

HARDWICK PARISH COUNCIL

I hereby give notice that as previously arranged, the Meeting of the Parish Council will be held on
Tuesday 26 March 2019 in the School at 7.00 pm

The Public and Press are cordially invited to be present. The order of business may be varied.

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out below.



Mrs Gail Stoehr, Clerk 19/03/19

AGENDA

Open Public Session including reports from the County & District Councillors

1. **To approve apologies for absence**
2. **Declarations of interest**
 - 2.1 To receive declarations of interests from Cllrs on items on the agenda and details of dispensations held
 - 2.2 To receive written requests for dispensation and grant any as appropriate for items on this agenda
3. **To approve the minutes of the last meeting**
4. **Matters arising and carried forward from the last or previous meetings for discussion/decision**
 - 4.1 (Open) Neighbourhood Watch – request for CCTV in the village
 - 4.2 (4.2) To consider quotation for re-painting of the old telephone kiosk in Main Street if received
 - 4.3 (4.3) Emergency Plan update ^(IG)
 - 4.4 (4.4) Village Plan printing – to consider quotations
 - 4.5 (4.6 and 8.2) To consider quotation for repairs to Egremont Road Phase 1 and Worcester Avenue surfacing if received
 - 4.6 (4.11) To consider a specification for works to the pond
 - 4.7 (4.12) To consider options for the skate park
 - 4.8 Hardwick Play Parks project Phase 3 – update
 - 4.9 Amey plaque for Play Park – to authorise wording and determine location
 - 4.10 Internal Auditor appointment
 - 4.11 (4.9) Response from LCPAS on giving to the Church
5. **To consider any correspondence / communications received**
 - 5.1 Cambridge and Peterborough Minerals and Waste Local Plan – further draft consultation
 - 5.2 CCC Local Validation List consultation
6. **To consider any planning applications and decision notices and tree works applications ***
 - 6.1 Planning applications
 - 6.1.1 S/0264/19/FL – 114-116 Limes Road – Conversion of the two dwellings into one to enable home disability adaptations with single storey rear extension
 - 6.1.2 S/0568/19/AD – 26 Main Street – Erection of a single illuminated fascia sign
 - 6.2 SCDC and appeal decision notices - to note
 - 6.3 Tree works applications
7. **Members reports and items for information only unless otherwise stated**
 - 7.1 New Housing Developments and Planning Obligations including recommendation from Working Group
 - 7.2 Speedwatch Report including purchase of new speedwatch equipment and to consider the next steps ^(PJ)
 - 7.3 Traffic Calming on St Neots Road and LHI application outcome ^(PJ)
 - 7.4 To consider date and arrangements for the Annual Parish Meeting
8. **Finance, risk assessment and procedural matters**
 - 8.1 To consider any quotes for urgent work required because of risk and the Clerk's use of delegated powers
 - 8.2 To receive play areas and skate park inspection reports
 - 8.3 To receive the financial report and approve the payment of bills
9. **Closure of meeting and items for the next agenda**

* NB Some planning and tree works applications may not be specifically listed on this agenda but may still be considered by the Parish Council due to the time constraints of making a recommendation to the District Council. For more information see the current planning application consultations on <http://plan.scambs.gov.uk/swiftlg/apas/run/wchvarylogin.display>

Hardwick Parish Council meets on the fourth Tuesday in each month except December when the meeting is on the third Tuesday. Meetings are held in the School but occasionally, when the School is closed they are held in the Pavilion. Please check the notice board for the venue which is shown on the agenda for each meeting.

