

**Hardwick Parish Council**  
**Minutes of the Meeting held on Tuesday 23 April 2019**  
**in the School at 7.00 pm**

Present: Councillors: A Gill (Chairman), P Joslin, D Wellbelove, S Rose, P Ashton and E Croft.

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

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

Three residents thanked Cllrs Joslin and Gill for meeting them with Hill to hear their concerns about the street lighting, the footpath and drainage in Main Street. The level of lighting and whether all the lights were necessary were queried, and the residents asked the Parish Council to consider moving one lamp post from its current location, closer to adjacent hedging, so it was not directly outside a resident's house.

The residents expressed the view that there was a greater need for expenditure on the stretch of Main Street from the Church to Cahills Corner, than from the Church to the Blue Lion. The Council explained that the widening of the footpath between the Church and the Blue Lion was a County Council Highways planning requirement for the developers of Grace Crescent. At the time of negotiation with the developers, this stretch of footpath was felt to be most in need of improvement. The residents also commented that it would be darker in the section from the Blue Lion to the new development. However, the Council replied that there was money in the S106 agreement for street lighting this section could be looked at in the future.

The residents also queried the positioning of the lamp posts on the footpath on the edge of the pavement, and expressed concerns about their placement and appearance being in keeping in the conservation area. However, they had understood from discussions with Hill that they would be happy to make adjustments and would inform Hill of their wishes and where they would prefer the lights to go.

The Parish Council explained that it understood the whole path from the southern end of the village up to the School would be improved in quality and S106 funding would be received for further street lighting improvements. Whilst the section south of the Blue Lion was not specifically referred to, this was something that could be discussed in the future.

Another resident asked how it could be ensured that the footpath was not subject to flooding. It was noted that this was a Highways responsibility but it was suggested that they remind Hill that the footpath was subject to flooding and ask them to consider the drainage of that stretch when doing the work. The residents will raise these points with Hill.

**1. To approve apologies for absence**

Apologies were received from Cllr Giddings (unwell) and from District Cllr Grenville Chamberlain.

**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 26 March**

RESOLVED that the minutes of the meeting on 26 March be approved and signed by the Chairman as a true record. (Prop PJ, 2nd DW, carried with 4 in favour and 2 abstentions)

**4. Matters arising and carried forward from the last or previous meetings for discussion/decisions****4.1 (4.1) Neighbourhood Watch – request for CCTV in the village**

A reply from the Police was awaited and had been chased.

**4.2 (4.2) To consider quotation for re-painting of the old telephone kiosk in Main Street**

RESOLVED having considered two quotations for the work, to accept the quotation from Sharp Property Services at a cost of approximately £400.00 for two days' work. (Prop SR, 2nd AG, unanimous)

RESOLVED to order the paint from X2connect at a cost of £99.59 plus VAT. (Prop SR, 2nd AG, unanimous)

**4.3 (4.3) Emergency Plan update**

RESOLVED, in the absence of Cllr Giddings, that this item be deferred.

**4.4 (4.6) Works to the pond – to consider Environment Agency report and quotation if received**

RESOLVED, noting that a quotation was still awaited from Buchans and ownership and issues regarding flooding were still to be clarified, to write to the Cambridgeshire Wildlife Trust for advice in accordance with the Environment Agency suggestion.

**4.5 (7.2) To clarify the decision on the purchase of new Speedwatch equipment**

RESOLVED, to confirm that the new speedwatch equipment is from Morelock at a cost of £2474.00 plus VAT. (Prop SR, 2nd PJ, unanimous)

**4.6 (8.1) Maintenance of benches at Egremont Road**

RESOLVED, in Cllr Giddings's absence, to defer this item.

**4.7 (9) Volunteering under the Duke of Edinburgh Scheme**

RESOLVED having considered Cllr Ashton's suggestions for volunteer opportunities under the scheme, including assistance with the website, to accept Cllr Croft's offer to take on the webmaster role and provide support and supervision, and that Cllr Rose and Croft should liaise on what is required and draw up terms of reference. The opportunity was welcomed to encourage engagement between the younger members of the community and the Parish Council. (Prop SR, 2nd AG, carried with 1 abstention)

RESOLVED, having noted the Clerk's advice, to consider further volunteering possibilities, including more litter picking, at the next meeting, and that Cllr Ashton be authorised to update Comberton Village College. (Prop SR, 2nd AG, unanimous)

**4.8 (9) To consider the condition of the village notice boards**

RESOLVED to obtain quotations for the refurbishment of the notice board at the south end of Main Street initially as this is the one in the poorest condition.

**4.9 (9) Fly posting**

RESOLVED in the absence of Cllr Giddings, to defer this item.

