

Hardwick Parish Council
Annual Meeting held on Tuesday 28 May 2013 in the School at 8.15 pm
Following the Annual Parish Meeting

Present: Councillors: I Storr (Chairman), P Joslin, R Worland, A Gill, T Bhachu, A Freeman, and J Humphries.

In attendance: Newly elected County Councillor Stephen Frost and Mrs Kathleen Baptie (Minutes Secretary, LGS Services).

1. Annual Business

1.1 To elect a Chairman and to receive the declaration of acceptance of office

Cllr Storr was elected as Chairman ^(Prop AG, 2nd PJ) and signed the Chairman's Declaration of Acceptance of Office.

1.2 To elect a Vice-Chairman

Cllr Chamberlain was elected as Vice-Chairman in his absence. ^(Prop IS, 2nd PJ)

1.3 To appoint committees, working groups or any other offices which the Council deems necessary.

The were no changes to the current member responsibilities as follows:

- Planning Applications - Cllrs Chamberlain and Gill.
- Parish Path Partnership (P3) - Cllr Joslin.
- Trees Officer - Cllr Gill.
- Play Areas – Cllrs Bhachu, Freeman and Stewart.
- Skate park – Cllr Humphries
- Webmaster – Ela Parmar
- School Liaison Representative – Cllr Humphries

No committees were required.

1.4 To appoint representatives on any other organisation or authority

Cllr Worland was reappointed for the Sustainable Parish Energy Partnership project.

Open public session including reports from the County and District Councillors

Newly elected County Councillor Stephen Frost introduced himself. He can be contacted at Stephen.Frost@cambridgeshire.gov.uk He is keen to work with Parish Councils on local issues and will be pushing for something to be done at Cahill's corner. He confirmed that the closing date for the Local Minor Highway Improvements is this Friday, so it will soon be known whether Hardwick was successful.

It was also noted that the Wig Wag signs aren't working on Tuesdays and Wednesdays but come on Saturdays and Sundays.

Cllr Frost was thanked for attending and left the meeting..

2. Apologies for absence and declarations of interest

Apologies received from District Cllr Jim Stewart.

2.1 To receive declarations of interests from councillors on items on the agenda

None

2.2 To receive written requests for dispensations for disclosable pecuniary interests (if any)

None

2.3 To grant any requests for dispensations as appropriate

None

3. To approve the minutes of the previous meeting on 30 April 2013

After the following amendments, p296 item 3.1 to add the word 'standards' after current, p297 item 6.1 to correct 'alleged' (typo) and insert the word 'place' after taken, the minutes of the previous meeting on 30 April were approved ^(Prop JH, 2nd AG) and signed by the Chairman.

4. To consider resolutions, if any, arising from the Annual Parish Meeting

None.

5. Matters arising and carried forward from the last or previous meetings for discussion/decisions**5.1 (3.1) HSSC Lease renewal – to consider response from DVS**

After some consideration the Parish Council wished to respond that it agreed to points 1 to 8 and point 10. It was decided to amend point 9 to read 'The property is to be made available for community use to a maximum of 40 hrs per calendar month on Tuesdays and Wednesdays – at no charge to those groups using the pavilion.'

5.2 (3.2) Minor Highways Improvement Scheme and improvements at Cahill's Corner
This was discussed earlier under the public open session.**5.3 (7.4) Repainting of Egremont Rd play equipment – to arrange dates**

It was agreed that the work would take place on Wednesday 19th June. It was agreed that the Parish Council would purchase 10 hi viz jackets with Hardwick Parish Council printed on them. It was also agreed to delegate to the Chairman and Clerk to agree a cheque for up to £150 for paint and materials to Travis Perkins when the invoice is received.

5.4 (7.6) Banking and high interest deposit account rates

After some consideration it was agreed to ask the Clerk to look into moving money out of Lloyds and into the Cambridge Building Society. It was felt that the current account could be moved to the Cambridge Easy Access (issue 2) and the 30 day account to the Cambridge Notice Council Savers (issue 3). To be carried forward to the next meeting when further details of these accounts are known.

5.5 To consider the tree survey report and any action required

Following a lengthy discussion it was felt that the priority work as indicated in the report would cost in the region of £6,500. In light of this Cllr Gill will investigate further and liaise with the Clerk to seek 2 further quotes for the work.

6. Correspondence/communications received**6.1 SCDC – revised Code of Conduct**

It was agreed to adopt the revised Code of Conduct.

