

## HARDWICK PARISH COUNCIL

**I hereby give notice that as previously arranged, the Meeting of the Parish Council will be held on  
Tuesday 28 March 2017 in the School at 7.00 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 17/03/17

### AGENDA

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

- 1. To approve apologies for absence**
- 2. To consider any applications to fill the casual vacancy**
- 3. Declaration of interests**
  - 3.1 To receive declarations of interests from Cllrs on items on the agenda and details of dispensations held
  - 3.2 To receive written requests for dispensation and grant any as appropriate for items on this agenda
- 4. To approve the minutes of the last meeting on 28 February 2017**
- 5. Matters arising and carried forward from the last or previous meetings for discussion/decision**
  - 5.1 (Open) Spate of burglaries in the village
  - 5.2 (5.1.1) To consider any matter relating to the Grace Crescent Development or land off St Neots Road developments
  - 5.3 (5.1.2) New community centre - to consider the Trustees position on the Community Rooms, the preferred site of a new community building, taking into consideration the Planning Officer's view, and its ownership and operation
  - 5.4 (5.5) Litter Picker's report – to consider report and recommendation regarding litter by the goals and the area he should litter pick near the pavilion<sup>(AG)</sup>
  - 5.5 (5.5) Current scope of Litter Picker's role
  - 5.6 (10) To consider membership of the Coalition of Parish Councils
  - 5.7 (5.3) Refurbishment of benches
  - 5.8 (5.4) To note the outcome of the Village Meeting on the City Deal proposed busway and park and ride
- 6. To consider any correspondence / communications received**
  - 6.1 Coalition of Parish Councils – EIP submission Bourn Airfield
  - 6.2 Madingley Parish Council – request for Speedwatch collaboration
  - 6.3 Highways England – A428 Black Cat to Caxton Gibbet improvements consultation
  - 6.4 CAPALC – Consultation on a new draft CAPALC Membership Agreement
  - 6.5 SCDC – Street trader request to trade on the car park outside the sports & social Club from 5pm - 11pm Tuesday to Sunday
  - 6.6 Application for a Definitive Map Modification Order to register a Public Right of Way at Miller's Way, Hardwick – Section 53, Wildlife and Countryside Act 1981
  - 6.7 Zurich Municipal 6 Sudeley Grove – claim closed with no settlement made
  - 6.8 SCDC – Street trading application Hardwick Nisa Shop Car Park
  - 6.9 HSSC – Guttering and fencing
- 7. To consider any planning applications and decision notices and tree works applications \***
  - 7.1 Planning applications
  - 7.2 SCDC decision notices – to note
  - 7.3 Tree works applications
- 8. Members reports and items for information only unless otherwise stated**
  - 8.1 Neighbourhood Plan update report<sup>(AG)</sup>
- 9. Finance, risk assessment and procedural matters**
  - 9.1 To consider any quotes for urgent work required because of risk and Clerk's use of delegated powers
  - 9.2 To receive play areas and skate park inspection reports
  - 9.3 To receive the financial report and approve the payment of bills
- 10. Closure of meeting and items for the next agenda**

\* NB Some planning and tree works 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.scambbs.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 28 MARCH 2017

1. Apologies for absence – Cllr Cracknell (reasons given to Clerk)
2. To consider any applications to fill the casual vacancy – None received at the time of writing.
3. 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 i.e. to either speak or speak and vote.
4. To approve the minutes of the last meeting on 28 February (attached)
5. Matters arising and carried forward from the last or a previous meeting for discussion/decision
- 5.1 (Open) Spate of burglaries in the village
- 5.2 (5.1.1) To consider any matter relating to the Grace Crescent Development or land off St Neots Road developments

Cllr Rose wrote on 1 March:  
“Just a quick note to let you know that the Planning Committee unanimously (!!) approved the application for Grace Crescent.  
From comments by certain committee members it appears that the support from the Parish Council and District Councillor were important factors in their decision. Your decisions did make a difference.  
It appears that lighting on Main Street is now reinstated as a s106 obligation and I also requested that a construction management plan was put in place that met the concerns of residents of The Pastures and Grace Crescent.  
Tony and I spoke to the developers after the meeting and they are keen to work with a working group from the village on matters such as community centre design, referee’s changing room, construction management etc. Gail please can this be added to the March agenda.”

(7.1.5) S/3064/16/OL – Land at 279 St Neots Road – Outline planning permission for a residential development of up to 155 dwellings following demolition of two existing dwellings, with areas of landscaping and public open space, and associated infrastructure with all matters reserved except for access - The agenda item at the last meeting which Cllr Gill had not received from SCDC was SCDC’s notification that the application was due to go to the March Planning Committee meeting. The application was not on the March Planning Committee agenda.
- 5.3 (5.1.2) New community centre -\_to consider the Trustees position on the Community Rooms, the preferred site of a new community building, taking into consideration the Planning Officer’s view, and its ownership and operation

Attached - copies of correspondence between the Trustees and Carter Jonas and the Trustees’ position. Also the Planning Officer’s view on sites.
- 5.4 (5.5) Litter Picker’s report – to consider report and recommendation regarding litter by the goals  
Cllr Gill to report.
- 5.5 (5.5) Current scope of Litter Picker’s role  
Mr Giddings has called the Clerk to say that in future he will report any found money to the Police unless the Parish Council directs otherwise.
- 5.6 (10) To consider membership of the Coalition of Parish Councils  
Proposed at the last meeting.
- 5.7 (5.3) Refurbishment of benches  
Mr Callus has emailed to say:  
“The work has started already!  
I have the benches from the recreation ground in my workshop.  
I should be fitting them sometime this week.  
Then I will start on the bench that is in front of the church.  
When that is done I will do the other one that is behind the shop.”

Mr Giddings has taken a look and verbally reported that he thinks the best option is to remove and replace the wooden beams rather than stripping and repainting the existing. He would like to be paid his hourly rate and the Council purchases the materials. He says the HSSC are doing this with its benches if the Parish Council would like to take a look.

6. Correspondence

6.1 Coalition of Parish Councils – EIP submission Bourn Airfield

Steve Jones, Convenor of the Coalition, writes:

“Urgent – for consideration at your next Parish Council meeting

At the meeting of Coalition of Parish Councils, on 9<sup>th</sup> January 2017, members reconfirmed their opposition to the development of Bourn Airfield and agreed that the Coalition should:

- make a submission to the Planning Inspector conducting the Examination in Public (EIP) of the Local Plan highlighting the likely adverse impacts on traffic and ribbon development; and
- participate in the EIP hearings to be held on 4-6 April 2017.

I am pleased to attach a copy of the submission, including a note for parish councils, summarising the key points. A number of members were involved in preparing the submission but there was insufficient time for parish councils to debate it before it was sent in. This was because the Planning Inspector invited submissions on 17/1 with a deadline of 17/2.

It is important that the Summary and the Submission are formally considered by all members of the Coalition. I would thus be grateful if you could publish them as an agenda item for your next Parish Council Meeting, formally debate them, and vote on a resolution expressing support for the submission.

If you find any small factual or other changes you would like us to correct, please let me know and we will submit a revised version to the Inspector before the hearings.

I look forward to hearing from you. If you have any queries, please do not hesitate to contact me.”

Submission to the Examination in Public attached.

6.2 Madingley Parish Council – request for Speedwatch collaboration

Madingley Speedwatch has written:

“I’m involved with Speed Watch in Madingley and wonder if you can put me in contact with my equivalent in Hardwick, or ask them to contact me, if possible?

The reason for my enquiry is to see if we could have an initial discussion about potential for Speed Watch collaboration between our villages.”

The Clerk has replied:

“The Hardwick Speedwatch Camera is owned by the Hardwick Parish Council and Toft Parish Council also contributed to its purchase and has a share of its use.

I will ask Cllr Tony Gill, Vice-Chairman to contact you to discuss this further before Hardwick Parish Council formally consider potential collaboration between the villages.”

6.3 Highways England – A428 Black Cat to Caxton Gibbet improvements consultation

“I am writing to update you about the A428 Black Cat to Caxton Gibbet scheme consultation.

In line with the Government’s Road Investment Strategy 2015, Highways England has developed proposals to improve the Black Cat roundabout and a new route of the A428 to Caxton Gibbet. It is part of a £15.2 billion investment in England’s motorways and major A roads. In the East, over £2 billion is being invested to create better and safer journeys across the region.

We are continuing to assess the various options and are keen to hear your views before a decision is made on the preferred route. We would like to invite you to take part in our public consultation which will run from **Monday 6th March 2017 to Sunday 23 April 2017.**

I have attached a copy of our press release due out today.

All responses to the public consultation will be recorded in a consultation report and will be considered as part of the options selection process. The closing date for responses to the consultation is 11.59pm on Sunday 23 April 2017.

There are a number of ways you can get involved:

- 1. Online** - From Monday 6<sup>th</sup> March 2017, you can find all the information on the consultation and a link to the online questionnaire at: <http://roads.highways.gov.uk/projects/a428-black-cat-to-caxton-gibbet>
- 2. Visit a public exhibition** - Our public exhibitions start on Tuesday 21 March 2017 and will provide local communities with an opportunity to see our scheme proposals in full and find out more about the benefits of the scheme. Members of our project team will be available and we will also have paper copies of the consultation brochure and questionnaire for local residents to pick up.

Location	Date	Time	Address
Wyboston Lakes	Tuesday 21 March	2pm - 8pm	Oakley Suite, Training Centre, Wyboston Lakes, Great North Road, Wyboston, Bedfordshire MK44 3AL
Cambourne Hub	Thursday 23 March	2pm - 8pm	Cambourne Community Centre, High Street, Cambourne, Cambridgeshire, CB23 6GW
Abbotsley Village Hall	Saturday 25 March	10am - 4pm	High Street, Abbotsley, Cambridgeshire, PE19 6UJ
St Neots Priory Centre	Monday 27 March	2pm - 8pm	Priory Lane, St Neots, Cambridgeshire, PE19 2BH
Stuart Memorial Hall	Friday 31 March	2pm - 8pm	Church Street, Tempsford, Sandy, Bedfordshire, SG19 2AN
Newton Primary School	Saturday 1 April	10am - 4pm	Caxton End, Eltisley, St Neots, Cambridgeshire, PE19 6TL

- 3. Brochure deposit sites** - The consultation brochure will also be available to view at the community locations below from Monday 6 March 2017, which will be open during their normal working hours:

Location	Address
Bedford Borough Council	Borough Hall, Cauldwell Street, Bedford MK42 9AP
Papworth Library	Lower Pendrill Court, Ermine St North, Papworth Everard, Cambridge CB23 3UY
Cambourne Library	Cambourne Library, Sackville House, Sackville Way, Cambourne, CB23 6HL

South Cambridgeshire District Council	South Cambridgeshire Hall, Cambourne Business Park, Cambourne, Cambridge CB23 6EA
Central Bedfordshire Council	Priory House, Monks Walk, Chicksands, Shefford, Bedfordshire, SG17 5TQ
Huntingdonshire District Council	Pathfinder House, St Marys Street, Huntingdon PE29 3TN
St Neots Town Council	Customer Service Centre, The Priory Centre, St Neots, PE19 2BH

Yours faithfully,  
Andrew Kelly, Project Manager  
A428 Black Cat to Caxton Gibbet

6.4 CAPALC – Consultation on a new draft CAPALC Membership Agreement

“Consultation on a new Draft CAPALC Membership Agreement is open to all Councillors and Clerks of Member Councils for 4 weeks from 23rd February 2017,

To read the Draft Membership Agreement see the attached or log on to the home page of the CAPALC website at [www.capalc.org.uk](http://www.capalc.org.uk).

To respond to the consultation follow or copy and paste the link on the CAPALC website or copy and paste this link into your browser

<https://www.surveymonkey.co.uk/r/VTF6BXXB>

Thank you in anticipation of your individual responses.”

Ian Dewar

CEO

Cambridgeshire and Peterborough Association of Local Councils

Draft membership agreement attached.

6.5 SCDC – Street trader request to trade on the car park outside the sports & social Club from 5pm - 11pm Tuesday to Sunday

SCDC has had a request from a food trader to ask permission to trade on the car park outside the sports & social Club from 5pm - 11pm Tuesday to Sunday. He is very well known in this field and has a 5 star food hygiene rating.

The HSSC has been notified and asked for their comments which will be brought to the Parish Council meeting if received.

6.6 Application for a Definitive Map Modification Order to register a Public Right of Way at Miller’s Way, Hardwick – Section 53, Wildlife and Countryside Act 1981 – attached.

6.7 Zurich Municipal 6 Sudeley Grove – claim closed with no settlement made

Zurich has written to advise that the Council The claim has been closed on 10<sup>th</sup> March 2017 with no settlement made. As the Council is considered to be “on notice” and in the event that future damage occurs to the property the third party may still seek recovery in respect of any additional damage, the Council needs to inspect and maintain the implicated vegetation on a regular basis and keep records of when inspections are carried out, works required (if necessary) and keep work orders and invoices in respect of works done. Recent inspections etc have been added to the file. Cllrs Gill and Humphries should detail in writing any interim inspections that they make and let the Clerk have this for the file please.

6.8 SCDC – Street trading application Hardwick Nisa Shop Car Park

SCDC has written “The following person has made an application for the above, and we would appreciate your comments. If approval is subject to specific locations, please indicate the locations acceptable.

