

Hardwick Parish Council
Minutes of the Meeting held on Tuesday 27 June 2017
in the School at 7.00 pm

Present: Councillors: B Skingle (Chairman), J Humphries, P Joslin, S Rose and D Wellbelove.

In attendance: 5 members of the public and Mrs C Newton (Minutes Secretary, LGS Services).

Open public session including reports from the County and District Councillors

Martin Cassey reported that the Village Plan Committee's progress on the Plan and also on the Community minibus implications. He had contacted David Thompson at SCDC and would report further to the Parish Council at its next meeting. He asked if the Parish Council would be willing to take on the management of the minibus; the alternative would be a charity or non-profit making company. Parish Council members could be a trustee. It was felt that the scheme could operate better if not run by the Parish Council.

County Councillor Lina Joseph's report was taken as read.

A resident spoke to his application for change of use under item 7.1.1. He explained that he wished to extend the buildings to provide storage thereby enable him to expand his fencing contractor/cider making business. The extension would extend into green belt land by 50 yards.

1. **To approve apologies for absence**
Apologies were received from Cllr Gill (out of parish).
2. **To consider any applications to fill the casual vacancy**
None.
3. **Declaration of interests**
 - 3.1 **To receive declarations of interests from councillors on items on the agenda and details of dispensations held**
Cllrs Rose, Skingle and Wellbelove declared a non-pecuniary interest in item 9.1 as members of Hardwick Sports and Social Club.
 - 3.2 **To receive written and grant any requests for dispensation as appropriate for items on this agenda**
None.
4. **To approve the minutes of the previous meeting on 23 May 2017**
RESOLVED that the following amendments be made: agenda item 8.2.3, to read "mother and toddler group" not "mother and baby group;" under item 5.2, line 2, add "for the Grace Crescent development;" under item 5.1, to add the words "non-pecuniary interest" and remove the rest of the sentence; under item 9.3, add "subject to assurances;" and under item 10.2, to amend "£2450" to "£2400."
RESOLVED that the minutes of the meeting on 23 May be approved and signed by the Chairman as a true record, after the above amendments. (Prop SR, 2nd JH, unanimous)
5. **Matters arising and carried forward from the last or previous meetings for discussion/decisions**
 - 5.1 **(8.2.4) Small grant applications**
 - 5.1.1 **Hardwick Play Parks**
RESOLVED to approve a donation of £250.00. (Prop SR, 2nd DW, unanimous)

- 5.1.2 Hardwick Mothers and Toddlers Group
RESOLVED to approve a donation of £250.00. (Prop SR, 2nd DW, unanimous)
- 5.1.3 Hardwick Pre-School
RESOLVED to approve a donation of £250.00. (Prop SR, 2nd DW, unanimous)
- 5.1.4 3rd Hardwick Brownies
RESOLVED to approve a donation of £250.00. (Prop SR, 2nd DW, unanimous)
- 5.2 There was no item 5.2.
- 5.3 (11.4) Proposal for community minibus
RESOLVED to appoint Cllr Humphries to assist Mr Cassey.
- 5.4 (12.5) To consider the Internal Auditor's report and Proposal that the Council rejects the report as it currently stands and that the Clerk relays this to both the internal and external auditors
RESOLVED that the Council do not accept the internal auditor's report as it currently stands owing to some substantially incorrect or incomplete matters of fact (Prop SR, 2nd DW carried with 2 in favour and 3 abstentions)
RESOLVED to seek quotes from alternative internal auditors. (Prop SR, 2nd JH, unanimous)
RESOLVED that the Internal Auditor provide a draft of the report so that the Council may respond on factual matters before the final report. (Prop SR, 2nd DW, carried with 3 in favour and 2 against)
- 5.5 (12.6) To prepare the Annual Governance Statement (Section 1 of the Annual Return)
RESOLVED that the statements in the Annual Governance Statement be all answered "Yes." Apart from Trusts which is "No" (Prop BS, 2nd PJ, unanimous)
- 5.6 (12.7) To approve the Annual Governance Statement by resolution
RESOLVED that the Annual Governance Statement be approved and signed by the Chairman on the Council's behalf. (Prop BS, 2nd PJ, unanimous)
- 5.7 (12.8) To consider the Accounting Statements (Section 2 of the Annual Return)
RESOLVED with respect to the two un-presented cheques that the Victoire Press invoice for £750 be written off as this has probably been paid by Hardwick Happenings, and that the cheque for Jonno Gaze for £122 should not be written off and he is to be asked if it has been lost or if he requires a replacement cheque. (Prop SR, 2nd JH unanimous)
RESOLVED that the invoices for Hardwick Harriers and Hardwick Football Club totalling £500 are not written off and that they be reinstated in the current year and that an update be provided to the Council for the next meeting. (Prop SR, 2nd JH unanimous)
- 5.8 (12.9) To approve the Accounting Statements by resolution
RESOLVED that the Accounting Statements be approved. (Prop SR, 2nd DW unanimous)
- 5.9 To ensure that the Accounting Statements are signed and dated by the person presiding at the meeting
RESOLVED that the Accounting Statements be signed and dated by the Chairman on the Council's behalf. (Prop SR, 2nd DW, unanimous)
- 5.10 (13) To consider whether any items can be delegated to the Clerk and possibly a member to expedite Parish council business
On a proposition by the Chairman, it was agreed to vary the order of business to take this item at the end of the meeting.
The correspondence from Norman Gillan Consulting was noted.
- 5.0.11 Meeting of Village Working Group

