

Hardwick Parish Council
Minutes of the Meeting held on Tuesday 8 December 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 and I Giddings.

In attendance: 1 member of the public, District Cllr Grenville Chamberlain and Mrs Gail Stoehr (Clerk).

Open public session including reports from the County and District Councillors

None at this point.

Cllrs Joolia and Joslin arrived at 7.01 pm.

1. **To receive apologies for absence**
Apologies were received from Cllr Chamberlain (another meeting).
2. **Declaration of interests**
 - 2.1 **To receive declarations of interests from Cllrs on items on the agenda and details of dispensations held**
Cllr Rose declared a non-pecuniary interest in items 5.2 and 5.3 as a life member of HSSC, and a pecuniary interest in item 7.1 as his property shares a boundary with the Blue Lion.
Cllrs Wellbelove, Giddings and Everitt declared an interest in items 5.2 and 5.3 as members of HSSC.
 - 2.2 **To receive written requests for dispensation and grant any as appropriate for items on this agenda**
None.
3. **To conclude business outstanding from the last meeting on 24 November due to time constraints**
 - 3.1 **(4.7) Proposal that the Council seek quotations for the admin support contract**
RESOLVED the Clerk having declared an interest that this item be taken at the end of the meeting.
 - 3.2 **(6.5) SCDC – Community Lifeline Service**
RESOLVED to put the Community Telecare Coordinator in touch with the Hardwick Network. (Prop SR, 2nd AJ, unanimous)
 - 3.3 **(6.6) CCC Cambridgeshire & Peterborough Minerals & Waste Local Plan – Main modifications consultation**
RESOLVED to note the consultation. (Prop SR, 2nd AJ, unopposed)
 - 3.4 **(6.7) PKF Littlejohn LLP – CA120 2019/20 AGAR Section 3 External Auditor Report**
RESOLVED to note that the intermediate audit was complete and that the external auditor had no concerns.
 - 3.5 **(7.1) Planning applications and appeals**
 - 3.5.1 **(7.1.1) 20/04485/FUL – 277 St Neots Road – Change of use of outbuilding to single dwelling with associated alterations. Creation of second floor to original dwelling via raising of roof height front and rear dormers, and Juliet balcony to side elevations**
RESOLVED that the Parish Council is neutral but to express concerns that it is adjacent to the large development in St Neots Road. (Prop AG, 2nd PJ, unanimous)

- 3.5.1 (7.1.2) 20/04311/HFUL – 277 St Neots Road – Resubmission of previously approved planning application (S/2205/16/FL) for proposed loft conversion with dormer windows
RESOLVED to support the application. (Prop AG, 2nd PJ, unanimous)
- 3.5.3 (7.1.3) 20/04079/HFUL – 91 Limes Road – Single storey front extension
RESOLVED to support the application. (Prop AG, 2nd PJ, unanimous)
- 3.5.4 (7.1.4) 20/04463/FUL – 303 St Neots Road – New three bed dwelling
RESOLVED that the Parish Council is neutral but to comment that Latimer Hill said it would be the emergency access for their 155 houses development. (Prop AG, 2nd PJ, unanimous)
- 3.5.5 (7.1.5) S/02728/REM – AMENDED – Land south of 279 St Neots Road - 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
RESOLVED that the Parish Council is neutral and to make no comments. (Prop AG, 2nd PJ, unanimous)
- 3.5.6 (7.1.6) S/3064/16/CONDL – Land South of 279 St Neots Road – submission of details required by condition 14 (Travel Plan) of outline planning permission S/3064/16/OL – to note for information
RESOLVED to note for information only.
- (7.1.7) S/3064/16/CONDK – Land S of 279 St Neots Road – Submission of details required by condition 20 (Refuse) of planning permission S/3064/16/OL – to note for information
RESOLVED to note for information only.
- 3.6 (7.2) SCDC and appeal decision notices - to note
- 3.6.1 (7.2.1) 20/03671/HFUL – 54 Limes Road – Proposed demolition of existing single storey rear extension and erection of first floor front extension and internal alterations - Permission granted.
- 3.6.2 (7.2.2) 20/03354/HFUL – 33 Egremont Road – Single storey front extension to provide new cloakroom shower room and coat cupboard. Single storey rear extension to create extended lounge and associated loggia area. New high level stair landing window – Permission granted.
- 3.6.3 (7.2.3) S/3849/19/FL – 147 St Neots Road – Erection of a self contained residential flats and associated infrastructure and works – Withdrawn.
- 3.7 (7.3) Tree works applications
- 3.7.1 (7.3.1) 20/2227/TTPO – 19 Sudeley Grove – considered between meetings - the Parish Council made no response
RESOLVED to note.
- 3.7.2 (7.3.2) 20/2226/TTPO – 19 Sudeley Grove
RESOLVED to note that the Clerk in consultation with Cllrs Gill and Joslin made no response between meetings as there were no objections.
- 3.7.3 (7.3.3) 20/2231/TTPO – 44 Main Street
RESOLVED to make no comment. (Prop AG, 2nd PJ, unanimous)
- On a proposition by the Chairman, the order of business was varied to take items 3.8 and 5.6 together.

