

Hardwick Parish Council
Minutes of the Meeting held on Tuesday 11 December 2018
in the School at 7.00 pm

Present: Councillors: A Gill (Chairman), P Joslin, S Rose, D Wellbelove and I Giddings

In attendance: 4 members of the public, PCSO John Coppard and Mr Ben Stoehr (Acting Clerk).

Open public session including reports from the County and District Councillors

A resident spoke regarding defibrillators and explained that there was a defibrillator inside the Pavilion, which was available whenever the building was open. HSSC are planning to buy a new outdoor defibrillator which will be available at all hours. It was suggested that the Parish Council could consider using the old telephone box at the south end of the village. The resident asked whether the Council would consider taking responsibility for replacement batteries and pads for the outdoor defibrillator.

A suggestion was made, given the duration of the last meeting, that the Chairman consider changing the order of the agenda to allow the public to hear items of interest.

A planting plan for bulbs had been received from Hardwick WI and the bulbs had been planted. The comments regarding grass cutting had been noted. A cheque for expenses is to be issued.

Martin Cassey reported that the Village Plan had been published on the website to save money, as the cost for distributing approximately 1500 copies to individual houses would be £1600.00 plus VAT.

A resident expressed concerns about cars parking on the pavements. PCSO Coppard explained that whilst parking on the pavement was not an offence, obstructing the pavement is an offence, and that residents should report instances to the Police.

The previously circulated reports from the District Councillor and County Councillor were noted.

1. To approve apologies for absence

Apologies were received from Cllr Ashton and 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

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 27 November and the extra-ordinary meeting of 13 November

RESOLVED that the minutes of the meeting on 27 November be approved and signed by the Chairman as a true record. (Prop PJ, 2nd AG, carried with 1 abstention)

RESOLVED that the minutes of the extra-ordinary meeting on 13 November be approved and signed by the Chairman as a true record. (Prop PJ, 2nd IG, unanimous)

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

- 4.1 (Open) Bramley Way and Pippin Walk Anti-Social Behaviour
PCSO Coppard reported on Anti-Social Behaviour. An Anti-Social Behaviour plan for Hardwick had been prepared and the level of calls was reducing, patrols are ongoing. If the public have concerns they should continue to call or report incidents online.
- 4.2 (Open) Resident complaint about parking on the pavements
PCSO Coppard agreed to place an article in Hardwick Happenings about the parking problems.
- 4.3 (5.2) Risk Assessment Policy and Internal Controls Policy
RESOLVED formally to adopt the policy as circulated with the agenda. (Prop IG, 2nd PJ, unanimous)
- 4.4 (5.4) SCDC – Emergency Plans
RESOLVED to appoint Cllr Giddings to take this matter forward for consideration at the February meeting. (Prop SR, 2nd PJ, unanimous)
- 4.5 (5.5) Unauthorised occupation of land policy
RESOLVED formally to adopt the policy after amending the wording under Section 1 and adding “and” to the section on Social Media and Press. RESOLVED to take any budget required from General Reserves. (Prop DW, 2nd SR, unanimous)
- 4.6 (5.8) Social Media policy – formal approval
RESOLVED formally to adopt the policy after amending the date of approval. (Prop AG, 2nd DW, unanimous)
- 4.7 (8.2) Proposal for shared purchase of new Speedwatch equipment
Cllr Joslin reported on her attendance at a meeting in Bourn. Bourn Parish Council would like to make a shared purchase.
Hardwick Speedwatch is very busy, with many cars speeding. New equipment would allow recording from 20 mph and would be lighter and easier to use.
A proposal by Cllr Rose to purchase a new camera at a cost of up to £5000.00 and seek to dispose of the old camera to another local parish council to recover costs, was deferred to the budget meeting.
- 4.8 (8.4) Report on meeting with Highways on 7 December
Cllr Joslin reported on the meeting at which CCC had outlined the options for traffic calming measures for Hardwick. If the Parish Council wished to reduce the speed limit speed cushions costing approximately £13,000.00 would be required and a traffic island would cost approximately £10,000.00.
- 4.9 (10) To consider recommendation on feasibility report for LHI bid for speed reduction equipment and the amount of the Parish Council’s contribution
Cllr Joslin reported that she would be meeting with CCC on 16 January about the Speedwatch camera contribution. The Parish Council contribution would be £1250.00 and the CCC funding would be £3750.00. This would be a project for 2019.
RESOLVED to support submission of an LHI bid for a movable vehicle-activated sign. (Prop AG, 2nd DW, unanimous)
- 4.10 (10) Proposal for installation of litter bin near Meridian Close
Cllr Wellbelove reported that numerous vehicles park near Meridian Close and leave litter, which is currently picked up by a resident.
RESOLVED that the Parish Council should purchase a litter bin to go opposite Meridian Close. (Prop AG, 2nd SR, unanimous)
It was noted that road works equipment near the roundabout needs to be collected.

