

Hardwick Parish Council
Minutes of the Meeting held on Tuesday 22 November 2016
in the School at 7.51 pm

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

In attendance: 10 members of the public including Peter McKeown and Colin Campbell (Carter Jonas), Fiona Coulson (Circle Anglia), Clare McGowan (Hardwick Play Parks) and Mrs Gail Stoehr (Clerk).

Open public session including reports from the County and District Councillors

Cllr Bhachu arrived at 7.53 pm.

District Cllr Chamberlain's report was read in his absence, covering SCDC's support for the Devolution proposal, the provision of affordable housing, and minor revisions to the Local Plan.

Fiona Coulson of Circle Anglia explained that the outline planning application for the proposed St Neots Road development had just been submitted, comprising 155 units of which 40% would be affordable. An opportunity was given for clarification on the plan.

Peter McKeown of Carter Jonas handed out and outlined the Heads of Terms for the S106 agreement relating to the proposed Grace Crescent development. A planning application for 98 units submitted in July was expected to go to the Planning Committee in January 2017. Mr McKeown stated that traffic and the proposed access junction within Grace Crescent were being deemed acceptable to CCC Highways, with the introduction of a dedicated, off carriageway car parking bay to overcome residents' concerns and improve highway safety. He undertook to forward this information to the Parish Council in writing.

Access to the site by construction vehicles could be from the north. A member of the public questioned the viability of conditions covering ways to mitigate the nuisance of the development to the residents.

The Parish Council's litter picker, Ian Giddings, outlined the issues he faces when collecting litter.

Martin Cassey provided an update and reported that the Village Plan Group had met with the Neighbourhood Plan group, and consulted with other stakeholders. A survey had been launched last Friday with approximately 20 responses a day being received.

Clare McGowan on behalf of Hardwick Play Parks explained the group's preference for Kompan as a supplier. A grant application had been submitted for swings and other applications are being drafted. She proposed a metal fence with a swing gate, to be funded by the Parish Council. The group has £5000 of funds available. It was hoped that the fence would be installed first and the next phase would be the toddler equipment.

1. To approve apologies for absence

Apologies had been received from Cllr Stewart (personal commitment) and from District Cllr Grenville Chamberlain.

2. Declaration of interests

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

Cllr Joslin declared an interest in item 6.1.2 as a neighbour of the applicant.

Cllr Worland declared an interest in item 4.8 as he had undertaken to help Hardwick Happenings with the advertising, and also declared the existence of his dispensation to speak but not to vote.

- 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 25 October 2016

RESOLVED that the minutes of the meeting on 25 October 2016 be approved and signed by the Chairman as a true record. (Prop JH, 2nd RW, unanimous)

On a proposition by the Chairman, it was agreed to vary the order of business to take item 7.2 at this point.

7.2 Neighbourhood Plan update report

Cllr Gill reported on discussions with the Village Plan Steering Group to find common ground between the two groups. Issues included whether the Neighbourhood Plan Group would have to defer to the Parish Council on all actions, given the delay this would incur, and whether the Village Plan information could be used for the Neighbourhood Plan. Alison Talkington of SCDC had advised that this could be an appendix. Two questions had been submitted to the Village Plan Group and included in their questionnaire. There were questions 56 and 58. A question had been asked by the Chairman on the timing of the Village Plan. Alison Talkington had said that there did not need to be a consultation if the designated area was the whole of the parish.

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

- 4.1 (7.5) CCC City Deal and new busway – to consider if any action is required

RESOLVED to defer this item until either Cllrs Joslin or Gill put together a considered proposal.

- 4.2 (Open) Circle Anglia site off St Neots Road

RESOLVED to suggest to the resident who wrote regarding this matter, that he sends his views to Fiona Coulson.

- 4.3 (4.0.1) Proposal that the hedge at the Pavilion car park be replaced by other tree species

Cllr Joslin, noting that the hedge had a TPO withdrew her proposal.

- 4.4 (5.3) Resident request for 3 new litter bins in Main Street and St Neots Road, and to move bin by skate park

RESOLVED to await the installation of the previously agreed bins before considering others further.

