longer be able to access the allotment site. As a result, allotment holders will be required to place bulky waste on the communal plot located at the site entrance for collection.
It was noted that deliveries to the site will continue to be permitted. A vehicle weight restriction will also be introduced, with confirmation of the exact limit currently being sought from the contractors.
The Clerk further advised that the barrier can be temporarily moved to allow access for larger vehicles when required. Such access will need to be coordinated through the Clerk, and allotment holders will be asked to provide advance notice of any large deliveries to enable suitable arrangements to be made.
The Clerk confirmed that an email had been sent to all allotment holders informing them of the height barrier installation works and providing details of the new arrangements regarding vehicle access and deliveries.

Cllr A Mehta left the Parish Council meeting due to other commitments.

10.3 Update on Anglian Association
The Clerk reported on an update provided by Nathan of the Angling Association at the Recreation Committee meeting held on 3rd September. Members were advised that, due to the increasing crayfish population within Hampton Lakes, the Association may be forced to cease operating next year. It was reported that crayfish are burrowing into the lake banks, causing significant erosion and creating a risk of bank collapse. Concerns were also raised regarding the impact of the crayfish on fish stocks, which has resulted in a decline in angling activity at the lakes.
Nathan advised that one potential solution would be the introduction of carp into the lakes. It was explained that carp would help reduce the crayfish population, improve fishing opportunities and, in turn, assist in reducing further bank erosion caused by crayfish burrowing.
The matter was subsequently considered by the Parish Council. Following discussion, it was resolved to award a grant of £2,500 to the Association to support the purchase of carp for Hampton Lakes. In addition, Ward Councillors Chris Wiggin and Paul Wiggin agreed to provide a further £2,500 from their Community Leadership Fund allocations.

Councillors noted that the funding is intended to support efforts to address the crayfish problem and help prevent further erosion and potential collapse of the lake banks, which presents a significant health and safety concern. The Association will be required to submit grant application forms for both funding awards, providing details of the proposed purchase of carp and the anticipated benefits to Hampton Lakes.

11/09/2026 **Radar Speed Sign Update.**

11.1 To discuss and approve locations of the three new Speed Signs.
Members considered proposed locations for the installation of three new Vehicle Activated Signs (VAS) and agreed the following locations:

- **Eagle Way** – A VAS is to be installed on the approach down the hill towards Hampton College, near the junction of Eagle Way and Clayburn Road. The purpose of the sign is to encourage motorists to reduce their speed and improve safety for students travelling to and from the College.
- **Hargate Way** – A VAS is to be installed on the approach into Hampton from the Parkway, just beyond Serpentine Green, on the lamppost near the traffic lights. The sign is intended to reduce vehicle speeds as traffic enters Hampton. It was also agreed that the existing speed sign at this location would be removed due to it no longer being operational.
- **Nature's Way** – A VAS is to be installed on Nature's Way, immediately prior to the junction with Hargate Way, facing northbound traffic towards the Parkway, on the lamppost currently displaying the Cala Homes sign. The sign is intended to reduce vehicle speeds on the approach to this junction, which Members noted is a particular road safety concern due to the speed of some vehicles using the route.

Members also agreed to relocate the existing speed sign on West Lake Avenue, near The Moorhen, to the next available lamppost, as surrounding trees are currently obscuring the sign and reducing its effectiveness.
Councillors were advised that Peterborough City Council (PCC) has installed similar VAS equipment for other parish councils within the city. PCC has confirmed that it would fund the installation of two of the three proposed signs, with Hampton Parish Council being required to fund the remaining sign at an estimated cost of £1,500.
It was further noted that, once installed, responsibility and liability for the signs would rest with Hampton Parish Council, including any costs arising from damage, maintenance or replacement.

12/09/2026 **Environmental Purchases / Maintenance Update**

12.1 To purchase a Memorial Bench for the War Memorial Garden (agreed expenditure of £850.00 in the 2026/2027 Budget)
Members considered the proposal to purchase a memorial bench for the War Memorial Garden, for which an allocation of £850 had been included within the 2026/27 budget.
Following discussion, it was resolved to purchase a 5ft "Lest We Forget" memorial bench from GD Steel Works at a cost of £875.99.
It was further agreed that O&H would be contacted to determine whether they would be willing to undertake the installation of the bench.
Members noted that Community Infrastructure Levy (CIL) funds could be used to finance the purchase of the bench, with the installation costs to be met from the Parish Council's General Fund budget.

