

**Hardwick Parish Council**  
**Minutes of the Meeting held on Tuesday 23 August 2016**  
**in the Pavilion at 7.45 pm**

Present: Councillors: S Rose (Chairman), J Stewart, B Skingle, R Worland, A Gill, P Joslin, T Bhachu, J Humphries and C Cracknell.

In attendance: 10 members of the public including Peter McKeown and Colin Campbell (Carter Jonas) and Martin Cassey (Village Plan Committee), and Mrs A Griffiths (Minutes Secretary, LGS Services).

**Open public session including reports from the County and District Councillors**

Peter McKeown and Colin Campbell of Carter Jonas spoke to their circulated presentation, circulated at the meeting, responding to the Parish Council's objections to the planning application for 98 homes off Grace Crescent. Only one planning application had been submitted and the duplication was an error by SCDC. They hoped that the application would go to the Planning Committee on 5 October. The Parish Council was urged to support and remove its objection. Residents had an opportunity to ask questions and comment on the proposals. The representatives of Carter Jonas were thanked for attending and left the meeting at 8.12 pm.

- Martin Cassey reported on behalf of the Hardwick Village Plan Steering Committee and the potential confusion for residents about the distinctions between a Village and Neighbourhood Plan. While the Village Plan Steering Committee was willing to work with the Parish Council but did not feel at this stage that it could volunteer to take on overall responsibility for the work involved. The two bodies should work together to identify and address skills and time commitments and to manage communications carefully he requested that the Parish Council should not rush to hold another public meeting on the Neighbourhood Plan or recruit volunteers at this time. He indicated that issues identified by the community such as health resources and community housing should not be overlooked.

District Cllr Chamberlain reported on:

- The proposed Cambridge and Peterborough Devolution deal
- The City Deal. The report on the Cambourne to Cambridge bus route would be published in September. It was hoped that this would involve an off-road bus route to the south of Hardwick.
- Jean Hunter, the Chief Executive, would be leaving in October.
- His role on the Planning Committee.
- There had been no progress on the fire damaged building on the corner of St Neots Road and Cambridge Road. This will be pursued when the enforcement officer and the owner return from holiday.
- Cllr Chamberlain welcomed the statement of support from the Village Plan Committee and offered his support for a Neighbourhood Plan, as this was very important for the village.

Cllr Cracknell briefly left the room during this item at 8.19 pm and re-joined the meeting a few minutes later.

**1. To approve apologies for absence**

None.

**2. Declaration of interests**

- 2.1 To receive declarations of interests from councillors on items on the agenda and details of dispensations held  
Cllr Stewart declared an interest in item 4.4.3 regarding tree works at 7 Sudeley Grove, as this was his daughter's house.
- 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 26 July 2016**  
RESOLVED that the minutes of the meeting on 26 July 2016 be approved and signed by the Chairman as a true record, after the following amendments under item 6.1.1: under bullet point 1, change "22" to "2" and replace "and" with "but"; under bullet point 14, change "Hardwick" to "The site"; under bullet point 15, amend to read "a 25 minute journey by bike to the centre of Cambridge"; and under bullet point 22, to add "per development" at the end. (Prop BS, 2nd JS, unanimous)
4. **Matters arising and carried forward from the last or previous meetings for discussion/decisions**
- 4.1 (4.1) Neighbourhood Plan report – to consider if the Village Plan Steering Group is to be involved and at what level, and if the Working Group should be given a small budget before the Locality Grant is applied for  
Cllr Gill reported on his attendance with Cllr Joslin (Cllr Stewart was abroad and unable to attend), at the last Village Plan Steering Committee meeting and the Village Plan Steering Committee's broad agreement to join in with the Neighbourhood Plan, with caveats. He reported on the need for the Neighbourhood Plan to be community led, including dialogue with organisations. The next steps are to draw up a project plan, set up a Steering Committee, to retain all evidence of consultation and to meet again with the Village Plan Group.  
  
