

Hardwick Parish Council
Minutes of the Meeting held on Tuesday 24 September 2019
in the School at 7.00 pm

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

In attendance: 6 members of the public and Mrs Gail Stoehr (Clerk).

Open public session including reports from the County and District Councillors

A resident compared the Speedwatch data for past and current years. He questioned whether the right message was being given to the village, given that the numbers might include drivers from outside the village, including van drivers, and the amount of money being spent in this area, particularly in the light of the proposals for traffic calming. He asked what it was hoped to achieve, and queried the evidence of speeding by the School. Disappointment was expressed at more spending on the MVAS and the resident cautioned that rather than reducing speed it might encourage an increase. He commented that the Parish Council should satisfy itself that this would prevent a problem. The Chairman explained that there would be a public consultation, and that the Police could be asked for the number of accidents in the village.

Pat Portlock reported on the forthcoming village litter picks would take place equipment being provided by SCDC and litter being collected by them afterwards. Refreshments will be available after the litter pick. Mrs Portlock was thanked for organising this and making the village tidier.

Martin Cassey, a member of the Hardwick Community Centre Working Group, expressed his personal view that the new Community Centre might be a candidate for funding from SCDC under the Zero Carbon grant scheme. He also reported that the Village Plan website had closed, residual funds of £173.70 were being reimbursed to the Parish Council, and the bank account would be closed after this had cleared. With regard to the Community Transport Initiative, a request for volunteers had been published regularly in Hardwick Happenings, but sadly there had been no interest. Volunteers were being sought to join the working group. Mr Cassey drew attention to the Hardwick Caldecote and Dry Drayton community car service, which had 31 drivers and 127 passengers in the first six months, with a total of 900 journeys. They were looking at expanding the scope of the scheme, such as befriending and support for others through a good neighbour scheme and time banking. An approach might be made to the Parish Council in future.

Shaun Hughes of the Climate Action Group reported that a meeting would be taking place on 15 October from 6.45 pm to 8 pm when the SCDC Zero Carbon grant scheme would be considered. The Chairman proposed that items 4.6, 5.5 and 7.3 be brought forward.

District Cllr Chamberlain's report covered the Scrutiny and Overview Committee's efforts to seek a direct access from Bourn Airfield onto the A428. He had been advised by the Director of the Joint Planning Service that this could not be legally imposed as it was not in the Local Plan 2014, but it might be possible to look at challenging this when the planning application was submitted.

1. To approve apologies for absence

Apologies were received from District Cllr Grenville Chamberlain (out of parish).

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 August 2019**

RESOLVED that the minutes of the meeting on 27 August be approved and signed by the Chairman as a true record. (Prop PJ, 2nd DW, unanimous)

4.6 (7.6) Zero Carbon communities grant scheme – report on meeting and to consider whether to make an application

Cllr Croft reported that £91,000 was available for grants between £1000 and £15,000 for projects with community engagement. The closing date was 31 October 2019. For smaller grants of under £1000 applications could be made via the Community Chest Fund.

RESOLVED that this should be an agenda item for the next meeting with a view to submitting an application next year.

It was noted that the Parish Council had already organised trees for planting next spring.

5.5 Resident – Climate Crisis and invitation to meeting

RESOLVED that Cllr Croft should be appointed as Parish Council representative to support and liaise with the group.

7.3 Village Plan report and to consider any actions

At 7.47 pm, on a proposition by the Chairman, the meeting was briefly suspended to enable Martin Cassey to contribute to the discussion. He expressed the view that planting contributed to a green and pleasant environment and urged the Parish Council to think more broadly about areas for change such as considering double yellow lines or refuges to assist traffic flow outside the shop. A copy of the Village Plan is to be put on the village website. The meeting was re-opened at 7.52 pm.

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

4.1 (4.2) Neighbourhood Plan – to consider report on information from SCDC and the next steps

During the discussion, on a proposition by the Chairman, the meeting was closed at 8.04 pm to allow Martin Cassey to speak. He encouraged the Parish Council to have a strategy on what it might like to see ready for the Local Plan. The meeting re-opened at 8.06 pm.

4.2 (5.2) NALC New Model Financial Regulations 2019 update – to consider the Clerk's advice

RESOLVED to adopt the new Model Financial Regulations changes which will result in the same provisions, authorities and levels as at present. (Prop AG, 2nd DW, unanimous)

RESOLVED that Cllrs Ashton and Giddings should check the bank statements.

