

**Minutes of the Hardwick Annual Parish Meeting held on
21 May 2019 at 7.00 pm in the School**

Present: 18 parishioners including Parish Council members and County Cllr Lina Nieto.

In attendance: Mrs A Griffiths (Minutes Secretary, LGS Services)

Cllr Tony Gill presided.

1. Apologies

Apologies for absence were received from Martin Cassey, Heidi Allen MP, District Cllr Grenville Chamberlain, Rev Alison Myers, Tim Tack (Hardwick Scout and Guide building), Jane Muncey (Hardwick Guides and Rainbows) and Pat Portlock (Litter Picking group).

2. Minutes of the last Annual Parish Meeting on 17 April 2018

The minutes were approved as a true record and signed by Cllr Gill as Chairman. (Prop Dean Wellbelove, 2nd Chris Cracknell)

The minutes of the Public meeting about Bourn Airfield held on 16 October 2018 were approved as a true record and signed by Cllr Gill as Chairman. (Prop Dean Wellbelove, 2nd Anne Jones)

3. Matters arising

None.

4. Reports:

4.1 The Parish Council (Cllr Tony Gill, Chairman)¹

Cllr Gill's report is appended in full to these minutes.

The report highlighted:

- Exhibitions and consultations during the year
These included the new Hardwick Community Hall; the Cambourne to Cambridge busway; the Bourn Airfield development; and Comberton Greenways.
- Housing developments in the village
The St Neots Road development had been delayed for legal reasons, and was currently at the Reserved Matters stage. The Meridian Fields development (Grace Crescent) was moving quickly. A show home had opened and houses were for sale.
- Phase 2 of the Play Parks initiative
The second phase had been completed, providing equipment for the under fours, following receipt of a grant for the full amount of the cost from Amey. Phase 3 of the project was now under way. Incidents of vandalism had occurred. Residents were urged to report any vandalism to the Clerk or any Parish Council member. The Police had been informed and will be looking at the play area during patrols.
- Brambles and hedging
The brambles and hedging adjacent to the Pavilion/HSSC had been carried out, as well as a major clearance of undergrowth and brambles in the wooded area between Sudely Grove and Ashmead Drive, allowing walkers access through from Egremont Road to the end of the spinney.
- Speedwatch and traffic calming
Speedwatch in the village had been re-started by Alan Everitt, the Speedwatch Co-ordinator, and with 7 trained members the group has produced data that can be used in further traffic calming projects. The Parish Council had also successfully secured funding through the LHI scheme for a fixed speed warning sign, which can be moved to different sites in the village. Thanks were expressed to Cllr Joslin for her efforts. The Parish Council had contributed £1250 as a requirement of the scheme. The Council has budgeted £3000 this year for a replacement Speedwatch system.
- Millers Way
Millers way has now been adopted by the County Council as a Public Right of Way but they will not maintain it.
- Footpaths

The County Council Highways have allocated £400,000 over three years for improvements to the footpath from the south of the village to St Neots Road and it is hoped that the plans will be drawn up by the end of the year for work to start in 2020.

- Parish Council membership

Following the elections last May there were four vacancies. Two councillors had joined during the year, and another had resigned, leaving three vacancies at present. Cllr Gill expressed a wish that more people should come forward.

- The Parish Councillors were thanked for all their hard work during the year, including: Cllr Rose for work on the Hardwick Community Centre Working Group; Cllr Joslin for work on planning matters and meetings about the busway and Bourn Airfield development, and liaising with CCC on traffic matters such as the LHI and Speedwatch; Cllr Wellbelove for undertaking weekly play inspections; Cllr Ashton for the Hardwick Parish Council Facebook page and liaison with Comberton Village College on Duke of Edinburgh volunteering.

Thanks were extended to the Clerk and her team, particularly to Ben Stoehr for taking over as Acting Clerk at short notice during the absence of the Clerk on sick leave

Thanks were also expressed to the volunteer litter picking team and the Council's litter picker for continuing to keep the village tidy.

4.2 Presentation of the last audited accounts²

Inspection of the last audited accounts (year ending 31 March 2018) was invited. A copy was available at the meeting and on the website. The accounts for the year ended 31 March 2019 would be available for public inspection in late June by arrangement with the Clerk.

4.3 The District Councillor (Cllr Grenville Chamberlain)³

Cllr Chamberlain's report (appended in full) was summarised by the Chairman in his absence and included:

- Governance and the composition of the Council.
- The Health and Wellbeing programme including a tool kit for tackling loneliness.
- Environmental issues and the aim to become zero carbon by 2050; the launch of the Zero Carbon Communities grant scheme offering grants. Community groups were invited to apply for grants of between £1000 and £15000 for environmental projects.
- Transport – the A14 upgrade, the opening of the local access road and rat-running through the villages.
- Social housing and the role of Ermine Street Housing to purchase rental properties.
- Planning and the approval of the SCDC and City Council Local Plans.