RESOLVED to receive the verbal report on today's meeting of the Village Working Group attended by Cllr Rose (Hardwick Parish Council), Anne Jones (Trustee of Hardwick Village Hall and Social Club), Martin Cassey (Hardwick Village Plan), Alan West (Hardwick Community Association), Peter McKeown (Carter Jonas), Glyn Mutton (Hill Residential), Paul Derry (Barton Willmore), David Thompson (SCDC), Jane Muncey (Hardwick Scouts and Guides).

RESOLVED that New Housing Developments and Planning Obligations should be a standing agenda item for future meetings.

6. Correspondence/communications received

6.1 Chris Fuller – report on grass cutting and recommendation that the maintenance of the area under the perimeter trees should be increased to monthly

RESOLVED to delegate to the Clerk and Cllr Gill to resolve the issue with Chris Fuller and the contractor regarding the perimeter vegetation. (Prop BS, 2nd DW unanimous)

6.2 MAGPAS request for financial support

RESOLVED that the Parish Council decline the request on the grounds that the organisation is outside the parish. (Prop BS, 2nd SR, unanimous)

RESOLVED to delegate to the Clerk the power to reject any s137 applications that are out of parish.

7. Planning Applications and Decision notices and tree works applications

7.1 Planning applications received since the last meeting

7.1.1 S/1745/17/FL – Land to rear of 25 St Neots Road – Change of use for the existing buildings to B8. Fitting of timber doors

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

7.1.2 S/1879/17/FL – 2 Laxton Avenue – Proposed new dwelling on land adj 2 Laxton Close

RESOLVED that the Parish Council makes no recommendation. (Prop PJ, 2nd JH, unanimous)

7.1.3 S/1886/17/FL – 44 Hall Drive – Proposed three bedroom bungalow

RESOLVED that the Parish Council objects to the application. (Prop PJ, 2nd JH, unanimous)

7.1.4 S/1945/17/FL – Old Victoria Farmhouse, 26 Main Street – New rear extension and work around existing bread oven

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

7.1.5 S/1946/17/LB - Old Victoria Farmhouse, 26 Main Street – New rear extension and work around existing bread oven – listed building application

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

7.1.6 S/2212/17/FL – 11 Pershore Road

RESOLVED, given that no information had been seen, to check with the Clerk whether a response may be made by email between meetings.

7.2 SCDC Decision Notices

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

7.2.1 S/3461/16/FL – Victoria Farm, Cambridge Road – Retention of a temporary modular building for use as a farm office for up to two years – Permission granted.

7.2.2 S/3442/16/FL – Hobsons Farm, Kings Road – Proposed alterations to an agricultural building and change of use of part of a paddock to a car park necessary to use the building as a farm office under Class R of the Town and Country Planning (General Permitted Development) (England) Order 2015 - Permission granted.