6.2 The Bobby Scheme – request for financial support

The Parish Council felt it was unable to donate to the scheme at this time.

6.3 Recreation Ground maintenance including to consider quotes for top dressing and verti-draining

It was agreed to accept the quote from Bury Turfcare Ltd for £5,077.20 inc vat. They will be asked to liaise directly with the Cricket and football clubs so that there is no disruption to fixtures.

7. Planning applications and decision notices**7.1 Planning applications received since the last meeting****7.1.1 S/0875/13/FL – 31 Meridian Close – Extension**

It was agreed to recommend approval.

- 7.1.2 S/0916/13/FL – 26 Hall Drive – Side and rear extension to provide ground floor and first floor accommodation
The Parish Council agreed to recommend approval.
- 7.1.3 S0907/13/FL – 38 Laxton Avenue – Conservatory
It was agreed to recommend approval.
- 7.1.4 S/0996/13/FL – 277 St Neots St – Conversion of roof to residential bungalow
It was agreed to recommend approval.
- 7.2 SCDC Decision Notices
- 7.2.1 S/0224/13/VC– 309 St Neots Rd – Variation of condition of planning permission S/1204/04/0 to read ‘the 3 live work units’ instead of the 4 live work units’, excluding the application site – Permission granted by SCDC.
Noted.
- 7.2.2 S/0517/13/FL – 114 Limes Rd – renewal of planning permission S/0342/10/F for extension over double garage – Permission granted by SCDC.
Noted.
- 7.2.3 S/0562/13/FL – Land adj to 311 St Neots Road – Erection of dwelling – Permission refused by SCDC. Noted.
- 7.2.4 S/0630/13/FL – Land adj 3 Lark Rise – Two dwellings – Permission granted by SCDC. Noted.
- 7.3 Tree works applications
None.
- 8. Members reports and items for information only**
None.
- 9. Finance, procedure and risk assessment**
- 9.1 To receive the financial report and approve the payment of bills
The financial report was received and considered and invoices and bank statements were checked before the cheques were signed at the end of the meeting. The payments as listed in the finance report,
- | | |
|------------------------------------|---------|
| LG Stoehr (Salary) | £220.45 |
| J Dyer (Salary) | £110.36 |
| Briar Security (Alarm maintenance) | £90.00 |
| Grounds By Rounds (Grass cutting) | £303.01 |
- plus Acacia Tree Surgery £2,244 (tree survey), Caroline Edgely £34 (Hardwick Happenings), LGS Services £1,394.87 (Admin support) and Victoire Press £608 (Hardwick Happenings) ^(Prop PJ, 2nd AF).
- Credits and bank interest received since the last meeting were noted.
- 9.2 Play areas and skate park inspection reports
Play inspection reports were received. It was noted that there was some graffiti on one wall at Grenadier Walk. The Clerk is to arrange its removal.
- 9.3 to consider any quotes for urgent work required because of risk
None.
- 9.4 Annual Reviews
- 9.4.1 Assets, Insurance Policy and fidelity guarantee review
It was agreed that the fidelity guarantee on the insurance policy should be increased to £185,000 with immediate effect. ^(Prop IS, 2nd PJ)
- 9.4.2 Standing Orders, Financial Regulations, Risk Assessment and other policies review

It was agreed ^(Prop JS, 2nd AG) that the Parish Council was satisfied with the shortened version of agenda for its Annual meetings. The Standing Orders are to be amended to reflect this and also to note the adoption of the revised Code of Conduct.

9.4.3 Employee reviews

The Chairman will undertake the Clerk’s annual review and the Clerk will undertake the Litter Picker’s review.

10. **Members items for the next agenda and for the Clerk’s information and Closure of meeting**

Cllr Joslin read out the press released prepared by CCC regarding work on the footpaths. The Parish Council agreed it was happy for the press release to be published.

Cllr Joslin asked the Council for permission to attend a Comberton Parish Council meeting to discuss the possibility of a cycle path between Hardwick and Comberton.

It was noted that some of the road signs were damaged. It was decided to ask Highways to repair.

Flooding in St Neots Rd following heavy rain was thought to be caused by a blocked drain (opposite Weatherheads). Highways will be asked to look into this also.

Cllr Humphries raised a concern from the Playschool that the lease on their portacabin is nearly up and that an extension may not be granted this time. It was suggested that it could move back into the school building.

Cllr Worland gave his apologies for the next meeting.

There was no further business and the meeting closed at 9.53 pm.

SignedChairmandate.

