

Hardwick Parish Council
Minutes of the Meeting held on Tuesday 23 February 2016
in the Community Room at the School at 7.45 pm

Present: Councillors: S Rose (Chairman), J Stewart, J Humphries, A Gill, P Joslin, C Cracknell, R Worland and B Skingle.

In attendance: 4 members of the public including Martin Cassey and Anne Jones; and Mrs A Griffiths (Minutes Secretary, LGS Services).

Open public session including reports from the County and District Councillors

A resident enquired about the Environmental Impact Assessment Screening Opinion for the land to the west of Hall Drive. The Parish Council explained its understanding of the process, including issues such as biodiversity, which was preliminary to an application. The resident highlighted the presence of a rare pheasant in the woods. It was suggested he contact the SCDC Ecology Officer.

Anne Jones expanded on the WI's request for financial support of up to £50.00 for the cost of room hire and refreshments for the Clean for the Queen volunteers on 5 March. Mrs Jones also asked permission for a plaque to be fixed to the Village Sign, which was part-funded by the WI, in recognition of the centenary of the National Federation of Women's Institutes in 2015.

Martin Cassey provided an update on the Village Plan committee. A timetable for the production of the plan had been drafted. Indications were that the plan would be ready to take to the Parish Council in Autumn 2017. The scope covered 8 broad aspects of village life. The group were also discussing the pros and cons of producing a Neighbourhood Plan, and the potential impact on the Village Plan, whilst recognising that this was not that committee's decision.

Anne Jones raised the issue of the upkeep of the Community Room. She expressed disappointment that the walls were becoming scuffed and suggested that funding be provided for regular redecoration and repair. The Parish Council asked that a proposal be provided for the next meeting if wished, but observed that in the event of development going ahead, the School might need the room and other facilities might have to be provided.

1. To approve apologies for absence

Apologies for absence had been received from Cllr Bhachu.

2. Declaration of interests

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

Cllrs Stewart, Cracknell, Rose and Skingle declared an interest in item 4.4 as members of the HSSC, and also the existence of their dispensations allowing them to speak and vote.

Cllrs Rose and Skingle declared an interest in item 6.1.2 as a consulted neighbour of the applicant. No dispensations were held.

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 meetings on 19 January and 26 January 2016

RESOLVED that the minutes of the meeting on 19 January 2016 be approved and signed by Cllr Gill (the Chairman having been absent) as a true record, after amendments under item 4.2 to read “and obtain three tenders”, and under item 4.3, to read “draft”. (Prop AG, 2nd RW, carried with 1 abstention)

Concerns were expressed that streetlight SC12 was still not working, despite having been reported again since this meeting.

RESOLVED that the minutes of the meeting on 26 January 2016 be approved and signed by the Chairman, after amendments under item 1.1 to add “Cllrs Rose, Gill and Worland reported they had dispensations to speak and vote;” and under item 3, to delete the words “RESOLVED to reduce the Parish Council’s policy for the level of General Reserves to 1.5 times annual expenditure.” (Prop JS, 2nd CC, unanimous)

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

4.1 (4.1) To receive report on Village Plan Steering Committee meeting and to consider the appointment of two Parish Council representatives on the Village Plan Committee
Cllr Joslin spoke to her previously circulated report on the meeting of 27 January, covering engagement with and interest from the community. Discussion had included views on a Neighbourhood Plan, for which advice and grant funding were available from SCDC. In response to a query, Martin Cassey confirmed that the work carried out so far was relevant to both types of plan, but matters were at a very early stage. Cllr Joslin will report to the next Council meeting on the Village Plan meeting of 17 February and attend the Village Plan meeting on 24 March.