Name: Mr Pisecky Zdenek (Change of Ownership)  
Trading Name: Traditional Fish and Chips  
Address: 40 Hanson Court, Cambridge, CB4 2SE.  
Location: Hardwick Nisa Shop Car Park  
Days: Fridays  
Times: 4:30 to 7:30pm  
Selling: Fish and Chips, Sausages, Chicken Bites and Scampi"

6.9 HSSC – Guttering and fencing

Jerry Burford, HSSC Manager has written "We are still having a few problems with the guttering, I'm not sure if it was ever sorted, the rain was pouring over the gutter the other day at the front of the building and there are several leaks and the back.

I've also been asked by the committee to find out if we can get the wooden fence repaired and stained which surrounds the patio area at the back of the building."

7.1 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.scambs.gov.uk/swiftlg/apas/run/wchvarylogin.display>

None at the time of writing.

7.2 SCDC decision notices

None at the time of writing.

7.3 Tree works applications

Tree works applications may now be viewed on the SCDC Planning Portal. NB Some tree works 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 tree works application consultations on

<http://plan.scambs.gov.uk/swiftlg/apas/run/wchvarylogin.display>

None at the time of writing.

8. Members' reports and items for information only unless otherwise stated

8.1 Neighbourhood Plan update report <sup>(AG)</sup>

Cllr Gill to report.

9. Finance and risk assessment and procedural matters

9.1 To consider any quotes for urgent work required because of risk and Clerk's use of delegated powers

None at the time of writing.

9.2 To receive play areas and skate park inspection reports

9.3 To receive the financial report and approve the payment of bills – attached

10. Closure of Meeting and items for the next agenda

6-8 Hills Road  
CAMBRIDGE  
CB2 1NH

Revd Alison Myers  
Hardwick Community Council Trustees

T: 01223 326809

Via Email

Your ref:  
Our ref: 1070689

21<sup>st</sup> December 2016

Dear Revd Myers

## ERECTION OF NEW COMMUNITY BUILDING AT HARDWICK RECREATION GROUND

Apologies about the slight delay in getting back to you regarding this. Thank you again for taking the time to sit down with us in October to discuss the Trustees of the Community Council terminating their interest in the community rooms at the Primary School in light of the proposed re-provision of new facilities elsewhere. As we have discussed previously, this is something that the trustees would be prepared to do, however we understand that in order for you to be in a position to agree to this that 'reasonably suitably alternative accommodation' would need to be provided and this point is clearly stated within Clause 5(b) of the 1978 Legal Agreement. With regard to the six points discussed at our meeting please see below (in red) our formal response

1. The trustees like, in principle, the second of the two building designs presented (250 sqr ms, costed at £600,000), taking it as indicative of what is on offer as a replacement to the well loved and well used community facilities currently at the school. We thank Hill for this suggestion. **The indicative design of the 250 sqm building (costed at up to £608,000) has been included within our Heads of Terms document that has been formally submitted to South Cambridgeshire District Council. This document will be used to inform the S106 Agreement that will be secured as part of the planning permission.**
2. However, although we accept the design above as indicative, we are now looking for a modular design to keep open the option of a further increase in the footprint and facilities, as discussions relating to the St Neots Road development proceed. In addition, there are a number of things about the indicative plan at a slightly more detailed level that are not quite as they need to be, eg. the relation of the rooms to each other, the size of the hall. **Should the application be approved, we are happy to help to setup and to be part of a Community Working Group locally to discuss both the design of the building and the internal layout. The draft layout has been provided for illustrative purposes only at this stage and would need to be further developed once planning permission has been granted for the scheme at Grace Crescent. A design brief can be developed with the village in conjunction with the commencement of the pre-application design stage, this would be used to inform the design of the new community hall as it is being progressed towards a planning submission. We are proposing that an application for the new community building would be submitted concurrently with the Reserved Matters Application for the site.**



3. We would therefore like to appoint an architect, with experience in the design of similar community buildings, to work on behalf of the trustees and with Hill on the design and build. The trustees have no funds so would be looking for funding from the developer for such an appointment. **These costs have been accounted for within the identified £608,000 and we would therefore cover the costs for an architect/ surveyor to be taken on board to advise the trustees on the proposals. We are happy to work with an independent consultant to develop the new building.**
4. With respect to the site, we would like to take advice from planners at South Cambs about suitable sites in the village - including room for expansion, sufficient car parking and pedestrian access - and then to discuss this further with you. This meeting is scheduled to take place within the next two weeks. **Discussions have taken place with David Thompson at South Cambridgeshire District Council and thanks for sending through his written summary response. This has confirmed that the Council's preferred location for the new community building would be to the north of the Scout and Guide Hut on the site of the existing skate park. We feel that this represents a suitable location for the building and as outlined above we are committed to developing the proposals further once planning permission at Grace Crescent has been granted.**
5. We would also like to confirm that the funding on the table for off-site sports facilities of £101,843.61 and indoor community facilities of £46,237.20 is in addition to the provision of this community building. We note from previous emails that the cost of the conversion of the old community room into a pre-school room is also in addition to the provision of a new community building indicated by the design referred to above. **Following our meeting, we have revisited the Heads of Terms and a financial contribution of £30,000 has been allocated towards a new Referee Changing Block on the recreation ground. The remaining monies have been incorporated within the £608,000 allocated for the provision of the new community building as this building is set to provide a multifunctional facility. The contribution towards indoor community facilities identified within the Heads of Terms document will also be allocated towards the new community building.**
6. We would like explicit agreement that the community rooms, or equivalent space elsewhere within the school site, will be used for pre-school provision. The reason for this is that we do not want the County Council to use the additional space for primary school provision thereby neglecting the need for pre-school provision within the village. **With regard to this, we have spoken with the County Council and can confirm that if the trustees relinquish their interest in the community rooms at the primary school, the existing rooms will be converted to address the identified pre-school deficit within the Village. The cost of converting the rooms at the Primary School will be covered by Hill. The County Council has to secure additional early years capacity in the village, especially in the context of the increased free entitlement, from 15 to 30 hours for many 3 and 4 year olds. The County has confirmed that this could be achieved in a number of ways, either through refurbishment, and possible extension of the existing community provision on the school site or provision of alternative accommodation elsewhere within the village.**

I trust that the above is acceptable to you and addresses any concerns that you may have had. Should you however require any clarification on the above please do not hesitate to contact me.

Yours sincerely





**Peter McKeown MRTPI**  
Associate, Planning and Development

E: [peter.mckeown@carterjonas.co.uk](mailto:peter.mckeown@carterjonas.co.uk)  
T: 01223 326809  
M: 07500 008029

## Gail Stoehr

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**From:** Stephen Rose [stephen.rose@lakinrose.co.uk]  
**Sent:** 14 March 2017 14:56  
**To:** Thompson David  
**Cc:** Chris Cracknell; 'hardwickpc@lgs-services.co.uk'  
**Subject:** RE: Trustees decision regarding Community Centre  
**Attachments:** Draft Schedule of potential Hardwick projects 27.9.2016.xlsx; FEBRUARY 2017.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

**Categories:** HPC IN

Good afternoon David

Please see replies below in red

Many thanks

Steve

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**From:** Thompson David [mailto:David.Thompson@scambs.gov.uk]  
**Sent:** 14 March 2017 14:08  
**To:** Stephen Rose <stephen.rose@lakinrose.co.uk>  
**Subject:** RE: Trustees decision regarding Community Centre

Dear Steve,

Thanks for sending this - very useful.

Are you happy for me to share with Carter Jonas? Yes

We now need to look at the community bus proposal and how we frame this in the Section 106 agreement. My idea was that the Parish Council may wish to consider how often this facility may run, from where in the village and to which regular destinations and once this discussion has happened, we could arrange a meeting to flesh this out? You may have already seen this but attached is a copy of an example monthly timetable for the Impington service. My thought was to include journeys to the following destinations from a certain number of identified pick up points within Hardwick: I won't be getting involved personally with these details. Councillor Chris Cracknell has volunteered to help with this project; the PC has authorised him to do so and I am copying him so that he can respond to you directly

- some scheduled journeys during the week - say between 07:00 and 09:00 on an identified route covering parts of the village further than 1 mile from the regular St. Neots Road bus service to Cambridge
- weekly trip to and from Morrison's at Cambourne or alternative supermarket journey
- weekly trip to Comberton surgery
- weekly trip to Little Eversden surgery
- access to groups at a charge per mile outside of the scheduled trips
- point of contact via the PC for evening and weekend bookings.
- some form of administrative framework for managing the service and allocating volunteers drivers
- process for recruiting volunteer drivers
- an indication of the pricing - would it be on a similar basis to Histon model - i.e. 75p for village journeys, £1.50 for beyond the village

The above is an attempt to try and set out the parameters of what we will need to agree as part of the Section 106. We will be happy to look at any additional ideas on proposals that you have

Looking towards the St. Neots Road development (which is a few months off committee yet but we do need to consider) - there will be an opportunity for them to feed in to the community bus scheme. As such, it would be very useful to know if the PC has any information in terms of demand for this facility e.g. has a survey been done of residents? (I only wonder as it is obviously a project that the Parish Council have initiated). No we have a position from the Trustees, my proposal is to secure the full £608k from Grace Crescent and then look at a contribution from the St. Neots Road development to allow funding for a larger facility - obviously that is subject to the St. Neots Road scheme being approved. **Thank you**

We have discussed with the developer at St. Neots Road taking the total figure up to the £1 million mark to fund a development of an equivalent standard to Melbourn Village Hub. **Noted; thank you** Given the relative sizes of the two villages I would say that would be a good benefit for Hardwick. If we can secure further contributions to the community bus facility as well that will be a further benefit. I would be happy to try and facilitate a 'tour' of that building with the local Councillor if that would be of benefit to you. **Marvellous, yes please.**

Given the relative size of the two schemes and the contributions to the community building, we are also looking at what other projects we could look to get contributions towards in the village, beyond the community facility. You have mentioned the St. Mary's scheme and that may be something to look at. I think throughout the course of the pre-application discussion there was a possibility of forming a multi-use games area by redeveloping the tennis courts and also drainage of the recreation ground (I may be wrong on these - if so please correct me!) I wondered if the PC had any ideas on costs for those projects or similar projects if I have miss-remembered the situation. **I attach our village project list; redeveloping the tennis court MUGA did not prove a simple issue. The Football Club already has access to the Comberton full size 4G football pitch so anything less than two thirds football pitch size wouldn't be that attractive to them. If it is developed this needs further thought as to how and why. The PC has already taken steps to improve the drainage and outdoor pitch quality.**

In terms of timing, I anticipate going out to re-consultation in the next few weeks on the St. Neot's Road scheme and am happy to attend a Parish Council meeting if that would be helpful. **Yes please; you are always welcome.** Once have a bit more detail, I do plan to get a draft schedule of the section 106 officer drawn up for this development so share with the PC. **Hardwick would like a GP's surgery in the village.**

If you have any questions, please do not hesitate to get in touch. I will send a copy of this email to Cllr Chamberlain to keep him in the loop as I imagine he will be involved with both the PC discussion and the meetings we have here.

Still trying to get to the bottom of the street lighting issue - I have asked the relevant officer about the process but am awaiting a response. **I am happy to show the officer the area concerned – after dark!!**

Regards,

David

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**From:** Stephen Rose [<mailto:stephen.rose@lakinrose.co.uk>]  
**Sent:** 14 March 2017 10:45  
**To:** Thompson David <[David.Thompson@scambs.gov.uk](mailto:David.Thompson@scambs.gov.uk)>  
**Subject:** FW: Trustees decision regarding Community Centre

Mimecast Attachment Protection has created safe copies of your attachments.

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Dear David

Does this give you what you need? Any questions or comments please let me know.

Regards

Steve Rose

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**From:** Stephen Rose

**Sent:** 12 March 2017 18:37

**To:** 'Jeff and Anne Jones' <[jeffandanne23@gmail.com](mailto:jeffandanne23@gmail.com)>; 'Revd Alison Myers' <[alisonmyers@lordsbridge.org](mailto:alisonmyers@lordsbridge.org)>

**Subject:** Trustees decision regarding Community Centre

Dear Anne and Alison

I am writing as promised with what we have decided in respect of the Community Rooms. Let me know of any corrections or amendments required.

A good starting point is the response from Peter McKeown on behalf of the developers.

We discussed this response on 9<sup>th</sup> February and we were satisfied with the response and agreed that we should go ahead and release the community rooms in exchange for a new community centre based on the recreation ground. We agreed that I would look into the possibility of some of the £608,000 being used towards the funding of the Community Hall at the Church. This would bring some community facilities nearer to the proposed development. Clare Bigg suggested there was a shortfall of about £60,000 (this has since been revised upwards). Tony Gill and I met David Thompson the Planning Officer and explored this but for various reasons he preferred the simpler solution of a single project which was achievable and more controllable.

I subsequently discovered from the planning officer report on the application that funds of £349,000 would be made available for community facilities in the event that the community rooms were not released.

The Trustees met again on 8<sup>th</sup> March to review their earlier decision in light of the new information. After considering the updated information the Trustees reaffirmed their decision that the best outcome for the community would be achieved by releasing the community rooms and working with the developers and advisers to have a new community centre built on the recreation field with a budget of £608,000 on the basis of the attached formal response from Peter McKeown. The community rooms will remain available in accordance with 1978 agreement until the new community centre is handed over. If the developers fail to deliver for whatever reason the fall back will be to keep the community rooms with the smaller amount available for other facilities. However this is considered unlikely and we now need to base our actions on the assumption that the new centre will be built.

