

Hardwick Parish Council
Minutes of the Meeting held on Tuesday 25 September 2018
in the School at 7.00 pm

Present: Councillors: A Gill (Chairman), P Joslin, S Rose, D Wellbelove, M Cassey and Peter Ashton

In attendance: 5 members of the public including District Cllr Grenville Chamberlain and Ashley Shepherd (Neighbourhood Watch) and Mr Ben Stoehr (Acting Clerk).

Open public session including reports from the County and District Councillors

Ashley Shepherd, Neighbourhood Watch Co-ordinator, reported on the presence of gangs of youths on the Limes Estate between 7 pm and 2 am, particularly in Bramley Way and Pippin Walk. He had been in contact with the Police about issues including Anti-social Behaviour and drugs. Residents should call 101 to report concerns. RESOLVED to write to the Police to highlight the issues in Bramley Way and Pippin Walk. Thanks were expressed to the Parish Council for its assistance with the Neighbourhood Watch meetings.

District Cllr Chamberlain reported on:

- Complaints about issues in Bramley Way.
- The fire damaged building. The Planning Enforcement Officer has not got copies of the Parish Council's complaints information on file. There are issues with the shared gas supply preventing demolition, and the Enforcement Team are unable to proceed or prosecute until the gas governor is removed.
- The Local Plan is to be approved on Thursday 27 September. There will be 3500 homes on Bourn Airfield including homes all along the A428 from Hardwick to Caxton Gibbet.

RESOLVED to write reiterating the complaint about the fire damaged building, and to invite the officer to the next meeting. This is to be an agenda item for the next meeting.

1. To approve apologies for absence

None.

2. Declaration of interests

2.1 To receive declarations of interests from councillors on items on the agenda and details of dispensations held

None.

2.2 To receive written and grant any requests for dispensation as appropriate for items on this agenda

None.

3. To approve the minutes of the previous meeting on 28 August

RESOLVED that the minutes of the meeting on 28 August be approved and signed by the Chairman as a true record. (Prop PJ, 2nd DW, unanimous)

4. Co-option to fill vacancies following election – Peter Mark Ashton, 24 Laxton Avenue, Hardwick

RESOLVED to co-opt Peter Ashton as a member of the Parish Council. Cllr Ashton signed the Declaration of Acceptance of Office before taking his seat. (Prop DW, 2nd AG, unanimous)

5. Matters arising and carried forward from the last or previous meetings for discussion/decisions

5.1 (6.2) Standing Orders review – items deferred at the last meeting including:

- 5.1.1 (6.2.2) Standing Orders Section 19 – further clarification
RESOLVED to amend clause c to read “all staff.”
- 5.1.2 (6.2.3) Standing Orders Section 20 – further clarification
RESOLVED that there are no further changes.
RESOLVED that the finalised Standing Orders should be updated for approval at the next meeting.
- 5.2 (6.3) Consideration of Financial Regulations, Risk Assessment and other policies
RESOLVED that the following Policies be re-adopted with no changes:
Financial Regulations
Parish Council Code of Conduct
Dispensation procedure
Health and Safety Policy
Child Protection statement
Equal Opportunities and Race Relations Policy
Complaints Policy including Code of Conduct
How to complain to your Parish Council
Data Protection Policy
Freedom of Information Policy
Privacy notice for residents and members of the public
Management of records policy
Policy for dealing with planning applications between meetings
RESOLVED that the Internal Controls and Risk Assessment Policy should be reviewed at the next meeting.
- 5.3 (6.4) Consideration of holding meetings at other times
RESOLVED to note that the Parish Council could hold meetings at other times if the topic is relevant. RESOLVED that the December meeting should take place on 11 December 2018.
- 5.4 (6.6) Speedwatch update and Highway Safety Improvement proposals
Cllr Joslin’s report and the cost options were considered, including a suggestion for a 30 mph limit on St Neots Road; traffic calming in the village to prevent rat running, especially with the prospect of additional houses, including interactive signs; and the possibility of reducing some areas to 20 mph.
RESOLVED to investigate the options for reducing speed limits and to submit a “staged costed proposal” under the LHI scheme. (Prop SR, 2nd AG, carried with 5 in favour and 1 abstention)
RESOLVED to note that two more people were being trained as Speedwatch volunteers and that the scheme would be continuing soon. The Speedwatch results will be an agenda item for the next meeting.
- 5.5 (6.8) Hardwick Play Parks update
Cllr Gill reported that an email had been received from Amey requesting evidence and an access statement, which had been provided by Clare McGowan, and a response was awaited. (Prop MC, 2nd SR, unanimous)
- 5.6 (6.13) To consider quotations for cutting back hedge adjacent to Pavilion if received
RESOLVED to accept the quotation from Oakes & Watson. (Prop AG, 2nd PJ, unanimous)
- 5.7 (6.14) Proposal to delegate authority to the Clerk for dealing with illegal encampments
RESOLVED to request a copy of Milton Parish Council’s policy for consideration at the next meeting. (Prop AG, 2nd MC, unanimous)

RESOLVED that Cllr Gill should meet George Hay of CCC to discuss prevention options.

