

# HARDWICK PARISH COUNCIL

**I hereby give notice that as previously arranged, the Meeting of the Parish Council will be held on Tuesday 23 June 2015 in the School at 7.45 pm**

*The Public and Press are cordially invited to be present.*

*The order of business may be varied at the Chairman's discretion.*

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.



Gail Stoehr, Clerk 16/06/15

## AGENDA

### **Open Public Session including reports from the County & District Councillors including:**

Cllr Grenville Chamberlain – Important developments regarding public transport improvements in the Cambourne to Cambridge corridor

Hills – proposed development off Grace Crescent

Ms Rebecca Avery, Police outreach worker

Rev Alison Myers – future church plans

#### **1. To approve apologies for absence**

#### **2. Declaration of interests**

2.1 To receive declarations of interests from councillors 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 on 19 May 2015**

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

4.1 (9) Policy reviews –Dispensations, Management of Records and Data Protection Policies

4.2 Cahills Corner improvement scheme – to consider correspondence from Skanska

4.3 (4.2 of 28.4.15) To consider quotations for refurbishment of village sign

#### **5. To consider any correspondence / communications received**

5.1 St Mary's Church – plans to replace portakabin in car park with new community building

5.2 Resident – Infestation of plantain on the recreation ground and to consider quotation received

5.3 Cricket Club – maintenance of recreation ground

5.4 Resident – question to the Council regarding precept/S106 spending on HSSC Pavilion

#### **6. To consider any planning applications and decision notices and tree works applications**

6.1 Planning applications received since the last meeting

6.2 SCDC Decision notices

6.3 Tree Works applications

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

7.1 To consider the Parish Council's future arrangements for communications with the Public <sup>(JC)</sup>

7.2 Play areas – to consider whether the Parish Council needs the number it has <sup>(JC)</sup>

7.3 To consider what can be done about anti-social behaviour at skate park <sup>(JH)</sup>

7.4 Hardwick Happenings advertising income collection arrangements <sup>(JH)</sup>

7.5 To consider undertaking a Village Improvement Plan and setting up a working group or committee <sup>(SR)</sup>

7.6 Website update report <sup>(SR)</sup>

#### **8. Finance, risk assessment and procedural matters**

8.1 To consider any quotes for urgent work required because of risk

8.2 To receive play areas and skate park inspection reports including quotations for works identified in the RoSPA report

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

#### **9. Closure of meeting**

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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.

Mrs Gail Stoehr, Clerk to Hardwick Parish Council

30 West Drive, Highfields Caldecote, Cambridge, CB23 7NY

Tel & Fax: 01954 210241 Email: hardwickpc@lgs-services.co.uk

## CLERK REPORT TO HARDWICK PARISH COUNCIL MEETING ON 23 JUNE 2015

**Hills (developers) intend to attend the meeting regarding a proposed development off Grace Crescent**

**Ms Rebecca Avery, Police outreach worker, will attend.**

### **Rev Alison Myers – future church plans**

1. Apologies for absence – Apologies have been received from Cllr Worland (out of parish).
3. To approve the minutes of the last meeting on 19 May 2015 – attached.

### **4. Matters Arising**

4.1 (9) Policy reviews – Parish Council dispensations, Management of Records and Data Protection Policies – already sent to members

4.2 Cahills Corner improvement scheme – to consider correspondence from Skanska

Following the April meeting and a verbal report from Ian Storr on his meeting with Richard Bensley of Skanska, I wrote to Richard Bensley asking him to confirm the position and asking him to confirm that they were keeping the County Council informed, and if that authority will need time to publish any notices of works etc. I also requested a copy of any quotations obtained for the works as these will need to be considered by the Parish Council before the project progresses further.

The following information was reported and confirmed with Skanska:

“There will be a 2 metre wide footpath and ½ metre grasscrete. You don’t think you will need to move drains or services. You are going to paint “slow” on the road and think that you could complete the works before the summer holidays. The next step is you will go out to quote.”

Richard Bensley of Skanska has replied as follows:

“Your description of the works is correct – I attach the latest plan showing the additional road markings. The scheme will not be completed before the summer holidays but may well be carried out over the holidays when pedestrian usage is likely to be less.