12.2 Replacement Bench – New Lakeside, Hampton Vale.
Members were advised that a bench previously located on New Lakeside, Hampton Vale, was vandalised and subsequently removed by O&H over two years ago. The bench has not since been replaced.
Cllr C Wiggin advised that he would contact O&H to ascertain whether they would be willing to provide a replacement bench. Should O&H be unable to do so, the Parish Council would consider purchasing a replacement bench for the location, with funding potentially being sourced from Community Infrastructure Levy (CIL) monies.
12.3 Overflowing of the Litter Bin – Hargate Shops, Hampton.
The Clerk raised a number of ongoing concerns regarding the Lengthsmen contract and communication between Hampton Parish Council and Peterborough City Council (PCC).
Despite several requests, the Parish Council has not yet been granted shared access to the Lengthsmen calendar. Members noted that access to this information would be beneficial in identifying periods of annual leave and would assist the Parish Council in planning works and responding to residents' enquiries.
The Clerk also reported that the Parish Council has not received copies of the Lengthsmen timesheets for the previous three months. Members agreed that the regular provision of timesheets is important, as they provide valuable information regarding litter collection levels and enable the Council to monitor the service being delivered under the contract.
An update was requested regarding previous correspondence sent by PCC to the Community Centre relating to the previous Hampton Vale Lengthsmen, and clarification was sought as to whether the new Lengthsmen is now operating from the Community Centre.
Members agreed that it would be beneficial to establish quarterly liaison meetings between Hampton Parish Council and PCC to discuss performance, operational matters, communication issues and any concerns relating to the Lengthsmen service. It was considered that regular meetings would help ensure issues are addressed promptly and that all parties remain fully informed.
The Clerk reminded Members that the contract is due for renewal in October. It was noted that the Parish Council will need to carefully consider whether to renew the agreement if ongoing concerns, particularly regarding communication and information sharing, are not satisfactorily resolved.
As an example of the communication issues, Members noted that a square litter bin near Hargate Shops had recently been added to Colin's route. Whilst this change was welcomed, the Parish Council had not been notified and became aware of the change only through direct discussion with the Lengthsmen.
Members acknowledged that the Lengthsmen is employed by PCC and that PCC is responsible for paying staff wages. However, as Hampton Parish Council funds the service through its contract payments to PCC, Members felt that the Parish Council should receive a greater level of communication and involvement regarding operational changes and service delivery.
It was agreed that PCC be contacted to seek responses to the matters raised and to improve future communication arrangements between the two authorities.

13/09/2026 Correspondence and Communication

- Anti Social Behaviour around Hampton
  Ward Councillor Paul Wiggin reported that he had attended the Community Police Meeting, where officers provided an update regarding an individual responsible for a number of incidents of vandalism and anti-social behaviour in

Hampton, particularly in the vicinity of the Hampton Hargate Shops. The individual had been residing in a halfway house and was arrested in connection with these incidents. Following their release, the individual subsequently moved out of the Hampton area.

- Bulky Waste Collection
  The Clerk reported that the Bulky Waste Collection held on 22nd August was a significant success, with 58 collections received from residents attending on foot, by car and by van.
  Members noted that the service continues to provide residents with a convenient and responsible means of disposing of bulky household items within the local community. The high level of participation demonstrated the value of the service and the continued demand for its provision.
  The event was funded by Hampton Parish Council and delivered in partnership with Peterborough City Council. Members expressed their thanks to the lorry crew for their professionalism and assistance throughout the event, which ensured that collections were managed efficiently and safely. Appreciation was also extended to the Councillors and volunteers who gave their time to support the operation and contribute to the success of the event.
  Future Bulky Waste Collections
  Members were advised that the next Bulky Waste Collection is scheduled to take place on Saturday 14th November at the following locations:
  Hampton Leisure Centre – 10.00am to 12.00pm
  Hampton Hargate Allotments – 12.05pm to 1.00pm (Allotment Holders Only)
  Hampton Vale Allotments – 1.05pm to 2.00pm (Allotment Holders Only)
  Members noted that, as the service expands across multiple locations, volunteer support remains essential to its successful delivery. Councillors who volunteer to assist were encouraged to make every effort to attend their allocated sessions and, where attendance is not possible, to provide advance notice to the organisers.
  It was acknowledged that unexpected absences place additional pressure on those in attendance and can impact the smooth running of the event. Members agreed that reliable attendance and effective communication are important to ensure the workload is shared fairly and that the service continues to be delivered effectively for the benefit of residents.
  Members welcomed the success of the August collection and looked forward to another well-supported event in November.

14/09/2026 Items for next agenda

- Anglian Association Update

15/09/2026 Date and time of the next Full Council meeting.

- Thursday 1st October 2026 – 7:15pm.

Closure of the meeting – 20:45