Ellington Parish Council

Minutes of meeting of Ellington Parish Council held
on **Monday 12th January 2026, 7.30pm** at the Village Hall, Ellington.

Present: Councillors: Cllrs Hinchliffe (Vice-Chair), Lumbers, Chapman, MacKenzie and Schmidt.

Clerk: Lisa Hazel
County / Disc: County Cllr Ian Gardener, District Cllr Stephen Cawley

Public: 13 members of public were present,

It was agreed the first point of action is to appoint a new Chairman.
After discussion it was unanimously agreed to appoint Alex Hinchliffe as Chairman to the Parish Council. Alex Hinchliffe duly signed the declaration of acceptance form and convened the meeting. There were no immediate willing volunteers for Vice-Chair. This is to be an agenda item for the next meeting.

Open Forum
It was bought to the Parish Council's attention that the recent works carried out to the ditch system, A14 WB exit slip, the one way valve is blocked again with debris. A suggestion was also put forwarded for additional one way valves to be installed further along. Due to the potential of flooding the Clerk was asked to bring this to the attention of the Environment Agency and Internal Drainage Board with immediate effect. **Action:Clerk.**

1949 To appoint New Chairman of the Parish Council
This item was taken at the beginning of the meeting.

1950 To receive written applications for the office of Parish Councillor and to co-opt to fill the existing vacancy
Noted 3 applications were received. Each candidate was given 3 minutes to address the Council on why they wish to join the PC and then asked to leave the room whilst members undertook discussions.

On a proposition it was unanimously agreed to appoint Debbie Ruddle. The vote was recorded as follows:

- Mr Ross Taylor - 3 for
- Mr Jim Muelchi - 1 for
- Debbie Ruddle - 4 for

All applicants were thanked for their applications and invited to apply for any future vacancies that may arise. Debbie Ruddle duly signed the declaration of acceptance and joined members at the table.

1951 To receive apologies and reasons for absence
Apologies were noted and approved from Cllr Chris Stening.

1952 Declaration of Interests in any agenda item
None.

1953 County and District Councillor(s) Reports
See reports attached.

1954 To approve the minutes of meeting held on 10th November 2025

- **Note amendment to 'apologies of absence'** - NOTED

The minutes were approved as a true record and duly signed.

1955 To consider matters arising from the previous minutes:

• **Xmas Tree - Round up**

Noted the event was very successful. The Clerk was asked to pass on the Parish Councils thanks to the Gala committee. **Action:Clerk**

• **Vibration Assessment Update - Note dip in road has been filled in**

It was reported the repair that was carried out is of poor quality and has already failed. Cllr Ian Gardener was asked to look into this on behalf of the Council.

• **Huntingdon District Council Draft Local Plan to 2046 Consultation - Note Response Submitted -** NOTED, a copy of which is attached to these minutes and on the website.

• **Tree works Village Green - Update**

Cllr Bob Lumbers confirmed he has applied for the relevant permissions for works to be carried out and is waiting a response.

• **Church Sign(s) - Note now installed -** NOTED. An email of thanks has been received from a resident.

1956 Village Hall

• **Consider quote to install outside tap**

Cllr Bob Lumbers confirmed the person he has approached to install the tap has agreed to install if for free. A request was made to have a lock on the tap to prevent misuse and for it to be insulated against cold weather.

• **Consider donation request(s)**

NOTED the village hall have been asked to submit detailed requests with breakdown of amount required, costings, etc.

The Clerk asked for clarification on the village hall committee and its role with regards to the Parish Council. Cllr Bob Lumbers highlighted they are a sub-committee of the Parish Council. Authorisation was given to the Clerk to look into this further.

1957 Grass Cutting 2026 - 2028

• **Consider tenders received**

The Clerk confirmed she has contacted 3 companies to quote for works and confirmed 2 tenders have been received including the current contractor. Quotes were received and considered from BEAM and Naturespace.

Both quotes were considered and discussed in detail. It was unanimously agreed to continue with the current grass contractor BEAM for continuity purposes. Noted BEAM have indicated in 2 years time the contractor will be 70 and continuation of the contract may not be possible. The Parish Council were happy to accept this.

1958 FP19 - Buffaload Logistics Ltd Request to Support Diversion of Footpath

• **Approve draft response**

RESOLVED to accept draft response supporting the diversion subject to conditions / observations.

1959 Neighbourhood Plan (NP)

• **Consider request to change boundary**

The Clerk confirmed a request has been received from a resident to review the built up area of the NP boundary to include all of their garden. The Clerk confirmed advice has been sought from Huntingdonshire District Council and Grafham as it is a joint Neighbourhood Plan which was circulated to members prior to the meeting.

RESOLVED not to change the boundary as the current boundary follows the Conservation Boundary. The Clerk is to reply accordingly to the resident. **Action:Clerk**

1960 Local Highways Improvement (LHI) Scheme 2026 / 2027 Bid

• **Update on meeting with Michael Martin, Senior Project Manager, CCC.**

The Clerk confirmed she and Cllr Ian Gardener met with Michael Martin to discuss the Parish Councils proposals to submit a bid to extend the double yellow lines. Michael Martin confirmed it was a good application to submit and provided suggestions on how to complete the form and what evidence should be submitted. The Clerk is to submit the application. **Action:Clerk.**

Noted Cllr Stephen Cawley left here.