4.3 (7.2.1) CCC Highways survey report on traffic calming options – update

RESOLVED to note the feasibility reports on the PFHI and LHI applications. RESOLVED to add the feasibility summary for the installation of 4 sets of 2 bolt down rubber speed cushions not exceeding 100m on Cambridge Road, to the LHI bid and to submit the feasibility summary as the LHI application subject to public consultation. (Prop AG, 2nd PJ, carried with 1 abstention) The feasibility summary is to be published online and an article is to be published in Hardwick Happenings.

- RESOLVED to consider responses to the public consultation at the November meeting, with the consultation end date being before the meeting.
- RESOLVED the PHFI feasibility summary including a proposal for humps and pedestrian islands on St Neots Road to consider how this might be funded.
- 4.4 (7.3) Proposal that a Working Group be set up for Highways/Road safety
RESOLVED to defer this item to enable Cllr Croft to seek clarification.
- 4.5 (7.4) To consider pruning of Parish Council trees around street lights
RESOLVED to note that a tree in St Neots Road was privately owned and the resident's responsibility. Cllr Joslin will speak to the resident.
RESOLVED to contract a tree surgeon to trim back the vegetation from Parish Council trees obscuring streetlights. Cllr Gill will provide the details to the Clerk ^(Prop AG, 2nd PJ, unanimous)
- Three lights were not working.
RESOLVED, noting that trees in Limes Road, east of the Recreation Ground had been pruned by Cllr Giddings, that Cllr Giddings should trim back any low branches on trees on Parish Council land. ^(Prop IG, 2nd PJ, unanimous)
- 4.6 (7.6) Zero Carbon communities grant scheme – report on meeting and to consider whether to make an application
Taken earlier.
- 4.7 (8.3) Internal Auditor's report – to consider any recommendation
Cllr Ashton left the meeting at 9.12 pm.
RESOLVED to note the RFO's report on the Internal Audit.
RESOLVED to seek quotations for carrying out next year's Internal Audit.
Cllr Ashton returned at 9.15 pm.
- 4.8 (9) Maintenance group
Cllr Giddings was thanked for carrying work to the notice boards.
RESOLVED that Cllr Giddings should draft an article to invite people with the interest and expertise to be involved and make it a social event.
RESOLVED that Cllr Giddings repair the notice board by Limes Road opposite Ellison Lane the Parish Council should pay for the cost of the materials.
RESOLVED to pay the person assisting the HMRC mileage rate of 45p. ^(Prop SR, 2nd DW, unanimous)
RESOLVED to open an account with Travis Perkins. ^(Prop PJ, 2nd DW, unanimous)
- 4.9 Play parks application – to consider terms and conditions of CFF grant award, the Kompan quotation and if to accept and place an order
RESOLVED to accept the CFFF grant and approve its conditions. The Clerk was appointed to accept the grant conditions, sign the Funding Award when received and deal with all matters relating to the grant award.
RESOLVED to note that the Play Parks Project would be the Third Party Funders.
RESOLVED having considered three quotations earlier in the year to accept the Kompan quotation ref. SQ245741-3 for £47,329.18 plus VAT once the Funding Agreement has been received and signed.
RESOLVED that Clare McGowan should arrange the publicity and send the required reports. ^(Prop PJ, 2nd AG, unanimous)
- 4.10 CCTV – to consider a response from Orchard Park and any actions required
RESOLVED that this item be deferred pending information from Orchard Park.
- 4.11 Internet banking – to consider changing bank to Unity Trust Bank and signatories

RESOLVED to open an account with Unity Trust Bank with the same signatories, namely Cllrs Gill, Joslin and Rose, and that the Clerk should have the authority to administer the accounts but not to be a signatory. Once open the two accounts with Lloyds Bank will be closed ^(Prop DW, 2nd IG, unanimous)

5. Correspondence/communications received

5.1 Resident request for fence at grass area at Laxton Avenue

Cllr Ashton declared an interest in this item as an adjacent resident. Vehicles driving across the grass area had occurred several times and the area had been reported regularly to the Police for anti-social behaviour.

RESOLVED to take no action at this time but to monitor the situation. ^(Prop AG, 2nd PJ, unanimous)

5.2 The Public Sector Bodies (Websites and Mobile Applications) (No2) Accessibility Regulations 2018

RESOLVED that the webmaster should look at this and bring a report to the next meeting.