4.4 The County Councillor⁴

County Cllr Lina Nieto reported and thanked the Chairman, Parish Councillors, Clerk and volunteers for their work. She explained the areas of responsibility of the County Council; pressures on the finances and measures to compensate for reduced funding from Central Government by adopting different ways of working to deliver the same level of service, such as local working. Much of the CCC budget was allocated to adult social care and children's services; this year £80m was agreed for highways and footpaths. There was an initiative to give parishes an opportunity to give early input on decision making. Cllr Nieto had proposed a motion for an Environmental Climate Change Strategy and Plan. Residents were encouraged to contact her for support with any issues.

A resident asked Cllr Nieto about libraries and sought her support for some of the monies from the St Neots Road development to be used towards a library area in the new Community Centre with a view to a volunteer run library. Cllr Nieto undertook to investigate. She was thanked for raising the issue of the footpath with CCC.

4.5 Heidi Allen MP

No report available.

4.6 Police

No report available.

On a proposition by the Chairman, it was agreed to vary the order of business.

4.16 Hardwick Evangelical Church including Hardwick Youth Club

Steve Gaze on behalf of Hardwick Youth Club explained that the Youth Club had not run as the Youth Leader had moved on and the main volunteer was on maternity leave.

The Evangelical Church met in the School to explore the Christian faith.

- Activities included the Nativity Scene outside the School, the Christmas Eve carols attended by 200 people and the Easter Egg Hunt providing inter-generational fun.
- Supporting people in different ways included: one day and one evening each month is devoted to enabling the parents of children with additional needs to get together; taking services at Gracefields Nursing Home; the Gospel Choir (Cambourne Community Gospel Choir); support for youth work at Comberton Village College and Cambourne Village College, including supporting young people's mental health.

4.7 Hardwick Sports and Social Club⁵

The report from the Hardwick Sports and Social Club, (appended in full), was read in the Secretary's absence by Chris Cracknell. The Club has now been running since 2001 on a not for profit basis as a co-operative for the benefit of its members and to support village groups. The report covered: the background and legal status of the Club, including the lease, licences held, and management committee and sub-committee; membership, fees, and activities. There are over 400 members mostly from Hardwick but also from other villages.

The Club supported sports and other community activities and charities: including the Football and Cricket Clubs, Hardwick Play Parks, the Doctors' Run, St Mary's Church, Scouts and Cubs, and the Youth Club, as well as charities such as the Alzheimer's Society, Macmillan Cancer Care, British Heart Foundation and Guide Dogs for the Blind. There are plans to host Macmillan Coffee mornings using a new coffee machine. An external defibrillator, which is accessible 24/7 for the whole community, has been installed. Thanks were expressed to the Parish Council for covering the costs of replacement batteries and pads.

Details of events and the teams and clubs meeting at HSSC were outlined. Wifi is available and children's toys are provided.

Plans are in hand to update the interior of the club and an outdoor table tennis table has been installed. The new Club Manager is Lindsay Haynes and the staff are all local residents.

Mr Cracknell reported that the Club had just suffered its first burglary in 18 years, with damage caused to the shutters and the theft of cash and property.

Mr Cracknell reiterated that the Club had funds available to support local groups, and invited applications. The aim was to provide a warm welcome to all users.

4.8 Hardwick Community Association⁶

Anne Jones conveyed the apologies of the Chairman, Alan West. The report of the Community Association (appended in full) covered the meetings and discussions of the progress with the proposed new Community Centre. Most groups which use the present Community Room will be affected when it is returned to School use, and the Association has asked the governors for their opinion on this. Other topics discussed were future events, Speedwatch reports, welcome packs for new residents, progress on the St Mary's community hall project, changes to staff at the School and the new piano. The report also listed the 15 affiliated groups.

4.9 Hardwick Happenings⁷

Peter Cornwell's report (appended in full) outlined the progress towards independence and expressed thanks to the committee, all contributors and the distributors. There are eight issues a year. Contributors were asked to check their copy carefully before submission to minimise proof-reading. It was stressed that whilst agreement had been given to distribute the Village Plan copies with the magazine, this was based on the goodwill of volunteers and could not be allowed to set a precedent.

4.10 Webmaster

Cllr Elise Croft was introduced as the new Webmaster. She asked residents what they would like to see on the website and would try to link it to the Hardwick Parish Council Facebook page and update the site more frequently.

