

# HARDWICK PARISH COUNCIL

**I hereby give notice that as previously arranged, the Meeting of the Parish Council will be held on Tuesday 24 March 2015 in the School at 7.45 pm**

*The Public and Press are cordially invited to be present.*

*The order of business may be varied at the Chairman's discretion.*

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out below.



Gail Stoehr, Clerk 19/03/15

## AGENDA

### Open Public Session including reports from the County & District Councillors

- 1. To approve apologies for absence**
- 2. Declaration of interests**
  - 2.1 To receive declarations of interests from councillors on items on the agenda and details of dispensations held
  - 2.2 To receive written and grant any requests for dispensation as appropriate for items on this agenda
- 3. To approve the minutes of the last meeting on 24 February 2015**
- 4. Matters arising and carried forward from the last or previous meetings for discussion/decision**
- 5. To consider any correspondence / communications received**
  - 5.1 Resident – request to hold Big Lunch on Parish Council land
  - 5.2 To consider quotation for repairs to bus shelter opposite Miller's Way
  - 5.3 Request from Hardwick Sports and Social Club to install a water fountain at the Pavilion
  - 5.4 Resident complaint about flytipping by garages in Bramley Way and graffiti on the garages
- 6. Planning applications and decision notices and tree works applications**
  - 6.1 Planning applications received since the last meeting
    - 6.1.1 S/0101/15/FL – 10 Sadlers Close – Replacement of windows - amendment
  - 6.2 SCDC Decision notices
  - 6.3 Tree Works applications
- 7. Members reports and items for information only**
  - 7.1 Proposal that the Parish Council considers improving the Egremont Road play area <sup>(IS)</sup>
  - 7.2 Neighbourhood planning and to consider opportunities for development in the village <sup>(IS,AG)</sup>
  - 7.3 To consider complaints about the burnt out property at the junction of Cambridge Road and St Neots Road <sup>(IS)</sup>
- 8. Finance, risk assessment and procedural matters**
  - 8.1 To consider any quotes for urgent work required because of risk
  - 8.2 To receive play areas and skate park inspection reports
  - 8.3 To receive the financial report and approve the payment of bills
- 9. Members items for the next agenda and for the Clerk's information and Closure of meeting**

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Hardwick Parish Council meets on the fourth Tuesday in each month except December when the meeting is on the third Tuesday. Meetings are held in the School but occasionally, when the School is closed they are held in the Pavilion. Please check the notice board for the venue which is shown on the agenda for each meeting.

Mrs Gail Stoehr, Clerk to Hardwick Parish Council  
30 West Drive, Highfields Caldecote, Cambridge, CB23 7NY  
Tel & Fax: 01954 210241 Email: hardwickpc@lgs-services.co.uk

## CLERK REPORT TO HARDWICK PARISH COUNCIL MEETING ON 24 March 2015

1. Apologies for absence – none at the time of writing
3. To approve the minutes of the last meeting on 24 February 2015 – attached.

### 4. Matters Arising

For information only:

- (4.0) Footpath between the Church and the pub

CCC has replied that the Council's comments have been noted and the request added to their list.

- (4.0) Street lighting issues

Balfour Beatty has responded to the PC's complaint as follows –

Thank you very much for your email and letter. We are working as fast as we can to complete all outstanding works which is why I am hesitant to provide completion dates for this project.

We are committed to get the works completed as quickly as possible. I have noted your letter and the concerns.

Rebecca Avery, Outreach worker for the Office of the Cambridgeshire Police and Crime Commissioner will attend the April meeting.

All actions arising from the February meeting have been carried out.

### 5. Correspondence

- 5.1 Resident – request to hold Big Lunch on Parish Council land

Some of my neighbours and I would like to hold A Big Lunch for residents of Pershore Road and Quince Road, probably on Sunday June 7th. I don't know if you are familiar with this initiative? I have put the website link at the end of this email. Basically the idea will be to invite our neighbours to come and have a picnic with us on the green space next to my house (4 Pershore Road). Everyone who comes will be asked to bring a contribution of food and drink to share. The aim is to help neighbours get to know each other a bit better and to have fun! We thought that it would be nice to do something positive in the light of some anxiety relating to recent burglaries.

