

# Rampton Parish Council

## MINUTES

Minutes of the **Annual General Meeting** of Rampton Parish Council held on **Tuesday 12<sup>th</sup> May 2026** at 7.30pm in the Village Hall, Church End, Rampton.

**Present:** Cllrs Garstang (Chair), Allen, & Dence, CCC Cllr Deter, the Clerk.

**In attendance:** 1 member of the public

The meeting started at 7.30pm

**26/12. Election of Chairperson** – P Dunkley was proposed (in absentia) for charman by J Garstang and seconded by S Dence and unanimously elected.

**26/13. Election of Vice-Chairperson** – J Garstang was proposed by S Allen and seconded by S Dence and unanimously elected.

**26/14. Chairpersons signing of acceptance** – Acceptance to be signed as soon as possible and presented at the next meeting.

**26/15. Chairperson's introduction and to accept apologies for absence** – Vice-Chair Garstang chaired the meeting. Apologies were received from Cllr Dunkley (personal), Cllrs Drew and Markey (work).

**26/16. To accept Declarations of Interest and Dispensation requests** – None.

**26/17. Questions from the public and / or press** – None.

**26/18. Minutes** – to consider that the minutes of the Ordinary Meeting held on Tuesday 10<sup>th</sup> March 2026 of the Parish Council be signed as a correct record. **RESOLVED.**

**26/19. Reports –**

**CCC/SCDC** - Cllr Deter      **Village Hall** – Cllr Allen  
**Safety & Inspection** – Cllr Dunkley      **Skatepark** – Cllrs Dunkley & Dence  
**Clerk report**      **Highways latest**

- CCC – Cllr Deter confirmed that she has been in post for a year as County Council and has now also been elected as District Councillor. She welcomes feedback and queries.
- SCDC – It was noted that Eileen Wilson remains as a District Councillor, along with Cllr Deter holding dual councillor roles.
- Safety & Inspection –  
At our last meeting, M26/22 we resolved to have the moderate risk repairs undertaken to the cable way launch station. Following a site inspection it was advised that further work is required, the risk remains moderate, but the cost has increased from £193.80 to £944.60. As such it was agreed that we defer the repairs until alternative quotes can be sought. The launch station will remain under close inspection. **Item Deferred.**

Following the latest inspection at the Rec, it was noted that the swing *seats* are looking a little tired, although structurally sound. The cost to replace all four seats is £648.00. It was resolved that the seats will be pressure wash cleaned and then reviewed again. **RESOLVED.**

- Skatepark – A meeting is to be arranged with the proposed contractors before planning permission is applied for.
- Clerk report –  
Newsletter – Following a request from a parishioner to support the upgrade of the village newsletter a quote was considered. Any decision was deferred to allow for canvassing of the village for their thoughts/requirement. **Item Deferred.**

Flower Barrels – Following our proposal to place additional flower barrels on the verges to the North of The Green to deter parking on the verges we received an email from one of the affected residents with reasons why access to park on the verge remains. Following consideration it was felt that the placement of the barrels should proceed. Whilst we note the residents' concerns, the houses affected were sold with no driveway or off road access, the verges are owned by

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Cambridge County Council Highways, not the Freeholders. We note that there is also no dropped kerb. The Green is within a conservation area and is the key focal point of the village and in line with villagers concerns we are working to maintain the integrity and the outlook for all.  
**ACTION – Clerk to write to the resident.**

- Cambridge County Council Highways – it was noted that we have a new Local Highways Officer – David Crowther.

## 26/20. Finance -

- 26/20a** To agree payments and receipts as presented – reports provided. **NOTED**
- 26/20b** Bank Statement – to acknowledge scrutiny and acceptance of the previously circulated bank statement. **NOTED**
- 26/20c** To confirm Ben Stoehr of LGS as internal auditor. **NOTED**
- 26/20d** To confirm PKF Littlejohn as external auditor. **NOTED**
- 26/20e** Annual Audit – Approve Section 1 of the Annual Governance Statement Report (AGAR) 2025/26. **Agreed by the Council and signed by the chair.**
- 26/20f** Annual Audit – Approve Section 2 of the Annual Governance Statement Report (AGAR) 2025/26. **Agreed by the Council and signed by the chair.**

## 26/21. Planning – No open applications.

**26/22. Annual review of Standing Orders** – document circulated to all Cllrs prior to the meeting.  
**The document circulated to the Cllrs prior to the meeting was agreed without change.**

**26/23. Annual review of Financial Regulations** – document circulated to all Cllrs prior to the meeting.  
**The document circulated to the Cllrs prior to the meeting was concluded with previously agreed changes.**

**26/24. Annual review of Risk and Management Plan** – document circulated to all Cllrs prior to the meeting.  
**The document circulated to the Cllrs prior to the meeting was agreed without change.**

**26/25. Annual review of the Asset Register** – document circulated to all Cllrs prior to the meeting.  
**The document circulated to the Cllrs prior to the meeting was agreed without change.**

**26/26. Annual review of fees – Allotment, Burial Ground, Clay Pits** – current fees circulated to all Cllrs prior to the meeting.

**RESOLVED** – It was resolved to increase all burial fees by 5%. No other increases.

## 26/27. To consider the lease renewal for the allotments.

The council considered the proposal of an annual rent increase from £269.00 to £520.00, it was resolved that we revert to the Freehold Owners with a counter proposal of £350.00 per annum, with a review to resolve at the next meeting. **ACTION - Clerk**

**26/28. Website** - To consider the quotes provided for the upgrade of the Rampton Parish Council website.

Following the consideration of quotes it was resolved to appoint Parish On-Line to create and host a new .gov.uk website for the Council. **RESOLVED**

## 26/29. Affordable Housing - Cambridge Acre – To provide an update in relation to Rampton.

It was resolved that RPC are happy for Cambridge Acre and Cambridge Housing Society to continue to look without prejudice at potential opportunities for a small affordable housing scheme in Rampton. A member of Cambridgeshire Acre is likely to attend our next meeting with an update.

**26/30. Dates of next scheduled meetings** – Bi-monthly on the second Tuesday – 14<sup>th</sup> Jul, 8<sup>th</sup> Sept, 10<sup>th</sup> Nov 2026

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## 26/31. Close of meeting 2030

Posted on 23<sup>rd</sup> May 2026 by Moyra Mould, Clerk to Rampton Parish Council,  
Lantern House Barn, The Green, Rampton, CB24 8QB Tel: 01954 200 345  
Email: [ramptonparishclerk@gmail.com](mailto:ramptonparishclerk@gmail.com)

Signed: .....Chairperson

Date: .....

DRAFT