Timing – we are only at the outline planning stage. There will be another 1 to 2 years before the final details are agreed so building would not start until then. This period would be available for design and planning by the community which needs to start soon.

Ownership and management – the community centre will be built on Parish Council land. One option would be to ask the Parish Council to take ownership of the community centre and take responsibility for the building once completed. There will be a possible role for the Community Association which could form the basis of a management committee for the building to help administer and manage the use of the building.

Design – the developers have asked the village to set up a working group to plan the new facilities with the help of professionals. Anne has expressed an interest in being part of this group and the Trustees would like to know whether there are any others who might be willing to volunteer to be part of this group. The developers recommend a relatively small group but if there are any members who are interested in a potential involvement the Trustees would like to know.

Professional help – Steve Rose will approach a local architect to provide some preliminary advice to the Trustees on the type of professional help to help with design and generally protect the interests of the community in terms of performance by the developers.

Best wishes

Steve Rose

---

**From:** McKeown, Peter [<mailto:Peter.McKeown@carterjonas.co.uk>]  
**Sent:** 22 December 2016 18:08  
**To:** Revd Alison Myers <[alisonmyers@lordsbridge.org](mailto:alisonmyers@lordsbridge.org)>  
**Cc:** 'Jeff and Anne Jones' <[jeffandanne23@gmail.com](mailto:jeffandanne23@gmail.com)>; Stephen Rose <[stephen.rose@lakinrose.co.uk](mailto:stephen.rose@lakinrose.co.uk)>  
**Subject:** RE: Hardwick community room [CJ-WORKSITE.FID65873]

Good evening Alison,

I trust you are well? Apologies about the delay in getting back to you, however please find attached our formal response to your email. If you have any queries regarding the content of this please do not hesitate to contact me.

Thanks for all your co-operation this year and I look forward to hopefully developing the proposals for the new Community Building with you next year.

Have a great Christmas.

Regards

Peter

Peter McKeown MRTPI  
Associate

For and on behalf of Carter Jonas LLP  
T: 01223 326809  
M: 07500 008029  
W: [carterjonas.co.uk](http://carterjonas.co.uk)

## Carter Jonas

Carter Jonas LLP  
6 - 8 Hills Road  
Cambridge  
CB2 1NH



Please consider the environment - do you really need to print this email?

---

**From:** Revd Alison Myers [<mailto:alisonmyers@lordsbridge.org>]  
**Sent:** 13 December 2016 17:02  
**To:** McKeown, Peter <[Peter.McKeown@carterjonas.co.uk](mailto:Peter.McKeown@carterjonas.co.uk)>  
**Cc:** 'Jeff and Anne Jones' <[jeffandanne23@gmail.com](mailto:jeffandanne23@gmail.com)>; Stephen Rose <[Stephen.rose@lakinrose.co.uk](mailto:Stephen.rose@lakinrose.co.uk)>  
**Subject:** Hardwick community room

Dear Peter,

I write on behalf of the trustees of the Hardwick community room.

It is now a while since our late October meeting in the cabin at St Mary's Hardwick at which we discussed the points raised by the trustees of the community room. We noted at that meeting that we, the trustees, are prepared to 'terminate [our] interest' in the community room, only on condition of the provision of 'reasonably suitable

alternative accommodation', which we understand to carry with it a number of provisos, expressed in the points below. These points were raised at our meeting in late October and, with the exception of point 6, in a prior email to you. We found that meeting to be helpful – thank you.

We gather that since then discussions relating to a potential site for new community facilities have moved forward and we look forward to hearing more about the proposed site (point 4). We also would be interested to hear your response to the other points we raised at that meeting (2, 3, 5 & 6), in the light of your subsequent internal discussion.

For the record, the points we raised were as follows -

1. The trustees like, in principle, the second of the two building designs presented (250 sqr ms, costed at £600,000), taking it as indicative of what is on offer as a replacement to the well loved and well used community facilities currently at the school. We thank Hill for this suggestion.
2. However, although we accept the design above as indicative, we are now looking for a modular design to keep open the option of a further increase in the footprint and facilities, as discussions relating to the St Neots Road development proceed. In addition, there are a number of things about the indicative plan at a slightly more detailed level that are not quite as they need to be, eg. the relation of the rooms to each other, the size of the hall.
3. We would therefore like to appoint an architect, with experience in the design of similar community buildings, to work on behalf of the trustees and with Hill on the design and build. The trustees have no funds so would be looking for funding from the developer for such an appointment.
4. With respect to the site, we would like to take advice from planners at South Cambs about suitable sites in the village - including room for expansion, sufficient car parking and pedestrian access - and then to discuss this further with you. This meeting is scheduled to take place within the next two weeks.
5. We would also like to confirm that the funding on the table for off-site sports facilities of £101,843.61 and indoor community facilities of £46,237.20 is in addition to the provision of this community building. We note from previous emails that the cost of the conversion of the old community room into a pre-school room is also in addition to the provision of a new community building indicated by the design referred to above.
6. We would like explicit agreement that the community rooms, or equivalent space elsewhere within the school site, will be used for pre-school provision. The reason for this is that we do not want the County Council to use the additional space for primary school provision thereby neglecting the need for pre-school provision within the village.

Point 6 was not in the original letter to you but was raised verbally at our meeting in late October.

We look forward to hearing from you again soon.

Warm regards

Alison

Revd Alison Myers  
Team Vicar in the Lordsbridge Team of Churches (currently Acting Team Rector)  
Lead minister for Hardwick, Dry Drayton, and pioneering projects  
01954 212815 (home office)  
07884 370933

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Carter Jonas LLP

Place of Registration: England and Wales

Registration Number: OC304417

Address of Registered Office: One Chapel Place, London, W1G 0BG.

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## HI COM - FEBRUARY 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 <sup>st</sup>	2 <sup>nd</sup>  Doctors DK	3 <sup>rd</sup>  St Audreys FT	4 <sup>th</sup>
5 <sup>th</sup>	6 <sup>th</sup>  Exercise DR Stroke	7 <sup>th</sup>  Tesco CH  St An/Sal ES/MT	8 <sup>th</sup>  Brackenbury BR	9 <sup>th</sup>  Doctors DK  Homefield CH	10 <sup>th</sup>  Brackenbury BR (Sainsburys)	11 <sup>th</sup>
12 <sup>th</sup>	13 <sup>th</sup>  Exercise DR Stroke	14 <sup>th</sup>  St Audreys DD  St An/Sal ES/MT	15 <sup>th</sup>	16 <sup>th</sup>  Doctors DK  Morrisons CH	17 <sup>th</sup>  St Audreys FT	18 <sup>th</sup>
19 <sup>th</sup>	20 <sup>th</sup>  Exercise JG Stroke	21 <sup>st</sup>  Tesco FT  St An/Sal ES/MT	22 <sup>nd</sup>  Brackenbury DK (Waitrose)	23 <sup>rd</sup>  Doctors DK	24 <sup>th</sup>	25 <sup>th</sup>
26 <sup>th</sup>	27 <sup>th</sup>  Exercise DR Stroke	28 <sup>th</sup>  St Audreys DD  St An/Sal ES/MT				

- For further information call Paul Seekings 07982 106805 or email [paul@seekings07.plus.com](mailto:paul@seekings07.plus.com)  
or Jean Newman 07772 437789 email [jean.newman7@ntlworld.com](mailto:jean.newman7@ntlworld.com)

**Hardwick Parish Council**  
**Schedule of village needs requiring funding, especially in the event of additional housing**  
**Working draft**

Name	Details	Possible costs	Priority	Proposed timescale
Pre-school	The current pre-school reports full capacity and faces additional demands for extra hours (Government recommending increased hours)and extra places	Major costs that need the County Council's involvement but which the Council may wish to support	High/Medium/Low/zero	
Affordable Housing	Known existing demand and anecdotal evidence for the next generation of families leaving hardwick to live in neighbouring villages	Major costs but a normal condition for approval by SCDC of new housing developments but which the Council may wish to support	High/Medium/Low/zero	
Health facilities	Comberton, Bourn and Cambourne surgeries all reputed to be at capacity. Hardwick is the largest village in South Cambridgeshire without a doctor's surgery. No public transport to the two most commonly used surgeries in Comberton and Bourn.	Major costs needing the involvement of NHS England but which the Council may wish to support	High/Medium/Low/zero	
Children's play areas	There are play areas, mainly catering for younger children, but these compare unfavourably to play areas in neighbouring villages. There is a Play Park group seeking to raise funds to build a new play park on the recreation field The existing all weather pitch (half the size of a full football pitch)has some use at present but is not used much by football clubs because of risk of injury on the hard surface. The village Clubs tend to use the excellent artificial turf facilities at Comberton school which has a full size artificial turf pitch of which they use two thirds or more for training	£150,000 to £200,000	High/Medium/Low/zero	
Sports facilities - all weather pitch	Match officials require their own changing facilities. The pavilion has no dedicated officials changing rooms so this restricts the play on the fields as a full size changing room has to be used for officials - or for some matches the disabled toilet. Plans were prepared for changes to the pavilion to include changing rooms for match officials and a small extension to the Ken Turner room.	A new two third size artificial pitch would cost in excess of £100,000	High/Medium/Low/zero	
Sports facilities - officials changing room		c£100,000	High/Medium/Low/zero	
Sports facilities - changing rooms	Existing changing rooms are 30 years old and should be completely refurbished. Might be done in conjunction with HSSC	c£30,000	High/Medium/Low/zero	
Sports facilities - storage	Currently in temporary accommodation. May benefit from replacement; increase in capacity	c£30,000	High/Medium/Low/zero	
Sports facilities - other	Cricknet nets need replacement, refurbishment; protection nets for car park and pavilion; improved water supply to square	c£20,000	High/Medium/Low/zero	
Outdoor sports fields	SCDC survey has identified a shortage of sports fields for a village the size of Hardwick.An additional football pitch plus two smaller football pitches for children	Land would need to be identified	High/Medium/Low/zero	
Indoor sports facilities	There is some capacity at Hardwick Primary School and much more at Comberton Village College.	A dedicated sports centre would require careful consideration and complement existing facilities nearby. Not costed.	High/Medium/Low/zero	
Indoor community facilities	Existing facilities at Hardwick Primary School might be required in future for scholol use. In any event those facilities compare unfavourably with village halls and community centres nearby. Currently very little opportunity for people in the village to meet to collaborate on on their various interests. Facilities could be as small as an extra meeting room to a multi use community centre available for events and communal indoor activities over four or five different rooms of varying sizes and uses.	c£250,000 to £1,250,000	High/Medium/Low/zero	
Scout and Guide building	The scouts and guides have plans to replace their existing hut with a permanent building. Their intention is to make the building available to the community as well as to the scouts and guides	Total costs c £250,000 currently being raised by the Scouts and guides	High/Medium/Low/zero	
Church Hall	St Mary's Church has plans to replace their existing portacabin with a permanent church hall. Their intention is to make the building available to the community as well as the the church members.	Total costs c £250,000 currently being raised by the church.	High/Medium/Low/zero	
Highways	Footpath improvements from Cahill's corner through to the Blue Lion including additional lighting	£50,000 to £100,000	High/Medium/Low/zero	
Transport - public transport	Improved public transport links for the south of the village and from the north of the village to Toft and Comberton	Major costs that need the County Council's involvement but which the Council may wish to support	High/Medium/Low/zero	
Transport - cycleways	Dedicated cycleways to Comberton and Cambridge	Major costs that need the County Council's involvement but which the Council may wish to support	High/Medium/Low/zero	
Traffic	Road improvements to prevent regular congestion on Cambridge Road outside the village store.	c£250,000 to £1,250,000	High/Medium/Low/zero	
Allotments	Existing allotments are fully used	Land would need to be identified	High/Medium/Low/zero	
Library	Additional mobile library route stop; additional books etc.	c£6,500	High/Medium/Low/zero	
Community transport	17 seater community minibus for youth groups, doctors run, etc.	c £30,000	High/Medium/Low/zero	
Parking	Only if there is a development at Grace Crescent additional parking is required to move on street parking at the Pastures off the road.	c£100,000	High/Medium/Low/zero	

Cllr Grenville Chamberlain, SCDC

Cllr Steve Rose, Hardwick Parish Council

Planning Case Officer:

Fax:

DX:

Direct Dial:

E-Mail:

Our Ref:

Your Ref:

David Thompson

01954 713152

5848 Cambridge

01954 713 250

[David.thompson@scambs.gov.uk](mailto:David.thompson@scambs.gov.uk)

11 November 2016

Dear Cllrs Chamberlain and Rose,

### **Town and County Planning Act 1990 (as amended)**

**Proposal: Erection of new community facility**

**At: Hardwick Recreation Ground**

I am writing following our meeting on 28 October 2016. This letter summarises our discussion and includes my recommendation on the most appropriate of the options that we reviewed.

### **Recommendation:**

In relation to the 4 sites that we discussed, my view is that the location of the Scout and Guide Hut and land to the north of this (currently occupied by the skate park) would be the best location for the new building. It would be essential to preserve the amenity of neighbouring residents and there is a property immediately to the north of that site. My view would be that the northern section of any new building should be set off the common boundary with that property and should be single storey in height, to prevent unreasonable overlooking into or overshadowing of the neighbouring property.