I just thought I should check with the Parish Council that there will be no problem.

The website is [www.thebiglunch.com](http://www.thebiglunch.com)

It is part of the Eden Project.

- 5.2 To consider quotation for repairs to bus shelter opposite Miller's Way

Will be brought to the meeting.

- 5.3 Request from Hardwick Sports and Social Club to install a water fountain at the Pavilion

Email from the Club Manager (HSSC)

We had a committee meeting on Monday night and we discussed installing a wall mounted Water Fountain at the end of the building next to the outside tap. It would be useful for the footballers, the children and anyone needing a cold drink during the summer when the club isn't open. Would HPC have any objection to us going ahead with this?

6. Planning and Tree works

- 6.1 Planning applications received

- 6.1.1 S/0101/15/FL – 10 Sadlers Close – Replacement of windows – amended – revision to the proposed materials from Rosewood UPVC to White UPVC.

- 6.3 Tree Works applications – none at the time of writing

### 7. Members' reports and items for information only unless detailed

- 7.1 Proposal that the Parish Council considers improving the Egremont Road play area (IS)

Cllr Storr has written:

At least once per week I get stopped and asked if we can have a better children's' play area on Egremont Road. Apparently all the other villages around here have much better ones than we have. So that we can understand the costing ramifications, will you please contact three Play Equipment suppliers and ask them to submit costings to the Parish Council following this brief:-

- 1) If the Play Area was increased by 50%
- 2) What equipment would they suggest we had in the Play Area taking into account what was most up to date and popular.
- 3) That the whole area was "fenced off" with metal railings.
- 4) Submit a final total cost including supply and fitting meeting the most up to date Health and Safety regulations.

Initial enquiries have been sent to four companies and replies are awaited.

## 7.2 Neighbourhood Planning

<https://www.scambs.gov.uk/neighbourhood-planning>

## 7.3 To consider complaints about the burnt out property at the junction of Cambridge Road and St Neots Road – the Chairman to report

### 8. Finance, risk assessment and procedural matters

8.1 To consider any quotes for urgent work required because of risk – none at the time of writing.

8.3 To receive the financial report and approve the payment of bills – attached.

9. Closure of meeting

### Hardwick Parish Council

#### Minutes of the Meeting held on Tuesday 24 February 2015 in the School at 7.45 pm

Present: Councillors: I Storr (Chairman), A Gill, J Stewart, R Worland, C Oakes, P Joslin, and A Freeman.

In attendance: Mrs C Newton (LGS Services) and Mrs A Griffiths (Minutes Secretary, LGS Services).

#### Open public session including reports from the County and District Councillors

None.

#### 1. To approve apologies for absence

Apologies were received from Cllr Humphries (out of parish) and Richard Bensley (Skanska)

#### 2. Declaration of interests

##### 2.1 To receive declarations of interests from councillors on items on the agenda and details of dispensations held

None.

##### 2.2 To receive written and grant any requests for dispensation as appropriate for items on this agenda

None.

#### 3. To approve the minutes of the previous meeting on 20 January and 10 February 2015

RESOLVED that the minutes of the meeting on 20 January 2015 be approved <sup>(Prop PJ, 2<sup>nd</sup> CO)</sup> and signed by the Chairman, after the following amendments: under item 7.5 paragraph 2, line 1, amend “was” to “is,” and, paragraph 5, line 4, to read “40 houses. Cllr Stewart arrived at 7.46 pm.

RESOLVED that the minutes of the meeting on 10 February 2015 be approved <sup>(Prop JS, 2<sup>nd</sup> AG)</sup> and signed by the Chairman.

#### 4. Matters arising and carried forward from the last or previous meetings for discussion/decisions

##### 4.0 (7.2) Village Sign

The Chairman reported that Anne Jones had undertaken to obtain quotes for its repair.

##### (7.3) Footpath between the Church and the pub

RESOLVED as CCC have repaired two of the largest holes but the footpath is still in a poor condition to write to Highways thanking them for the repairs but stating that the Parish Council would like to see the path fully resurfaced, and as it is now very narrow, would like it to be restored to its correct width.

