

**Hardwick Parish Council**  
**Minutes of the Meeting held on Tuesday 27 October 2020 at 7.00 pm**  
**Held remotely via Zoom due to the current pandemic**

Present: Councillors: A Gill (Chairman), P Joslin, S Rose, A Joolia, D Wellbelove and A Everitt.

In attendance: 4 members of the public including Anne Jones (The Cabin at St Mary's) and Jeff Jones (Hardwick Happenings); District Cllr Grenville Chamberlain and Mrs A Griffiths (Minutes Secretary, LGS Services).

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

District Cllr Chamberlain reported on:

- A Covid briefing from the Chief Executive. South Cambridgeshire was currently in Tier 1. Residents were urged to seek healthcare at the earliest opportunity and to abide by the precautions, remembering “Hands, Face, Space” in order to stay safe and protect themselves and others. Environmental health officers were receiving training to take on tracing.
- Broadband in Main Street. BT had just finished their work.
- Cllr Chamberlain apologised that he would have to leave at 8 pm.

**1. To receive apologies for absence**

Apologies were received from Cllr Giddings (unwell).

**2. Declaration of interests**

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

Cllr Joolia declared an interest in item 6.1 as his child attends the Scout Group.

**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 last meetings on 22 September and 1 October**

RESOLVED that the minutes of the meeting on 22 September be approved and signed by the Chairman as a true record, after naming Anne Jones (The Cabin at St Mary's) under the list of those present; under 2.1, that Cllr Rose declared a pecuniary interest and under 4.4, to read “funding not as yet received from Meridian Fields.”

RESOLVED that the meeting closure time be inserted as 9.50 pm <sup>(Prop AG, 2nd PJ, unanimous)</sup> and the minutes approved. <sup>(Prop DW, 2nd AG, unanimous)</sup>

RESOLVED that the minutes of the meeting of 1 October be approved and signed by the Chairman as a true record after adding “in the” under item 3.6, deleting “expected” under item 3.8 and changing “consultation” to “clarification” in item 4. <sup>(Prop AE, 2nd PJ, carried with 1 abstention)</sup>

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

**4.1 (6.3) Cabin Management Team – request for financial support for new online booking system**

At 7.22 pm on a proposition by the Chairman, the meeting was briefly suspended to allow Anne Jones to outline the background and purpose of the request. The meeting resumed a few minutes later. RESOLVED having considered the NALC advice and Cllr Joolia's report on his research, that the grant request be declined and that a copy of the legal briefing note setting out the position is to be sent to Anne Jones as whilst

the Parish Council would love to support the initiative, it was legally constrained from granting financial support to the Church or its activities under the 1894 Act. <sup>(Prop AG, 2nd PJ, unanimous)</sup>

4.2 (6.4) Hardwick Happenings – request for financial support

At 7.35 pm, on a proposition by the Chairman, the meeting was briefly suspended to enable Jeff Jones to outline the reasons for the request. The meeting re-opened at 7.37.

RESOLVED in accordance with its powers under Section 142 of the Local Government Act, 1972, to make a donation of £1000 now followed by £2000 in April 2021, which in the opinion of the Council, is in the interests of the area and its inhabitants, subject to Hardwick Happenings providing an update in 12 months' time, along with a copy of their accounts, as they had done each year. <sup>(Prop SR, 2nd PJ, unanimous)</sup>

A proposal <sup>(AE)</sup> that the Parish Council provide two pages of meaningful content about its activities in the magazine each edition will be an agenda item for the next meeting.

4.3 (4.1) Millers Way transfer and proposed lighting – to consider responses from lighting suppliers and if the Parish Council is ready to choose a type of lighting and a supplier

RESOLVED having considered the Solicitor's report, to accept the contribution of £17,328.30 from Persimmon and sign the deed of transfer once it is received from the solicitor. <sup>(Prop PJ, 2nd AG, carried with 5 in favour and 1 abstention)</sup>

RESOLVED given the preference is for solar lighting on the grounds of sustainability, to accept the quotation from Prolectric for the installation of two solar column lights at a cost of £3,118.00 when the land has been transferred. <sup>(Prop AG, 2nd AJ, unanimous)</sup>

