

**Hardwick Parish Council**  
**Minutes of the Meeting held on Tuesday 22 January 2019**  
**in the School at 7.00 pm**

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

In attendance: 2 members of the public and Mrs A Griffiths (Minutes Secretary, LGS Services).

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

A resident requested an update on the burnt out building and asked that the Council publish information on the current situation. The Chairman reiterated the position as set out at the November meeting, namely that the landlord had said he would be speaking to the parties and the gas company in March with a view to the work on the gas governor being carried out in May, and he had offered to provide an update in March. The Parish Council acknowledged that there had been numerous complaints about the situation but the Parish Council had no authority in the matter and the responsibility lay with SCDC. The Council's view was to await the outcome of the proposed agreed course of action, which it hoped would move matters on.

Cllr Ashton arrived during this item at 7.05 pm.

Ashley Shepherd highlighted the Neighbourhood Watch Scheme meeting to be held tomorrow at 7.00 pm at the School. The Police would be attending and an opportunity would be provided for residents to seek advice on security and raise other matters. It was observed that there had been a lack of e-cops emails recently and this will be queried.

**1. To approve apologies for absence**

Apologies were received from Martin Cassey 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**

Cllr Joslin declared an interest in the item on traffic calming as a resident of St Neots Road.

**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 11 December**

RESOLVED that the minutes of the meeting on 11 December be approved and signed by the Chairman as a true record after an amendment under item 4.9 to replace "Speedwatch camera" with "MVAS." (Prop DW, 2nd PJ, unanimous)

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

**4.1 (4.10) To consider quotations for supply and installation of litter bin near Meridian Close if received**

RESOLVED to purchase a dark green Topsy bin from Glasdon and to accept the quotation of £97.75 from Cambourne Parish Council for installation adjacent to the existing dog bin near Meridian Close. (Prop PJ, 2nd DW, unanimous)

- 4.2 (5.2) To consider quotation to move dog bin if received  
RESOLVED to accept the quotation of £45.54 from Cambourne Parish Council to move the dog bin from the rear of Grace Crescent to a location near the Portway bridleway. (Prop PJ, 2nd PA, unanimous)
- 4.3 (5.3) To consider locations for a defibrillator and quotations for supply and installation if received  
RESOLVED, having considered the information from the Community Heartbeat Trust, that Cllr Rose be delegated to speak to HSSC to clarify their intentions regarding the installation of an external defibrillator, before the Council reach a decision on the best location.  
RESOLVED to give further consideration to this matter at the February meeting.  
RESOLVED, given that the telephone box in Main Street was not considered to be in a good enough state of repair to house a defibrillator at present, to write to BT to ask whether they have any paint available, with the aim of having the kiosk smartened up.
- 4.4 Emergency Plan update  
Cllr Giddings reported and circulated a first draft including a risk assessment. RESOLVED that the Parish Council is in favour of having a simple plan in place and that Cllr Giddings should continue to progress the plan by consulting the emergency services, contacting village organisations, and drawing up a contact list of people with expertise or equipment, such as tree surgeons and 4x4 vehicle owners, who would be willing to assist in the event of an emergency.  
RESOLVED that Cllr Giddings should report back to the February meeting.
- 4.5 Village Plan printing  
RESOLVED given that Martin Cassey did not have any further information as yet, to defer this item to the next meeting.
- 5. Correspondence/communications received**
- 5.1 Resident – volunteer litter picking under Duke of Edinburgh Award scheme  
RESOLVED that the Parish Council accepts the offer of volunteer litter picking for 1 hour a week for three months, around the street areas on the Limes Estate, subject to the Council's risk assessment which must be complied with. The Parish Council will provide equipment and a hi-vis jacket must be worn, along with suitable protective clothing. RESOLVED that Cllr Giddings be appointed to show the applicant the requirements of the role and provide initial supervision. (Prop PJ, 2nd IG, unanimous)  
Cllr Ashton undertook to raise with Comberton Village College the suggestion of offering opportunities for work on the website to young people under the scheme.
- 5.2 Hardwick Play Parks – enquiry about play area signage  
RESOLVED given the advice received from the insurers and RoSPA, not to proceed with signage.
- 5.3 Comberton Parish Council – response on Greenways Consultation  
RESOLVED, having noted the response made by Comberton Parish Council, to await the outcome of the consultation.
- 5.4 CCC – Funding for Bikeability cycle training in schools  
RESOLVED that the Parish Council does not wish to contribute, as it believes the scheme should be funded by the Local Authority.
- 5.5 SCDC – Winter Health Packs – to consider if any are required and if so how they will be distributed  
RESOLVED that the Parish Council does not wish to order any packs at present.
- 5.6 SCDC – Greater Cambridge Housing Strategy consultation

RESOLVED that members may respond as individuals should they so wish.

5.7 CCC – Business Plan consultation

Noted.

5.8 Resident – Parking on bend in Limes Road

RESOLVED to respond that the Parish Council notes their comments and suggests that if parked vehicles are causing a problem, they should call 101 to report them, although possibly when the building works have been completed, the situation may improve.

5.9 Hardwick Main Street footway/cycleway safety

Cllr Ashton left the meeting briefly at 8.30 pm and returned at 8.31 pm.

Cllr Gill reported that Mike Davies of CCC had suggested a site meeting between County Council officers, Parish Councillors, County Cllr Lina Joseph, and the resident who had raised the issue, regarding the possible widening of the footway on Main Street and Cambridge Road, on 30 January at 9.30 am. The Chairman will clarify the proposals and funding with CCC and report back to the next meeting.