1961 Village Matters

- **Planters**
  - **Adopt a Planter Scheme - Further Details / Update**

This is to be an agenda item for the next meeting when Cllr Chris Stening should be in attendance.

- **Litter Pick**
  - **Resolve to Set Date for Spring Litter Pick**

RESOLVED to hold the Spring Litter pick on Sunday 8th March 2026. A budget of £100.00 was set to provide refreshments afterwards. The Clerk is to book the VH. **Action:Clerk.**

1962 Note Brampton Road Quietway Update

Cllr Ian Gardener provided an update. It was noted Brampton Road will remain open to all with an advisory speed limit of 20mph set for the road. Associated Quietway works are to be carried out around easter time.
Cllr Ian Gardener left here.

1963 Speeding / MVAS / Traffic

- **Community Speed Watch Update -** Clerk confirmed the majority of members have now carried out the online training. Noted the current MVAS units are to be used to record speed. The Forcewide Watch Coordination Officer will undertake checks to ensure the MVAS units are suitable before training starts.
- **Traffic**
  - **PPT Slide with A14 SAG and Other Travel Updates**

Cllr Andrew MacKenzie gave a brief presentation which provided basic information on the A14 Traffic delays between Brampton and Catworth over the last year (Aug 2024 to Aug 2025). A copy of which is appended to these minutes for reference.
NOTED the next SAG meeting is in April.
The Clerk was asked if a dedicated email address can be set up for residents to email in traffic issues. **Action: Clerk.**

1964 Brampton Cross Working Group - Update

NOTED. The Parish Council considered the request from the working group to donate funds. RESOLVED to donate up to a £1,000 subject to the following conditions:

- Any requests for funding are to be submitted to the Council in writing, with full details, for consideration, up to the value of £1,000,
- The PC prefer funding to go directly towards a specific cause which should be focused around 'traffic issues' for example funding of a professional traffic survey,
- The PC have the right to refuse or accept each funding request based on its merits.

This is to be carried forward to the next meeting. The Clerk was asked to check if CIL money can be used. **Action:Clerk**

1965 Planning

- **Note Responses submitted for the following planning applications:** -
  - **APPLICATION REF. 25/02357/HHFUL- Garage conversion, front porch and single-storey side extension, adding two bay windows, plus internal and external works 3 Spinney Field Ellington Huntingdon PE28 0AT**

NOTED the PC responded as follows:

- The Parish Council would like to respond with "No Objections' with the following comment: Concern has been expressed over the close proximity of works to neighbours boundary.

  - **TREE APPLICATION REF. 25/02345/TREE -T1: Lombardy Poplar - Reduce to approx. 2.5m high trunk -T2: Lombardy Poplar - Remove 1x dead branch at 10m - 8 Spinney Field Ellington Huntingdon PE28 0AT**

NOTED the PC responded as follows:

- Ellington Parish Council would like to respond with "No Objections" to application: 25/02345/TREE.

- **Open Letter - Update(s)**
  - **Update on meeting with Cllr Stephen Cawley**

Noted Cllrs Hinchliffe, Lumbers and Mackenzie held a meeting with Cllr Stephen Cawley to discuss planning issues in the village and asked for his assistance.

- **Note Meeting date set for meeting with Chief Executive, Huntingdonshire District Council**

NOTED this meeting has been set up as requested by Cllr Stephen Cawley and the PC to discuss various enforcement / planning issues and perceive lack of action being taken.

1966 Polices

- **Resolve to adopt following policies: -**
  - **Code of Conduct**
  - **Privacy**
  - **Safeguarding / Child Protection & Vulnerable Adults Policy**
  - **Data Protection**
  - **Standing Order**

On a proposition by Cllr Mackenzie and seconded by Cllr Lumbers all of the above polices were adopted with immediate effect.

1967 Finance & Administration:-

a. To receive financial situation of Council and to note bank reconciliation - NOTED

b. Note payments made since last meeting and payments to be authorised

NOTED and are listed at the end of the minutes.

c. Note reduction in bank interest rates - NOTED

d. Note Annual CIL return - NOTED now completed.

1968 Any other Business for information only - NONE

1969 Date of next meetings:

2026 - March 9th, May 11th, July 13th, Sept 14th, Nov 9th.

There being no further business the meeting was closed at 21.09pm.

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03/11/2025	L Hazel - Clerk Salary	£389.50
03/11/2025	Reimbursment L Hazel - Plants (CIL Money)	£118.45
17/11/2025	Bank Charges	£4.25
24/11/2025	Reimbursment Alex Hinchliffe - Soil for Planters (CIL Money)	£42.00
24/11/2025	Reimbursment Alex Hinchliffe - Leaflet Printing (CIL Money)	£39.00
24/11/2025	Core Synergy - Email Fees	£24.00
24/11/2025	Core Synergy - Website Update	£42.00
24/11/2025	Donation Ellington VH Insurance Costs	£2,509.42
24/11/2025	The Print Shop - Newsletter	£234.00
08/12/2025	CAPALC -	£225.00
08/12/2025	Core Synergy - Email Fees	£42.00
08/12/2025	L Hazel - Clerk Salary	£381.50
16/12/2025	Bank Charges	£4.25
17/12/2025	111 Shires - Xmas Tree	£360.00
18/12/2025	Ellington Village Hall - Litter Pick Hire	£75.00
12/01/2026	L Hazel - Clerk Salary	£381.50