- 4.5 (5.3) Proposal that the bench near the bus stop in St Neots Road be tidied up and treated and

- 4.6 (5.3) Benches on the Recreation Ground

RESOLVED that Tony Callus be contracted to refurbish the benches outside the shop and the two on the Recreation Ground. (Prop JH, 2nd PJ, unanimous)

- 4.7 (5.5) CCC Winter Gritting – to consider response from CCC

Proposed that it be minuted that the Parish Council was disappointed with the less than satisfactory response from CCC which it felt did not take into account the School bus routes and record that the Parish Council had done all it could to have the route gritted. (Prop JH, 2nd SR, unanimous)

- 4.8 (7.1) Hardwick Happenings grant application form

The Clerk advised the Council that it had a power under S142 Communications and therefore S137 could not be used. She also advised that Ian Dewar at CAPLAC had indicated that in his opinion the Council could only give 20% this year to Hardwick Happenings to cover the Council's pages however she advised, in her opinion, the Council could give up to 66%, based on one publication assessed, to cover not only its contributions but also those of village charities and voluntary groups and organisations in accordance with the legislation. She also advised that the Council's minutes did not show the Council had done proper due diligence and with the decision at the last meeting the loss on the Council's year end accounts would be approximately £10,000 more than agreed at the January meeting.

A proposal by the Chairman that the decision made at the last meeting still stood and that the £5000 grant should be approved, was not seconded.

A proposal by Cllr Joslin that the Council gives the Hardwick Happenings £3000 was not seconded.

RESOLVED, having revisited the decision at the last meeting, that £2400 be given to the Hardwick Happenings using the Council's power under S142 to assist them to the end of the financial year. (Prop CC, 2nd PJ, carried with 1 against)

4.9 (8.1) Dead tree in woodland – to consider quotation if received

RESOLVED to ask Peter Oakes to remove one further dead tree in the woodland behind Sudeley Grove. (Prop JH, 2nd AG, unanimous)

5. Correspondence/communications received

5.1 Resident – anti-social behaviour at the skate park

RESOLVED to ask the PCSOs to look into the matter and draw it to their attention. (Prop CC, 2nd JH, unanimous)

5.2 Hardwick Play Parks – play equipment project update and proposals

The response from the Planning Officer as to SCDC's view on a suitable site for a community building was noted. The skate park had been identified as the best site.

On a proposition by the Chairman, the meeting was closed at 10.12 pm to enable clarification from Clare McGowan on her proposals. The meeting re-opened at 10.13 pm.

The Clerk advised the Council on its financial regulation about the number of quotes required and the ability of the Council to suspend the requirement.

RESOLVED to defer this item to the next meeting to enable Ms McGowan to provide the other quotation received plus one other. (Prop SR, 2nd CC, unanimous)

5.2.1 Request for approval of the play park design including the expanded footprint, and staging programme for the project

RESOLVED to defer this matter to the next meeting. Ms McGowan was thanked for providing the information.

5.2.2 Request that the Parish Council supply and erect a new fence after removal of the old fence by the group and to consider costings and how this should be funded

Deferred to the next meeting.

5.3 To consider whether the litter picker should wear his hi-vis jacket at all times while working or only by the highway

On a proposition by the Chairman, the meeting was briefly suspended to allow Ian Giddings to explain that he was happy to wear his own jacket with the Parish Council jacket over it at all times while litter picking.