I have not replied as I am still speaking to CCC to obtain approvals, I have gained the approval of the local officer and development control but am now just waiting to see if the scheme will require a full safety audit or just an informal approval (which I strongly expect). If a full audit is required then an additional cost will be incurred as CCC charge a fee for this process. The charges are shown on the CCC web site, the scheme would need a combined stage 1/2 audit (£602) and also a stage 3 audit (£852) once the works are completed. I will report back to you once I have confirmation of CCC requirements. The scheme does not require any orders to be made or revised so there will be no cost or time issues with this.

I have not passed the latest plan to our operations side who will price and construct the scheme as I wanted confirmation from safety audit of the schemes suitability. I anticipate confirmation this week so will be able to pass the scheme for pricing at that point. At that time I will also send confirmation to you of all County approvals obtained, then when the price comes through I will forward that too.”

(The only contract that has been placed is for £1658.22 (plus VAT) for drawing up the design and providing an estimated timescale for works. This part of the contract has been completed.)

4.3 (4.2 of 28.4.15) To consider quotations for refurbishment of village sign – Quotations will be brought to the meeting.

### **5. Correspondence**

5.1 St Mary’s Church – plans to replace portakabin in car park with new community building  
Letter from Rev Alison Myers attached.

5.2 Resident – infestation of plantain on the recreation ground and to consider quotation received  
A resident has written:

There is a very bad infestation of plantain on the Recreation Ground and I wondered what the Council proposed to do about it.

The Recreation Field is a valued amenity for everyone in the Village, not just the Football and Cricket Clubs. It is used by dog walkers, children playing, family recreation etc. I point this out as the money spent will benefit all Hardwick Council Tax Payers not just a small "faction".

The resident has been informed that the Council will consider this at its meeting. A quotation for spraying has been obtained and will be brought to the meeting.

5.3 Cricket Club – maintenance of Recreation Ground

The Cricket Club has asked for an update on whether any fertilizing is to be done this year. Chris Fuller adds:

“I think the parish council should look at what green spaces are being cut and when. There used to be a good track for dog walkers on the far side of the field, but that is getting overgrown and is now encroaching on the open space. Left unchecked the footballers will not have a regulation full sized pitch to play on.”

Clerk’s note:

Mel Pooley completed the over-seeding in Spring 2014 and vertidrain in Autumn 2014.

The contract for topdressing for Spring 2015 is outstanding as he couldn’t do it due to the wet conditions, so he will do this in late September/early October.

The Recreation Ground will require, in September/October, vertidrain or shock treatment £350, before the top dressing for all the pitches and fertiliser £150.

No contract is in place for the perimeter of the recreation ground.

5.4 Resident – question to the Council regarding precept/S106 spending on HSSC Pavilion

A resident has written:

“It is noted that the make up of the new Hardwick Parish Council has a lot of Members who are either members of Hardwick Sports and Social Club, or are indeed, Officers of that "Club" either in an official manner or voluntary way. It was mentioned at the Annual Parish Meeting of Hardwick Parish Council recently, that the total number of members of H.S.S.C. was around 450 from memory, and I am guessing that around 20% are not Hardwick Council Tax payers. With that in mind, and the fact that it is well known that H.S.S.C. want to enlarge the premises, can the new Parish Council give a categorical promise to the majority of Hardwick Council Tax Payers, that it will not spend any of the Precept, or any Section 106 money, to enlarge the Pavilion, as this will be spending the "taxes of the many" on the very few. The new Parish Council must remember that it is there to look after the money and wellbeing of ALL the residents of Hardwick.”

**6. Planning applications and decision notices and tree works applications**

6.1 Planning applications received since the last meeting

None at the time of writing.

6.2 SCDC Decision notices

None at the time of writing.

6.3 Tree Works applications – none at the time of writing

**7. Members’ reports and items for information only unless detailed**

7.5 Village Improvement Plan – The Chairman to report.

The Chairman has written:

“An ongoing record of the improvements to facilities that the residents of Hardwick would like to see e.g. village hall, play facilities, road improvements so that we have projects ready to implement subject to Parish Council approval and availability of funds be they self-generated, grants or s106. This would need a working party or committee to move it forward.”

Clerk’s note: If there is to be a Committee, then it would need an agenda, and formal meetings all in public. Working groups are less formal. They would involve doing research, meeting with others, discussion with residents, etc, and bringing a report and recommendation to the Parish Council, then the matter would be discussed and decided in a public meeting.

7.6 Website – The Chairman to report.

The Chairman writes:

“I have spoken to Robert Cassey about progress and he hopes to have a reasonable draft website available by the meeting. Even if not I can give an update.”