CLERK REPORT TO HARDWICK PARISH COUNCIL MEETING ON 26 MARCH 2019

1. Apologies for absence – to be reported at the meeting.
2. Declarations of interests – members should declare their interests state why they have an interest, the type of interest held and if they have a dispensation state this and the extent of their dispensation i.e. to either speak or speak and vote.
3. To approve the minutes of the last meeting on 26 February 2019 (attached)
4. Matters arising and carried forward from the last or a previous meeting for discussion/decision
 - 4.1 (Open) Neighbourhood Watch – request for CCTV in the village

A resident has written:
“At the recent Neighbourhood Watch Meeting when the police were present, burglaries in the village were very topical and we discussed the CCTV in the village. My understanding is that the exterior CCTV at HSSC belongs to the Parish Council. We were wondering whether CCTV in the village could be extended to include roads coming into the village and roads leaving the village. Would it be possible to include CCTV on the agenda for your meeting on Tuesday 26th February? Ashley Shepherd, our Neighbourhood Watch Co-ordinator will be attending the PC meeting. He has installed CCTV at his property and is impressed with it. Perhaps the cost of installing more cameras in the village could be investigated.”

Ashley Shepherd, Neighbourhood Watch Co-ordinator, has written:
“Regarding the CCTV for Hardwick Village. The sites I have in mind are 2 on the St Neots Rd E and W as close to the entrances to the village and 1 on Main St again as close to the entrance. We would of course need to find willing residents to allow this. I would suggest we pay each one £36 pa for goodwill and running costs. Cameras I have estimated the 3 would cost about £1000. Then central Digital Video Recording which would be about £1000. I know this is not an accurate estimate which would need more time to collect, but I hope this is enough to start matters.
May I add that I have had CCTV installed since June 2018 and this has helped to resolve a problem. The pictures are clear. Night vision is good but as you may know you cannot see reg. plates at night. I feel that CCTV will help to deter wrong doers from the village.”
 - 4.2 (4.2) To consider quotation for re-painting of the old telephone kiosk in Main Street if received

Cambourne Parish Council has declined to quote. Alternative quotations are being sought and will be brought to the meeting if received.
 - 4.3 (4.3) Emergency Plan update ^(IG)

Cllr Giddings to report. The Council to revisit the quotations received.
 - 4.4 (4.4) Village Plan printing

Quotes will be brought to the meeting.
 - 4.5 (4.6 and 8.2) To consider quotation for repairs to Egremont Road Phase 1 and Worcester Avenue surfacing if received

RPM's quote will be brought to the meeting.
 - 4.6 (4.11) To consider a specification for works to the pond

The people that are surveying Comberton's pond are unable to assist. The Clerk has contacted the Ecology Officer at SCDC and he too is unable to assist. An enquiry has been made to the Environment Agency and Buchans have been asked if they can assist.
 - 4.7 (4.12) To consider options for the skate park

Proposed at the last meeting.
 - 4.8 Hardwick Play Parks Project Phase 3 – update

Clare McGowan has written:
“I have already asked Kompan for a quote regarding stage three.
It comprises a zip wire, flat based swings and a basket swing. A roundabout net if I can get a big enough grant and the discount is big enough!
I am about to start the grant application with Mick George and was going to ask about the S106 contribution.”

Ms McGowan has indicated that she will be attending the meeting with a plan.

4.9 Amey plaque for Play Park – to authorise wording and determine location

4.10 Internal Auditor appointment

At the time of writing no response has been received on the Internal Audit for FY2019

4.11 (4.9) Response from LCPAS on giving to the Church

LCPAS has finally responded “I do sincerely apologise

I have been managing a huge workload and I have had issues with my email system, to compound the problem.

I am back on top of things and getting through any back log.

With regard to the query:

The Council may make a donation to the PCC for insurance and grass cutting.

The community hall if it is open to all denominations can be considered a community building and therefore a contribution could be granted under the power to provide public buildings rather than s137.

I hope this helps”

The Parish Council should be mindful of the advice already received from NALC’s Solicitor that the Council cannot contribute towards the cost of any church buildings and property.

S137 cannot be used to give money for works relating to affairs of the church as expressly prohibited under s8 of the LGA 1894.