5.4 Use of Parish Council land

RESOLVED that Cllr Gill should take a look at the possible encroachment and if encroachment had taken place, a letter is to be sent asking those involved to remove the materials and reinstate the area. (Prop SR, 2nd CC, unanimous)

- 5.5 CCC Minerals and Waste consultation
RESOLVED that the Parish Council had no comments. (Prop BS, 2nd SR, unanimous)
- 5.6 SCDC Review of polling districts consultation
RESOLVED that the Parish Council had no comments. (Prop BS, 2nd SR, unanimous)
- 5.7 Carter Jonas – Grace Crescent development Heads of Terms for the application, that will be used to inform the S106 Agreement
RESOLVED to defer this item to the next meeting to enable members to look and come to a view as to whether the Parish Council's objectives have been met and whether the Parish Council should change its planning application response. (Prop SR, 2nd JH, unanimous)
- 6. Planning Applications and Decision notices and tree works applications**
- 6.1 Planning applications received since the last meeting
- 6.1.1 S/2815/16/FL – 139 Bramley Way – Single storey front extension
RESOLVED that the Parish Council made no recommendation. (Prop SR, 2nd JH, unanimous)
- 6.1.2 S/2943/16/OL – Land at 41 St Neots Road – Outline planning permission for one dwelling with all matters reserved except access
Cllr Joslin, having previously declared an interest in this application, left the meeting at 10.30 pm.
RESOLVED that the Parish Council made no recommendation. (Prop SR, 2nd JH, unanimous)
Cllr Joslin re-joined the meeting at 10.33 pm.
- 6.1.3 S/2994/16/DC – Land behind St Mary's Church on Main Street – discharge of condition 1 to 11 of S/0781/15/FL
RESOLVED to recommend approval. (Prop SR, 2nd JH, unanimous)
- 6.1.4 Application for Street Trading – NISA, 99 Cambridge Road
Cllr Bhachu declared an interest in this item and left the meeting at 10.35 pm.
RESOLVED that the Parish Council had no objections. (Prop SR, 2nd RW, unanimous)
Cllr Bhachu re-joined the meeting at 10.36 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/2304/16/FL – 25 Bramley Way – Demolition of existing garage with the proposal to erect double storey side and rear extension and new front porch – permission granted.
- 6.2.2 S/2237/16/FL – 111 Limes Road – Proposed single storey front and rear extensions and two storey rear extension – Permission granted.
- 6.2.3 S/1786/16/FL – 55 St Neots Road – Erection of extension to rear of existing bungalow and alterations and enlargement of existing roof – Permission granted.
- 6.3 Tree Works
- 6.3.1 S/2976/16/TC – The Old School House
RESOLVED that there were no objections to the trimming back of the branches but that the ash tree work was new therefore to ask for a time extension. (Prop SR, 2nd PJ, unanimous)
- 7. Members reports and items for information only**
- 7.1 Proposal that the Council considers the start time for its meetings

RESOLVED that meetings start at 7pm, starting from the January 2017 meeting. ^(Prop TB, 2nd CC, unanimous)

7.2 Neighbourhood Plan update report

Taken earlier.

8. Finance, procedure and risk assessment

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

RESOLVED to update the Parish Council's website hosting plan with IDC Soft to the business plan at £102.40pa.

8.2 To receive play areas and skate park inspection reports

The template for the Egremont Road play area inspection reports is to be emailed to Cllr Humphries.

RESOLVED to note that no action was required at this time.

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

RESOLVED that the payments as listed in the finance report should be paid, plus Buchans (Grass cutting) £1527.66, and Peter Oakes (high priority tree works) £432.00. ^(Prop SR, 2nd CC, unanimous)

Cambs Cricket Ltd (Rec ground works)	£1550.00
Salary	£182.40
Salary	£134.24
NEST (Pension) (DD)	£160.64
LGS Services (Admin support)	£1309.61

Credits including bank interest were noted.

8.4 To approve the dates of Parish Council meetings in December 2016, the budget meeting in January 2017, and the August 2017 meeting

RESOLVED that the December meeting should be held on 13 December. ^(Prop SR, 2nd CC, unanimous)

RESOLVED that the budget meeting should be held on 31 January 2017. ^(Prop SR, 2nd JH, unanimous)

RESOLVED that the August 2017 meeting should be held on 29 August 2017, subject to the School being available. ^(Prop SR, 2nd PJ, unanimous)

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

The Chairman proposed that the Council take a short break at 9pm at the next meeting for refreshments.

There was no further business and the meeting closed at 10.58 pm.

SignedChairmandate.