5.3 Cambridge City Council – Making Space for People Central Cambridge Vision, Aims and Objectives and Strategies consultation

RESOLVED that members may make their own submissions should they so wish.

5.4 Resident – dead tree in woodland adjacent to Sudeley Grove

RESOLVED to delegate to the Clerk to contract a tree surgeon to remove the tree. ^(Prop AG, 2nd PJ, unanimous)

The tree survey is to be an agenda item for the next meeting.

5.5 Resident – Climate Crisis and invitation to meeting

Taken earlier.

5.6 Resident – request that a Tree Protection Order is applied for on the trees by Meridian Fields/Wallis Farm

RESOLVED to ask the resident to draw up a plan for further consideration at the next meeting.

5.7 SCDC – Greater Cambridge Housing Trajectory and Five Year Housing Land Supply consultation

Noted.

6. Planning Applications and Decision notices and tree works applications

6.1 Planning applications received since the last meeting

6.1.1 S/2944/19/FL – 35 Ellison Lane – Single storey front extension

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

6.1.2 S/2968/19/FL – 301 St Neots Road – First floor loft conversion including raising of roof level

RESOLVED to make no recommendation. ^(Prop AG, 2nd PJ, unanimous)

6.2 SCDC Decision Notices

6.2.1 S/1331/19/FL – Land to the rear of 18 Hall Drive- Approval of matters reserved for appearance landscaping layout and scale following outline planning permission S/1549/15/OL for construction of detached dwelling and detached garage – Permission granted.

6.2.2 S/2149/19/FL – 52 Limes Road – First floor front and rear extension and single storey rear extension – Permission granted.

6.2.3 S/2217/19/VC – 27 St Neots Road – Variation of condition 14 (First floor windows) of planning application S/1128/14/FL Replacement dwelling with double garage – Permission granted.

- 6.2.4 S/2386/19/FL – 16 Ashmead Drive – Demolition of existing conservatory and erection of single storey rear extension – Permission granted.
- 6.2.5 S/1538/18/DC – Agricultural field west of Grace Crescent – Discharge of conditions 30 (Scheme for the upgrading of the public footpath and street lighting) and 31 (Details of a scheme for the provision of 10 cycle stands) of planning permission S/1694/16/OL – Permission granted.

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 that the St Neots Road development was unlikely to start before September 2020, with the first completion taking place no earlier than September 2021. The Community Centre was thus unlikely to be started before two years' time. The Meridian Fields first completion and occupation would be next month, triggering the first release of S106 funds.

It was noted that the owner of the burnt out building had removed some fencing in St Neots Road.

7.2 Speedwatch
Noted.

7.3 Village Plan report and to consider the next steps
Taken earlier.

7.4 Egremont Road overhanging vegetation by the car park
RESOLVED that Cllrs Giddings and Gill should trim this back. (Prop SR, 2nd EC, unanimous)

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

CCC street lighting energy – to note decision made by Clerk and Chairman using delegated powers - Quotations had been received via Utility Aid and the Clerk and Chairman using delegated powers have contracted SSE for a one year contract at an approximate cost of £941 plus VAT. (The Council previously paid CCC £2008.03 for street lighting energy).

8.2 To receive play areas and skate park inspection reports continued

The play inspection reports were received.

RESOLVED to contract RPM to repair the loose side skirts at the skate park and that they should meet Cllr Wellbelove on site to discuss the specification. Litter is a RESOLVED litter is a problem by the Skatepark. The Litter Picker is to be informed.

RESOLVED to ask RPM for a quote to install bird spikes on the new swings at Egremont Road and replace the existing at St Mary's Play Area.

RESOLVED Cllr Wellbelove should clear the brambles at the Church play area.

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, plus J&S Gardening Services (Graffiti removal) £220.00, and Hardwick Happenings (Paid in error to Parish Council) £150.00. (Prop SR, 2nd PJ unanimous)

RESOLVED to note that the payment to RH Landscapes for grass cutting should be for £726.00, not £605.00 as shown in the Finance report, which omitted the VAT.

Salaries and Pension	£548.20
LGS Services (Admin support)	£1313.20
RH Landscapes (Grass cutting)	£726.00

RPM (Play equipment repairs RoSPA)	£1510.00
SCDC (Litter bin emptying)	£187.20

Receipt of a cheque for £173.70 from Hardwick Village Plan (residual funds) was noted.

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 10.08 pm.

SignedChairmandate

DRAFT