5. Correspondence/communications received

5.1 To receive the Village Plan report and consider distribution of the report

The Parish Council thanked Mr Cassey for his and the Village Plan group's efforts with the plan. The group has received funding of approximately £1500.00 and has about £170.00 remaining.

RESOLVED that the Parish Council authorises a print run of the plan and that it should obtain three quotations for printing for consideration at the February meeting.

RESOLVED that the Council should distribute the document. (Prop SR, 2nd PJ, unanimous)

RESOLVED to ask the Village Plan group to continue to assist with a review of the plan and its implementation and that the Parish Council should review the list of "Village Projects" with the Village Plan group. (Prop SR, 2nd PJ, unanimous)

5.2 Resident request to move a dog bin at Grace Crescent

A resident had contacted the Chairman about the state of the Portway bridleway. RESOLVED that the existing bin at Grace Crescent should be moved to near the Portway bridleway, and to ask the developers whether they would be willing to move the bin, leaving the post in place.

5.3 Resident request for defibrillator

RESOLVED, having noted the verbal report received from a resident in the open session, to obtain quotations to supply and install a defibrillator for consideration at the next meeting when locations will also be considered, and to inform the resident accordingly. (Prop SR, 2nd PJ, unanimous)

5.4 Application for street trading consent for fish and chips – Hardwick Stores, Cambridge Road

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

6. Planning Applications and Decision notices and tree works applications

6.1 Planning applications received since the last meeting

6.1.1 S/4367/18/FL – 28 Bramley Way – Two storey front extension

RESOLVED that the Parish Council has no recommendation. (Prop AG, 2nd PJ, unanimous)

6.1.2 S/4392/18/VC – 11 Cambridge Road – Variation of Condition 8 (Traffic management plan) of planning permission S/1686/15/FL

Noted.

6.2 SCDC Decision Notices

6.2.1 S/3497/18/FL – 105 Bramley Way – Garage extension, single storey rear extension and first floor side extension over garage and entrance porch – Permission granted.

Noted.

6.2.2 S/3716/18/FL – 39 St Neots Road – Car port - Permission granted.

Noted.

6.2.3 S/3407/18/PO – Land adj to 3 Lark Rise – Removal of affordable housing contribution – Permission refused.

Noted.

6.2.4 S/3782/18/LD – 5 Kesters Close – Certificate of Lawful Development Certificate for proposed conversion of garage – Permission granted.

Noted.

6.3 Tree Works Applications

None.

7. Members reports and items for information only

7.1 New Housing Developments and Planning Obligations

Cllr Rose reported on the Hardwick Community Centre Working Group’s discussions about the findings from the public meeting. There will be a “beauty parade” of architects in January to see what is possible.

The S106 agreement and planning conditions for the St Neots Road development have been received. Cllr Rose reported on the healthcare contribution and library contribution and the response from James Fisher of SCDC.

8. Finance, procedure and risk assessment

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

It was reported that the Grasscrete around the Phase 1 equipment was very muddy and that the old swing needed attention.

8.2 To receive play areas and skate park inspection reports

RESOLVED to receive the reports.

8.3 To consider tenders for the grass cutting contract

RESOLVED to accept the tender from Hamill Landscaping. (Prop AG, 2nd DW, unanimous)

8.4 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 Oakes and Watson (Tree work) £552.00, SCDC (Trade waste) £187.20 (DD), AmeyCespa (3rd Party Grant Funding) £4042.50 and Hardwick School (Room hire) £126.00. (Prop AG, 2nd PJ, unanimous)

Salary	£90.36
Salary	£135.72
LGS Services (Acting Clerk)	£125.14
LGS Services (Admin support)	£1324.17
HMRC (PAYE)	£135.60
A Jones (Community Centre Working Group expenses)	£16.65
NEST (Pension contributions) (DD)	£166.75

9. 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 9.33 pm.

SignedChairmandate.