4.4 (3.1 of 1.10.20) To consider a policy on requests for tree works

RESOLVED to investigate whether other parish councils have policies on tree work requests and to defer this matter to the next meeting. <sup>(Prop AE, 2nd AG, unanimous)</sup>

4.5 (3.3 of 1.10.20) Residents of Lambourne Road and Ellison Lane – request that tree crown be reduced on grounds of safety and to improve light

RESOLVED noting that the trees had been looked at by two independent tree surgeons and had not been identified as dangerous, to accept the quotation of £140.00 plus VAT to crown lift the trees along the passage, and to inform the residents. <sup>(Prop AG, 2nd SR, unanimous)</sup>

A proposal by the Chairman to inform a resident that the Parish Council would be agreeable for them to cut back roots encroaching on their property to the boundary was not seconded as during the discussion at 8.10 pm, on a proposition by the Chairman, the meeting was briefly suspended to allow the resident to speak. The resident clarified that the encroaching roots were not from the Parish Council's tree.

4.6 (3.3 of 1.10.20) To consider resident correspondence regarding overhanging branches in Egremont Road

4.7 (3.3 of 1.10.20) To consider resident correspondence regarding dead tree near the Recreation Ground

RESOLVED to note that the dead tree had since been removed and the Parish Council had been thanked.

4.8 (3.10 of 1.10.20) Village website – to consider report and recommendation

RESOLVED, given that the deadline for residents to respond was not until early November, to defer this item to the next meeting.

4.9 (3.6 of 1.10.20) James Fisher SDC – response to the request for a deed of variation St Neots Road S106 – to consider if the Parish Council will pay the legal costs  
RESOLVED, noting that SCDC were agreeable to the Deed of Variation subject to the Parish Council covering the County Council's costs, that the costs should come from S106 funds. (Prop SR, 2nd AG, unanimous)

4.9 (4 of 1.10.20) Proposal on the length of meetings  
RESOLVED having considered several suggestions for reducing the length of meetings, noting that committees would be more onerous and time-consuming for a small parish council, and noting that there were a number of aspects to be considered, that in the first instance efforts should be made to keep the public session as short as possible, that members' written reports preferably with a clear proposal, should be sent to the Clerk well in advance of the meeting, and that notifications of planning applications should be forwarded to all members.

## 5. Finance, procedure and risk assessment

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

RESOLVED to note that the Clerk used delegated powers as follows:

- Accept Cllr Giddings's kind offer to repair a fence inside the Egremont Road play area at the back adjacent to the School where a stake and wire fence needs replacing/repairing.
- Accept a quote from RPM to repair the safety surfacing at the St Mary's Church play area at a cost of £910.00 plus VAT.

5.2 To receive play areas and skate park inspection reports and consider if any work is required

RESOLVED to arrange repairs to rivets at the skate park.

RESOLVED to note that an old picnic table had been dismantled and was being used as a ramp but it was not considered any more unsafe than the trees.

RESOLVED to note that much of the tree house had been dismantled and the wood was being used as a ramp but this was not deemed to be any more unsafe than climbing trees.

5.3 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 Command Pest Control (wasp nest visit) £48.00, RH Landscapes (Grass cutting) £624.00. (Prop AG, 2nd PJ, unanimous)

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|--|----------|
| Salaries and pensions                    | £518.15  |
| Cambs ACRE (Training)                    | £30.00   |
| A Joolia (Expenses – Email)              | £129.60  |
| RH Landscapes (Grass cutting)            | £1842.00 |
| I Giddings (Expenses)                    | £62.99   |
| RPM (Play equipment repairs)             | £324.00  |
| Oakes & Watson (Tree works – skate park) | £456.00  |
| I Giddings (Expenses – tree stakes)      | £9.45    |
| LGS Services (Admin support September)   | £1386.04 |
| SSE (Street light electricity) (DD)      | £80.24   |

RESOLVED to note the following payments made between meetings:

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|---|----------|
| Zurich (Insurance)                          | £2169.68 |
| D Wellbelove (Expenses – sign installation) | £15.40   |
| SSE (Street light electricity)              | £77.90   |

Credits, including bank interest, a resident's contribution towards trees and receipt of the precept, were noted.