**4.10 (9) Surplus sports equipment on the recreation ground**

RESOLVED in the absence of Cllr Giddings, to defer this item.

**4.11 (Feb meeting) Bus shelter graffiti – to consider quotations**

RESOLVED having considered two quotations, and noting that cleaning may make the perspex cloudy, to accept the quotation from J & S Gardening to clean the three affected bus shelters on St Neots Road, namely those at the Dry Drayton turn,

opposite Cambridge Road, and between Cambridge Road and Long Road, for the sum of £220.00 plus VAT. (Prop AG, 2nd DW, unanimous)

Briars behind the shelters are to be reported online to CCC by Cllr Joslin.

- 4.12 (Feb meeting) WSP street lighting and path widening Main Street – to confirm if the street lighting design is acceptable and that the Parish Council will take on long term maintenance of the lights so that CCC may sign the S278 agreement. Consideration to be given to any correspondence from residents on this matter

RESOLVED, having noted the comments of residents, to respond that the street lighting design is acceptable to the Parish Council, but the Council asks that consideration be given to minor changes to the placement of the lamp posts requested by the local residents, and also to take into account the local residents' views about the final markings for the pavements.

RESOLVED to confirm that the Parish Council agrees to take on the long term maintenance of the lights. (Prop SR, 2nd DW, unanimous)

Cllr Ashton left the meeting briefly at 8.34 pm and returned at 8.36 pm.

- 4.13 (4.10) Internal Auditor appointment

RESOLVED, noting that the signed contract had not been returned, and the delayed date of the audit, and having also considered concerns about independence, to continue with the appointment of LCPAS and to confirm with them that they will carry out the audit and pick up the books as soon as possible after May bank holiday Monday. (Prop SR, 2nd AG, unanimous)

- 4.14 (6.3) Tree planting in villages

SCDC had replied that there were no current schemes for villages.

## **5. Correspondence/communications received**

- 5.1 The Salvation Army – request to site a clothing recycling bank in the village

RESOLVED, as the Parish Council regarded the previous bank as a well used facility for the village, to respond that the Parish Council would like to have a clothing bank in the corner of the Egremont Road car park. (Prop AG, 2nd DW, unanimous)

- 5.2 Countryside Properties Bourn Airfield Development plans

RESOLVED to invite the representatives to the June meeting.

- 5.3 SCDC Village Design Statements consultation

Noted.

- 5.4 SCDC Mobile Warden Scheme enquiry

RESOLVED to respond that there is no scheme in the village, but the Council considers that a scheme would be of interest to local residents and would like to have more information on how the scheme would operate. (Prop AG, 2nd PJ, unanimous)

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

- 6.1 Planning applications received since the last meeting

- 6.1.1 S/1035/19/FL – 101 Bramley Way – First floor extension above existing ground floor  
RESOLVED to support the application. (Prop AG, 2nd PJ, unanimous)

- 6.1.2 S/1082/19/AD – Land east of Highfields Road, Highfields Caldecote – 1x stack sign advertisement

RESOLVED that the Parish Council has no comments. (Prop AG, 2nd PJ, unanimous)

- 6.2 SCDC Decision Notices

- 6.2.1 S/0867/19/DC – 175 St Neots Road – Discharge of condition 3 (Noise mitigation management plan) of planning consent S/3137/18/VC for removal of condition 4 (number of users) of planning consent S/1256/18/FL for change of use of part of