### **Site constraints**

All of the sites discussed are located within the village framework and are part of the recreation ground site. The site is currently designated as a Protected Village Amenity Area (PVAA) and is proposed to be classified as Local Green Space in the emerging Local Plan.

### **Relevant Planning History:**

S//2296/04/F – erection of 3 metre high acoustic fencing on the northern boundary of the skateboard park site – approved

S/1915/83/F – installation of car park for 18 cars - approved

S/0639/83/D – erection of sports pavilion – approved.

### **Assessment:**

The four sites that we considered were:

1. Land north of the Scouts and Guides Building (location of the existing skate park)
2. Land to the south of the Sports and Social Club, west of the hedge

3. Land to the south of the Sports and Social Club, east of the hedge, adjacent to the hard surfaced pitches
4. Redevelopment/ extension of the social club site.

I have made comments on each of these potential options below:

1. Land north of the Scouts and Guides Building (location of the existing skate park)

The main issue here would be the impact on the amenity of the neighbouring property to the north. There is also the issue of the replacement/relocation of the skate park. In relation to residential amenity, the rear elevation of the property to the north is approximately 18 metres north of the common boundary with the recreation ground. I note that there is an acoustic fence on that boundary but given that the intervening distance is the rear garden of that property, my view is that any new building would need to be set off the boundary and the northern element of the building no more than single storey in height, to prevent unreasonable overshadowing and overlooking and to reduce the impact of noise. One further measure to consider would be a management plan for the building, limiting the hours of opening. We would condition that no external lighting would be installed without approval and obviously would seek to restrict external lighting adjacent to the northern boundary of the site.

The other option would be to include the Guide and Scout Hut within a new building. This would allow for a potentially larger replacement building and achieve satisfactory separation between the northern elevation of the building and the northern boundary fence. Again, the northern element should be single storey.

Consideration would need to be given to the relocation of the skateboard park. One option discussed was relocating it to the area in front of the children's play area and from my point of view this would seem a viable option and would retain a sense of containment of the sports facilities. As I said when we met, if the proposal was to replace the skateboard park with a larger indoor community facility, I think there would be an argument to say that although one community facility is being lost, it would be replaced with another one. Supporting evidence of the need for the additional indoor space should be provided with the application to substantiate this case.

The key issue with this option would be to ensure sufficient car parking spaces exist on site to serve the capacity of the new building. In accordance with the standards in the LDF, 1 car parking space is required per 8 square metres of floor space and 1 cycle stand per 25 square metres. A planning application would need to include sufficient space to meet these standards. As discussed on site, this could include part of the parking area already at the recreation ground but obviously sufficient spaces also need to be retained for the sports pavilion and the Scout and Guide hut (if the latter is to remain separate). As such, additional parking may be required and we looked at an area to the north of the skateboard park that may be suitable for this.

2. Land to the south of the Sports and Social Club, west of the hedge

The main issue with this location, as I outlined on site is that this would reduce the area for car parking within the recreation ground and I am not sure that there is a logical place to fully compensate for this loss as the space that we looked at is at the northern end of the site. A building in this location is also likely to require removal of some of the planting on the eastern boundary of the site, which would not be the case with the first location, making this second option less preferable.

3. Land to the south of the Sports and Social Club, east of the hedge, adjacent to the hard surfaced pitches

The main issues with a building on this site are considered to be the potential removal of boundary planting (on the western boundary) and the fact that this location is more open to public views along Egremont Road. As a result, a building on this location would not in my view retain the sense of containment of buildings at the centre of the recreation ground and is therefore less favourable than the first option.

Continued ...

#### 4. Redevelopment/ extension of the social club site.

It would appear that this site has less potential than the site to the north in terms of the amount of space. There would not be an objection to increasing this to a two storey building but I would have thought it would be more financially viable option to erect a new building.

I hope you find the contents of this letter useful. If you have any further questions, please contact me on the details at the top of this letter.

Yours sincerely,

David Thompson  
Principal Planning Officer  
Development Control

#### Disclaimer:

- The above advice is given for purposes relating to the Town and Country Planning Acts and for no other Council function
- The advice is given without reference to statutory or other consultees, except where stated. The comments of such consultees may affect the advice given
- The advice is given on the basis of the information that you have supplied. The Local Planning Authority will not be responsible for any errors resulting from inaccuracies in that information
- The Local Planning Authority is required to perform within government targets with respect to processing planning applications. You are therefore advised to conclude your pre-application discussions before submitting a planning application
- The advice given may subsequently be affected by external factors (e.g. new government guidance, local appeal decisions) which could result in a different view being subsequently put forward
- Planning policies are periodically reviewed and updated. The advice given relates to the policy framework at the time the advice was given
- The Local Planning Authority seeks to provide the best advice possible on any enquiry received. However, the advice given does not bind the authority to any particular decision on any planning application that may subsequently be submitted which will be the subject of the publicity and consultation.
- **Appendix 1 - List of information required to validate an application (to be read in conjunction with the main body of this letter)**

DATED

2014

**HARDWICK PARISH COUNCIL (1)**

**- and -**

**HARDWICK SPORTS & SOCIAL CLUB LIMITED (2)**

## **LEASE**

*Irena Spence & Co  
Solicitors  
Mount Pleasant House  
Huntingdon Road  
Cambridge  
CB3 0RN*

*Ref: IJS/CJN/Hardwickpc*

## **PRESCRIBED CLAUSES**

### **LR1. Date of lease**

### **LR2. Title number(s)**

#### **LR2.1 Landlord's title number(s)**

CB33261

#### **LR2.2 Other title numbers**

None

### **LR3. Parties to this lease**

#### **Landlord**

Hardwick Parish Council of 30 West Drive, Highfields, Caldecote, Cambridge, CB23 7NY

#### **Tenant**

Hardwick Sports & Social Club Limited (company registration number IP29242R) of The Pavilion, Egremont Road, Hardwick, Cambridge, CB23 7XR

#### **Other parties**

None

### **LR4. Property**

**In the case of a conflict between this clause and the remainder of this lease then, for the purposes of registration, this clause shall prevail.**

See the definition of "Premises" in *clause* 1.5 of this lease.

### **LR5. Prescribed statements etc.**

**LR5.1 Statements prescribed under rules 179 (dispositions in favour of a charity), 180 (dispositions by a charity) or 196 (leases under the Leasehold Reform, Housing and Urban Development Act 1993) of the Land Registration Rules 2003.**

None.



**LR5.2 This lease is made under, or by reference to, provisions of:**

None.

**LR6. Term for which the Property is leased**

The Term of 10 years from and including 29 September 2013.

**LR7. Premium**

None.

**LR8. Prohibitions or restrictions on disposing of this lease**

This lease contains a provision that prohibits or restricts dispositions.

**LR9. Rights of acquisition etc.**

**LR9.1 Tenant's contractual rights to renew this lease, to acquire the reversion or another lease of the Property, or to acquire an interest in other land**

None.

**LR9.2 Tenant's covenant to (or offer to) surrender this lease**

None.

**LR9.3 Landlord's contractual rights to acquire this lease**

None.

**LR10. Restrictive covenants given in this lease by the Landlord in respect of land other than the Property**

None.

**LR11. Easements**

**LR11.1 Easements granted by this lease for the benefit of the Property**

The easements as specified in clause 2 of this lease.

**LR11.2 Easements granted or reserved by this lease over the Property for the benefit of other property**

The easements as specified in clause 2 of this lease.

**LR12. Estate rentcharge burdening the Property**

None.

**LR13. Application for standard form of restriction**

None.

**LR14. Declaration of trust where there is more than one person comprising the Tenant**

Not applicable.

**THIS LEASE** is made the                      day of                      2014

**BETWEEN:**

- (1) **HARDWICK PARISH COUNCIL** of 30 West Drive Highfields Caldecote Cambridge CB23 7NY ("the Landlord"); and
- (2) **HARDWICK SPORTS AND SOCIAL CLUB LIMITED** of The Pavilion, Egremont Road, Hardwick, Cambridge, CB23 7XR (Co. Reg. No. IP29242R) ("the Tenant") of the other part

**NOW THIS DEED WITNESSETH** as follows:-

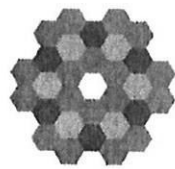
**1. Definitions and Interpretation**

- 1.1 "the Accessway" means the roads and paths giving access to and egress from the Premises shaded brown in part on Plan 1 (up to Limes Road) and in part on Plan 2 and shaded green on Plan 2
- 1.2 "the Car Park" means the area of car parking adjacent to the building edged in blue on Plan 2
- 1.3 "the Community Use Days" shall mean Wednesday between the hours of 10am and 6pm each and every week excepting Christmas Eve, Christmas Day, Boxing Day, New Years Eve and New Years Day.
- 1.4 "Estate" means the land and buildings on the east of Cambridge Road, Hardwick shown edged blue on Plan 1
- 1.5 "the Permitted Use" means use as a community-based sports and social club
- 1.6 "the Premises" means the premises known shortly as The Hardwick Pavilion shaded in red on Plan 2
- 1.7 "Plan 1" the plan annexed and marked "Plan 1"
- 1.8 "Plan 2" the plan annexed and marked "Plan 2"

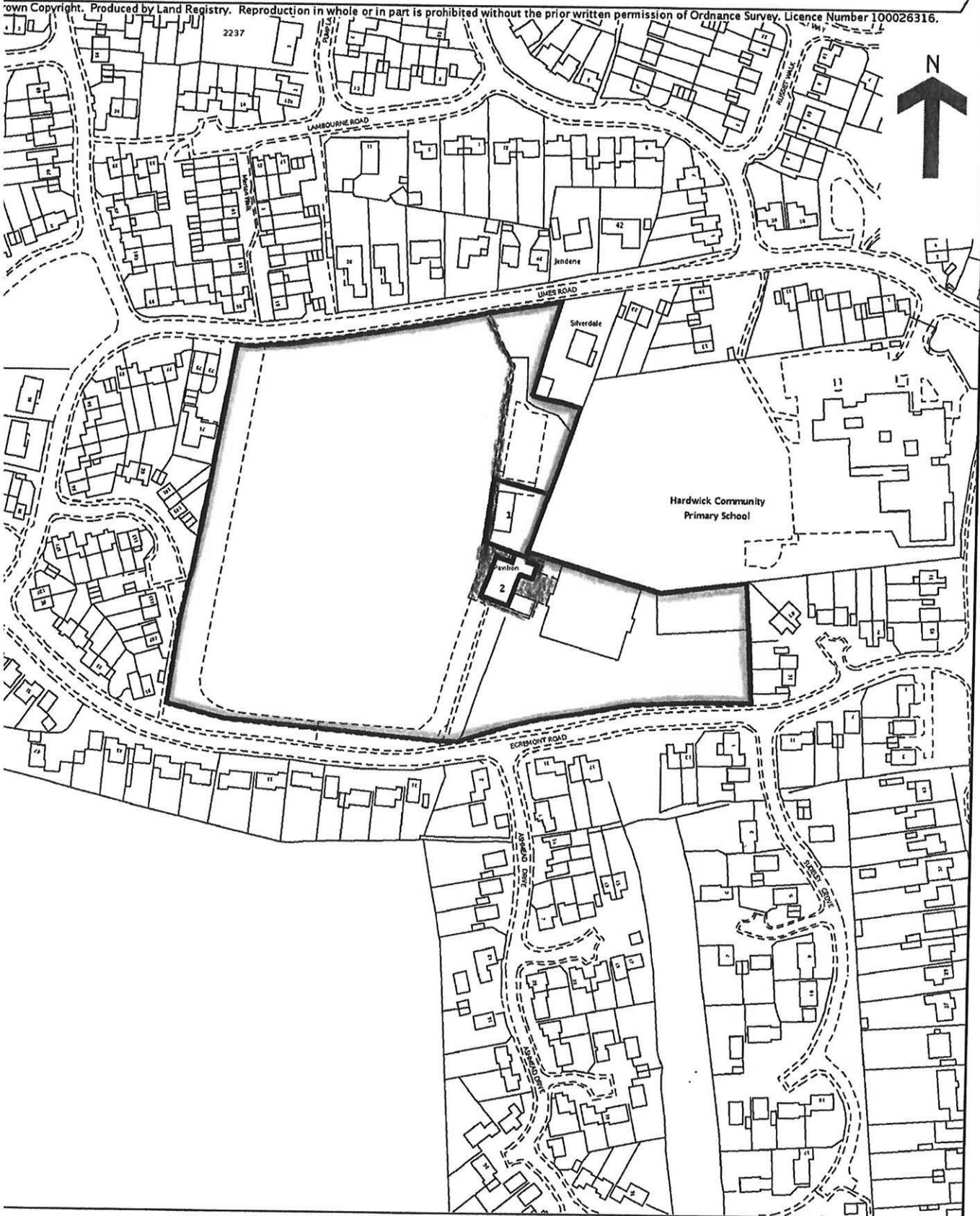
and Registry  
Official copy of  
the plan

Title number **CB33261**  
Ordnance Survey map reference **TL3759SW**  
Scale **1:2500**  
Administrative area **Cambridgeshire : South Cambridgeshire**