On a proposition by the Chairman, at 8.48 pm the meeting was closed to enable Martin Cassey to speak. The meeting re-opened at 8.50 pm.
- 4.2 (4.4) Perimeter vegetation at the Recreation Ground – to consider the specification and if works are required to the hedge by the Pavilion and if three willows should be removed  
At 8.52 pm the meeting was closed to enable Chris Fuller to speak to his paper previously circulated to members. The meeting re-opened at 8.57 pm.  
RESOLVED to obtain quotations for the work as specified in Mr Fuller's report, including cutting back the hedge and removing the willows, as a one-off matter separate from the maintenance contract. (Prop SR, 2nd JS, unanimous)
- 4.3 (4.5) Resident's suggestion that the verges are sown with a wild flower mix  
RESOLVED to sow a total of 10 pockets of wild flowers, measuring approximately 5m by 2m in an irregular shape, around the following areas: verges in front of the School, the green on the corner of Limes Road and Ellison Lane, around the recreation field and at Cahills Corner and to obtain quotations for the work. (Prop SR, 2nd JH, unanimous)
- 4.4 (5.1) To consider the tree survey and complaints about trees and any quotations received for works identified in the Tree Survey  
Cllr Stewart, having previously declared an interest in item 4.4.3, left the meeting at 9.08 pm.  
RESOLVED having considered four tenders to treat the three priority levels as a single tender and to accept the quotation from Peter Oakes for a total of £3405 plus VAT. (Prop PJ, 2nd JH, unanimous)

4.4.1 33 Bramley Way – request that two trees are removed

RESOLVED, given that the insurer had stated there was no evidence to implicate the Parish Council's trees but they would need to be monitored, to leave the trees as they are and to comply with the insurers' requirements. (Prop AG, 2nd JH, unanimous)

4.4.2 6 Sudeley Grove

RESOLVED that the dead trees should be removed, in accordance with the tree survey schedule. (Prop AG, 2nd JH, unanimous)

4.4.3 7 Sudeley Grove

RESOLVED that the dead trees should be removed, in accordance with the tree survey schedule. (Prop AG, 2nd JH, unanimous)

Cllr Stewart re-joined the meeting at 9.20 pm.

4.4.4 Willow rear of 86 Limes Road

RESOLVED given that the tree is in a conservation area, that the Parish Council will apply to SCDC on the resident's behalf for permission to remove branches overhanging his garden back to the boundary, and to inform the resident accordingly. (Prop BS, 2nd AG, unanimous)

4.4.5 14 Egremont Road

On a proposition by the Chairman, the meeting was suspended at 9.25 pm to enable the resident to speak to his request that the tree be pruned. The meeting was re-opened at 9.31 pm.

RESOLVED, given that the tree was not identified in the survey as in need of attention, to ask the resident to bear with the situation for six months and to return to the Parish Council if the problems persisted at that time. (Prop SR, 2nd AG, unanimous)

4.4.6 9 Pippin Walk

RESOLVED, given that the tree was healthy and had not been identified on the tree survey, not to take any action at this time. (Prop JH, 2nd AG, unanimous)

A resident's complaint about a tree on land opposite 45 Bramley Way had been referred to the County Council as it was their tree.

4.5 (8.3) To consider the grass cutting and village maintenance tenders for 2017 to 2019

RESOLVED given that only two tenders had been received, to seek further tenders, including from CCC's contractor, and to defer this item to the next meeting.

RESOLVED, given that the contract for cutting the Millennium footpath had now expired, to seek quotations for this work.

RESOLVED, given concerns and following complaints that all the footpaths between Main Street and Long Road were overgrown and not being cut, to write to Peter Gaskin at CCC and ask whether the Parish Council will be reimbursed if it arranges to have the footpaths cut. (Prop PJ, 2nd RW, unanimous)

4.6 (8.1) Litter picking to consider arrangements for litter picking on the Parish Council's land

RESOLVED given that the litter picker had resigned, to advertise the vacancy for the recreation areas in the shop, in Hardwick Happenings and on the notice board, and ask Pat Portlock if the voluntary group would continue with litter picking elsewhere on an ad hoc basis. (Prop PJ, 2nd TB, unanimous)

4.7 (9) To consider if the Council could offer residents an alternative way of speaking with Councillors and asking questions outside meetings e.g. via a Council Surgery

RESOLVED that there should be no change to the current arrangements.

**5. Correspondence/communications received**

None.

**6. Planning Applications and Decision notices and tree works applications**

It was noted that Cllr Gill was still not receiving planning applications.

**6.1 Planning applications received since the last meeting**

**6.1.1 (6.1.7) S/1840/16/FL – 26 Ashmead Drive – Two storey rear extension**

RESOLVED to recommend approval. (Prop AG, 2nd PJ, unanimous)

**6.1.2 (6.1.8) S/1884/16/FL – 105 Bramley Way – Garage extension, single storey rear extension and first floor side extension over garage**

RESOLVED to write to the planners informing them that no plans had been received or shown on the website.