Also the Clerk’s advice that S137 cannot be used to give money for works relating to affairs of the church as S137 may only be used where there is not statutory prohibition as there is in S8 of the LGA 1894.

4.10 Internal Auditor appointment

At the time of writing no response has been received from LCPAS and they have not signed the Council’s contract sent to them last year following the appointment.

5. To consider any correspondence/communications received

5.1 Cambridge and Peterborough Minerals and Waste Local Plan – further draft consultation

Cambridgeshire and Peterborough Minerals and Waste Local Plan

Further Draft Consultation - 15 March 2019 to 25 April 2019

“Cambridgeshire County Council and Peterborough City Council (we) are preparing a joint Minerals and Waste Local Plan (MWLP) which will replace the current adopted joint plans.

This new MWLP will look forward to cover the period to 2036, and will consider the land use planning policies and allocations that will be needed to guide minerals and waste management development over this period in Cambridgeshire and Peterborough. It will consider the provision we need to make in order to ensure that there is a continuity of mineral to support planned growth; as well as sufficient capacity to manage all types of waste which will be arising from development, and existing and new communities.

We are writing to inform you that we are consulting on the **Further Draft** version of the joint **Minerals and Waste Local Plan**, and your views on the preferred options would be welcome. This consultation is undertaken under Regulation 18 of the Town and Country Planning (Local Planning) (England) Regulations 2012. There will be further opportunities to give your views as work progresses.

The consultation starts **15 March 2019** and closes at **11:59pm on 25 April 2019**.

The Further Draft Plan, along with a number of supporting documents, including a Sustainability Appraisal and Habitats Regulations Assessment, are available to view online at cambridgeshire.gov.uk/mwlp or peterborough.gov.uk/mwlp.”

The Further Draft Plan and supporting documents are also available to view at the

following offices:

Cambridgeshire County Council	and,	Peterborough City Council
Shire Hall (Reception)		Town Hall (Reception)
Castle Hill		Bridge Street
Cambridge		Peterborough
CB3 0AP		PE1 1HF

5.2 CCC Local Validation List consultation

“Consultation on the proposed 2019 revision of the Local Validation Guidance List and Local Validation Check List for planning applications for the County Council’s own development and for waste development.

We are consulting you in addition to Councillors, other applicants and their agents, statutory consultees, and parish councils on the proposed draft revised documents. The consultation period will run for 6 weeks from 28 February 2019 until 11 April 2019. The draft revised documents on which we seek comments are attached.

The existing Local Validation List June 2017 and the accompanying Local Validation Guidance List:- Guidance for applicants and their agents on the Local Validation List (June 2017) and supporting documents are displayed on the County Council’s website at:

<https://www.cambridgeshire.gov.uk/business/planning-and-development/planning-applications/submitting-a-planning-application/>

Please send all comments that you may wish to make to:- County Planning, Minerals and Waste, Box No SH1315, Shire Hall, Cambridge, CB3 0AP or by e-mail to planningdc@cambridgeshire.gov.uk by 11 April 2019. All comments received by 11 April 2019 will be taken into consideration, summarised and reported together with the proposed finalised Local Validation List and the Local Validation Guidance List to the Council’s Planning Committee. We are working towards reporting to the Planning Committee of 16 May 2019.”

6.1 Planning applications

NB Some planning applications may not be specifically listed on this agenda but may still be considered by the Parish Council due to the time constraints of making a recommendation to the District Council. For more information see the current planning application consultations on <http://plan.scambs.gov.uk/swiftlg/apas/run/wchvarylogin.display>

6.1.1 S/0264/19/FL – 114-116 Limes Road – Conversion of the two dwellings into one to enable home disability adaptations with single storey rear extension

6.1.2 S/0568/19/AD – 26 Main Street – Erection of a single illuminated fascia sign

6.2 SCDC and appeal decision notices - to note

6.2.1 S/0210/19/FL – 93 Cambridge Road – Side and front extension with first floor side extension – Permission granted.

6.2.2 S/4648/18/RM – Land south of 279 St Neots Road – Approval of matters reserved for appearance, landscaping, layout and scale following outline planning permission S/3064/16/OL for residential development of up to 155 dwellings following demolition of two existing dwellings with areas of landscaping and public open space and associated infrastructure works – Withdrawn.