##### (7.1) Street lighting issues

Cllr Stewart reported that he had written to Paul Quigley of SCDC who had apologised that this matter had not been followed up, and had undertaken to deal with the matter urgently.

##### 4.1 (4.2) Briar Security – to consider report on skate park and quotation

RESOLVED to accept the quotation from Briar Security for £730 plus VAT and costs of straightening the plate and the work should be carried out as a matter of urgency. <sup>(Prop JS, 2<sup>nd</sup> PJ)</sup>

##### 4.2 (4.3) To consider quotation for new litter bin including installation and emptying

RESOLVED to ask SCDC to install the bin and add it to the emptying schedule. <sup>(Prop PJ, 2nd AF)</sup>

RESOLVED to request that the accumulated rubbish behind the new bus shelter be removed.

RESOLVED to ask CCC to replace the broken sign at the junction of Cambridge Road and St Neots Road.

The cutting back of branches affecting visibility from the new bus shelter has still not been carried out this is to be pursued again.

4.3 (4.4) Improvements at Cahill's Corner

RESOLVED that Mr Bensley of Skanska be asked to contact the Chairman to arrange a meeting with him and the Vice-Chairman.

4.4 Proposed yellow lines – to consider whether the Parish Council wishes to proceed

RESOLVED to ask CCC to proceed with the installation of the yellow lines and to respond to the comments as follows: <sup>(Prop PJ, 2nd AF)</sup>

3 – Noted.

4 – Noted, but this is a busy T junction and should be kept clear.

5 – Paragraph 2 – This is a corner and parking causes a blind spot. Paragraph 3 – Yes, but better that they park on the straight part of the road.

6 – They do cause problems – see 5.

7 – Paragraph 2 – very doubtful. Paragraph 3 – The Parish Council is constantly looking for ways to improve this problem.

8 – Paragraph 1 – on their driveways or safer parking places away from school corners and junctions. Paragraph 2 – yes. Paragraph 3 – to keep the road clear.

Paragraph 4 – The Parish Council disagrees. Paragraph 5 – See Item 7. Paragraph 6 – Yellow lines are a very small fraction of the cost to do this. Paragraph 7 – Police to be aware. Paragraph 8 – Noted.

9 – Paragraph 1 – for safety reasons. Paragraph 2 – noted. Paragraph 3 – No. Paragraph 4 – This could be done at the same time as the yellow lines are being painted. Paragraph 5 – Parking on Limes Road causes a blind spot due to the curve of the road. Paragraph 6 – Pavements are not funded by the Parish Council.

10 – Query – parking on their own driveways?

11 – Paragraph 1 – No, safety comes first. Paragraph 2 – The Parish Council would refer again to blind spots.

12 – Paragraph 1 – Ditto above regarding blind spots. Paragraph 2 – It is more likely that an accident will happen due to parking on blind spots. Paragraph 3 – If residents park cars in their garages, visitors could park on their driveways.

Other

(7.1) Street lighting issues

RESOLVED in consideration of the reply from Balfour Beatty to reply that as of today's date, which was more than two weeks from the start date given, the Parish Council knows of several lights which are not working, including some in Cambridge Road and also in Egremont Road.

5. Correspondence/communications received

5.1 Hardwick Harriers – request for permission to use recreation ground

RESOLVED to grant permission, subject to all necessary insurance cover being in place. <sup>(Prop IS, 2nd PJ)</sup>

5.2 Cricket Club – request that permission be granted for another team to also play on the pitch

RESOLVED to grant permission as long as the visiting team's public liability insurance is in place. <sup>(Prop IS, 2nd PJ)</sup>

## **6. Planning Applications and Decision notices and tree works applications**

### **6.1 Planning applications received since the last meeting**

#### **6.1.1 S/0299/15/FL – 158 Limes Road – Garage conversion** <sup>(Prop AG, 2nd PJ)</sup>

RESOLVED that the Parish Council has no objections.

### **6.2 SCDC Decision Notices**

None.