## **6. Correspondence/communications received**

### **6.1 1<sup>st</sup> Hardwick and Highfields Scout and Guide Group – request for financial support for new fence**

RESOLVED, in accordance with its powers under the Local Government (Miscellaneous Provisions) Act 1976 using its Section 137 budget, to approve a donation of £500.00 to the Scout group. (Prop AG, 2nd DW, unanimous)

### **6.2 SCDC Covid grant to support vulnerable and those who need to self-isolate – request from Hardwick Network that the Parish Council applies and acts as the Network's banker**

RESOLVED to note that the request from the Hardwick Network for the Parish Council to apply for a grant on its behalf and act as banker, had been withdrawn as this matter had since been resolved.

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

### **7.1 Planning applications received since the last meeting**

#### **7.1.1 S/3440/18/OL – Bourn Airfield – AMENDED - Outline planning permission for a new mixed use village comprising residential development of approximately 3500 dwellings mixed uses comprising employment retail hotel leisure residential institutions education community facilities open space including parks ecological areas and woodlands landscaping engineering for foul and sustainable urban drainage systems footpaths cycle ways public transport infrastructure highways including a principal eastern access from the roundabout on St Neots Road and western access with Broadway including first section of strategic public transport route associated infrastructure groundworks and demolition with all matters reserved except for the principal highway junctions from the St Neots Road roundabout and onto Broadway with some matters reserved except for access. This application is subject to an Environmental impact assessment.**

RESOLVED to object to the application, and to submit the following response, having incorporated agreed amendments to the previously circulated draft: (Prop AG, 2nd PJ, unanimous)

“Comments from Hardwick Parish Council on the Amended Bourn Airfield Transport Assessment dated September 2020

#### **General**

The approach presented in this Transport Assessment dismisses the Planners requirement for a HQ public transport system to serve the development. To begin the development without a guarantee on HQPT goes against everything that has been mandated to date by the Planning Authority i.e. to get traffic off our congested roads on to appealing high-quality rapid public transport.

This requirement was strongly endorsed by the Council's Overview and Scrutiny Committee when the Bourn Supplementary Planning Document (SPD) was reviewed late last year. Now it seems a HQPT system is no longer an essential prerequisite. We believe that to go forward without a HQPT system in place sets a precedent that will allow large developments to go ahead without the required infrastructure. It is designed to allow the developer to deliver at least the first 500 homes then leverage the Planning Dept to obtain the remaining 3000 through undefined processes.

## **Specific Comments - Transport Summary Report**

### **1.2 Proposed Draft new Planning Condition**

*The Developer shall not (unless otherwise agreed with the County Council) occupy more than 500 dwellings until it has received confirmation of the delivery of the Strategic Transport Intervention or received confirmation through the submission of a Transport Assessment (the content shall reflect any relevant guidance provided by Cambridgeshire County Council) that shall demonstrate, within the context of the monitored transport impacts, that the transport movements within the Proposed Development Phase are not likely to give rise to severe impacts upon the network.*

We assume the Strategic Transport Intervention means the HQ Public Transport previously C2C. We believe the proposal should replace “confirmation” with “a guarantee” and that everything underlined including and beyond “or” in paragraph 1.2 should be deleted.

Otherwise this proposal is just a license to ignore planning stipulations for large developments which is entirely unethical and unacceptable.

Please define what is meant by “received confirmation of the delivery of the Strategic Transport Intervention”. Who provides this confirmation and with what guarantees of delivery?

Would the guarantee of the Strategic Transport Intervention prior to the 35<sup>th</sup> property being occupied void the proposals in Appendix C?

**2. Transport Assessment December 2019**

**Appendices A and B – Technical Notes 20 and 21**

Hardwick’s request to re-examine junctions flows towards Hardwick appear not to have not been addressed – Parish Council objection Sept 2020 provides details.

**3. Mitigation Proposals**

3.3. Mitigation to Support the first 500 dwellings is referred to in Table 2.2 of the Interim Measures report Appendix C. This table reflect the developers view of trips at the Madingley Road M11 junction but Hardwick is concerned about the trips affecting Hardwick. Where are the junction calculations please?