- 7.2.3 S/0291/17/LD – 50 Hall Drive – Lawful development certificate for proposed two storey rear extension and single storey side extension, conversion of garage to residential – Permission granted.
- 7.2.4 S/1030/17/FL – 109 Bramley Way – Two storey side extension and single storey porch replacement – Permission refused.
- 7.2.5 S/0915/17/FL – 61 St Neots Road – Extension – Permission granted.
- 7.2.6 S/1042/17/FL – 11 Pershore Road – Proposed side two storey extension with internal renovations – Withdrawn.
- 7.2.7 S/0979/17/FL – 52 Main Street – Proposed timber frame double garage – Permission granted.
- 7.2.8 S/1039/17/FL – 125 Limes Road – Extend the entrance hall, extend the kitchen/dining area. Remove wall between sitting room and kitchen/dining room. Reposition the gate in the garden wall from the drive, insert a door in the garage in the north east elevation – Permission granted.

7.3 Tree Works
None.

8. Members reports and items for information only

8.0.1 Local Liaison Forum meeting on 27 June
RESOLVED to receive Cllr Joslin's verbal report.

9. Finance, procedure and risk assessment

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

RESOLVED to note the following action taken by the Clerk and Chairman together under delegated powers to accept Coulson's quote of £3727.00 plus VAT to over clad the existing fascias plus clean out all the gutters and repair the broken section at £630 plus VAT, as the existing fascias were sound enough to be over clad and the fascias won't require any further maintenance for approx 10 years.

As required by the CDM Regulations 2014, the Clerk and Chairman appointed Coulsons as both the Principal Contractor and Principal Designer at no cost to the Council.

The Clerk has spoken to Coulsons who have said that in their opinion the soffits are sound and the only issue they can see is that they don't match the colour of new cladding. This could be overcome by staining them.

RESOLVED to delegate to the Clerk to put the necessary works in hand to attend to a fallen branch between Ashmead Drive and Sudeley Grove. (Prop BS, 2nd JH, unanimous)

9.2 To receive play areas and skate park inspection reports and consider the RoSPA reports

RESOLVED to receive the reports.

RESOLVED to obtain quotations for the removal of concrete posts left behind after installation of the fence as this is a health and safety issue.

RESOLVED to note the RoSPA reports and Cllr Gill's report.

RESOLVED (Prop BS, 2nd SR, unanimous) that the Handyman be asked to remove the Grenadier Walk moss.

Worcester Avenue – No work required at this time.

RESOLVED ^(Prop BS, 2nd JH, unanimous) to delegate to the Clerk to put the works in hand to attend to the Egremont Road Slide tower damaged decking and roof replacement.

RESOLVED to seek advice whether anti-bird spikes could be installed on top of the swings at the Church Play area and if so to seek quotes.

RESOLVED ^(Prop BS, 2nd SR, unanimous) to delegate to the Clerk to put work in hand to repair at the Skatepark:

- flat bank with platform - uneven surfaces at the footplate
- fun box with curves – uneven surfaces at the footplate
- Half pipe – missing rivets and plates bouncing
- Quarter pipe – raised footplate screws and angle plate on platform.

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

RESOLVED pay Mr Giddings 1 hour extra for his time with the play area gate padlock ^(Prop JH, 2nd PJ, unanimous)

RESOLVED that the payments as listed in the finance report should be paid, plus Ian Giddings (Padlock) £20.20, Complete Weed Control (Weed Treatment) £480.00, Herts and Cambs Ground Maintenance (Grass cutting) £282.00, Coulson Building Group (Pavilion fascias and guttering) £5232.00. ^(Prop SR, 2nd JH, unanimous)

Cambs Cricket Ltd (Fertiliser application)	£150.00
Sherriff Amenity (Fertiliser supply)	£456.00
Herts & Cambs Ground Maintenance (Grass cutting)	£1128.00
Salary	£90.36
Salary	£104.00
HMRC (PAYE/NIC)	£229.80
LGS Services (Admin support)	£1309.00
NEST (Pension) (DD)	£175.79

Credits, including a VAT reclaim and bank interest, were noted.

5.10 (13) To consider whether any items can be delegated to the Clerk and possibly a member to expedite Parish council business

10. **Members’ items for the next agenda and for the Clerk’s information and Closure of meeting**

A query from Howard Bigg, as to whether the Parish Council is an eligible Parish Council, is to be an agenda item for the next meeting.
 Cllrs Skingle and Humphries gave their apologies for the July meeting.
 There was no further business and the meeting closed at 8.21 pm.

SignedChairmandate.