4.11 Village Plan Committee⁸

Betty Grimes read the report of the Village Plan Committee, which is appended in full to these minutes. The background to the Village Plan and the process of developing the questionnaire were outlined. Thanks were expressed to Nisa, SDC, The Blue Lion, the Social Club and many others for their help, as well as the team who delivered the questionnaires. The results had been collated and interpreted, subject to constant revision to ensure it was impartial, fair and accurate. The plan had now been printed and would be delivered to each household. The Parish Council was thanked for printing the copies and special thanks were expressed to the Chairman, Martin Cassey, to Tim Dodds for analysing the survey results and drafting the report, and the other committee members.

A question was asked about how the plan was to be taken forward. It was anticipated that when residents had seen the plan, it would provide an incentive to start new groups to get things going, and it was hoped that residents would come forward. Suggestions on how to move things forward had been incorporated into the report.

4.12 Neighbourhood Plan report

Cllr Gill explained that a Neighbourhood Plan was a larger undertaking than the Village Plan. A Working Group had been formed but this matter had been left in abeyance until the Village Plan had been completed, and more Parish Council members were needed to share the workload. It was hoped that some people who had been involved in the Village Plan might be willing to join the Neighbourhood Plan Committee.

A Neighbourhood Plan would be legally binding and help to safeguard Hardwick in planning matters. It was therefore a very important document but entailed a great deal of input and funding, requiring a greater number of participants. A request for volunteers is to be put in Hardwick Happenings.

4.13 Hardwick Community Centre Working Group⁹

Nicky Kerr read the report of the HCCWG, which is appended in full to these minutes. The group was set up in March 2018 to take forward the planning of a new community centre. The report covered the representation, the efforts to find a suitable site for the new centre, and discussions with the Scouts and Guides about the possible use of the site they currently occupy. The consultation process had involved as many groups and residents as possible and feedback had been sought. The group had visited similar projects around Cambridge for ideas and advice. A number of architect firms had been interviewed and a wide range of funding options looked at.

Thanks were expressed to Nicky Kerr for her major contribution in producing the plans and selecting the architects. A preferred architect had now been identified.

4.14 Hardwick Scouts and Guides¹⁰

The report from the Guides and Rainbows was not received in time to include at the meeting due to their representative unexpectedly being unable to attend. The reports are appended in full to these minutes.

Hardwick Rainbows had thanked the Parish Council for last year's donation which had been used to buy new resources for the Rainbows' programme of activities. The report covered the aims and activities of the group, the taster evening of games and crafts which resulted in new members, the new Girl Guiding Programme and congratulations to the leaders for gaining their leadership award last year.

Hardwick Guides continue to flourish and offer a wide range of activities both indoor and outdoor, while developing leadership skills and resilience, and building confidence. One highlight was the trip to Switzerland along with other units. Four Guides gained the Baden Powell Award, which is the highest award in the Guide section, involving several challenges. A new Guiding programme is being introduced in 2019.

4.15 St Mary's Church¹¹

Clare Bigg read the report (appended in full) which provided an update on the Community Hall project. Planning permission had been obtained for a building on the land behind the Church for a hall of 55 square metres, including a small meeting room, fully equipped kitchen, toilets and storage facilities, and patio doors leading to a grassed area. The detailed design is expected shortly. It is intended that the hall will complement the planned village hub near the

recreation ground, being smaller and suitable for family parties, in a woodland setting for outdoor group activities, and located at the southern end of the village. Fundraising has now reached £237,000 in donations, pledges and grants. Thanks were expressed to all supporters. Another £80,000 is needed to cover the costs and further grant applications are being submitted.

- 4.16 Hardwick Evangelical Church including Hardwick Youth club
Taken earlier.

- 4.17 Hardwick WI¹²

Anne Jones presented the report of the WI (appended in full). This covered the Hardwick WI 60th birthday celebrations, the new website, and the monthly meetings, including the activities of the Dining Out Club and Crafty Natters Club. Two new groups have been established: Hardwick WI Matters, a monthly discussion group on issues relating to the WI Resolutions; and the Theatre/Cinema Club. Other social events, trips and events organised by the Cambridge Federation of WIs, were enjoyed during the year. Fundraising has been undertaken and charity events such as the Strawberry Tea have also taken place. Five new members have joined during the year and new members are welcome.

- 4.18 Hardwick Play Parks¹³

Clare McGowan thanked the Parish Council for last year's grant which was used for medals and marketing the Fun Run event. Fundraising events held during the year were outlined. The second phase of the project for a climbing tower with slides, had been completed successfully to excellent feedback. Further grant funding applications for the full cost of the final stage, to install swings, roundabouts and a zip wire, were being pursued.

- 4.19 3rd Hardwick Brownies

No report received.

- 4.20 Hardwick Pre-School

Sharon Griffiths on behalf of Hardwick Pre-School thanked the Parish Council for last year's grant of £250.00 for carpets. A grandparent in the village in turn thanked the Pre-school for their provision.