3.8 Table 3.1. In the column “Timeline for delivery”, there is reference to “1st Phase” of the Development. What is the definition of First Phase?

|  |                    |   |
|--|--------------------|---|
| Delivery of the Site Access Junctions and Bus Link through the development | Planning Condition | Delivered in the 1 <sup>st</sup> phase of development |
|--|--------------------|---|

This table contains several cultural measures and aspirations to avoid car travel but differentiating between the effects of each “soft” measure needs clarity.

Without a HQPT operation, there is nothing in this Table to clarify what specifically is proposed to protect villages from rat run traffic. Please see our comments on Appendix C that follow.

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|--|---|--|
| Shared Cycleway from Madingley Mulch to the Site | Planning Obligation requiring agreement to design and subsequent implementation | Funded in 1 <sup>st</sup> Phase of the Development |
|--|---|--|

We note a Shared Cycleway between the Development and Madingley Mulch yet there are also Shared and Segregated Cycleways for St Neots Road Hardwick on other local development plans. Are you relying on third party plans to deliver this obligation and if not how are you going to handle conflict?

| Crossing to allow connections using exiting Bridleways to the Comberton Greenway | Planning Obligation | Funded in 1 <sup>st</sup> Phase of the Development |
|--|---------------------|--|
|--|---------------------|--|

There is a reference to allow connections using existing Bridleways (from the development) to Comberton Greenway yet there is no funded GCP Greenways Plan beyond Long Road Comberton. How will this be accomplished please and with what timeline?

### **Specific Comments on Appendix C – Interim Transport Measures to be Delivered Prior to the delivery of the Strategic Transport Intervention**

Whereas this development should not even commence until a clear guarantee of a HQPT with sufficient capacity to take traffic off the road, the content in Appendix C must be mandatory if the development goes ahead.

1.4 *“It is considered that this package of Interim Measures could allow for the delivery of in excess of 1,500 Units prior to the Strategic Intervention along the corridor, with a further 250 Units provided in the construction period for the Strategic Intervention”.*

Whereas the Summary Document and proposed Planning Condition is written around 500 dwellings, this paragraph reference 1500 homes. Which is it?

1.5 *“Table 1.1: Impact of 1,500 dwellings on the Madingley Road Corridor”*

Please define the Madingley Road corridor. We have provided our calculations for St Neots Road and have not received any comments.

### **3.2. The Package of Interim Measures – Cycling**

*“Measure C1 - Shared Cycleway from west of Madingley Mulch to Development Further to the cycle audit undertaken, it was identified that a shared cycleway/footway/ could be provided along St Neots Road from the development access (eastern) to west of the Madingley Mulch roundabout where it meets the existing on-road a shared cycleway/footway with proposed connections between the paths. This would provide a complete cycle route from the development to Cambridge City”.*

C1 is in conflict with other development plans already in place – Hardwick currently has segregated on-carriageway cycle lanes and we request you also consider a segregated cycle route on the north of St Neots Road to Madingley Mulch that would avoid a dangerous cycle crossing at the Village Entrance, East.

*“Measure C4 – Extension of the Comberton Greenway 3.40 The Greater Cambridge Greenways is a Greater Cambridge Partnership (GCP) project, to provide a local travel route for cyclists, walkers and equestrians. The Comberton Greenway Project is the closest route to Bourn Airfield, which runs from the village of Comberton to Cambridge city, via a mixture of existing and proposed bridleways”.*

C4 appears to be independent thinking as the Comberton Greenway currently goes no further west than Long Road Comberton. Has this been fully evaluated with the GCP Greenways Team, costed and given a timeline please.

### **4. Monitoring and Management**

*“The Impacts of the Proposals will be Monitored in two ways:*

- Through Comprehensive Traffic Surveys as Shown in Figure 2.3*
- Through Monitoring the effectiveness of the proposals through the Better Points scheme*
- Introduction as required of local area traffic calming”*

In our view, the correct route for traffic to and from a development the size of Bourn Airfield is via the Strategic Road Network, A428.