Plan 1



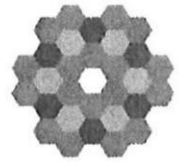
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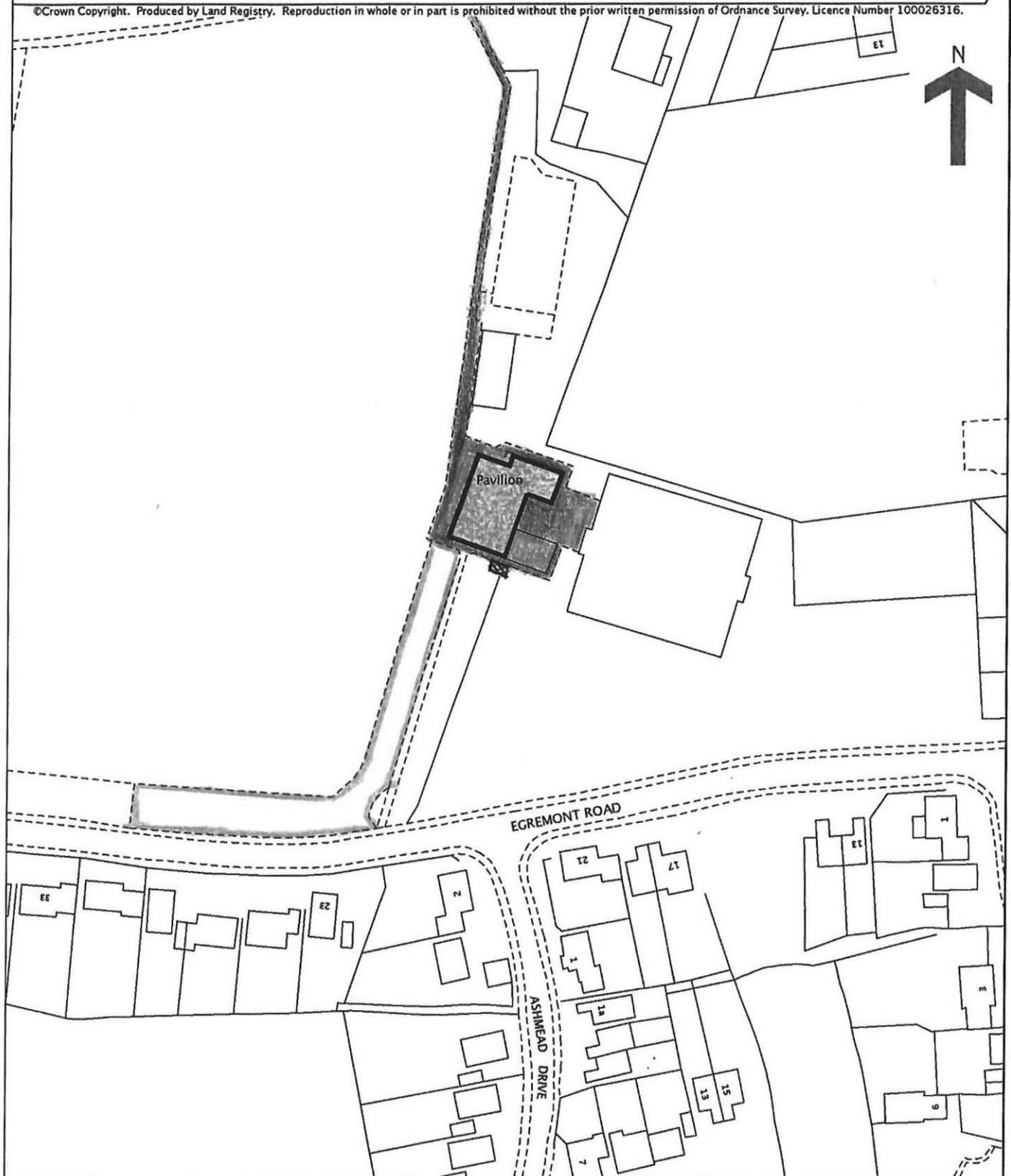
Land Registry  
Official copy of  
title plan

Title number **CB329603**  
Ordnance Survey map reference **TL3759SW**  
Scale **1:1250 enlarged from 1:2500**  
Administrative area **Cambridgeshire : South**  
**Cambridgeshire**

Plan 2



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1.9 "Service Media" means all media for the supply or removal of heat, smoke, electricity, gas, water, sewage, energy, telecommunications, television, data and all other services and utilities and all structures, machinery and equipment ancillary to those media

1.10 "VAT" means value added tax or any other tax of a similar nature

1.11 Any reference in this Agreement to a clause or sub-clause without further designation is to be construed as reference to the clause or sub-clause of this Agreement so numbered

2. The Landlord lets with full title guarantee and the Tenant takes the Premises for a period of Ten Years from and including the 29<sup>th</sup> September 2013 ("the Term") at an annual rent of £3,500.00 per annum for the first Five Years of the Term and £4,000.00 per annum for the remainder of the Term together with:

(a) a right of way at all times and for all purposes on foot only or with vehicles where appropriate over the Car Park and the Accessway;

(b) a right for those visiting or using the Premises to use the Car Park subject to the right of the Landlord to close the Car Park for safety reasons when adult cricket matches are being played on the Landlord's adjoining land;

(c) a right to use the external storage area cross-hatched black on Plan 2 for the purpose of storage;

(d) a right to use the areas shaded green on Plan 2 for the provision of tables and chairs and a smoking area ancillary to the use of the Premises;

from the Estate  
25/3/14

25/3/14 A.A. G.M. excluding CCTV  
 connect into any Service Media in the

other parts of the Estate with or  
professional advisers, workmen and  
reasonably necessary to inspect or  
the Property required or permitted by

any VAT thereon by four equal  
quarter days in each year payment  
portioned amount up to and including

ings imposed in respect of the

the reversion to this lease; and

VAT and insurance premium tax,  
reason of the receipt of any of the

of the Premises



- 3.4 To keep the interior of the Premises together with all non-structural parts of the Premises (which shall include *inter alia* the doors windows internal walls gutters drains and service installations and all fixtures and fittings affixed thereto) in a clean and tidy condition to the reasonable satisfaction of the Landlord and clear of rubbish in every respect and in good decorative order save that the Tenant shall not be liable for any damage caused by any of the risks set out in clause 4.1.1.1
- 3.5 Not to make any additions or alterations whatsoever to the Premises or to any electrical installation in respect thereof without the prior written consent of the Landlord, such consent not to be unreasonably withheld or delayed
- 3.6 To make good all and any damage caused to the interior of the Premises and to keep that part of the area shown shaded brown and green on Plan 2 that is at the date of this lease paved in a clean and tidy condition save that the Tenant shall not be liable to make good any damage caused by acts of vandalism to the exterior of the Premises which occur outside the reasonable control of the Tenant or any damage which is caused by any of the risks set out in clause 4.1.1.1 hereof
- 3.7 To keep all services to the Premises in good safe and working order and to keep the changing rooms and toilets in proper order and available for use by all others authorised by the Landlord to use the same

- 3.8 Not to obstruct the Accessway or leave any goods or articles on the same
- 3.9 Not to display any advertising signs or notices on the exterior of the Premises or on the interior of the Premises so as to be visible from the outside of the Premises without the prior written approval of the Landlord (such approval not to be unreasonably withheld or delayed) other than temporary notices not exceeding A3 size promoting the Tenant's or Hardwick Community events
- 3.10 Not to use the Premises or the Accessway in such a manner as to cause nuisance damage disturbance annoyance inconvenience or interference to the Landlord's adjoining premises. For the avoidance of doubt the Permitted Use shall not amount to a breach of this clause
- 3.11 Not to do any act matter or thing which would or might constitute a breach of any statutory requirement affecting the Premises or which might vitiate in whole or in part any insurance effected in respect of the Premises
- 3.12 To comply with all regulations and planning restrictions and in particular those relating to nuisance and noise levels
- 3.13 To comply with all requirements of the Landlord's insurers provided always that this obligation shall not apply until 3 working days after the Tenant received written notice of those requirements from the Landlord
- 3.14 To maintain with a reputable insurance company insurance in respect of the plate glass windows and fixtures and fittings in the Premises and adequate public liability and employer's liability insurance in respect of the Premises and all persons employed therein and to display the

certificate of insurance in a prominent place in the Premises and to produce a copy of the certificate to the Landlord when called upon to do so

3.15 To use at all times good stewardship in respect of the sale of intoxicating liquor on the Premises and to comply with all licensing requirements regulations and statutes in relation thereto

3.16 To ensure that the Tenant's premises licence is up to date at all times

3.17 To only open for the sale of alcoholic drinks within the hours permitted by the Licensing Act and the Licensing Authority together with any extensions granted by the Licensing Authority and not to apply for a night club licence or a public entertainment licence without the prior written permission of the Landlord, such consent not to be unreasonably withheld or delayed

3.18 Upon receiving not less than 7 days notice in writing from the person requiring such use:

3.18.1 To ensure that the Premises are available for community use after 10.00a.m. on the Community Use Days for activities by Hardwick's not for profit groups and organisations (including but not limited to the Hardwick Friendship Group) ("the community users") without charge or payment being demanded subject to the Premises being left in a clean and tidy state following such use. For the avoidance of doubt the community users shall not have access to the shuttered bar area and the cellar room within the Premises that are for the Tenant's exclusive use

- 3.18.2 To ensure that the Premises are available for use by the Landlord for monthly meetings on one Tuesday evening in each month as notified by the landlord and to ensure that the Premises are closed for usual business on such evenings
- 3.18.3 To ensure that the Premises are available as a polling station for the casting of votes in respect of national and local elections and referendums
- 3.18.4 To permit the Landlord unrestricted use of the office area within the Premises for the parish clerk to fulfil her duties for the Landlord
- 3.19 In the event that the Premises are used by members of the Hardwick community the Tenant shall not be entitled to charge for that use at a higher rate than that levied from time to time by Hardwick Community Primary School or Hardwick Community Association for the use of its facilities PROVIDED THAT in each instance the Tenant reserves the right to recover any additional costs incurred by the Tenant in cleaning the Premises as a result of such use by the landlord or the community at large and the cost of any damage that may have been caused by such use
- 3.20 To permit the Landlord its servants and agents access to the Premises at reasonable times on reasonable notice (except that no notice shall be required in the event of an emergency) for the purpose of repairing and maintaining the main structure of the building and the CCTV equipment which shall remain the property of the Landlord
- 3.21 To permit the Landlord access to the Premises at reasonable times on reasonable notice for the purpose of inspecting the same provided that

such right should not be exercised in such a manner as to disrupt the use of the Premises by the Tenant

3.22 The Tenant shall be entitled to terminate this Lease on the fifth anniversary hereof upon serving upon the Landlord notice to this effect of not less than six months and in the event of the Tenant serving such notice the terms of this Lease shall cease forthwith

3.23 Not to sub-let the Premises at any time to non-Hardwick residents unless the Premises are not required by members of the Hardwick community or any Hardwick residents

3.24 Not to assign the Lease at any time during the term

3.25 At the end of the term to yield up the Premises in the state of repair and condition required by this lease and to remove any Tenant fixtures and fittings

4.1 The Landlord hereby covenants with the Tenant that

4.1.1 provided the Tenant pays the rent and other monies payable under the terms of this Lease and complies with its obligations under it it may quietly hold and enjoy the Premises during the term without any interruption or disturbance by the Landlord or any other person claiming under or in trust for it

4.1.1.1 the Landlord will throughout the term maintain and keep the Premises insured against the risk of loss or damage by fire lightning explosion aircraft (including articles dropped from aircraft) riots civil commotion malicious persons earthquakes storm tempest flood terrorism bursting or overflowing of water pipes and other apparatus and impact by road vehicles and

such other risks as the Landlord from time to time considers appropriate

4.1.1.2 The amount of the insurance shall be the full cost of completely reinstating the Premises and shall include architects and surveyors' fees and all other professional fees together with the cost of demolition and site clearance and escalation of all costs between the date of destruction or damage and the date of reinstatement together with all VAT charged thereon

4.1.2 The Landlord shall keep the main structure of the Premises (which shall for this purpose include *inter alia* the main walls, roof, external doors and windows, Service Media serving the Premises and foundations of the Premises) in good repair and condition and subject to due performance of the Tenant of its obligations herein will keep and maintain the exterior of the Premises in good repair and condition and will decorate the exterior of the Premises as often as it considers appropriate

4.1.3 The Landlord shall keep the Car Park and Accessway in a reasonable state of repair and condition such that those areas can be used for the purposes herein permitted

4.2 It is hereby agreed and declared

4.2.1 In the event of the Premises being destroyed or damaged by fire and rebuilding or reinstatement proves impossible any monies received under the policy or policies of insurance effected by the Landlord shall be divided between the Landlord and the Tenant in the proportions

which the value of their respective interests in the property bear to one another at the time of the event giving rise to its payment.