6.3 Tree works applications

Tree works applications may now be viewed on the SCDC Planning Portal. NB Some tree works applications may not be specifically listed on this agenda but may still be considered by the Parish Council due to the time constraints of making a recommendation to the District Council. For more information see the current tree works application consultations on

<http://plan.scambs.gov.uk/swiftlg/apas/run/wchvarylogin.display>

None at the time of writing.

7. Members’ reports and items for information only unless otherwise stated

7.1 New Housing Developments and Planning Obligations including recommendation from Working Group

7.2 Speedwatch Report including purchase of new speedwatch equipment and to consider the next steps Attached.

Cllr Joslin to report. She has written:

“Data provided by the Speed Watch Co-ordinator who we the residents of Hardwick must thank for an excellent job, well done.”

With regard to the new Speedwatch equipment, Cllr Joslin has written:

“Please see attached the Proforma invoice as supplied by Morelock, I have listed contact details of Jill Taylor sales coordinator should you need to contact them.

As you may recall this was an agreed item to be purchased in this next year’s budget, which begins in 2-3 weeks’ time. Obviously I wait on the Parish Council for them to agree the timing.

I understand from Alan that both him and Chris Fuller attended a demo at Morelock and were very pleased with the equipment that HPC have decided to purchase.”

A resident has obtained prices and a pro-forma invoice together with a quotation for a Manual Rotary Switch and operational requirements for this.

The resident has written:

“Further to previous email, the suppliers, Morelock, have confirmed that the addition of the manual rotary switch will add £95 and should be stated at time of order. They also confirmed the addition of the switch will not affect the programmability and on that basis we can go ahead.

To the pro Forma already supplied, please add

"Manual Rotary Switch additional cost £95 ex-VAT to be fitted prior to dispatch"

So you have everything you need in one place I have attached

The Pro Forma Invoice

The email quote for the Manual Rotary Switch

The email confirming our operational requirements for the switch

Morelock Bank Details

I understand that Morelock require payment in advance of dispatch but am sure you can verify that from Jill Taylor, the Morelock Business Partnership Manager. Email: jill.taylor@morelock.co.uk”

7.3 Traffic Calming on St Neots Road and LHI application outcome

Cllr Joslin to report. She writes:

“Hardwick has been successful in obtaining funding for the MVAD, the Speed Watch crew are very pleased. I expect that you will hear officially from Highways shortly.”

Report attached.

8. Finance and risk assessment and procedural matters

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

None at the time of writing.

8.2 To receive play areas and skate park inspection reports

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

9. Closure of Meeting and items for the next agenda

To	HPC for Meeting 26 th March 2019
From	Pauline Joslin, Councillor for Highways Projects and Road Safety
Date	16 th March 2019
Subject	Speed Watch 6 months on
Purpose	Monthly report

After a lapse of 5 years, (no records available but that's a guess), Hardwick Community Speed Watch was resurrected with the opening event on the St Neots Road on 4th September 2018 with Clare Diston, Pauline Joslin and Alan Everitt.

Since then we have

- Conducted 23 checks covering St Neots Road, Cambridge Road and Main Street - including Saturdays
- Monitored 4006 vehicles (up and including 11th March 2019)
- Reported 155 vehicles for travelling at excessive speed*.
- Worst speed transgressors – passing Egremont Road on Cambridge Road towards Main Street!

This excluded activity in December as the weather was too miserable and we cannot do it in the darker morning and evenings. A good Speed Watch is zero reported.

*We are required to report 35mph and over and 46mph and over respectively to the Police.