- commercial unit A1 pet store to D2 gym/personal and small group fitness training business – Permission granted.
- 6.2.2 S/0584/19/DC – 26 Main Street – Discharge of conditions 5 (Method statement for repair of the Bressemer beam), 6 (Mortars plaster and render), 7 (Methodology for cleaning brickwork and repair of any new or replacement bricks) and 9 (Recording of works with drawings and photographs) pursuant to listed building consent S/0584/19/DC – Permission granted.
- 6.2.3 S/0488/19/OL – Rear of 31 Cambridge Road – Outline planning permission for erection of 1 no. detached bungalow with some matters reserved except for access and scale – Withdrawn.
- 6.2.4 S/0477/19/FL – Redruth, Hall Drive – Front entrance automatic gates and fence – Permission granted.
- 6.2.5 S/0343/19/FL – 12 Merton Walk – Front porch extension – Permission granted.
- 6.2.6 S/0320/19/DC – 11 Cambridge Road – Discharge of conditions 2(i) (Materials), 3(i) (Boundary treatment), 4(i) (Hard and soft landscaping), 6(i) (Surface water drainage), 7(i) (Plan showing finished floor levels), 8(i) (Details for the construction of the parking and turning area) and 13 (Hedge) pursuant to planning permission S/4392/18/VC – Permission granted.
- 6.2.7 S/0040/19/DC – Land South of 279 St Neots Road – Discharge of condition 5 (Landscaping) of planning consent S/3064/16/OL for 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 works with all matters reserved except for access – Withdrawn.
- 6.3 Tree Works Applications  
None. An application for 84-86 Main Street had already been approved by SCDC.
- 7. Members reports and items for information only**
- 7.1 New Housing Developments and Planning Obligations including appointment of architect  
Cllr Rose reported that the Working Group had carried out a process for interviewing architects and identified AMA Chartered Architects as an architect for the project. RESOLVED that the Parish Council confirms that it is satisfied with the process carried out by the group so far in identifying an architect for the project and approves the group moving to the next stage of the appointment, which is to agree draft conditions of engagement and fees which will be put to the Parish Council for their approval in due course as a party to the agreement. (Prop PA, 2nd AG, carried with 1 abstention)  
The Grace Crescent development is progressing.
- 7.2 Village Plan printing  
The printed copies of the Village Plan had been delivered to the village. RESOLVED with regard to distribution, that Cllr Gill should ask Peter Cornwell whether it would be possible for the copies to be delivered at the same time as the next issue of Hardwick Happenings.  
On a proposition by the Chairman, the meeting was briefly suspended at 9.20 pm to enable Martin Cassey to speak. The Community Association wish to place a welcome pack for new residents in the show home for Meridian Fields, and it is envisaged that additional copies will be required by new residents, necessitating a reprint. The Parish Council indicated that it would be amenable in principle should a request be made to a future meeting. The meeting resumed at 9.22 pm.
- 8. Finance, procedure and risk assessment**
- 8.1 To consider any quotes for urgent work required because of risk and Clerk's use of delegated powers

None.

8.2 To receive play areas and skate park inspection reports

The play inspection reports were received.

RESOLVED, as residents had reported youths equipped with tools had been deliberately loosening or removing bolts from the new play equipment which had now been replaced and tightened and observing that the very large tyres used by the fitness training group had been moved around to contact the Police to report this activity and ask them to keep an eye on the play area, and on the tyres stacked between the Pavilion and the tennis courts.

RESOLVED given the verbal report, that at Worcester Avenue, the brick wall between the parking area and the playground was deteriorating with bricks crumbling away, Cllr Wellbelove should take a look with a view to establishing the ownership of the wall and report back to the next meeting.

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

RESOLVED that the payments as listed in the finance report should be paid, plus RPM (Egremont Road play repairs) £876.00, Hardwick Community Association (Affiliation fee) £45.00. (Prop PJ, 2nd DW, unanimous)

Salary	£90.56
Salary	£135.72
NEST (Pension) (DD)	£173.53
Hardwick School (Room hire)	£87.50
LGS Services (Admin support)	£1337.29
LGS Services (Admin support)	£288.00

Credits, including investment interest and rent, were noted.

8.7 To consider the Accounting Statements (Section 2 of the Annual Return)

The Accounting Statements were considered. Clarification was sought on the period to which the debtors and creditors related, what they were for and how overdue the payments were, and whether the VAT covered one or four quarters. Clarification was also sought on the method of valuation of assets.

8.8 To approve the Accounting Statements by resolution

RESOLVED that the Accounting Statements be approved. (Prop DW, 2nd PJ, unanimous)

8.9 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 DW, 2nd PJ, unanimous)

8.4 To carry out a review of the effectiveness of the system of internal control that has been in place during the year under review (between 1 April 2018 and 31 March 2019)

The system of internal control was reviewed and all appeared to be in order. (Prop PJ, 2nd AG, unanimous)

8.5 To prepare the Annual Governance Statement (Section 1 of the Annual Return)

RESOLVED that statements 1-8 in the Annual Governance Statement be all answered "Yes," apart from Question 9 (Trusts) which was not applicable. (Prop SR, 2nd AG, unanimous)

8.6 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 PJ, 2nd DW, unanimous)

**9. Members' items for the next agenda and for the Clerk's information and Closure of meeting**

Cllr Ashton raised a query regarding the burnt out building. RESOLVED, noting that the Council had not heard of any developments, to ask the District Councillor if he could provide up to date information on the position regarding the burnt out building. The Comberton Greenway report has been published and is to be an agenda item for the next meeting.

RESOLVED that Cllr Joslin should arrange for a representative of the Greater Cambridge Partnership to come and talk to the Parish Council about the Greenway and hear what residents are asking for so that this can be discussed in the village.

Items for Hardwick Happenings are to include: damage to the new equipment at the play park; the proposed Salvation Army clothes bank; the delivery of the Village Plan; and the burnt out building.

There was no further business and the meeting closed at 10.06 pm.

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

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