

Brinkley Parish Council
Minutes of the Annual Parish council meeting at 7.30pm on 19th May 2025
At Brinkley Memorial Hall

Present: Cllr M Coley, Cllr A Aubert, Cllr S McIntyre, Cllr I Monks, Hayley Livermore

John Trapp

Item	
25-26/1	<p>Election of chair</p> <p>Cllr I Monks was elected to the position of chair. Proposed by MC, seconded by AA.</p>
25-26/2	<p>Public Forum</p> <p>None</p>
25-26/3	<p>Apologies of absence</p> <p>Cllr N Beamish-holiday-approved by chair.</p>
25-26/4	<p>Declarations of Interest</p> <p>Cllr Monks for item 25/25 24.1 Allotments are subject to 3m wide right of access belonging to Cllr Monks.</p>
25-26/5	<p>Election of vice-chair</p> <p>Deferred until the next meeting. Cllr Beamish will remain as vice-chair at present.</p>
25-26/6	<p>Approval of minutes 31st March 2025</p> <p>Minutes were reviewed, approved and signed by the chairman.</p>

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25-26/7	<p>District councillor report</p> <p>Circulated before the meeting</p>
25-26/8	<p>County councillor report</p> <p>Circulated before the meeting</p>
25-26/9	<p>Planning since the last meeting including Countryside Burials Ltd Brinkley Woodland Cemetery Balsham Road Brinkley Newmarket 25/00263/FUL</p> <p>Brinkley Woodland Cemetery Balsham Road Brinkley Newmarket 25/00263/FUL- no comments but disappointed we have another retrospective plan. Confirmation is needed on whether both fields have planning permission for burial ground.</p> <p>25/00487/FUL Sypsey cottage- No comments.</p>
25-26/10	<p>Bank and savings account changes</p> <p>It was resolved that both of the Parish council accounts (Lloyds and Cambridge Building society) will be moved to Unity trust bank and internet banking will be used. Clerk to set this up with same councillors as signatories as on existing bank account.</p>
25-26/11	<p>Maintenance work (phone box, notice board, village sign, village gates)</p> <p>The clerk has tried to obtain quotes for this work but has only had 1 response. It was agreed to accept this quote of £1250 for the work to the phone box, noticeboard and village sign. The same company have quoted between £1500 and £2000 for the repainting of all sets of village gates; however this can not be done at present due to overgrowing vegetation and the gates at the Carlton end of the High Street being in need of repair. It was agreed to try to get the maintenance work done this year with a view to the gates being painted in Spring 2026.</p>
25-26/12	<p>Councillor recruitment</p> <p>The council currently only has 5 of 7 councillor vacancies filled. This was discussed and Cllr Aubert offered to write a piece for the Village Voice regarding what the role entails and hopefully interest</p>

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will be generated in the positions.

25-26/13

Community engagement

Possible opportunities to engage further with parishioners was discussed. It was agreed to discuss this at further meetings.

25-26/14

Tree protection for Brinkley Wood, Hay Wood, Ladies Grove

Brinkley Wood, Hay Wood, Ladies Grove and the bit in between now have new owners and Cllr Aubert raised that the PC need to try to make sure that these bits of woodland are protected. This was discussed and it was felt that there was not much the council needed to do at present as no development was planned on these areas, however individuals can contact the ECDC Trees team and planning departments with any concerns.

25-26/15

To confirm Insurance renewal

We have reached the end of our long-term agreement and have been quoted £746.53 for the year June 25-June 26. It was resolved to enter another 3-year long-term agreement for the PC insurance. This will increase slightly in year 2 and 3 as the cost is index-linked.

25-26/16

To confirm Capalc subscription and SLCC for clerk

The council is a member of Capalc and the membership was renewed in March 25.
The clerk is a member of SLCC of which the council pays 1/3 of her membership fee and this was renewed in March 25.

25-26/17

To receive the internal auditors report

The internal auditors report for the year 24-25 was discussed, advice will be implemented by the clerk and it was resolved to accept the report for 24-25.