4.2.2 In the event of any dispute between the parties hereto such dispute shall be referred to an expert appointed in the event of default by the President for the time being of the Royal Institution of Chartered Surveyors and their decision shall be final

4.2.3 In the event of the Tenant failing to comply with its obligations under the terms of this Lease PROVIDED THAT the Tenant shall have been given notice of its failure and provided with a reasonable time to remedy such failure or in the event of a liquidator or administrator being appointed in respect of the Tenant then and in that event the Term shall immediately cease and the Landlord shall be entitled to forfeit the Premises and re-enter the same

5 Notices given by any party pursuant to the provisions of this Lease must be in writing and are to be deemed sufficiently served if delivered by hand or sent registered post or recorded delivery or sent by fax (provided the confirmatory copy is delivered by hand or sent by registered post or recorded delivery on the same day) to the intended recipient at its address as herein stated or last known

EXECUTED as a Deed by

on behalf of HARDWICK  
PARISH COUNCIL in the  
presence of:-

W Signature

I

T Name

N

E Address

S

S Occupation

Pauline Joslin

39 3 F. Neats Rd.

HARDWICK

CAMBRIDGE

CB23 7QH

Finance Officer

(I.D. STORR  
P.C. Chairman)

A.A.GILL  
(A.A.GILL  
P.C. Vice-Chairman)



My ref: AI/JS/MO21  
Your ref:

Date: 14 March 2017

Contact: James Stringer  
Direct dial: 01223 715520  
E Mail: James.Stringer@Cambridgeshire.gov.uk



Economy, Transport and Environment  
Executive Director, Graham Hughes

Highways Service

Box SH1313  
Shire Hall  
Castle Hill  
Cambridge  
CB3 0AP

## Via E-mail

Dear Sir or Madam,

### **Application for a Definitive Map Modification Order to register a Public Right of Way at Miller's Way, Hardwick – Section 53, Wildlife and Countryside Act 1981**

The County Council is investigating an application for a Definitive Map Modification Order to register a Public Right of Way from Worcester Avenue to St Neots Road, known as Miller's Way on the Definitive Map and Statement (the legal records of Public Rights of Way) for Cambridgeshire. The route is shown on the enclosed plan.

The application is supported by evidence from members of the public who have used the route and believe that it is a public right of way. The Council has a duty to investigate and consider whether the evidence shows that the claimed route is a public right of way or not. If it is found to be a public right of way, the route will be legally recorded on the Definitive Map and Statement.

The Council may consider only the evidence of the actual existence or otherwise of a public right of way. It may not take account of any other factors, such as condition, environmental impact, safety or desirability.

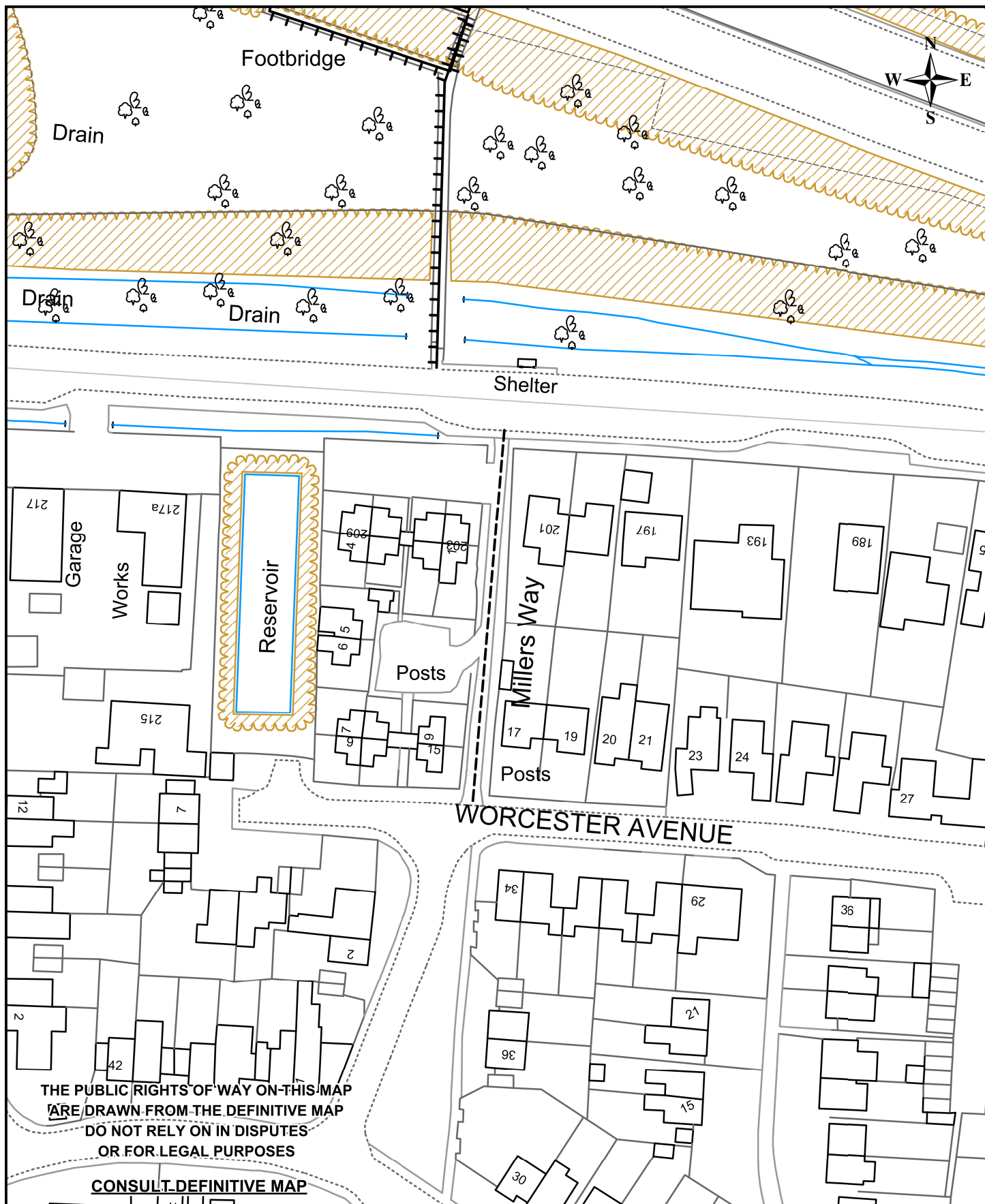
I would be grateful to receive your comments on this application, in particular any evidence that you may have relating to the status and/or past use of the route. Please sent any comments to the above address by **25 April 2017**.

Please do not hesitate to contact me if you have any questions.

Yours faithfully,

A handwritten signature in black ink, appearing to read "J. Stringer".

James Stringer  
Asset Information Definitive Map Officer



THE PUBLIC RIGHTS OF WAY ON THIS MAP  
ARE DRAWN FROM THE DEFINITIVE MAP  
DO NOT RELY ON IN DISPUTES  
OR FOR LEGAL PURPOSES

**CONSULT DEFINITIVE MAP**

Scale: 1:1000

Date: 01/03/2017

**Key - Drawn from the Definitive Map**

Claimed Public Right of Way



Unaffected Public Footpath



Document Title:	CAPALC Membership Agreement (Draft Summary)
Dated:	21st February 2017
Response period	4 weeks from 23rd February 2017
Target implementation date	1st April 2017)

**MEMBERSHIP AGREEMENT (Draft for Consultation)**  
**BETWEEN**  
**CAMBRIDGESHIRE & PETERBOROUGH ASSOCIATION OF LOCAL COUNCILS (CAPALC)**  
**AND**  
**CAMBRIDGESHIRE & PETERBOROUGH MEMBER COUNCILS**

**Introduction**

This Agreement sets out the support Cambridgeshire and Peterborough Associations of Local Councils (CAPALC) and its parent organisation the National Association of Local Councils (NALC) provides for member councils and clerks and what membership entails.

**A Local Perspective**

CAPALC and the Society of Local Council Clerks (SLCC) Cambridgeshire Branch both recognise each other's organisation and the joint work and support for Parish, Town and Community councils and clerks each does across Cambridgeshire and Peterborough.

CAPALC is not a businesses but a membership organisation, a collective strength and a representative voice for parish and town councils with the District, County and Unitary Authority.

A truly Local Partnership

CAPALC and SLCC jointly promote each other's work and co-operation and promote councils to invest in joint membership of both CAPALC and SLCC.

In partnership with the principal authorities CAPALC, SLCC and Cambridgeshire branch of Action for Communities In Rural England (ACRE) work to represent and deliver change for the good of the sector.

**What sets CAPALC apart from others in the sector?**

Being affiliated to NALC, a national presence with the ear of government, it allows CAPALC to cover an extremely broad range of topics for our members.

For example:

- The county association (CAPALC) is the voice that represents you at a truly local level with District, County and Unitary authorities and service organisations.
- We campaign for parish and town council to have representation through CAPALC or appointed representatives to have a seat on a number of local bodies.
- The success of the free to attend Annual Parish Conferences is due to the work of CAPALC and its members engaging in dialogue with the principal authorities.
- CAPALC has an officer based in the county with specialised local knowledge and contacts.
- As part of membership of CAPALC we can attend your council meetings or meet for one to one sessions with your clerk and/or chairman without charge
- Councils with ongoing issues have the re-assurance from CAPALC of an out-of-hours telephone number. We know the problems don't stop when the normal working day ends.
- The Board of Management of CAPALC is made up of experienced local councillors working on your behalf.
- The income CAPALC receives from you is re-invested in the sector locally and nationally to benefit you and your community

### **The National Perspective**

The National Association of Local Councils (NALC) lobbies government on issues that affect the parish and town council sector.

A national protocol was agreed in October 2014 between the National Association of Local Council (NALC) together with the independent County Associations (ALCs), and the Society of Local Council Clerks (SLCC) and its County Branches.

### **The National Association of Local Councils (NALC)**

- Is the only national body in constant contact with and able to represent the views of the parish and town council sector with Government and its agencies
- Is the only national body campaigning and lobbying on behalf of its member parish and town councils
- Provides membership of NALC to parish and town councils via membership of local County Associations
- Provides member councils via County Associations with legal advice from NALC solicitors who are experts in parish and town council law and practice
- Provides a wide range of Legal Topic Notes, Legal Briefings and other written documentation free to member councils
- Provides a national website [www.nalc.gov.uk](http://www.nalc.gov.uk) open to member councils, clerks, chairmen and councillors
- NALC is unique in participating end to end in the development of and offering access and support to all councils on:
  - The Public Works Loan Board Scheme
  - Local Council Awards Scheme
  - Audit Arrangements for Smaller Councils Scheme
  - Standing Orders for Local Councils
  - Financial Regulations
  - Local Councils EXPLAINED published by NALC and written by NALC head of legal services
  - NALC Legal Topic Notes direct from the NALC Legal Team
  - NALC Briefings direct from the NALC Legal Team
  - NALC's Direct Information Service (DIS)
  - Local Council Review Magazine (LCR)

CAPALC and NALC, our national affiliated body, provide affordable expert advice, support, training and mentoring to Cambridgeshire and Peterborough parish, town and community councils.

Membership of CAPALC includes membership of NALC.

### **CAPALC's remit is defined by you, the members**

Our commitment is to provide a range of advice and professional services to member councils in an efficient and timely manner through our telephone and email helpdesks on topics such as :

- Local Council Awards Scheme
- Public Works Loan Board Finance
- Grant funding via CAPALC and NALC
- Council Statutory Powers and Duties
- Council and Committee Meeting Procedures
- Councillors Code of Conduct
- Councillors Declarations of Interest
- Council Budgets, Precepts and Finance
- Agendas and Minutes

- Risk Management
- Employment, Staff Contracts and Job Descriptions
- HR and Disciplinary Procedures
- S106 Agreements
- Community Infrastructure Levy
- Neighbourhood Planning and the implications for Councils
- Working with the Planning Process
- Responding to Planning Applications
- The Localism Act and the opportunity and challenges for Parish and Town Councils
- Assets of Community Value
- Right to Bid or Challenge service provision
- Right to build and Community Land Trusts
- General Power of Competence

### **The CAPALC Member Council's remit**

As a member of CAPALC your council agrees that its members will:

- Abide by the council's Code of Conduct and the 7 Nolan principles of Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership
- Have a training budget for councillors and council staff
- Maintain good standards of governance and financial control of public funds
- Be open and transparent in how it conducts its meetings and dealing with the public
- Ensure all council staff have a contract and job description and receive regular appraisals
- Nominate a voting member for CAPALC AGM's and other Association meetings
- Provide CAPALC with up to date full contact details of Clerk and Council Chairman
- Provide a list of councillors on your council with email address and phone number (mobile preferred) where they exist so we can advise of free training and development opportunities or changes where they occur

### **Summary of advice and Support topics**

The list of support topics is driven by you and reflects your needs as enablers for your community.

Your membership of CAPALC includes membership of NALC and the cost of our advice and support is included in your membership fee on the basis of a fair use arrangement

In long running and complex situations we offer additional discounted paid professional assistance to ensure the best outcome for the council.