The whole point of Community Speed Watch is to ensure drivers are travelling below the Speed Limits for the safety of the Village. Most drivers are slowing down when they spot three Hi-Viz yellow jackets with their Speed Displayed for all to see and that is the whole point of the exercise but we cannot be there 24 hours a day. The absence of other Traffic Calming in Hardwick is a result of neglect over a number of years but hopefully we are helping to put that right.

Since the previous report to HPC on 18th February 2019 there have been 5 x Speed Checks and we aim to average at least one a week

We have 8 x Active Volunteers and a ninth in the pipeline for training next month

Community Speed Watch

Hardwick

To	HPC for Meeting 26 th March 2019
From	Pauline Joslin, Councillor for Highways Projects and Road Safety
Date	16 th March 2019
Subject	2019/20 LHI Result

The results for 2019/20 LHI applications have now been processed and are on line. I am pleased to inform you that our submission was successful and that the Village shall be getting a Moveable Vehicle Activated Display – a Post Mounted Speed Flasher – this financial year. We shall be assisting Highways to try to ensure this is provided early rather than later in the year.

Applications were scored on

- Resolving a Persistent Problem
- Road Safety
- Community Impact
- Added Value

Each element carried 5 marks and Hardwick scored 4.38/5 taking 5th place out of 176 submissions from the County, 3rd place for South Cambridge. The application was followed by a presentation of our Bid in January 2019. We are very pleased with the result.

Some of our neighbours were not successful this year e.g. Bourn, Comberton, Elsworth and Madingley.

The results are published here.

https://cambridgeshire.cmis.uk.com/ccc_live/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/786/Committee/7/SelectedTab/Documents/Default.aspx

The use of Speed Indicator Displays show traffic speed can be reduced by 4 to 6 mph and will be used in conjunction with Community Speed Watch to bring a measure of speed reduction but clearly we require other measures to support Calming throughout the Village. I will keep you informed on timeframe and notify you when we can expect an invoice for our share of the costs. The decision notice shows we agreed to pay £1250 towards the cost of the equipment and works. Copy of the submission is available if required.

Local Highway Improvement Schemes

LHI is an annual competition run by Cambridgeshire County Council. Schemes are delivered by the County Council on a jointly funded basis and applicants are able to apply for funding of up to £10,000 as a contribution to their scheme. The applicant is expected to provide a minimum contribution of 10% of the total scheme cost. This enables applicants to deliver minor improvements for as little as £500.

In the Region of £500,000 is allocated to the Scheme each year.

HARDWICK PARISH COUNCIL MONTHLY FINANCIAL STATEMENT

Mar-19

Summary of previous month

Balance brought forward £123,799.48

Adjustments and amendments

CHQ 2753 ADJUSTMENT -62.57

Expenditure approved at last meeting/between meetings

CAMBS CRICKET LTD SPORTS PITCH WORKS -950.00

Misc credits

NS&I INTEREST 27.35

CCF GRANT 36750.00

LLOYDS INTEREST 0.02

Total Adjustments 35764.80

Balance revised after adjustments £159,564.28

Bank Reconciliation to last statement

Account	Funds	Statement	Outstanding
Current Account	36,815.09	44297.32	-7,482.23
Business Account	546.44	546.44	
Cambridge Counties Bank	94,202.75	94,202.75	
Bonds	28,000.00	28,000.00	
Total	159,564.28	167,046.51	-7,482.23

Expenditure for approval

£

	SALARY	90.36
	SALARY	135.72
LGS SERVICES	ADMIN SUPPORT	1353.10
RPM	PLAY AREA REPAIR	288.00
GLASDON	BIN - OPP MERIDIAN CT	214.13
HMRC	PAYE	135.60
NEST	PENSION CONTRIBUTIONS	166.75

Total expenditure 2383.66

Balance c/f £157,180.62

Notes:

Late invoices will be brought to the meeting