

Hardwick Parish Council
Minutes of the Meeting held on Tuesday 24 October 2017
in the School at 7.00 pm

Present: Councillors: A Gill (Chairman), P Joslin, S Rose, B Skingle and D Wellbelove.

In attendance: 5 members of the public, including District Cllr G Chamberlain, Sue Cowen (Hardwick Play Parks) and Dr Marilyn Treacy (Coton resident); and Mrs A Griffiths (Minutes Secretary, LGS Services).

Open public session including reports from the County and District Councillors

Dr Marilyn Treacy, a resident of Coton, spoke to the proposal from Colin Harris and Terry Spencer of Coton to promote the “Great West Walk,” and sought the Parish Council’s support in principle for the project. She referred to the environmental threat to the area and the opportunity to create a 13 mile circular walk which could be broken down into four shorter walks. The Parish Council observed that the walk did not encompass the Church or the Blue Lion and it was suggested that it should be extended to Main Street. In response to a query, Dr Treacy acknowledged that it was fair to say there was another agenda involved but that the proposal wished to highlight the attractions of the area to those who were not aware of it. The Parish Council raised the fact that some of the route was over muddy open fields which would be hard to negotiate in the winter, and wondered whether legal diversion would be needed. Dr Treacy explained that the route shown in the proposal was only an indicative route at present.

Sue Cowen on behalf of the Hardwick Play Parks group provided an update on the Play Parks Project. An offer of £19,000 funding from WREN had been received and the group wished to confirm that the Parish Council would pay the supplier direct and seek reimbursement from WREN. Ms Cowen asked that the Parish Council confirm its bank details to WREN for the installation payments which would be 50% at the time of order and 50% on completion. She also highlighted the fact that the £1500.00 funding offer from SCDC for 2016 expired in December which if lost would preclude placing of the order. The third party funding of £2700 had been sent to WREN. The group would like the equipment to be installed over the Christmas holiday if possible and asked whether the agreement could be signed without having to delay to another Parish Council meeting. It would be necessary for the WREN agreement to be put in place before the project could move forward.

District Cllr Chamberlain congratulated the Play Parks group on their efforts and undertook to speak to SCDC to seek an extension to the 2016 SCDC funding deadline.

Cllr Chamberlain also reported on:

- The fire damaged building. Work on the gas system was in progress but part of the building had been sold and if the building was reduced to ground level the permitted development rights would be extinguished, so Cllr Chamberlain felt it was unlikely to be brought down to ground level. He expressed concerns that a number of youngsters had been on the site, which was hazardous, and asked that parents be aware of their children’s whereabouts and warn them not to enter the site for safety reasons.
- The next round of Greater Cambridge Partnership and LLF meetings. Cllr Chamberlain encouraged the Parish Council to contribute.

1. To approve apologies for absence

Apologies were received from Cllr Humphries (out of parish) and also Martin Cassey, Chris Fuller and Clare McGowan.

2. **To consider any applications to fill the casual vacancy**
None.
3. **Declaration of interests**
- 3.1 **To receive declarations of interests from councillors on items on the agenda and details of dispensations held**
Cllrs Skingle and Wellbelove declared an interest in item 5.3 as members of HSSC.
Cllr Rose declared a non-pecuniary interest in item 5.3 as a member of HSSC and also in items 5.4 and 5.5 as a life member of Hardwick Football Club.
Cllr Joslin declared an interest in item 5.1 as a resident of St Neots Road.
Cllr Gill declared an interest in item 8.1 as a member of the trustees of the Community Hall and the existence of his dispensation to speak.
- 3.2 **To receive written and grant any requests for dispensation as appropriate for items on this agenda**
None.
4. **To approve the minutes of the previous meeting on 26 September 2017**
RESOLVED that the minutes of the meeting on 26 September be approved and signed by the Chairman as a true record, after amendments under item 6.1 to delete “that the Parish Council,” under 6.3.1 line 2, change “soakaway” to “downpipe,” and under item 8.1, paragraph 2 line 1, delete “three,” and line 2, change “although” to “except.” (Prop PJ, 2nd BS, unanimous)
5. **Matters arising and carried forward from the last or previous meetings for discussion/decisions**
- 5.1 **(5.1) To consider response from Ashley Heller of CCC about possible removal of trees**
RESOLVED to note the reply from Ashley Heller and the verbal report from Cllr Chamberlain that the consultation for Phase 1 would take place early in the New Year. Tree protection orders would not be issued as Highways England had the authority to override tree protection orders.
Cllrs Joslin and Gill will attend the Local Liaison Forum meeting on Monday. The Parish Council will reiterate its “wait and see” position.
RESOLVED having received an explanation of the process, the Parish Council had not been told that all the trees would be cut down and concreted over, which was a concern for many residents that the contents of Ashley Heller’s reply be conveyed to Pat Portlock.
- 5.2 **(5.2) Community Transport initiative – to consider views of VAT adviser if received**
RESOLVED to note the previously circulated information from the VAT adviser, and Cllr Rose’s report regarding VAT notice 749, item 7.3, to the effect that if the Parish Council placed the order, received the supply, received a VAT invoice and paid, under point 7.3 of VAT notice 749, the Parish Council could recover the VAT, given that neither the Parish Council or the provider would be running a business, and that the Council could now move forward with some certainty.
- 5.3 **(6.3.1) Pavilion downpipes and soakaways – to consider quotations if received**
RESOLVED to defer this item to the next meeting until quotations had been received.
On a proposition by the Chairman, it was agreed to take item 5.4 and 6.2 together.
- 5.4 **(6.4) Toft Lions request for permission for regular use of Recreation Ground and changing rooms and**
- 6.2 **Cambridge United Women’s Reserves – request for use of Recreation Ground**