We welcome that the developers are proposing traffic calming on Cambridge Road Hardwick and Long Road, Comberton surrounding villages but please note that St Neots Road, Hardwick is a local village road and needs to be included for traffic calming and monitoring. Please add a monitoring and calming location between the

junction with Cambridge Road and the Hardwick Roundabout to your Monitoring Locations Figure 2.3 and Traffic Calming Figure 4.1.

Our proposal is that these schemes should be implemented prior to building above ground.

Please clarify what monitoring measures you will provide and what evaluation of triggers will demonstrate the decision to move beyond construction of 500 homes as referred to in the Transport Summary Report 1.2

For avoidance of doubt, please publish up front a single document showing the forecast Traffic Movements referred to in Transport Summary Report 1.2, namely *“provide a comparison of monitored flows with those forecast in the submitted Transport Assessment”*

#### 4.6 *Figure 4.1*

The roads highlighted for potential traffic calming include Cambridge Road, Hardwick and Long Road Comberton. Comberton and Hardwick are very interdependent when there are traffic issues, especially impacting on Madingley Road. Traffic into Hardwick experiencing calming on Cambridge Road Hardwick and Long Road Comberton would most likely add considerably to the queues on the Madingley Road as the traffic calming will clearly prevent current traffic as well as new BA traffic from clearing the congestion.

Please confirm the understanding that at morning peak there is a continuous stream of commuters exiting A428 at Madingley Mulch roundabout, taking the last exit west into St Neots Road then immediately left into Long Road Comberton to avoid the queues on the Madingley Road? The congestion at Barton then builds back into Comberton. We believe this situation is not clearly understood.

During the build of Traffic Calming Measures that affect Hardwick and Comberton what measures will be introduced to mitigate the implications on all traffic using the surrounding road networks affected by the Traffic Calming measures?

Our own objectives are to make the St Neots Road Hardwick unattractive to through traffic and thereby to force through traffic onto the A428 and we insist you add St Neots Road Hardwick to your Traffic Calming Schemes

The only effective mitigation would be a direct connection from A428 to M11 south so that traffic from Bourn Airfield and villages west would use the Strategic Road Network.

### **5. Point by Point response to CCC Highways**

*“CCC Comment 1 1.4 The note needs to address the potential additional rat running trips that could occur as a result of interim development taking place prior to a strategic scheme being in place. If Madingley Road is already at capacity, more cars are likely to try to find other rat running alternatives. Traffic calming and measures that discourage rat running through villages should be developed and included as advance measures”.*

Whereas CCC has challenged the extent to which commuters would shift from Cars to public transport, we would argue whether sufficient effort is being directed at persuading Highways England to bring forward the A428/M11 connection at Girton.

That would provide a long-term permanent solution with clear measurables rather than the subjective application of mitigation to “soft” schemes not used in South Cambridgeshire.

We appreciate the questions that Highways have raised on this Development Application and the extent to which MB have attempted to respond with evidence. Generally however we believe that there is insufficient evidence to point to the car use mitigation from the “soft” schemes in this section. There are still very good reasons why commuters require to go to Cambridge City – retail and services that cannot be accomplished working from home.

5.4 During development clearing and set up, we anticipate a good deal of construction traffic which we do not want to accommodate on the roads of Hardwick. Please ensure this is clear in the Planning Conditions

#### 5.43 Bus Share proposals compared with Cambourne

*“As set out in response to Comment 15, Countryside operate a number of bus services which achieve a high bus modal share on various different sites. The success of the bus services is in how the services are operated and marketed”.*

We believe using the bus in preference to a car is not just about bus operators and marketing. Many working families have child care and other responsibilities before and after work that prevent them using public bus services. Please consider this when working out that car preference is quite often irrespective of Bus operators and Marketing.

### **6. Point by point response by Mayer Brown to CCC**

#### *Interim Measures Effect Table 6.3*

We are not clear what is being proposed here. The interim measures referred to are apparently not relating to the occupation of 500 homes but rather 1975 or after adjustment 1288. Please explain.