4.2 (4.2) Recreation Ground Maintenance – to consider request to cancel outstanding contracts and to consider quotations if received

RESOLVED following consideration of four tenders, to accept the quotation from Mel Pooley as being the cheapest quote over three years, plus the cost of materials, but excluding the cost of repair of touchlines and goal mouths, which will be carried out by the Football Club. (Prop CC, 2nd JS, unanimous)

RESOLVED to agree to Mr Pooley’s request to cancel the outstanding contracts for top dressing from Spring 2015 and vertidrainage/shock treatment from Autumn 2015, but to include a condition when accepting that if the contract is not completed fully in Year 1, the Parish Council reserves the right to cancel Year 2 and Year 3; and to include that Mr Pooley should only carry out the work authorised by the Parish Council but may liaise with Chris Fuller who will keep the Parish Council informed. The total cost of overseeding is to be clarified. (Prop CC, 2nd JS, unanimous)

4.3 (4.4) Webmaster review

RESOLVED, given that the Parish Council agreed to a budget of £600 per annum for the webmaster, to write to him asking him to keep his costs within £600 per annum, spending no more than £100 in any one month. (Prop SR, 2nd JH, unanimous)

4.4 (5.3) Hardwick Sports and Social Club drain survey – to consider whether another survey is needed

RESOLVED, whilst noting that an invoice for £96.00 had been presented by Dynorod for work carried out on the drains since the last meeting, to proceed to obtain a survey with cameras with a view to establishing the cause of the recurring problems.

4.5 (8.3) Making a workplace pension available for employees of Hardwick Parish Council

RESOLVED to accept the Chairman’s recommendation. (Prop BS, 2nd JS, unanimous)

4.6 Valuation report for the land by the Church

RESOLVED to advise Chivers Farms and the Church of the valuation received and to ask for Chivers Farms's response. (Prop BS, 2nd JH)

4.7 Cahills Corner progress

RESOLVED to note that the work had been completed. The Parish Council expressed its appreciation.

- 4.8 (5.2) Innovation Group Environmental Services – 6 Sudeley Grove alleged subsidence
RESOLVED to note that the Mitigation Case Handler had informed the Parish Council that as the property concerned was showing signs of stabilisation, their client had therefore asked them to notify the Council that they are no longer pursuing the removal of the vegetation but want the Council to be advised that this may be a future risk. Cllr Gill recommended that when the next tree survey is undertaken these trees are to be identified for inspection and the insurers advised that they have been looked at and whether attention is required.

5. Correspondence/communications received

5.1 Hardwick WI – Clean for the Queen – request that the Parish Council covers the cost of room hire and refreshments

A proposal was made that the Parish Council cover the costs of room hire and ingredients to a maximum of £50. (Prop, CC, 2nd JS) An amendment to the proposal, that the Parish Council cover the costs of room hire only amounting to £14.00, was not carried. (Prop AG, 2nd PJ, 3 in favour, 5 against)

RESOLVED that the Parish Council cover the costs of room hire and refreshments up to a maximum of £50.00. (Prop CC, 2nd JS, carried with 5 in favour and 3 against)

5.2 WI plaque on village sign

RESOLVED to grant permission for the erection of the plaque. (Prop RW, 2nd PJ, unanimous)

5.3 Hardwick Beaver group – request permission to camp on Parish Council land by the play area on 20 May

RESOLVED to grant permission. (Prop RW, 2nd AG, unanimous)

5.4 Resident complaints about co-option procedure, correspondence received and attendances at meetings

A proposal (Prop BS, 2nd JS) that the Parish Council should respond saying it declines to comment, was withdrawn.

RESOLVED to acknowledge the resident's email and to reply that his comments have been carefully noted and discussed. (Prop JH, 2nd PJ, carried with 7 in favour and 1 abstention)

6. Planning Applications and Decision notices and tree works applications

6.1 Planning applications received since the last meeting

6.1.1 S/0113/16/EI – Land to West of Hall Drive – Environmental Impact Assessment Screening Opinion for up to 200 dwellings, associated facilities, additional open space, community woodland and community facilities

The Parish Council had no comment.

6.1.2 S/3191/15/FL – Wallis Farmhouse, 98 Main Street – Stationing of timber Shepherd's Hut building and associated package treatment plant

Cllrs Rose and Skingle, having previously declared an interests, left the meeting at 10.03 pm. Cllr Stewart chaired the meeting for this item.

