

# CASTLE CAMPS PARISH COUNCIL

PARISH CLERK: MRS MELANIE LAING  
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## MINUTES

**FOR MEETING HELD ON THURSDAY 11<sup>TH</sup> SEPTEMBER 2025 AT 7.30PM IN CASTLE CAMPS VILLAGE HALL**

PRESENT: Sue Herbert (Vice Chairman), Dan Hoddinott, Lindi Kent, Clive Germany, Chris Basham, Terry Chapman, & Cindy Smith

In attendance: Melanie Laing (Parish Clerk) John Batchelor (County Councillor) & 1 Parishioner

The meeting started at 7.35pm

**1. Apologies and reasons for absence.** Cllr Biggs sent apologies for family commitments, Cllr Harper sent apologies for work commitments & Cllr H Batchelor is on annual leave. Apologies accepted

**2. Approve minutes of meeting** Council meeting 10<sup>th</sup> July 25, proposed Cllr Herbert, seconded Cllr Chapman. Minutes were agreed by all and signed

**3. Declarations of interest.** Cllr Hoddinott declared an interest in item 8.1 Village Hall Car Park

**4. District and County Council items of interest.**

In addition to monthly reports received

John Batchelor

2 x Consultations are taking place -

Local Government reorganisation from 2027. South Cambs District & Cambridge County Council will disappear and become one authority. Discussions on how the county will be divided is now open for consultation

Draft local plan out in Oct. Identification of areas for new housing to be created to meet the government figures is being consulted. Currently there is talk of a new town of 5k – 6k new homes at Grange Farm near Abington

**5. Parishioners Question Time.** None

**6. Planning**

6.1 Parish Council

| Reference      | Address                 | Proposal                                                                                                                                                         |
|----------------|-------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 25/00469/CONDB | Farm Cottage, Camps End | Information Only<br>Submission of details required by condition 4 (replacements of timber frame members or part members) of Listed Building consent 25/00469/LBC |
|                |                         |                                                                                                                                                                  |

6.2 District Council

| Reference      | Address                   | Proposal                                                                                                                                                               | Status              |
|----------------|---------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|
| 25/00208/CLUED | East View Haverhill Road  | Certificate of lawfulness under S191 for an existing change of use to garden land.                                                                                     | Awaiting decision   |
| 25/01851/HFUL  | The Cedars Haverhill Road | Single storey front and side extension                                                                                                                                 | Granted<br>11/07/25 |
| 25/02291/HFUL  | 31 Claydon Close          | Single storey rear and side extension.                                                                                                                                 | Granted<br>11/08/25 |
| 24/00258/CONDA | Brownings Farm Camps End  | Submission of details required by conditions 3(a) (Phase 1 desk study), 5 (surface water drainage scheme) and 6 (energy statement) of planning permission 24/00258/FUL | Awaiting decision   |

6.3 Planning queries and updates

**7. Matters Arising – For information only**

- 7.1 Road safety activity – Speedwatch – none. MVAS - data to be download **ACTION Cllr Smith** CS/DH  
7.2 PC website change to .gov – Mr Herbert to action this month SH  
7.3 War Memorial - Luxsigns Ltd, Full clean & repaint of lettering completed. A stain has appeared, thought likely to be conkers. Luxsigns advised to cleaning regularly with hose pipe to help maintain the look SH/LK  
7.4 Ditch on Rec behind houses/nr Chapel needs clearing and new signs – awaiting quote for clearing CG  
7.5 Community memorial bench for Mr Prentice. Bench has been identified – rough cost £800 + vat.  
**ACTION Clerk & Cllr Hoddinott** to write article for Camps Review and discuss form of money raising with

**8. Matters for the council to discuss / vote on**

8.1 Extending Village Hall Car Park – **ACTION Cllr Smith** to obtain copy of recent quote and find a third company to quote JB/CS

8.2 Spring water on Bartlow Rd. Contact details received for Highways Officer George Carson. **ACTION Clerk** to organise site visit with Highways & Cllr Hoddinott DH

8.3 Overgrown verges along Bartlow Rd, Castle Meadow. Highways now have responsibility of these areas. **ACTION Clerk** to contact Highways Clerk

**9. Public Rights of Way**

RH

9.1 Identify landowners and boundaries in Parish to know who's land the footpaths cross. Cllr Harper will work with Russell Kent to complete.