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

6.1 Planning applications received since the last meeting

6.1.1 S/4648/18/RM – Land south of 279 St Neots Road – Approval of matters reserved for appearance, layout and scale following outline planning permission S/3064/16/OL for residential development of up to 155 dwellings

RESOLVED that the Parish Council objects to the application and wishes to comment that with plans of this size and scale there is a potential impact on traffic flow on St Neots Road and the Parish Council would like to know whether there are any plans to assist with traffic calming.

6.1.2 S/4619/18/RM – Land east of Highfields Road, Highfields Caldecote – Approval of matters reserved for appearance, landscaping, layout and scale following outline planning permission S/2510/15/OL for phase 1 (66 dwellings) of the residential development with associated infrastructure

RESOLVED that the Parish Council has no recommendation but thanks SCDC for keeping it informed.

6.1.3 S/4838/18/NM – 2 Laxton Avenue – Non-material amendment to replace the southern boundary brick wall with 1.8 m high cross board fence on application for a new dwelling (S/1879/17/FL)

Noted.

6.1.4 S/4790/18/DC – 26 Main Street – Discharge of condition 5 (a) (details of all proposed windows and doors)

Noted.

6.2 SCDC Decision Notices

6.2.1 S/3809/18/DC – Land west of Grace Crescent – Discharge of condition 4 (Precise details of equipment) of planning permission S/4551/17/RM - Permission granted.

6.3 Tree Works Applications

The Parish Council had been informed that a resident had sought quotations for the removal of two Parish Council owned trees on Parish Council land. RESOLVED to write informing the resident that he may not remove them as they are the Parish Council's trees and the Council has been advised that they are healthy and not causing any problems. (Prop AG, 2nd PJ, unanimous)

**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 meeting. A member of HSSC has been invited to join the group. An architect, who is a member of the group, has drawn up a plan showing two possible options for the building. The HSSC member will take the suggestions back to the HSSC committee to discuss the implication. The group has also been interviewing external architects but the outcome has not yet been discussed. The Parish Council will await the feedback.

7.2 Speedwatch report including purchase of new speedwatch equipment

Cllr Joslin reported on the meeting with CCC on 16 January about the LHI bid for the MVAS. A response is expected in April.

Speedwatch equipment and options were discussed, and the Morelock system, which is recommended by the Police, was preferred. Funding is to be agreed at the budget meeting.

Cllr Giddings left the meeting during this item at 9.20 pm and returned at 9.22 pm.

7.3 Traffic Calming on St Neots Road – to consider options

Cllr Joslin spoke to her previously circulated written report. A survey including recommendations for options is available from CCC at a cost of £500.00. It was observed that initiating the PFHI might commit the Parish Council to subsequent expenditure, which would be dependent on funding via changes to the S106 agreement, as the Parish Council could not fund the scheme itself. Furthermore, any advice received could be superseded by developments with the new busway, a decision on which should be due in the autumn.

RESOLVED that Cllr Ashton be authorised to speak to James Fisher of SCDC to make enquiries about re-negotiating the S106 agreement with a view to re-allocating funding for electronic signs for traffic calming.

RESOLVED to proceed with commissioning the report and recommendations only from CCC for a cost of £500.00 to clarify what would be involved and obtain options, and that Cllr Joslin should speak to Josh Rutherford at CCC. (Prop PJ, 2nd PA, carried with 1 against and 3 abstentions)

7.4 Graffiti on Bus Shelters – to consider options

RESOLVED, given that all the bus shelters on St Neots Road except for the one near Miller's Way, had been damaged by graffiti, to obtain prices for cleaning it off, and to delegate acceptance to the Clerk if the cost is within delegated powers.

Cllr Ashton briefly left the meeting at 9.50 pm and returned at 9.54 pm.

Cllr Rose left the meeting at 9.52 pm and did not return.

**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

None.

8.2 To receive play areas and skate park inspection reports

Cllr Wellbelove reported that the Grasscrete surfaces around all the first phase equipment had sunk unevenly, causing a trip hazard, and the area was extremely muddy so that the climbers were covered in mud and very slippery. A hole had also been reported at the bottom of the Phase 1 slide, with concrete showing through, which needed to be removed. Holes previously reported in the safety surface had not been repaired as requested.

RESOLVED to ask Kompan to return as a matter of urgency to rectify the above problems, and to provide options and quotations for a more permanent surface to fill in the sunken areas in front of the benches which were full of water.

At the Church play area, large muddy ruts caused by heavy vehicles driving over the grass between the concrete path and the equipment were making it difficult for people to access.

RESOLVED to write to the farmer to highlight this and ask that the drivers take care to avoid the grass area.

It was reported that on the Recreation field, discarded football kit, broken goal posts and galvanised metal tubing had been left in various places around the field. RESOLVED to write to the Football Club to ask them to remove the items.

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. (Prop PJ, 2nd DW, unanimous)

Salary	£90.36
Salary	£135.72
LGS Services (Admin support)	£1397.02
LGS Services (Acting Clerk)	£312.84
New Civil's Construction (HSSC drainage work)	£2592.00
Kompan (Play equipment)	£25,203.42
NEST (Pension contributions) (DD)	£166.75

Credits, including interest and a VAT reclaim, were noted.

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

Cllr Ashton reported that the Hardwick Parish Council Facebook page had been set up and outlined the arrangements necessary for other members to act as administrators and post on it. In its first week the page had been accessed by 900 people, three posts had been made and 420 had followed the links.

The Chairman reported on a letter received from the East-West Railway Company, inviting the Chairman of local parish councils to a telephone consultation providing information about the consultation process and forthcoming roadshows. Cllr Gill will report back to the next meeting or via the Clerk if anything arises in the meantime.

There was no further business and the meeting closed at 10.16 pm.

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

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