

HARDWICK PARISH COUNCIL

I hereby give notice that as previously arranged, the Meeting of the Parish Council will be held on
Tuesday 24 November 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.

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 18/11/15

AGENDA

Open Public Session including reports from the County & District Councillors

1. **To approve apologies for absence**
2. **Declaration of interests**
 - 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 on 27 October 2015**
4. **Matters arising and carried forward from the last or previous meetings for discussion/decision**
 - 4.1 Report on condition of notice boards and to consider any action necessary ^(JH)
 - 4.2 Report on condition of street lights and to consider any action necessary ^(JH)
 - 4.3 (6.7) HSSC – pavilion guttering problems – to consider quotation for repair
5. **To consider any correspondence / communications received**
 - 5.1 Hardwick Sports and Social Club – request for permission to erect two signs
 - 5.2 Resident – request that leaves are swept up
 - 5.3 Resident – request that reasons for absence be recorded in the minutes and comments on democracy and the Village Plan
 - 5.4 Village Plan Committee request that the Parish Council nominates up to two Cllrs for co-option onto the Steering Committee
6. **To consider any planning applications and decision notices and tree works applications ***
 - 6.1 Planning applications
 - 6.1.1 S/2564/15/VC – Little Acres, 345 St Neots Road – Variation of condition 2 of planning consent S/2564/15VC for demolition of existing outbuildings/garages, erection of a single dwelling garage and stables/office building and retention of mobile home to allow change to plans from velux windows to dormer windows on front elevation
 - 6.1.2 S/2620/15/FL – 325 St Neots Road – single storey rear extension
 - 6.2 SCDC decision notices – to note
 - 6.3 Tree works applications
7. **Members reports and items for information only unless otherwise stated**
 - 7.1 Proposal that the Hardwick Happenings advertising rates be increased and that the Council anticipate a shortfall of £2000-£3000 next year ^(SR)
 - 7.2 Tree survey priority C works – to consider quotations for works ^(AG)
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
 - 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 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 24 NOVEMBER 2015

1. Apologies for absence – none at the time of writing.
2. Declaration 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 ie to either speak or speak and vote.
3. To approve the minutes of the last meeting on 27 October 2015 – attached.
4. Matters arising
 - 4.1 (8.2) Report on condition of notice boards and to consider any action necessary
Deferred at the last meeting. Cllr Humphries to report.

- 4.2 (6.7) HSSC – pavilion guttering problems – to consider quotation for repair
The report which was read at the last meeting stated that the roof structure is in poor state with severe rot present in the timbers. In need of major need of repair in the future. The problem with the gutter is that the timber blocks holding the gutter brackets have pulled away due to rot.
The quote from Coulson’s indicates “Re works to repair lean-to roof/covered walk way
After our visit to assess the temp gutter repairs we would recommend altering the design of the lean-to roof/covered walkway be removing the glass panes that are fitted between the timbers at present and fitting acrylic twin wall roof sheets to the top of the timbers would prevent the timbers rotting in the future as the water/rain would not come into contact with the timber structure.

Only one quotation has been received to date.

Background the smoking shelter was paid for jointly by the PC and the HSSC.

For info only

(5.1) Widening of access road to the new Church community hall – to note the guidance received

A quotation is awaited from the Valuation Office.

Access road for Church – this was not registered under the QEII challenge. The Parish Council decided at the last minute to withdraw the application, on NALC’s advice that it would limit in future what the Parish Council might want to do with the land.

Register of village greens – it is included. Registration as a Village Green does not prevent the Parish Council from selling some of the land concerned. However the land will remain as Village Green and if the new landowner wishes to use the land other than as a Village Green then an application will need to be made to the Planning Inspectorate to deregister the area of land concerned. Cost for an application £4900.

The link below takes you to relevant guidance.

http://www.planningportal.gov.uk/uploads/pins/common_land/guidance/exchanges_notes_on_completion.pdf.

5. Correspondence
 - 5.1 Hardwick Sports and Social Club – request for permission to erect two signs

The Secretary writes:

I have had a conversation with Jerry Burford who has purchased two signs attached, and understand in order to display these we would need to have approval from yourself.