- 4.21 Hardwick Mothers and Toddlers Group

James Wakeling, Treasurer for the Group, thanked the Parish Council for last year's donation which had been spent on toys. Numbers were growing and more fathers were attending. Grandparents and carers were also welcome.

- 4.22 Hardwick Litter Picking Volunteers¹⁴

Pat Portlock's report was read by Cllr Gill in her absence. Two litter picking events had been held during the year, in November 2018 and March 2019. 27 bags of litter were collected in November and in March, 32 bags of litter had been collected, together with two boxes of polystyrene and two bikes. Thanks were expressed to: HSSC for providing refreshments, and SCDC for providing litter picking equipment and bags. The next litter pick would take place in October or November 2019. Thanks were extended to Pat Portlock and the group for all their hard work.

- 4.23 Hardwick Recreation Ground – maintenance update

Cllr Gill reported on the continuing 3-4 year cycle of improvements to the Recreation Ground. Half way through the year the grass cutting contractors had terminated the contract without notice or explanation and it had been necessary for the Parish Council to appoint temporary contractors and go out to tender again. The maintenance including top dressing, vertidrainage and weed killing will continue and the pitches had benefited greatly, being in the best condition yet.

- 4.24 Neighbourhood Watch¹⁵

Ashley Shepherd, Neighbourhood Watch Co-ordinator, gave the report which is appended in full to these minutes. The report covered details of matters discussed at the meetings which have had police present to answer residents' concerns. There are about 50 members. The group has proposed having three CCTV cameras at the approaches to the village which is currently under consideration. Following the cessation of the Ecops service, the group is

endeavouring to form links with ten other local communities to pass information between villages quickly. There will be a Neighbourhood Watch meeting in September or October. Residents were encouraged to report all crimes to assist the Police to take appropriate action.

4.25 Other
None.

5. Applications for awards of small grants to projects for improvements to the village

Three groups expressed interest in applying for small grants.

Sharon Griffiths, on behalf of the Pre-School, explained that having moved to a mobile classroom supplied by CCC in 2008, the group had been told that they had to pay for repairs themselves, and would appreciate money towards the repairs.

James Wakeling, on behalf of the Mothers and Toddlers group, outlined the need for replacing toys and in order to encourage more parents and carers and grandparents to attend, to provide refreshments and craft supplies.

Clare McGowan explained that the Play Parks group would not be applying for funding this year as they planned to concentrate on other fundraising activities rather than the Fun Run. Details of the funds raised by the Fun Run in previous years were outlined.

A resident asked whether the Parish Council would consider providing matting under and between the trees on the left hand side of the route up to the Church car park, to prevent cars getting stuck. This was felt to be better considered at a future Parish Council meeting.

Grant application forms were handed to three groups, for completion and return to the Clerk, so that they could be formally approved by the Parish Council at a forthcoming meeting.

6. Any other Parish Matters including any resolutions

The deteriorating condition of the village notice boards was raised. Cllr Gill explained that quotations were being sought for the notice board at the southern end of the village to gauge the cost. A suggestion for a glass fronted board was felt to be too expensive and perspex would be better. This will be discussed further at the forthcoming Parish Council meeting.

A resident highlighted a problem with brambles and an overgrown hedge in the area where the Recreation Ground meets Limes Road and behind the skate park, where the vegetation was overgrowing the path. This will be discussed by the Parish Council at its next meeting.

7. Closure of meeting

Residents were thanked for attending. Thanks were extended to Cllr Gill for ably chairing the meeting and he was applauded. There was no further business and the meeting was declared closed at 9.24 pm.

Signed _____ (Chairman) _____ (Date)

¹ Parish Council Chairman's report from Cllr Tony Gill

² Audited accounts FY 2017

³ Report of the District Councillor – Cllr Grenville Chamberlain

⁴ Report of the County Councillor – Cllr Lina Joseph

⁵ Report from Hardwick Sports and Social Club – Lisa Montique, Secretary

⁶ Report of the Community Association – Anne Jones

⁷ Report from Hardwick Happenings – Peter Cornwell

⁸ Report of the Village Plan Committee – Betty Grimes

⁹ Report from Hardwick Community Centre Working Group – Nicky Kerr

¹⁰ Reports of Hardwick Guides and Hardwick Rainbows – Jane Muncey

¹¹ Report from St Mary's Church – Rev Alison Myers

¹² Report of the WI – Anne Jones

¹³ Report of Hardwick Play Parks – Clare McGowan

¹⁴ Report of Hardwick Litter Picking Volunteers – Pat Portlock

¹⁵ Report of Hardwick Neighbourhood Watch – Ashley Shepherd