3.8 (8.2) Millers Way Improvement Works – Proposal that the Parish Council obtains a detailed specification from Persimmon’s contractor, Hardwick needs to know what it is getting for the £17K

5.6 (5.2 of August meeting) Millers Way – to consider quotations for surveyors’ professional fees

RESOLVED, having considered three quotations from surveyors, to go back to Phil Brannigan Groundworks Ltd to ask for a more detailed specification, but if this is not received, to send the quotation already received to the three surveyors who have quoted and ask if they can produce a better specification for the work. (Prop AE, 2nd PJ, carried with 4 in favour and 2 against)

RESOLVED to defer further consideration of this item to the next meeting.

3.9 There was no item 3.9.

3.10 (8.3) Millers Way concerns – proposal that the Parish Council considers the safety issues that have been raised by neighbours, motor cyclists use the walkway, not dismounting

RESOLVED, having considered Cllr Joslin’s report to defer this item until the surfacing works had been completed.

3.11 (8.4) Highways and Road Safety Working Group report

RESOLVED having considered Cllr Everitt’s report on the village plan results and inadequate street lighting in some parts of the village; Balfour Beatty only maintained the existing street lights or those from new developments; SCDC did not install new lighting; that Cllr Everitt should check the S106 agreement to see if the £15,000 in the Meridian Fields S106 could be used for lighting elsewhere in the village and identify the dark areas of the village before further consideration at the budget meeting.

3.11.1 (8.4.1) Proposal that the Parish Council approves the Terms of Reference, roles and responsibilities for the Highways Working Group

RESOLVED to adopt the revised Terms of Reference as follows: (Prop AE, 2nd PJ, unanimous)

“Highways and Road Safety Working Group

Members

Pauline Joslin

Alan Everitt

Scope

All issues impacting on Hardwick CP Rights of Way and Highways (Public Transport, Road, Cycling and Pedestrians) and Road Safety

To pursue day to day activities in-Scope and to bring issues to Parish Council that require debate and Resolution

Issues include

All Highways Improvements (roads, cycle paths and Footpaths including Lighting)

Highways issues presented by New Developments and impacting on Hardwick

Management of MVAS display data including reporting to Highways per HPC MoU with Highways

Continuous review and update of issues raised in the Document, “Protecting our Village: Traffic Calming in Hardwick” initially presented to HPC by Pauline at the September 2018 PC meeting and reviewed by County Highways.

Liaison on Issues with Stakeholders

Provision of timely, monthly content for dissemination by Communications Working Group

Stakeholders include

Residents, Village Groups, County Highways, South Cambridge District Council, Local Parish Councils, The Coalition of Parish Councils, Local Liaison Forum, Police Community Speed Watch and elected representatives.”

3.12 (8.5) Report on meeting with Age UK

RESOLVED having received Cllr Joslin’s report to record thanks to Cllr Joslin and to note that Ruth Enge of Hardwick Network had taken over.

4. **To approve the minutes of the last meeting**

RESOLVED that the minutes of the meeting on 24 November be approved and signed by the Chairman as a true record, after adding “in response to their offer to attend a meeting” under item 6.3. (Prop SR, 2nd AJ, unanimous)

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

5.1 (4.12) Deed of Variation – Grace Crescent, Hardwick – to consider the Parish Council paying the legal costs

RESOLVED having received clarification on the costs to approve the payment of similar costs for the St Neots Road S106 Deed of Variation as for the Meridian Fields S106 Deed of Variation. (Prop PJ, 2nd AG, unanimous)

5.2 (4.13) To consider quotations for the Pavilion works if received

RESOLVED, noting that two quotations had been received, to seek additional quotations and to extend the deadline for receipt of quotations to Friday 8 January. RESOLVED all quotations are to be sent to all councillors, and that the Chairman should compare the quotations back to the survey and look at the responsibilities under the lease.

Cllr Chamberlain arrived during this item.