There are two signs which we are hoping to display, one on the railings at the bottom of the Social Club driveway facing the road and the second on the side wall of the building.

The signs measure 5 feet by 3 feet and would be placed onto back boards to strengthen them.

I hope this can be considered in order for us to promote the services provided at the club further.

A photograph of the sign is attached.

- 5.2 Resident – request that leaves are swept up
Parkland at the end of Lambourne Road, Hardwick
There is an open area of parish council tended parkland opposite my house. These things are of minor concern, but I wondered whether you would be able to help me please?
- On the 20/9/15 the grass was mowed by a man on a ride-on mower - I suspect someone new. Either through not knowing, or because he was being commendably helpful, he also mowed an area of grass that belongs to me. Unfortunately, he absolutely scalped the turf and the grass is not recovering well. It's not a big deal and I can re-seed it in Spring, but don't want it to happen again please. I can provide photographs if needed or plans to show my land (to be avoided). It is already a minor irritation that the bin collectors always leave several bins scattered across my property following a collection.
- Secondly, the vast majority of the leaves have now fallen from the trees on the park land. Please can someone clear them away, since every time I clear them off my land, the wind blows and covers it all again. Not a problem on the paved areas, but since I'm trying to keep them off the grass to allow it to receive some light and recover, it's a nuisance and will continue to be so for months (like last year) if this isn't done soon.
- Clerk's note: the contractor has been asked not to cut this area as it is not on the schedule and SCDC has been asked not to leave bins on private land.
- 5.3 Resident – request that reasons for absence be recorded in the minutes and comments on democracy and the Village Plan
Already circulated to all members by the resident.
- 5.4 Village Plan Committee request that the Parish Council nominates up to two Cllrs for co-option onto the Steering Committee
“The Hardwick Village plan working group has a number of vacancies on its steering committee. The Steering Committee has asked me to write with an invitation to the Parish Council to nominate up to two Parish Councillors for co-option on to the Steering Committee.
- We anticipate that co-opted Parish Councillors could provide a valuable liaison function between the PC, the Steering Committee and the Community at large, as well as expecting that they will assume a substantive role on the Committee 'in their own right'.
Yours sincerely
Martin Cassey
Chair - Hardwick Village Plan Group”
- 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.scams.gov.uk/swiftlg/apas/run/wchvarylogin.display>
- 6.1.1 S/ S/2564/15/VC – Little Acres, 345 St Neots Road – Variation of condition 2 of planning consent S/2564/15VC for demolition of existing outbuildings/garages, erection of a single dwelling garage and stables/office building and retention of mobile home to allow change to plans from velux windows to dormer windows on front elevation
- 6.1.2 S/2620/15/FL – 325 St Neots Road – single storey rear extension
- 6.2 SCDC decision notices
- 6.2.1 S/1604/14/FL – 303 St Neots Road – Formation of vehicular access – Withdrawn
- 6.2.2 S/1507/15/FL – 3 Cambridge Road – Replacement fencing - retrospective – Permission granted.
- 6.2.3 S/1881/15/FL – 37 St Neots Road – Change style of roof to form rooms in a roof space with rear balcony – Permission refused.
- 6.2.4 S/2166/15/FL – 44 Hall Drive – 3 bedroom bungalow – Permission refused.

6.3 Tree works applications – none at the time of writing.

7. Members' reports

7.1 Proposal that the Hardwick Happenings advertising rates be increased and that the Council anticipate a shortfall of £2000-£3000 next year

The Chairman to report. He writes:

At present the advertising tariffs for Hardwick Happenings range from £nil to £24.50 per page and they have inexplicably remained unchanged for quite a number of years. In comparison with the tariffs charged by other village magazines they are very low – approximately 50% or less than other local comparable rates. In fact many advertisers pay little more than cost for advertising in the Hardwick Happenings so making little contribution to all the other costs. As a result of this and the recent lack of volunteers to organise the advertising the magazine has made relatively large unbudgeted losses for 2014/15 and 2015/16. Fortunately the magazine now has dedicated editorial staff in place and the village can start to address and reverse the level of these losses.