#### *Interim Measures Table 7.2*

Whereas many would see the Interim measures as aspirational

- Shuttle buses
- Bus priority
- Cycling schemes
- Car Club
- Amazon points
- Etc

we believe it is difficult to precisely predict the effect separate mitigation issues proposed. The safest solution is therefore to have the HQPT guaranteed, local infrastructure in place and traffic calmed before the BA development is developed beyond ground level.

### **Appendix A**

#### **Cycle Plans**

As previously stated, these Possible Cycle and footway improvements are already in other Planning Proposals in one form or another and do not necessarily accord with other schemes nor what would be acceptable to Hardwick.

There should be consideration for an alternative proposal here to include the opportunity for a segregated cycle path North or South of St Neots Road Hardwick

which continues through to Madingley Mulch and avoids the crossing at the Hardwick Village Boundary with Comberton.

The Speed Limit beyond the Village Boundary to Madingley Mulch should be reduced from National to 40 maximum to allow safe Cycling across Long Road Comberton to Madingley Mulch and beyond

The junction at Long Road Comberton favours vehicles not cycling. The priority should be for cyclists and the junction layout amended accordingly with tighter splays and give way signs.”

- 7.1.2 20/04087/HFUL – 17 Ashmead Drive – Two storey side and rear extension  
RESOLVED to support the application. (Prop AG, 2nd PJ, carried with 5 in favour and 1 abstention)
- 7.1.3 20/02728/REM – Land south of St Neots Road – AMENDED – Approval of matters reserved for appearance, landscaping, layout and scale following outline planning permission S/3064/16/OL for 155 dwellings following demolition of two existing dwellings – to note response made between meetings. The Parish Council was neutral.  
Noted.
- 7.1.4 20/04225/HFUL – 41 Ashmead Drive – Demolition of ground floor porch and WC and replacement with 2 storey front extension  
RESOLVED to support the application. (Prop AG, 2nd PJ, carried with 5 in favour and 1 abstention)
- 7.2 SCDC Decision Notices
- 7.2.1 20/03357/HFUL – 25 Ashmead Drive – Two storey extension and single storey side/rear extension – Permission granted.
- 7.2.2 20/02822/HFUL – 35 Egremont Road – Single storey front extension – Permission granted.
- 7.2.3 20/02643/CL2PD – 85 Ellison Lane – Certificate of lawfulness for a proposed rear roof dormer and velux window to front elevation – Certificate granted.
- 7.2.4 20/03494/HFUL – 24 Ashmead Drive – Proposed hobby room to rear of existing dwelling – Permission granted.
- 7.3 Tree Works Applications
- 7.3.1 20/2085/TTCA – 87 Main Street  
RESOLVED to note that this application had already been determined by SCDC.
- 8. Members reports and items for information only**
- 8.1 New Housing Developments and Planning Obligations  
RESOLVED to note Cllr Rose’s previously submitted written report. A response was awaited from the architects on the latest version of the plans for the Community Centre.
- 8.2 Report on East West Rail online forum with Anthony Browne held on 15 October  
The Chairman reported on his attendance at the meeting, a video of which is available online. RESOLVED having considered the Chairman’s report on his attendance at the meeting to await further information to come in the New Year and consider and comment on the proposals at that time.
- 8.3 Proposal that the Parish Council considers installation of a defibrillator  
RESOLVED to defer this item to the next meeting, along with consideration of the future use of the former telephone kiosk in Main Street.
- 8.4 Highways Working Group report  
Cllr Joolia declared an interest as a resident of St Neots Road.

RESOLVED having considered the Working Group’s report, given that there had been no consultation on the temporary cycle scheme, that Cllr Everitt should contact the County Councillor to seek information and also the outline plans for a 3m mixed use path, and ask whether the village will be consulted or whether the Parish Council should publicise the proposals via Hardwick Happenings.

RESOLVED with regards to Greenways, that the Chairman should ask a local landowner about the CCC project for a possible north-south Greenway cycle link into Hardwick.

North-south footpath upgrade – Work will commence in February 2021.

**9. Closure of meeting and items for the next agenda**

The Chairman reminded members to send reports and proposals for the next agenda to the Clerk.

Cllr Joslin proposed the renewal of the LGS Services contract be considered at the next meeting.

There was no further business and the meeting closed at 9.50 pm.

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

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