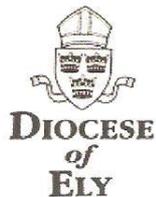
**8. Finance, risk assessment and procedural matters**

8.1 To consider any quotes for urgent work required because of risk – none at the time of writing.

8.2 To receive play areas and skate park inspection reports including quotations for RoSPA works – a quotation for works identified in the reports (circulated at the last meeting) will be brought to the meeting.

8.3 To receive the financial report and approve the payment of bills – **attached**. Late invoices will be brought to the meeting.

**9. Closure of meeting**



St Mary's, Hardwick  
c/o The Rectory, Main Street, Hardwick, Cambridge CB23 7QS  
[alisonmyers@lordsbridge.org](mailto:alisonmyers@lordsbridge.org) (01954) 212815

Hardwick Parish Council  
c/o The Parish Clerk  
30 West Drive  
Highfields Caldecote  
Cambridge  
CB23 7NY

27 May 2015

Dear Councillor,

As you may know, St Mary's Church is planning to replace the portacabin in our carpark with a new permanent community building. The portacabin provides toilet and kitchen facilities for the church, as well as a small meeting place. It has been well used by various village groups as well as church members, but it is now showing its age. The facilities are limited, and inadequate for wheelchair users. The insulation is poor. Most pressingly, the planning permission for a temporary building expires in a couple of years.

Our aspirations are three-fold:

First to make the parish church a more hospitable place for village residents to visit, especially local families coming to baptisms, weddings and funerals as well as the school children when they visit.

Secondly, as you know we value our green space and are actively seeking to enhance it. One of the facilities we would like to provide is a keypad access toilet for the use of allotment holders, churchyard visitors and families using the nearby play area. We have already been told that this would be greatly welcomed.

Thirdly, and perhaps most importantly, we want to provide a facility of benefit to the whole village, and in particular for those who are not out at work for much of the day. We would like to facilitate increased use of the building for all kinds of groups. Again, we are already getting positive feedback about this, and are consulting residents via the next issue of Hardwick Happenings.

We would really appreciate the support and input of our Parish Council in this venture, and for this reason would like to find an opportunity to speak with the whole Council or a sub-group of it. We are not wanting to be in competition with other village facilities, but we think that there is scope for a range of venues for public use within Hardwick. We are currently raising funds for the building from our members and friends, but will be looking for grant funding as well.

We hope to meet with you in the near future, but if you have questions in the meantime, please contact us.

With best wishes,

Revd Alison Myers  
Team Vicar,  
St Mary's, Hardwick

Antonio Callus  
Co-chair,  
Planning Team

Alison Marcus  
Co-chair,  
Planning Team

Clare Bigg  
Co-chair,  
Funding Team

Jana Callus  
Co-chair,  
Funding Team



The parishes of Barton, Caldecote with Childerley, Comberton, Coton, Dry Drayton, Great and Little Eversden, Hardwick, Harlton, Haslingfield and Toft

**HARDWICK PARISH COUNCIL MONTHLY FINANCIAL STATEMENT**

**MEETING**

Jun-15

**Summary of previous month**

**Balance brought forward** £175,091.19  
**Adjusts/transfs/inc during period**

**Expenditure approved at last meeting/between meetings**

WJ LUMB PAVILION GUTTERING -425.00

**Misc credits**

NS&I INTEREST 28.77  
 HARDWICK CRICKET CLUB PITCH HIRE 250.00

*Total Adjustments* -146.23

Balance revised after adjustments £174,944.96

**Bank Reconciliation to last statement**

Account	Funds	Statement	Outstanding
Current Account	57,231.97	61,152.04	-3,920.07
Business Account	546.44	546.44	
Cambridge Counties Bank	89,166.55	89,166.55	
Bonds	28,000.00	28,000.00	
<b>Total</b>	<b>174,944.96</b>	<b>178,865.03</b>	<b>-3,920.07</b>

**Expenditure for approval**

£

DYNOROD SALARY 227.97  
 GROUNDS BY ROUNDS PAVILION DRAINS 420  
 LGS SERVICES GRASS CUTTING 675.3  
 ADMIN SUPPORT 1418.32

*Total expenditure* 2741.59

Balance c/f £172,203.37

**Notes:**

*Late invoices will be brought to the meeting*