RESOLVED to delegate to the Clerk a budget of up to £5000.00 for dealing with unauthorised occupation of Parish Council land. (Prop MC, 2nd AG, unanimous)

5.8 (6.15) Bourn Airfield Development – to note approval of Local Plan

Cllrs Gill and Joslin reported on their attendance at a meeting of the Coalition of Parish Councils during the week. Two entrances were proposed to the development, at the Broadway and at Caldecote, for which the main objections related to transport and traffic.

RESOLVED to request a time extension for the application due to its impact on the village and that this should be an agenda item for the next meeting.

A letter about the Girton interchange, drafted by representatives of the Coalition to the Transport Secretary, was read out. RESOLVED that the Chairman should sign the letter on behalf of the Parish Council.

RESOLVED that the Parish Council should be proactive and inform residents, and seek support for appropriate transport links.

RESOLVED to hold a Parish Meeting on 16 October in the large hall at 7.30 pm.

RESOLVED that a working group be set up, with membership consisting of Cllrs Gill, Joslin, Wellbelove, Cassey and Ashton, and to delegate a budget of £250.00 to the Clerk for publicity costs.

5.9 (7.3) Hill – Grace Crescent street names – to note response from 3C Shared Services

RESOLVED to support the proposal for street names commemorating the war dead from World War I.

5.10 (7.5) Internal Audit report – to consider clarification from LCPAS if received

The response was awaited.

5.11 (8.2.1) St Neots Road development – to consider response from Clarion Housing Group

RESOLVED to note that Clarion had asked if the Parish Council would take on the Public Open Space but no plans or details had been received. More information had been requested on reserved matters.

5.12 (10) Request for letter of support in favour of St Mary's Community Hall

RESOLVED to write in support of the grant applications by the Church towards the St Mary's Community Hall and request the format of the letter. (Prop SR, 2nd PA, unanimous)

5.13 (8.2.1) S/3064/16/OL – Land South of 279 St Neots Road, Hardwick – reserved matters update

Taken earlier under 5.11.

6. Correspondence/communications received

6.1 Resident – complaint about a plastic bag in a tree

RESOLVED that the Parish Council is sure that this will blow away over the winter as the leaves die back. (Prop SR, 2nd AG, unanimous)

6.2 SCDC – Emergency plans

RESOLVED to check whether there is already a plan in existence, and if not to consider this item at the next meeting.

6.3 CCC and Peterborough City Council – joint Minerals and Waste Local Plan consultation

Noted.

7. Planning Applications and Decision notices and tree works applications**7.1 Planning applications received since the last meeting**

None.

7.2 SCDC Decision Notices

7.2.1 S/2404/18/FL – 27 Laxton Avenue – Two storey side and rear extension - Permission granted.

Noted.

7.2.2 S/2429/18/DC – Agricultural field west of Grace Crescent – Discharge of condition 2 (Materials) of Reserved Matters application S/4551/17/R – Permission granted.

Noted.

7.2.3 S/2567/18/DC – 2 Laxton Avenue – Discharge of conditions 9 (Foul water drainage) and 10 (surface water drainage) of planning permission S/1879/17/FL – Permission granted.

Noted.

7.2.4 S/2693/18/FL – 28 Main Street – Works to barn to comprise re-roof in natural slate reclad in dark stained horizontal feather edge boarding, insert new windows and door. Internal subdivision to create lobby, WC, games room, home office and mower store. Work to garage walls to be clad in dark stained horizontal feather edge boarding – Permission granted.

Noted.

7.3 Tree Works Applications**7.3.1 S/3598/18/TP – 95 Cambridge Road**

RESOLVED that the Parish Council had no objections.

8. Members reports and items for information only**8.1 New Housing Developments and Planning Obligations**

Cllr Rose reported that the Community Centre Working Group were now meeting monthly and had identified someone with architectural knowledge to assist. A drop in evening will be held to look at three potential sites for the Community Centre. A visit to the Clay Farm centre at Trumpington had taken place, to gather ideas.

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 that the Acting Clerk used delegated powers to:

- Accept a quotation for the repair of the loose bolt on the swing at Worcester Avenue play area (£90.00 +VAT) and to repair the broken slat on the tower slide at Egremont Road play area, (£190.00 +VAT).

9.2 To receive play areas and skate park inspection reports

RESOLVED to note that the swing seats at Grenadier Walk were very worn, and the grass at the public open space at Pershore Road, from Pump Lane to Ellison Lane, and St Mary's Play area, had not been cut for several months.

9.3 PKF Littlejohn LLP – External Audit conclusion

RESOLVED to note the conclusion of the External Auditors that “On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.”

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

RESOLVED that the payments as listed in the finance report should be paid. (Prop PJ, 2nd DW, unanimous)

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| PKF Littlejohn (External Audit) | £360.00 |
| Oakes & Watson (Laxton Avenue tree works) | £264.00 |
| RPM (Play equipment repair) | £336.00 |
| LGS Services (Admin support) | £1329.51 |
| CGM (Tree works) | £1368.00 |
| Salary | £90.36 |
| Salary | £135.72 |
| HMRC (PAYE) | £135.60 |
| LGS Services (Admin support) | £437.98 |
| NEST (Pension contributions) (DD) | £166.75 |

Credits, including bank interest and a wayleave payment, were noted.

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

Speedwatch, and the footpath at the rear of East Drive, Caldecote, are to be agenda items for the next meeting.

There was no further business and the meeting closed at 9.53 pm.

SignedChairmandate.