**6.1.3 (6.1.9) S/1524/16/FL – Land to the west of Casa Di Foseta, St Neots Road**

RESOLVED that the Parish Council had no comments.

**6.2 SCDC Decision Notices**

Details of planning permissions granted by SCDC or refusal notices since the last meeting can be viewed on the SCDC Planning Portal at <http://plan.scams.gov.uk/>.

**6.2.1 S/1164/16/FL – 8 Main Street – Oak framed cartlodge – Permission granted.**

**6.2.2 S/1082/16/FL – 8 Pippin Walk – Single storey front extension – Permission granted.**

**6.2.3 S/1438/16/FL – 3 Sudeley Grove – Two storey side extension replacing garage, rear single storey extension and alterations to porch – Permission granted**

**6.2.4 S/1514/16/FL – 18 Hall Drive – Single storey front and rear extension – Permission granted.**

**6.2.5 APP/W0530/W/16/3146772 – 18 Hall Drive – Erection of a single dwelling within the curtilage of 18 Hall Drive – Appeal upheld by Planning Inspector.**

**6.3 Tree Works**

**6.3.1 84 Main Street**

RESOLVED to recommend approval. (Prop AG, 2nd JH, unanimous)

**6.3.2 52 Main Street**

RESOLVED to recommend approval. (Prop AG, 2nd JH, unanimous)

**7. Members reports and items for information only**

RESOLVED given that the Parish Council had already commented on the application, that there was presently no basis for reviewing the Parish Council's previous decision on the Grace Crescent application.

RESOLVED to note that the following village projects had already been identified in meetings with developers and SCDC:

- Play area, especially for older children
- Improvement of pitches, all weather pitch, changing facilities
- Allotments
- Library facilities
- Highway improvements
- Parking at The Pastures
- Transport
- Community Facilities

RESOLVED that further consideration of projects to be progressed within the village, which would benefit from S106 funding, will be an agenda item for the next meeting.

At 10.10 pm, on a proposition by the Chairman, the meeting was briefly suspended to allow District Cllr Chamberlain to speak. Cllr Chamberlain advised the Parish Council, given the possibility that plans could be approved under the National Planning Framework, to continue speaking to the developers. The Parish Council noted that the apparent offer of new money for community facilities was contingent on other factors, but it would continue with discussions. The meeting re-opened.

7.1 Chivers Farm and Hill proposed development update

RESOLVED, given that the questionnaire placed on the website was flawed, that the Chairman should ask the Webmaster to remove it.

7.2 Hardwick Happenings

RESOLVED that the Chairman should speak to the Editor for an update on their plans and advertising income. (Prop JS, 2nd JH, unanimous)

7.3 Proposal that the memorial bench to Ray Barker outside the Church be cleaned

RESOLVED to ask Tony Callus for a quotation.

**8. Finance, procedure and risk assessment**

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

None.

District Cllr Chamberlain left the meeting at 10.29 pm.

8.2 To receive play areas and skate park inspection reports

RESOLVED to receive reports on the Skate Park, Egremont Road, Grenadier Walk, Worcester Avenue and the Church play areas. RESOLVED to obtain quotations for the work identified at the Grenadier Walk play area.

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

RESOLVED to receive the financial report and that the invoices and bank statements be checked before the cheques are signed.

RESOLVED that the payments as listed in the finance report should be paid, plus Robert Cassey (webmaster) £35.00. (Pro JH, 2nd CC, unanimous)

Salary	£223.73
Salary	£140.09
LGS Services (Admin support)	£1256.04
Complete Weed Control (Weed spraying)	£480.00
Alarm Maintenance (CCTV service)	£224.40
RPM (Play equipment repairs)	£2088.00
Grounds by Rounds (Grass cutting)	£1041.53

8.4 Employment contract review with regard to pension provision (confidential)

At 10.32 pm, on a proposition by the Chairman, carried unopposed, in accordance with S1 (2) of the Public Bodies (Admissions to Meetings) Act 1960, in view of the confidential nature of the business to be transacted, that is, employment matters, the public were temporarily excluded from the meeting and were instructed to withdraw. No members of the public were present. The Minutes Secretary left the meeting.

The meeting re-opened to the public at 10.47 pm and the Minutes Secretary rejoined the meeting.

**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 10.47 pm.

Signed .....Chairman .....date.