RESOLVED to recommend approval. (Prop AG, 2nd CC, carried with 6 in favour and 2 abstentions)

Cllrs Rose and Skingle re-joined the meeting at 10.05 pm.

6.2 SCDC Decision Notices

Details of planning permissions granted by SCDC or refusal notices since the last meeting can be viewed on the SCDC Planning Portal at <http://plan.scams.gov.uk/>.

6.2.1 S/3222/15/FL – Land behind Meridian Close – Change of use of agricultural land to paddock land for the keeping of horses and the erection of stable block – Permission granted by SCDC.

6.2.2 S/1686/15/FL – 11 Cambridge Road – Erection of a single, detached 2-bedroom bungalow along with car parking – Permission granted by SCDC.

6.3 Tree Works

None.

RESOLVED to inform the Cricket Club that the Parish Council grants permission to move the nets and to cut some tree branches away to facilitate this.

Cllr Humphries reported that a resident of Sudeley Grove had complained that overhanging branches were coming into contact with their new extension. RESOLVED, given that the tree was not dangerous and was nicely shaped, to respond that the resident may trim back the branches themselves to the boundary and return the branches on to the land.

7. Members reports and items for information only

7.1 Update on potential planning applications for housing developments in Hardwick and associated S106 provisions

RESOLVED to receive and note the Chairman's report as circulated.

7.2 Proposals for the timing and content of the 2016 Annual Parish Meeting.

RESOLVED to hold the Annual Parish Meeting on Tuesday 17 May at 7.45 pm in the School Hall subject to availability, and to invite all the groups in the village to attend.

(Prop SR, 2nd JH unanimous) The Chairman will invite the local MP. Social media and posters are to be used to publicise the meeting.

RESOLVED that a small grants fund of £1000 be made available for distribution on the night, with a maximum of £200 per project, with recipients returning next year to report on how the funding had been spent. (Prop SR, 2nd JH, unanimous)

RESOLVED to provide refreshments if possible, including tea, coffee, soft drinks, wine and nibbles, to encourage people to attend.

RESOLVED to proceed as discussed. (Prop CC, 2nd JS, unanimous)

Cllr Cracknell left the meeting at 10.35 pm.

7.3 Non-receipt of planning applications from SCDC

RESOLVED, given that the Parish Council had not been consulted on the proposal to site a container storage facility on Bourn Airfield, to write to SCDC asking that Hardwick Parish Council be consulted on any matter that directly affects the village so that it can make representations, including any applications affecting the Bourn Airfield site. (Prop PJ, 2nd AG, unanimous)

7.4 Report on Western Orbital consultation meeting

Cllr Joslin spoke to her previously circulated report. Information about the consultation is available on the CCC website.

8. Finance, procedure and risk assessment

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

RESOLVED to note that vegetation and branches overhanging the footpath in Cambridge Road and St Neots Road had been cut back.

8.2 To receive play areas and skate park inspection reports

Reports for Egremont Road, Church play area and the skate park were received and considered. No action was required at this time.

8.3 S106 agreement – development of land adjacent to 3 Lark Rise
RESOLVED that Cllrs Stewart and Gill be authorised to sign the S106 agreement on behalf of the Parish Council. (Prop PJ, 2nd JH, unanimous)

8.4 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 are signed.

RESOLVED that the payments as listed in the finance report should be paid, plus R Cassey (Webmaster) £35.00, and CCC (Street lighting) £1546.46. (Prop JH, 2nd JS, unanimous)

Salary	£227.97
Salary	£121.33
LGS Services (Admin support)	£1283.43
CCC (Yellow lines)	£1200.96
Victoire Press (Hardwick Happenings)	£641.00
Grounds by Rounds (Grass cutting)	£309.07
Dyno-rod (Pavilion drains)	£96.00

Credits including a Cricket Club loan repayment, investment income and advertising income were noted.

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

There was no further business and the meeting closed at 10.50 pm.

SignedChairmandate.