The free advertising given to voluntary organisations has meant that as much as a quarter of the magazine has been taken up by local voluntary groups with no incentive to economise on the space taken by the advertisements or their frequency therefore costing the Parish Council over £1,000 per annum in additional printing costs. The proposal is to replace such free advertising with a reduced rate designed to cover at least the direct printing costs (paper and reproduction costs).

I have met with the editor and assistant editor and we three are in agreement that the rates should be increased with effect from the next Parish Council meeting, subject to Parish Council approval, as follows

The existing rates table to be replaced with

Voluntary organisations in Hardwick to pay a minimum of £10 per page per issue to cover printing costs for regular or one off advertising.

All others

A minimum per issue of

Quarter page £10

Half page £19

Full page £36

Advertisers placing a block booking for 8 issues can claim a 10% discount

Advertisers based in Hardwick can claim a 10% discount (in addition to the above so potentially 20%)

All advertisements subject to editor's approval

I wish to put this as a proposal to the next Parish Council meeting. Please note that because most of the advertising has already been sold for a year in advance the full effect of this increase will not be seen until next September. I think it would therefore be sensible to budget for a loss (or financial support) of £2,000 to £3,000 for 2016/17 assuming the Parish Council intends to continue its support for this magazine as I hope it will.. Much depends on the take up of the advertising at the new rates when some of the existing advertisers will be due to renew next August/September.

In future the advertising rates should, I believe, be reviewed annually.

7.2 Tree survey priority C works – to consider quotations for works

Cllr Gill to report. Quotations will be brought to the meeting.

9. Closure of meeting and items for the next agenda

HARDWICK SPORTS AND SOCIAL CLUB

01954 210110

NEW AND EXISTING MEMBERS WELCOME

FOOTBALL TEAMS ALL AGES,
BINGO, POOL, DARTS, CRIBBAGE, QUIZ NIGHTS

SKY AND BT SPORTS

sky **SPORTS**

BT Sport

FAMILIES WELCOME



GREENE KING

HARDWICK PARISH COUNCIL MONTHLY FINANCIAL STATEMENT

Nov-15

Summary of previous month

Balance brought forward **£186,171.86**
Adjusts/transfs/inc during period

Expenditure approved at last meeting/between meetings

CAPALC	TRAINING	-140.00
HARDWICK SCHOOL	ROOM HIRE	-28.00
J GAZE	LITTER PICKER	-168.00
M CASSEY	PARISH PLAN	-183.72
M FARMER	PARISH PLAN	-250.00
B GRIMES	PARISH PLAN	-36.00
J JONES	PARISH PLAN	-53.04

Misc credits

MJ WRIGHT	HH ADVERTISING	79.20
CVC ENTERPRISES	HH ADVERTISING	360.00
HEATING AND PLUMBING	HH ADVERTISING	79.20
NB HORTICULTURE	HH ADVERTISING	68.40
NS&I	INTEREST	28.77
SIGNWORK	HH ADVERTISING	79.20
H BAKER	HH ADVERTISING	22.00
VICTOIRE PRESS	HH ADVERTISING	176.40

Total Adjustments 34.41
 Balance revised after adjustments £186,206.27

Bank Reconciliation to last statement

Account	Funds	Statement	Outstanding
Current Account	67,200.77	75,419.44	-8,218.67
Business Account	546.44	546.44	
Cambridge Counties Bank	90,459.06	90,459.06	
Bonds	28,000.00	28,000.00	
Total	<u>186,206.27</u>	<u>194,424.94</u>	<u>-8,218.67</u>

Expenditure for approval

£

COULSON	NETBALL LIGHTS REPAIR	126.11
GROUNDS BY ROUNDS	GRASS CUTTING	675.30
ALARM MAINTENANCE	CCTV REPAIR	636.00
VICTOIRE PRESS	HARDWICK HAPPENINGS	708.00
R CASSEY	WEBMASTER	50.00
RPM	SWING REPAIR	912.00
	SALARY	227.97
	SALARY	121.33
LGS SERVICES	ADMIN SUPPORT	1191.54

Total expenditure 4648.25
 Balance c/f £181,558.02

Notes:

Late invoices will be brought to the meeting

HARDWICK HAPPENINGS HONORARIUM - IS THIS STILL PAID, IF SO WHO TO?