RESOLVED to note the responses from Toft Lions, Hardwick Football Club and Chris Fuller's views on the condition of the pitches.

RESOLVED to ask the Football Club whether they would be willing to allow the pitch to be used by other teams for the rest of the season subject to the going rate, and whether they would be willing to manage the process, including checking whether the pitch is playable, and to make the goals, line markings and changing facilities available. (Prop AG, 2nd DW, carried with 3 in favour and 2 against)

5.5 (5.4) Football Clubs outstanding fees and to consider a request from Hardwick Harriers that their fee is reduced

RESOLVED to respond to Hardwick Harriers Football Club that the Parish Council wishes them to pay the full amount of £750.00 for the three years' outstanding fees, including the 2016 season, but for the Under 9s team the Parish Council agrees to a reduction to £125.00, representing a half fee, for this current season. (Prop SR, 2nd PJ, unanimous)

5.6 To consider the Scouts request to fence an area of the recreation ground

Cllr Gill reported, was noted.

RESOLVED having considered Cllr Gill's report on his meeting with the Scout leaders and their offer to clear the area of approximately 18m x 8m of brambles and other rubbish before use and also the advice from CAPALC on disposal of the land, and the option of issuing a second lease to cover that piece of ground, that the Parish Council is not in favour of extending the lease and will not enter into discussions on this until a decision is made about the new Community Centre. (Prop BS, 2nd PJ, unanimous)

RESOLVED, given the poor condition of that piece of land, to delegate to the Clerk to arrange for the area to be cleared of brambles, litter and any other waste on the site. (Prop AG, 2nd PJ, carried with 4 in favour and 1 against)

6. Correspondence/communications received

6.1 Resident – access to the School by parents/carers with triple buggies

RESOLVED having considered the Chairman's report on the difficulties encountered by a resident in accessing the Pre-school with a triple buggy via the play area gate before the School gate is opened, and on correspondence from the Pre-school manager and the Headteacher explaining the constraints, to ask Kompan for a quotation to install a gate with a clear opening of 1.2 metres, of the same style and design as the existing fence, to enable the play area and Pre-school to be accessible for triple buggies and wheelchairs. (Prop BS, 2nd AG, unanimous)

6.2 Cambridge United Women's Reserves – request for use of Recreation Ground

Taken earlier.

6.3 Christmas Tree Festival invitation

Noted.

6.4 PKF Littlejohn LLP – external Audit conclusion

RESOLVED to note the conclusion of the annual audit.

6.5 Colin Harris and Terry Spencer – Great West Walk proposal

RESOLVED, subject to the Parish Council's view that the route should extend all the way to Main Street, and its concerns that there may be a hidden agenda involved, to give in principle support to the initiative. (Prop SR, 2nd PJ, carried with 4 in favour and 1 abstention)

6.6 Hardwick Play Parks – WREN grant application success and recommendation that the Council accept the Kompan quotation and put the works in hand

The Parish Council expressed congratulations to the Play Parks group for securing the WREN funding. Cllr Chamberlain will seek a time extension for the SCDC funding.

The order is to be placed by Christmas to satisfy the rules. The Parish Council asked whether the funds would be received before payment was required. Sue Cowen replied that the arrangements would be set out in the funding agreement which has not yet been seen.

RESOLVED to delegate to the Clerk along with the Chairman and Cllr Skingle to check the paperwork when received, and if this is in order to proceed to place an order with Kompan for the equipment at a value of £22,338.30 plus VAT. (Prop BS, 2nd PJ, unanimous)

At 8.40 pm the meeting was briefly suspended to enable clarification to be given on the items being cleared from the site, whose responsibility it will be for offloading, and who is responsible for the full site survey and whether it has been carried out. Sue Cowen will check with Clare McGowan.