25-26/18

To accept the end of year 24-25 bank accounts

The end of year 24-25 bank reconciliation was circulated before the meeting, discussed and it was resolved to accept the accounts.

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25-26/19

To declare the parish council exempt from external audit for 24-25

Due to the council's income and expenditure both being less than £25,000 for the year 24-25 we are able to declare ourselves exempt from external audit. This was agreed by all and the exemption form was signed and dated by the chair and clerk.

25-26/20

To approve the annual governance statement for 24-25

All statements on the Annual Governance statement for 24-25 were read out by the chair and it was agreed to indicate a 'yes' as compliance to all statements. The annual governance statement was signed by the Chairman and clerk.

25-26/21

To approve the accounting statement for 24-25

The accounting statement of the year 2024-25 was presented by the clerk, approved by the council and signed by the chair.

25-26/22

To review standing orders, Health and Safety policy, Financial regulations, Information and data protection policy and to adopt Freedom of Information policy.

Data protecting policy reviewed-only change is clerk email address.

Health and safety policy reviewed-no changes.

New freedom of information policy was adopted and will be added to our website.

NALC have released a 2025 template version of Standing orders and Financial regulations. These were adapted by the clerk to fit the needs of our parish council, circulated for review by all and adopted at the meeting.

25-26/23

Finance:

i. Cheques for signature-

The following payments were approved by the council and cheques signed by Cllr Monks and Cllr Coley

- 1) Brinkley memorial hall-Hall hire-£90
- 2) SALC-Payroll-£54
- 3) Playsafety Ltd-Play area inspection-£110.40

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- 4) Vision ICT-website and emails-£294
- 5) H Livermore-expenses-£106.80
- 6) McGregor services-Grasscutting-£318
- 7) Information Commissioners office-Data protection registration-£52
- 8) Clear councils-Insurance-£746.53
- 9) M Field-BG archive group donation-£25

- ii. **Cheques since the last meeting-** None
- iii. **S137 spending 24-25-** Burrough Green Playgroup £100; Burrough Green archive group £25.
- iv. **Annual donations-** It was resolved to donate £25 to the Burrough Green Archive group. All other donations will be discussed at the next PC meeting.

25-26/24

Parish matters:

Allotments- Documents are almost agreed by the seller of the allotment land. The only issue that has occurred is that our solicitor tried to exclude Social Housing developments from being bound by the Overage going forward; however, the seller will not concede the point. It was agreed not to pursue this.

Play area- We now have 3 quotes for the additional piece of equipment needed at the place area and will be submitting an application to Wadlow wind farm for a grant to cover the cost.

The Rospa inspection report highlighted that bolt caps are missing; clerk to enquire re spare parts with supplier.

Clerk to contact ECDC re grass-cutting as the strimmer's being used are damaging the posts of the wooden play equipment.

Meeting closed at 21:20

County councillor report-

I am delighted to have been elected to represent the residents of the Woodditton Division and really look forward to supporting this diverse set of communities, from Lode in the northwest to Kirtling & Upend in the southeast.

Firstly, a huge thank you to Alan Sharp, for years of service as a hardworking councillor for our community. There are so many that will appreciate everything you have done to support them.

Elections and County Council Composition

The elections in Cambridgeshire and Peterborough on Thursday 1 May have resulted in changes of political control of both Mayoral and County Council level.

Conservative Paul Bristow gained the Mayoralty, following four years of Labour under Nik Johnson.

The results were as follows:

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Candidates	Cambridge City	East Cambs	Fenland	Huntingdon	Peterborough	City	
South Cambs	Total						
Paul Bristow							
(Conservative)	5,042	5,733	8,302	13,797	15,769	11,600	60,243
Elected							
Ryan Coogan							
(Reform UK)	3,122	5,924	9,246	13,376	9,221	8,758	49,647
Lorna Dupre							
(Liberal Dem.)	6,340	7,473	2,050	9,024	2,907	13,817	41,611
Bob Ensich							
(Green Party)	5,332	1,528	1,528	3,206	2,649	4,477	18,255
Anna Smith							
(Labour)	13,382	2,863	2,863	6,694	7,629	9,927	42,671
Four of the five candidates won at least one of the six districts, showing how fractured opinion in this country has become. The winner received the votes of 28% of those who voted, and 9.3% of the electorate as a whole.							
Meanwhile, the Liberal Democrats won a majority of seats on the County Council. Again, many seats being won or lost by a handful of votes. The composition of the council following the 1 May elections is as follows:							
Liberal Democrats	31						
Conservative	10						
Reform UK	10						
Labour	5						
Green Party	3						
Independent	2						
Politicians and local authorities at every level of government will be adjusting to the new dynamic.							
Quality of Life survey							
The County Council’s third annual countywide Quality of Life survey has launched this month, and will help the council understand and track residents’ views across Cambridgeshire.							
The survey asks residents about their views on topics such as life and community, transport, health and wellbeing, children and young people, and the council and its services.							
The information gathered from previous surveys has already been used to inform the council’s Business Plan and Budget processes. This year there are two questions to help introduce the concept of Local Government Reorganisation to residents and provide an early indication of awareness.							
Even if you are not one of the 1,100 people in this district contacted by the market research company, you can still take part. The survey is available at www.cambridgeshire.gov.uk/quality-of-life-survey until Monday, 21 July. The responses will then be collated and published to councillors and the public in the autumn. The results will help inform council meetings and priorities for the years ahead.							
Environment							
Cambridgeshire County Council has been re-accredited as a Bronze ‘Carbon Literate Organisation’, highlighting the organisation’s dedication towards tackling climate change, working towards a							

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zero-carbon future, and reducing its organisational carbon emissions.

This is a nationally recognised scheme which helps organisations reach ‘an awareness of the carbon costs and impacts of everyday activities and the ability and motivation to reduce emissions on an individual, community and organisational basis’.

Buses

From 27 May, the Tiger Bus Network will be delivering two new services. Though unfortunately these do not directly support our immediate area, they will provide some onward options from Newmarket.

Tiger 4 (Newmarket to Addenbrookes) and Tiger 5 (Soham to Cambridge). For those wanting to take a look online here is the link <https://cambridgeshirepeterborough-ca.gov.uk/tiger-bus-routes/>.

I will be working over the coming years to help support those in our community needing improved public transport options.

Highways

Burrough Green have seen recent road treatment on Bradley Road, heading to Haverhill and Dullingham has planned road treatment to Station Road scheduled on 27th May, which I will aim to update you on further at the meeting.

One of my main priorities will be focusing on how we can make sure work required to local roads is better captured and prioritised in the future.

The first full council meeting is on 20 May, so next time I will be able to update you further and clarify the specific areas of council I will be working within.

Cllr Jonny Edge, 07974 348141, jonny.edge@cambridgeshire.gov.uk

District Councillors’ report to Parish Councils May 2025

Because of purdah due to the imminent County Council elections, there was no significant activity by the Council since the last report.

The by-election at Stretham ward, caused by the resignation of a Lib Dem Councillor for reasons of ill health, was won by a Lib Dem, so ECDC is evenly balanced with fourteen each of Conservatives and the Lib Dem & Independent Group.

Members have had a seminar from Sanctuary Housing, and it was reported that many more houses have been renovated, and, now, occupied. If any one is aware of unoccupied Sanctuary Houses, please let us know so that we can check with Sanctuary. Sometimes major renovations have to be done after a tenant leaves a house, particularly when they have been in residence for a long time.

Members have also had a seminar with the Police about Community policing, and John is discussing with the Area Police sergeant some of the problems that villages in this ward are facing. Please direct any further concerns or matters about policing to John.

We have also had a seminar about the Mepal Crematorium for which the building costs have escalated. Although it is possible to find the money from existing and expected CIL contributions, it will curtail other community projects.

A District Councillor in another ward has organised defibrillator training for parishioners with East Anglia Air Ambulance, and this has been well received. The importance of immediate application is of paramount importance, and this will train parishioners who are interested in helping their fellow

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parishioners to become effective operators. If you consider that your village would benefit from this training, please contact John.

Cllrs Charlotte Cane MP and John Trapp