9.2 Collect info on unmarked paths – PC will liaise with landowners and provide marker posts where they are missing

**10. Recreation Ground**

10.1 Seating area – spec has been sent to Daines Low, there is a possibility that the area is bigger than they expected – 2x round 8 seater benches. **ACTION Cllr Smith** to contact Daines Low and follow up CS

10.2 Multisport weeding & cleaning – **ACTION Clerk** to contact SLCC to find other companies to quote Clerk

10.3 Playground inspection carried out by Seagrave Inspection Services Ltd. Address play area inspection report items. Ropes have been removed from one side of the Cube. All bolts have been tightened. Aspects of the equipment are deteriorating or delaminating **ACTION Clerk** - to send inspection report to Caledonia Play as equipment has a 10yr guarantee. - Investigate quotes for quarterly servicing. – Contact household backing onto playarea re fence repair needed. **ACTION Cllr Basham** to remove cut vegetation from gateway of No 8

Discussion around restarting the Playground Group

Clerk

10.4 Play Area sign for VH driveway – **ACTION Clerk** to contact Highways

SH

**11. Finance**

The Clerk

**11.1 Receipts**

| Date | Payer                | Item                     | Amount |
|------|----------------------|--------------------------|--------|
| 22/7 | Walden Sweeps        | Camps Review advertising | 48.00  |
| 22/7 | Rosewood Studio      | Camps Review advertising | 126.00 |
| 23/7 | Suffolk Oil Solution | Camps Review advertising | 126.00 |
| 28/7 | M Laing              | Camps Review advertising | 72.00  |
| 28/7 | L. Bidwell           | Camps Review advertising | 45.00  |
| 1/08 | Take the lead        | Camps Review advertising | 45.00  |
| 28/8 | Cooper Barnes Ltd    | Camps Review advertising | 48.00  |
| 28/8 | Cooper Barnes Ltd    | Camps Review advertising | 36.00  |

**11.2 Payments since last meeting**

| Date | Payee                                | Item                                          | Amount  |
|------|--------------------------------------|-----------------------------------------------|---------|
| 31/7 | Unity Bank                           | Service charge                                | 6.00    |
| 4/8  | Red Side Up                          | Printing Camps Review - Aug                   | 238.00  |
| 4/8  | M Laing                              | Clerk wages – Jul                             | 391.20  |
| 4/8  | Country Gardens                      | Parish grass cutting                          | 1944.00 |
| 4/8  | Luxsigns Ltd                         | Deposit for war memorial cleaning & lettering | 1155.00 |
| 4/8  | C Swan                               | Internal audit                                | 50.00   |
| 4/8  | M Laing                              | Clerk wages – Jun                             | 489.00  |
| 4/8  | SCDC                                 | Bin emptying                                  | 259.20  |
| 4/8  | Society of Local Council Clerks SLCC | Membership                                    | 110.00  |
| 4/8  | CC Village Hall                      | Hall hire Apr, May, Jun + Jul                 | 88.00   |
| 4/8  | Age UK                               | Small Villages Warden                         | 400.00  |
| 31/8 | Unity Bank                           | Service Charge                                | 6.00    |
|      |                                      |                                               |         |
|      | Chapel                               | Grant towards Graveyard Maintenance           | 200.00  |

**11.3 Payments to be agreed**

| Payee                            | Item                                         | Amount     |
|----------------------------------|----------------------------------------------|------------|
| CC Village Hall                  | Hall hire                                    | 20.00      |
| Seagrave Inspection Services Ltd | Playarea inspection 2025                     | 336.00     |
| M Laing                          | Clerk wages Aug                              | On request |
| Luxsigns Ltd                     | Balance of war memorial cleaning & lettering | 1155.00    |
| Country Gardens                  | Parish grass cutting inv 2653 Jul            | 895.20     |
| Royal British Legion             | Poppy Wreath & Donation                      | 30.00      |

The above payments were proposed by Cllr Herbert, seconded by Cllr Hoddinott. All agreed

11.4 Account balances as of 31/08/25

|                       |         |
|-----------------------|---------|
| Maintenance           | £15,671 |
| Online account        | £23,355 |
| Sinking Fund & Grants | £27,129 |
| Saver account #2      | £198    |

## 12.Clerks Items

Letter received from Pat Smith, Treasurer for PCC All Saints, thanking the Councillors for the £200 grant towards graveyard maintenance

## 14. Matters for next Agenda

Christmas tree on the green

Village safety checks

**15. Date of Next Meeting:        Planning – 9 Oct /    Full Council – 13 Nov**

Meeting finished at 8.42pm. Melanie Laing