### **6.3 Tree Works**

None.

## **7. Members reports and items for information only**

RESOLVED given the recent Limes Road break in that had been reported to e-cops to write to the Police noting that there had been more break-ins recently and requesting a police "blitz" as soon as possible.

RESOLVED to report to CCC a manhole in the eastbound cycle lane on St Neots Road opposite Weatherheads that is regularly flooding, and cyclists were having to move onto the main carriageway to avoid it.

It was understood that recent power cuts had been due to problems in Cambridge and the electricity company had shut down power to villages to maintain the supply in Cambridge.

## **8. Finance, procedure and risk assessment**

### **8.1 To consider any quotes for urgent work required because of risk**

None.

### **8.2 To receive play area and skate park inspection reports including RoSPA reports**

RESOLVED to receive the reports for the Church play area, Worcester Avenue and Grenadier Walk play areas and note that no action was required at present.

Cllr Stewart undertook to forward his report for the Egremont Road play area.

Cllr Humphries is to be asked to send in her report on the skate park on her return.

### **8.3 To receive the financial report and approve the payment of bills**

RESOLVED to receive the financial report and that the invoices and bank statements be checked before the cheques were signed at the end of the meeting.

RESOLVED unanimously that the payments as listed in the finance report should be paid. <sup>(Prop PJ, 2nd AG)</sup> It was noted that the payment of £35 to the Information Commissioner was paid at the last meeting. An adjustment to the cheque in favour of HMRC (£82.80 instead of £165.60) was noted.

LGS Services (Admin Support)	£1460.90
LGS Services (Admin Support)	£1435.45
Grounds by Rounds (Grass cutting)	£303.01
Salaries	£227.97
Cambs Cricket Ltd (Rec top dressing)	£350.00
Victoire Press (Hardwick Happenings)	£608.00
S Marcus (Hardwick Happenings expenses)	£40.00

Credits including investment and advertising income were noted.

### **8.4 Litter picker vacancy – to consider an application for the position**

At approximately 8.20 pm, on a proposition by the Chairman, carried unopposed, in accordance with S1 (2) of the Public Bodies (Admissions to Meetings) Act 1960, in view of the confidential nature of the business to be transacted, that is, employment

matters, the public were temporarily excluded from the meeting and were instructed to withdraw. No members of the public were present.

The meeting was re-opened to the public at approximately 8.25 pm.

RESOLVED to appoint the Chairman to undertake the interview and appoint if the candidate is suitable.

8.5 Draft A14 Cambridge to Huntingdon Improvement Scheme Development Consent Order

Noted.

9. Members items for the next agenda and for the Clerk's information and Closure of meeting

It was noted that Mel Pooley had been complimentary about the improvements to the pitches and commented that the seeding had taken well.

There was no further business and the meeting closed at 8.35 pm.

Signed .....Chairman .....date.

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DRAFT

**HARDWICK PARISH COUNCIL MONTHLY FINANCIAL STATEMENT**

**MEETING**

Mar-15

**Summary of previous month**

**Balance brought forward** £158,656.70  
**Adjusts/transfs/inc during period**

**Expenditure approved at last meeting/between meetings**

SCDC ELLISON LANE DOG BIN -30.25

**Misc credits**

NS&I INTEREST 29.73

*Total Adjustments*

*-0.52*

Balance revised after adjustments

£158,656.18

**Bank Reconciliation to latest statement**

Account	Funds	Statement	Outstanding
Current Account	40,943.19	45,833.18	-4,889.99
Business Account	546.44	546.44	
Cambridge Counties Bank	89,166.55	89,166.55	
Bonds	28,000.00	28,000.00	
<b>Total</b>	<b>158,656.18</b>	<b>163,546.17</b>	<b>-4,889.99</b>

**Expenditure for approval**

£

GROUNDS BY ROUNDS GRASSCUTTING 303.01  
 LG STOEHR SALARY 227.97  
 LGS SERVICES ADMIN SUPPORT 1460.82

*Total expenditure*

*1991.80*

Balance c/f

£156,664.38

**Notes:**

*Late invoices will be brought to the meeting*