A more comprehensive list of services, advice, support and training topics from CAPALC and NALC to help enable your council to conduct its business in the best interests of your council and your community is contained in Appendix 1

## **Appendix 1 – Summary list of services, advice, support and training topics**

### **Legal**

Agricultural Holdings Act	Agricultural Tenancies Act	Alternative names for councils
Basic Charity Law	Business Tenancies	Bye-laws
Celebrations	Claiming Ownerless Land	Committee Meeting Procedures
Community Governance Reviews	Control of Dogs	Control of Litter
Copyright	Council Business and Law	Council Meeting Procedures
Councils as Landowners	Data Protection	Declarations of Interest
Documents and Records	Disclosure of Interests	Disposal of Land
Ditches and Water Courses	Easements over Land	Elections
Freedom of Information	General Power of Competence	Information Law
Land and Property	Leases and Licenses	Legal Proceedings
Lobbying Government	Non Councillors	Occupiers Liability
Parish Meetings	Policing your area	Private Access to Council Land
Protection of Common Land	Ownerless Common Land	Public Enquiries
Public Rights of Way	Registered Land	Right to Bid/Challenge services
Royal Visits	Service Contracts	Statutory Powers and Duties
Temporary Use of Allotment Land	Titles of Dignity	Transparency Code
Trespass to Land	Village Greens	

### **Finance**

Finance Introduction	Bank Reconciliation	Budgets
Cheque Payments	Councillors' Allowances	Electronic Payments
External Audit	Finance and the role of the RFO	Finance for Councillors
Financial Regulations	Finding Funding and Grants	Internal Audit
Investment Planning	Local Councils and VAT	New Councils Fund
Public Works Loan Board	Section 137 Payments	Transparency Fund
Writing Funding Applications	Year End	

### **Human Resources**

Appraisals for Council Staff	Anti Social Behaviour	Code of Conduct
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Contracts of Employment	Defamation	Disability Discrimination
Disciplinary Procedures	Discrimination	Early Retirement
Employment Matters	Equality	First Line Conflict Resolution
Harassment	Health and Safety	Hiring Staff
Human Rights	Illness	Interviewing
Job Descriptions	Negligence	New Clerk Induction
New Councillor Induction	Nuisance (Private)	Nuisance (Public and Statutory)
Pensions	Policies	Professional fees
Race Discrimination	Retirement Payments	Salary Reviews
Sex Discrimination	Termination of Employment	Tribunals

## Facilities

Allotments	Asset Transfer	Assets of Community Value
CCTV	Clean Neighbourhoods	Community Buildings
Community Transport Schemes	Crime and Disorder	Energy performance
Football and Cricket Fields	Highways	Markets
Multi Use Games Areas	Neighbourhood Watch	Open Spaces
Pavilions	Playgrounds	Play and Sports Equipment
Provision of Parking Spaces	Skate and BMX Parks	Straying Animals
Street Naming and Numbering	Sports and Recreations	Tools Training for Ground Staff
Tree Management	Village Greens	Village Halls
Warden Schemes	Wheel Clamping	

## Planning

Agricultural Land and Buildings	Building Control Enforcement	Community Infrastructure Levy
Community Land Trusts	Neighbourhood Plans	Responding to Planning
Right to Build	Section 106 Agreements	The role of Local Councils

## Ecclesiastical

Burials and Burial Grounds	Cemeteries	Church Buildings
Church Clocks	Closed Churchyards	Disused Burial Grounds
Gardens of Remembrance	Graves	Grave Stones
Monuments	Tombstones and Memorials	War Memorials

## COALITION OF PARISH COUNCILS

### Submission to the Planning Inspector on the Local Plan

#### Proposed New Village at Bourn Airfield

#### SUMMARY FOR PARISH COUNCILS

1. The Coalition of Parish Councils sent its submission on the proposed New Village at Bourn Airfield to the Planning Inspector, who is carrying out the Examination in Public of the Local Plan, on 17<sup>th</sup> February. It will be discussed at the hearings on Bourn Airfield scheduled for 4-6 April 2017.

2. The Coalition of Parish Councils is opposed to a new village on Bourn Airfield because of the negative impacts it would have on ribbon development and traffic flows through our villages. In our view, new housing developments should be located close to major employment centres, where people can use sustainable means of transport (buses, cycle, walk) to get to work. The submission provides evidence and analysis to support our position.

3 The key points made in the submission are as follows:

- **Ribbon development.** A new village at Bourn Airfield would result in a ribbon development five miles long and one mile deep (from West Cambourne to Hardwick). The new 'village' would merge with Cambourne and Caldecote and we would have suburban style redevelopment – an urban area with 12,200 houses and a population of about 31,500<sup>1</sup> but no easily accessible town centre. It would denigrate the existing rural character of the area.
- **Traffic volumes.** Due to the inadequate road infrastructure and high levels of congestion, large numbers of commuters have to drive through our villages to reach key employment areas such as the Biomedical Park. Currently, just over 3,000 cars leave Cambourne every morning in the two hour 'rush' period<sup>2</sup>. We estimate that this will increase to 5,000 once West Cambourne is built and to up to 7,800 if the proposed Bourn Airfield goes ahead<sup>3</sup>. The pressure on our villages will become intolerable and will be further exacerbated by new housing developments to the west (e.g., in St Neots) and the rapid growth in employment south of Cambridge (e.g., once Astra Zeneca and Abcam have opened their new offices in the Biomedical park. and Papworth Hospital has moved there).
- **The proposed Cambourne-Cambridge busway** would only be of use to those people working in central Cambridge. It would not address the needs of the majority of proposed Bourn Airfield residents, who would still have to commute to work by car in

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<sup>1</sup> This does not take account of any extra houses which may be built in Hardwick or Caldecote.

<sup>2</sup> 0715-0915

<sup>3</sup> The actual figures depend on the numbers of people assumed to travel by bus. See the submission paras 24-32.



order to get to work at other locations in the district and beyond. Currently 54% of Cambourne commuters work outside Cambridge (the City of Cambridge and the Science and Biomedical Parks). A busway, even if the proposed Western Orbital busway, were to go ahead, would not address the needs of these people. They would still have to travel to work by car.

- **An all-ways interchange at Girton,** is in our view essential to the sound development of the district. An upgraded Girton Interchange would enable cars and buses to move more easily from the A428 corridor to the biotechnology cluster south of Cambridge without using local roads.

Steve Jones  
Convenor, CPC  
28 February 2017

**Statement on behalf of Bourn Parish Council in response to the Inspector's Matters and Issues for the Site-Specific Hearing on the proposed New Village at Bourn Airfield**

1. This statement is submitted by Bourn Parish Council on behalf of the Coalition of Parish Councils. The Coalition was established in 2014 to voice the concerns of A428 corridor parish councils, on strategic transport and planning issues, affecting our communities. The Coalition of Parish Councils has 21 members<sup>4</sup>, representing a population of over 25,000 people
2. In response to the Inspector's request to avoid duplication, we have talked to other parties including StopBAD, and agreed that we will focus on the Inspector's General Policy questions (v) on Ribbon Development and (vi) on Transport Infrastructure. We will also respond briefly to the Inspector's AAP questions (vi) to (viii).
3. In order to address the Inspector's question on Transport Infrastructure, we:
  - updated parts of the traffic survey, which we undertook in late 2014 for Matter 7A (Representations 59165 and 59159);
  - undertook a new survey in Cambourne on where people work and how they get there;
  - reviewed various surveys undertaken by other organisations since the Consultation on the Modified Local Plan (January 2016).
4. We would like to point out that it is difficult for us to respond as fully as we would have liked to Question (vi). This is because we remain in the dark about the data, methodologies and assumptions used in the transport models underlying the Local Plan. The Councils have failed to fulfill the Inspector's request to work with other Matter 7A parties to identify areas of common and uncommon ground. The Councils arbitrarily terminated the process when the Inspector suspended the EIP in May 2015.
5. This document should be read together with our previous submissions:
  - **Local Plan** - Statement by Bourn Parish Council on behalf of the Coalition of Parish Councils on MATTER 7A/16748 (Representations 59165 and 59159), January 2015.
  - **Modified Local Plan** – Statement by Bourn Parish Council on behalf of the Coalition of Parish Councils for the consultation on the Modified Local Plan, January 2016.
6. In this document we will use the phrase 'Cambridge Sub-region' to refer to the City of Cambridge and South Cambridgeshire.

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<sup>4</sup> Current members of the Coalition of Parish Councils: Arrington, Barton, \* Bourn, Boxworth, Caldecote, Cambourne, Caxton, Connington, Coton, \* Croxton, Dry Drayton, Elsworth, Eltisley, Eversdens, Grantchester, \* Hardwick, Kington, Knapwell, Longstowe, Madingley, Toft. (\* indicates Associate Member).

**Question v – Ribbon Development**

Would the new village result in an over intensification of relatively closely knit settlements south of the A428 creating a form of ribbon development which would be uncharacteristic of this part of South Cambridgeshire?

7. It had been recognised for over 25 years that building housing on Bourn Airfield would result in ribbon development. In 1992, Planning Inspectors rejected Bourn Airfield as a site for major 3,000 home development, because:

**'In the case of Bourn Airfield there would be appear to be almost a continuous ribbon of development from the Broadway eastward along the side of the A45 (now A428) to the Hardwick turn on the A1303 - a distance of 3 miles.'**<sup>5</sup>

8. The Planning Inspectors also noted that the housing development at Bourn Airfield:

would be very close to the settlement of Highfields Caldecote.... (and).... would produce a tight and development, which when considered in the context of the existing rural character of the area... would appear too cramped and urban in form for this rural area.

9. Today, the case against housing developing Bourn Airfield on grounds of coalescence and ribbon development is even more compelling. Since 1992:

- Cambourne, with 4,250 houses, has been built immediately to the west of Bourn Airfield;
- West Cambourne, with an additional 2,350 houses, contiguous with Cambourne, has recently received planning permission; and
- Highfield Caldecote has seen significant housing developments, with housing edging ever-closer to the A428 and Hardwick.

10. The 'new village' of Bourn Airfield would unquestionably result in the over intensification of the settlements to the south of the A428 between Hardwick and the A1198 Caxton Gibbet roundabout. **If Bourn Airfield is developed, it will result in a ribbon development 5 miles long (from Caxton Gibbett to Hardwick) and 1 mile deep on land that that up until 25-30 years ago was almost exclusively green fields.**

11. Bourn Airfield development would lead to the coalescence of villages and a significant loss of rural character. The 'new village' would merge with Caldecote and Cambourne and we would have suburban-style ribbon development – an urban swathe of 12,200 houses. In effect, we would have a dormitory town by stealth. This would not only be uncharacteristic of this part of South Cambridgeshire District, but any other part of this district and probably any other district elsewhere in the country.

12. Bourn Airfield is currently a very important green space which provides a valuable separation of 1.25 miles between two clusters of villages – Greater Cambourne and Caldecote Highfields and Hardwick.

13. If Bourn Airfield were to go ahead, it would create an urban sprawl with a population of nearly 32,000 (see Table 1) but without an identifiable or easily accessible 'town' centre. It

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<sup>5</sup> See South Cambridgeshire District Council, Country Planning Act 1990, Refusal of Planning Permission, Form 5, REF.S/0144/94/0. See paragraph 12.4.1 of the 1992 Inspectors Report

would, in our opinion, destroy the rural character of the area, which has been retained well despite the building of Cambourne.

14. If Bourn Airfield goes ahead we would have what The Royal Town Planning Institute in its 2016 'Location of Development Report' calls a **linear pattern of strip development**, ....which, as a model of development, .. (has) been variously associated with increased infrastructure costs, transportation costs, congestion, pollution and loss of natural land, and with reduced public health and accessibility'.

**Table 1. Likely population of the Ribbon Development  
if Bourn Airfield goes ahead.**

<b>Settlement or village</b>	<b>Population</b>
Cambourne	11,390
Cambourne West	6,305
Bourn Airfield	9,380
Caldecote	1,737
Hardwick	2,670
<b>Total</b>	<b>31,480</b>

15. The Local Plan pays lip service to the avoidance of coalescence but, in our view, there is insufficient space around the proposed Bourn Airfield development to ensure that villages will be able to maintain their individual identities.

16. Much had been said about the purposes of the Green Belt during the course of this Local Plan examination - to our knowledge all of the references were designed to protect the fringes of Cambridge against development. The Green Belt is designed to prevent unrestricted sprawl of large built-up areas; prevent neighbouring towns merging into one another; safeguard the countryside from encroachment and preserve the setting and special character of historic towns. Surely these protections should be applied with an even hand? Development on Bourn Airfield will result in an urban sprawl, merge neighbouring communities into one another and encroach on the countryside and the special setting and character of historic villages.

17. Figure 1, below, shows the existing and proposed settlements to the south of the A428: together West Cambourne (1), Bourn Airfield (2), Caldecote (3) and Hardwick (4). Cambourne the built up area between (1) and (2). Figure 2 shows the boundaries of the urban area that would result if Bourn Airfield goes ahead.



**Figure 1: Bourn Airfield with West Cambourne and existing settlements**



**Figure 2: If Bourn Airfield goes ahead – urban sprawl in a rural setting (StopBAD image)**

**Question vi - Off-site transport infrastructure**

The policy and reasoned justification refer to the need for extensive off-site transport infrastructure provision in order to mitigate the transport impacts associated with creation of the new village, along with the Cambourne West development which has been granted planning permission. Bearing in mind the requirements of paragraph 177 of the National Planning Policy Framework, is there a reasonable prospect that the provision of such infrastructure, and the services and facilities referred to in the policy and justification, could be achieved in a timely fashion, particularly if the proposed modification to remove any phasing of development (PM/SC/3/I) is accepted, whilst not putting at risk the overall viability of the development?