It was noted that the final quote was lower than the original quote and that the Play Parks group were submitting a change request to WREN to change the amount and proceed with the agreement on the basis of £22,338.30 plus VAT.

The meeting re-opened at 8.46 pm.

6.7 Herts and Cambs Ground Maintenance – to consider if additional grass cuts are required

RESOLVED, given that additional cuts had been required due to continued growth this season, to authorise the Clerk to approve additional cuts when notified by Chris Fuller as required. Thanks were expressed to Chris Fuller for his assistance. (Prop SR, 2nd PJ, unanimous)

7. Planning Applications and Decision notices and tree works applications

7.1 Planning applications received since the last meeting

7.1.1 S/3492/17/FL – 52 Main Street – Resubmission of previously approved timber frame double garage with minor alterations

RESOLVED that the Parish Council supports the application. (Prop AG, 2nd PJ, unanimous)

7.1.2 S/3677/17/LB – The Old Victoria Farmhouse, 26 Main Street – Works to reinstate inglenook fireplace (current dining room) and installation of a wood burner. Installation of a chimney liner and wood burning stove (study)

RESOLVED that the Parish Council supports the application. (Prop AG, 2nd PJ, unanimous)

7.1.3 S/3490/17/FL – 68 Limes Road – Erection of two storey dwelling and associated works to vehicular access (amended)

RESOLVED that the Parish Council objects to the application and wishes to comment that it appears that there is inadequate parking for this property, which would entail parking close to the corner of a main arterial road through the village giving access to other cul-de-sacs, creating a hazard. (Prop AG, 2nd PJ, unanimous)

7.2 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/>.

7.2.1 S/2911/17/NM – 89 Limes Road – Non-material amendment of planning permission S/3616/16/FL for moving rear extension line away from boundary and moving roof light from front to rear – see

<http://plan.scams.gov.uk/swifftlg/apas/run/wchvarylogin.display>

7.2.2 S/3208/17/NM – 111 Limes Road – Non-material amendment of planning permission S/2237/16/FL – Permission granted.

7.2.3 S/2994/16/DC – Land behind St Mary’s Church on Main Street – Replacement of a temporary cabin meeting room, kitchenette and toilet facilities – Permission granted.

- 7.2.4 S/3234/16/FL – 3 Laxton Avenue – Change of use from residential to a mixed use of residential and childminding business – Permission refused.
- 7.2.5 S/1886/17/FL – 44 Hall Drive – Proposed 3 bed bungalow – Permission granted.
- 7.2.6 S/2889/17/LD – 15 Pershore Road – Lawful development certificate for proposed partial garage conversion for bathroom/utility area – Permission granted.

7.3 Tree Works

None.

8. Members reports and items for information only

8.1 New Housing Developments and Planning Obligations including report on Planning Committee meeting

Cllr Rose's previously circulated report was taken as read. The need to be mindful as to who looks after the play areas and allotments long-term was noted.

8.0.1 (5.3) Low hanging trees – Cllr Gill is waiting for the contractors to contact him.

8.0.2 (5.5) Wildflowers – Cllr Gill will contact Cllr Humphries.

9. Finance, procedure and risk assessment

9.1 To consider any quotes for urgent work required because of risk and Clerk's use of delegated powers

None.

9.2 To receive play areas and skate park inspection reports

RESOLVED to receive reports on the Egremont Road and St Mary's Church play areas and the Skate park. The Skate park repairs had been completed.

RESOLVED to email Cllr Bhachu for an up to date report on Grenadier Walk and Worcester Avenue play areas.

9.3 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 Hardwick Happenings (Reimbursement of money paid to Parish Council in error) £75.00. (Prop PJ, 2nd SR, unanimous)

Herts and Cambs Ground Maintenance (Grass cutting)	£966.00
Algar Signcraft (No dogs sign)	£122.40
RPM (Slide repair)	£288.00
Salary	£90.36
LGS Services (Admin support)	£1316.24
Salary	£112.00
NEST (Pension) (DD)	£166.75
Herts and Cambs Ground Maintenance (Grass cutting)	£282.00

Credits, including investment interest, and receipt of the precept, were noted.

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

Cllr Joslin apologised that she had been unable to attend last week's Village Plan meeting and will report on the November meeting next time.

Cllrs Gill and Joslin will attend the LLF meeting on 30 October.

Webmaster recruitment is to be an agenda item for the next meeting. Cllr Rose reported that Robert Cassey had offered to show him how to upload material on to the website and sought the Council's authorisation to do this.

A report on back up procedures and practice including the off site electronic facility was sought for the next meeting.

Cllr Rose undertook to write the Hardwick Happenings report this month in Cllr Humphries's absence.

There was no further business and the meeting closed at 9.25 pm.

SignedChairmandate.

APPROVED