18. The Modified Local Plan states that the Bourn Airfield will offer great opportunities for sustainable transport, including:

- an improved busway from Cambourne to Cambridge, financed largely by the Greater Cambridge City Deal, which would also serve Bourn Airfield and include stretches of segregated busway and bus priority measures on existing roads;
- measures to promote cycling and walking within the development and to neighbouring with a cycle link to West Cambridge (7 miles away);
- highway improvements to mitigate traffic impacts on surrounding villages and roads

19. The City Deal proposals for the improved busway are still in the early stages of planning. There is considerable opposition to the busway proposals that have been proposed, including by the MPs for Cambridge and South Cambridgeshire, who have called for the busway plans to be reviewed.

20. The City Deal scheme would involve construction of stretches of segregated busway and a new bridge over the M11. If there are no significant delays in planning or construction, it might possibly be operational within 5-6 years, but this is really a question for the City Deal Board. Other measures to promote cycling and walking, and local highway improvements could probably be achieved in the same time frame.

21. Since the earliest that key transport infrastructure identified could be delivered is in line with the development phasing envisaged for Bourn Airfield in the Local Plan (no houses to be built before 2022 and only 1,700 houses by 2031), **we would recommend that the proposed modification (PM/SC/3/I), which would allow an earlier start to housing construction, should be rejected.**

22. Key Objective 6 of the Local Plan aims to “*maximise potential for journeys to be undertaken by sustainable modes of transport, including walking, cycling, bus and trains*”. Although an improved busway would bring some benefits, it will do little to make Bourn Airfield sustainable. This is because Bourn Airfield is located too far away from where people work and the majority of people will still have to commute by car.

23. **The proposed busway would be of use only to the small number of people working in the centre of Cambridge. It would be of little use to the majority of residents who will commute to work in the science and research parks north and south of Cambridge, or at other places in the district and beyond.** The City Deal’s proposals for a Western Orbital route linking the busway to the Science Park in the north and Addenbrooke’s Hospital in the south is at an even earlier stage of planning than the Cambourne to Cambridge busway.

24. In the remainder of this section, we will outline our concerns about the viability of the Councils' proposal to develop Bourn Airfield, using information from our recent traffic and journey to work surveys.

24. **A segregated busway will not make the new settlements sustainable because the majority of commuters will still travel to work by car.** Recent surveys in Cambourne (a good proxy for future West Cambourne and Bourn Airfield populations) indicate that:

- 3,100 cars leave Cambourne each morning between 0715 and 0915<sup>6 7</sup>, 2100 of which head east on the A428 or Old St Neot's Road. Because of congestion on the A1303 (Madingley Hill), many of these cars then travel south on small rural roads through villages to the M11 at Barton eventually to reach the Biomedical Cluster south of Cambridge. Approximately 90% of vehicles leaving Cambourne were SOV (single occupancy vehicles) and 10% are double occupancy (DOV).
- 88% of commuters from Cambourne use their cars to get to work, while at most 12% travel by bus<sup>8</sup>.
- 23.3% of commuters from Cambourne travel to work in Central Cambridge (see Table 2), some of whom might possibly be encouraged in future to travel by bus. Another 22.9% work elsewhere in Cambridge (including the Science Park and Addenbrooke's Biomedical Park, which would involve changing buses at least once and slower overall journey times than going by car.
- 27.8 % of commuters from Cambourne work in villages across South Cambridgeshire (see Table 2), often 10-20 miles away from their homes. For these commuters, travelling to work by public transport bus is not an option. It would mean changing buses in Cambridge and much slower overall journey times than going by car. In many cases, the villages where people work have infrequent bus services, or no buses at all.
- 26.0% of Cambourne commuters work outside the Cambridge Sub-Region, in places such as Huntingdon, St Neots, Bedford, Royston and London (which accounts for 5.3% of Cambourne commuters). (Table 2). Again, for these commuters, travelling to work by public transport bus is not an option

25. **In conclusion, for over 75% of commuters from Cambourne, travelling by bus is currently not an option. In future, even if the busway and western orbital were built, over two-thirds of commuters would go by car because buses do not go to the spatially dispersed places people work.**

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<sup>6</sup> Coalition of Parish Councils. *Update on 2014 traffic survey*. March 2017. The survey was carried out in December 2016.

<sup>7</sup> At the time of the survey, in December 2016, 95% of the houses in Cambourne had been built. Once all the houses are built the number of cars leaving the settlement is likely to rise to 3,280.

<sup>8</sup> Preliminary survey results conducted for the Cambourne Parish Plan, which is to be published in March 2017. Other studies indicate that over 90% of Cambourne commuters travel to work by car.



**Table 2: Where commuters from Cambourne work<sup>9</sup>**

Place of work	% commuters
Central Cambridge	23.3
Other parts of Cambridge	22.9
Villages in South Cambridgeshire	27.8
Outside the sub-region	26.0
<b>Total</b>	<b>100.0</b>

26. We have used the data from these recent surveys to estimate the likely impact of the development of Bourn Airfield on car and bus use for different assumptions about the modal shift from car to bus. These are shown in Tables 2 to 4.

27. In Table 2, we estimate the number of (i) 'cars' (cars/vans/motorbikes) and (ii) buses, which would leave Cambourne, Cambourne West and Bourn Airfield in the two hour morning rush period, once these developments have been completed. Cambourne 2017 data are used as the baseline and estimates for West Cambourne and Bourn Airfield are calculated based on the number of houses planned and the forecast populations of these settlements. It is assumed that 88% of people travel by car and 12% by bus, as is currently the case.

27. Our estimates show that once Cambourne, West Cambourne and Bourn Airfield are completed:

- the number of cars leaving the area in the morning rush will more than double from 3,280 in Cambourne in 2017 to 7,770 (+137%) for the three 'villages'. The number of buses required would increase from 10 to 24;
- Bourn Airfield will result in an additional 2,695 cars leaving the area in the morning rush period (53% more than Cambourne plus Cambourne West) and will require an additional 8 buses.

28. One of the arguments used by the Councils and the City Deal to justify the proposed busway is that an improved service will result in a significant modal shift from car to bus. In our view, a substantial shift to bus use is unlikely because:

- most people in Cambourne work in places which it is difficult to reach by bus (as noted earlier); and
- evidence from elsewhere in the UK and Europe indicates that this rarely happens.

The St Ives-Cambridge busway is often touted as a success story but it is disappointing to note that no independent evaluation of the project has been undertaken. There is little evidence in the public domain to justify claims on numbers of passengers or cost effectiveness.

29. Tables 4 and 5 estimate the number of cars and buses leaving the area under different assumptions of modal shift. We compare the baseline scenario (12% of commuters

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<sup>9</sup> Coalition of Parish Councils. *Report of a Journey to Work Survey in Cambourne in February 2017*. To be published in March 2017. The data in Table 1 are preliminary and may change slightly.



travel by bus) with increasing degrees of modal shift (18%, 24% and 30% of commuters travelling by bus). Table 4 presents evidence for Cambourne, Cambourne West and Bourn Airfield; Table 5 for Bourn Airfield alone.

30. It can be seen from these tables that even under the most ambitious assumption (an increase from 12% to 30% of commuters traveling by bus):

- Cambourne, Cambourne West and Bourn Airfield  
The number of commuters travelling by car would only fall from 8,857 to 6,806 (-23%). This figure is more than double the current number of cars leaving Cambourne in the morning rush. The number of buses required would more than double from 24 to 59. This is equivalent to a full bus leaving the area every 2 minutes during the morning rush.
- Bourn Airfield  
The number of commuters travelling by car would only fall from 2,965 to 2,361 (-21%), with the number of buses required more than doubling from 8 to 20, which is equivalent to a full bus leaving the 'village' every 6 minutes during the morning rush.

31. **In conclusion, this analysis clearly shows, that even under the most ambitious assumption about modal shift from car to bus (30% commuters go by bus), 2,361 cars would leave the proposed Bourn Airfield development in the morning rush (equivalent to 1,180 per hour).**

32. It is hard to see, given current levels of congestion in the transport network (e.g., on Madingley Hill, at Barton and at Caxton Gibbett) how the extra rush hour car journeys generated by West Cambourne can be accommodated, let alone the additional 2,300 to 2,950 that would result from a Bourn Airfield development. Many of these cars would be forced to 'rat run' through local villages on country lanes, which are already carrying volumes of traffic and weights never intended for such roads, making life intolerable for local people.


**Table 3: Estimate of the number of cars<sup>10</sup> and buses leaving Cambourne, Cambourne West and Bourn Airfield**

	Cambourne	Cambourne West	Bourn Airfield	Total
Houses	4,250	2,350	3,500	10,100
Population	11,500	6,360	9,470	27,330
Cars leaving in the 2-hour morning rush period	3,280	1,804	2,695	7,779
No. of people commuting by car*	3,608	1,984	3,265	8,857
No. of people commuting by bus**	492	271	404	1,167
Total no. of commuters	4,100	2,255	3,369	9,724
No. of buses needed in the 2 hour morning rush period***	10	6	8	24
<b>Assumptions</b>				
*	90% SOV and 10% DOV			
**	88% of people commute by car and 12% by bus.			


<sup>10</sup> Cars, vans and motorbikes.

***	Assumes buses travel with 50 passengers.
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**Table 4: Estimate of the number of cars<sup>11</sup> and buses leaving Cambourne, Cambourne West and Bourn Airfield under different assumptions on modal shift**

Percentage of commuters travelling by bus from Cambourne, Cambourne West and Bourn Airfield	12	18	24	30
	Increasing modal shift 			
Cars leaving in the 2-hour morning rush period	7,779	7,248	6,718	6,187
No. of people commuting by car	8,557	7,974	7,390	6,806
No. of people commuting by bus	1,167	1,750	2,334	2,918
Total No of commuters	9,724	9,724	9,724	9,724
No. of buses required in the 2-hour morning rush period	23-24	35-36	46-47	58-59

**Table 5: Estimate of the number of cars<sup>12</sup> and buses leaving Bourn Airfield under different assumptions on modal shift**

Percentage of commuters travelling by bus from Bourn Airfield	12	18	24	30
	Increasing modal shift 			
Cars leaving in the 2-hour morning rush period	2,695	2,511	2,327	2,142
No. of people commuting by car*	2,965	2,763	2,563	2,361
No. of people commuting by bus**	404	606	806	1,008
Total No of commuters	3,369	3,369	3,369	3,369
No. of buses required in the 2-hour morning rush period***	8	12	16	20

33. **The busway plans are at an early stage and the case is not proven.** Although a first tranche of City-Deal finance has been secured, the busway project has yet to be agreed. There is disagreement about the type and alignment of the busway and public concern about the poor consultation by the City Deal. As was noted earlier (para.19), both MPs are calling for a slower and more measured process.

34. Also, a business case has yet to be developed, which demonstrates that a segregated busway (with necessary additional investments like the Western Orbital) could be operated viably by a commercial operator, who would provide High Quality Public Transport, without the need for long-term subsidies.

<sup>11</sup> Cars, vans and motorbikes.

<sup>12</sup> Cars, vans and motorbikes.

35. It is also unclear, as yet, how much the scheme will cost and how much of the cost the developers of Bourn Airfield would be expected to pay. The 'official' estimate for the cost of the busway is £147 million. However, in our view, this is an understatement because it does not include 'Present Value Costs' which are clearly stated in the economic case and the Executive summary. With these included, the cost would be over £207<sup>13</sup>. Department for Transport Guidance clearly states that such schemes need to take account of all costs - which the official estimate does not. It is worth noting that the initial estimate for the cost of the St Ives guided busway was c.£50 million, yet the actual cost is now well over £160 million, and still climbing.

36. A major concern is that Papworth Hospital, the largest employer west of Cambridge, with 2,000 employees, is going to move to the Biomedical Park at Addenbrooke's in April 2018. Currently over 200 people living Cambourne work at Papworth Hospital, which is only 4 miles away. Since they are mainly shift workers, frequent bus services to the New Papworth Hospital would be needed from 0600 to 2400 each day, otherwise they would have no option but to travel to work by car.

37. **The imperative for an all-ways interchange at Girton.** In our view, an all-ways interchange at Girton is a critically important investment and was not included in the Modified Local Plan. **For the Coalition of Parish Councils and its 21 members this investment is a much higher priority than the Cambourne to Cambridge busway.**

38. The Girton Interchange (GI) is currently constrained because traffic travelling on the west (e.g., from Cambourne) on the A428 cannot turn south on the M11. This makes it difficult for commuters to travel by car from Cambourne to the new jobs at the rapidly growing biomedical park and biotech companies south of Cambridge, without rat-running on country roads through local villages. An upgraded GI would enable cars and buses to move more easily from the A428 corridor to the biotechnology cluster south of Cambridge without using local roads.

39. The GI is at the eastern end of the proposed Oxford-Milton Keynes – Cambridge Expressway. Despite local pressure, upgrading the GI was not included in the on-going A14 redevelopment and it is not clear yet whether it will form part of the work on the new Expressway. Even if it is, the earliest that we expect an upgraded GI interchange to be completed would be the late 2020's. **Given this, in our view, any discussion of developing Bourn Airfield is premature.**

#### **Future AAP Development Plan Document**

40. We wish to respond to the following three questions:

- (vi) Paragraph 6y. Definitely.
- (vii) Paragraph 6aa. We are strongly opposed to direct access for vehicles to the Broadway.
- (viii) Paragraph 6cc. Definitely.

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<sup>13</sup> Present Value Costs include maintenance, risk and subsidies - not just the initial cost of construction.