5.3 (4.13) To consider quotations for the Pavilion doors

RESOLVED having considered the two quotations received and financial regulations having been suspended, to accept the quotation from King Construction for the two new doors at a cost of £1205.58, but noting that the surveyor had identified a third door which needed replacement, to ask them to replace that door also. (Prop AG, 2nd SR, unanimous)

5.4 (6.4) Resident – questions on the Local Plan proposed sites for Hardwick including report on Greater Cambridge Planning meeting

RESOLVED to receive the Chairman’s verbal report on his attendance at the Parish Council Chairmen’s and residents’ workshop and to note that the anticipated consultation date was Autumn 2021.

RESOLVED to note Cllr Everitt’s written report.

District Cllr Chamberlain was invited to report at this point.

Cllr Chamberlain reported that the District Council at its last meeting had approved the following motion:

“Standing in the Name of Councillor Heather Williams Council agreed the following motion:

The Council records its thanks to officers involved in developing the next Local Plan and recognises the work being undertaken by officers to support the selection of sites for the Preferred Option for the Local Plan, which will be published for full public consultation in 2021. In light of the large number of sites put forward in the Call for Sites which affect almost every village/ town and community in our District, this Council confirms that Parish and Town Councils will be offered the opportunity to feedback information and comment on sites put forward for their area and that this

input will be taken into consideration as part of the Housing and Economic Land Availability Assessment which will inform the site selection for the Preferred Option stage.”

Cllr Chamberlain urged parish councils to answer questions 27 and 28 of the Community Facilities Survey as a matter of urgency as the Task and Finish Group would be looking at the results next week.

Cllr Chamberlain is the Vice-Chairman of the Local Liaison Forum. They had received a presentation from Peter Blake. An audit of the selection of route options will be conducted to ensure independence and transparency, and rebuild trust in the community. He was seeking assurance that members of the public will have input into the audit. The revision of the Business Plan does not take into consideration the East West Rail and Covid impact. The final decision on the route will take at least a year.

- 5.4.1 Proposal that the Parish Council will consider the village views in future dialogue on the Local Plan, and also look at simple mechanisms for disseminating information relating to the Local Plan in the village, to the residents in a clear and timely fashion
RESOLVED having an amendment to the proposal to delete the words “consider the views and also” that the Parish Council will look at simple mechanisms for disseminating information relating to the Local Plan in the village, to the residents in a clear and timely fashion” (Prop AJ, 2nd AG, unanimous)

- 5.5 (8.3) Telephone kiosk – to consider report and recommendation from Communications Group
RESOLVED to defer this item to a future meeting pending receipt of a report and recommendation from the Working Group.

- 5.6 (5.2 of August meeting) Millers Way – to consider quotations for surveyors’ professional fees
Taken earlier.

6. Finance, procedure and risk assessment

- 6.1 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 a quotation from Oakes and Watson to remove a damaged tree branch which was hanging from a tree in Sudeley Grove, at a cost of £264.00.

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

RESOLVED to note that RPM have responded to the Council’s question about welding the rivets at the skatepark stating that as they had been welded so many times now they think it will be best to look into replacing the half pipe. If they try and weld again there is no guarantee it will hold due to the wear on the item now.

RESOLVED to receive Cllr Wellbelove’s reports and to note that the rivets in question are on the flat bank, not the half pipe as previously advised, and to ask RPM to call Cllr Wellbelove to discuss this.

RESOLVED, to note the Council’s responsibilities for any structure on its land and given the advice from the insurers and CAPALC, to obtain a report from RoSPA to verify whether the homemade skate ramp is safe and sound. (Prop IG, 2nd AG, unanimous)

- 6.3 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 SSE (street lights electricity) £77.90 and Oakes and Watson (tree work) £264.00. (Prop DW, 2nd SR, unanimous)

Salaries and pensions

£799.47

AMS (Architect Fee)

£2832.00

A resident's contribution towards trees was noted.

7. Correspondence/communications received

7.1 SCDC Blue Lion PH Asset of Community Value

Cllr Rose, having previously declared an interest in this item, left the meeting at 9.11 pm.

RESOLVED to reapply for designation of the Blue Lion as an Asset of Community Value. (Prop AG, 2nd DW, unanimous)

Cllr Rose re-joined the meeting at 9.12 pm.

7.2 SCDC Future Parks Accelerator Project

RESOLVED that the Clerk should respond to the survey with details of the annual costs, outsourced grants and other maintenance and the annual maintenance spend. The Parish Council has no capital expenditure backlog.

7.3 Urban Design Learning on behalf of Greater Cambridge Planning – Greater Cambridge Design Review

RESOLVED to note that this was now closed.

7.4 SCDC Community Facilities survey

RESOLVED to convey to Cllr Chamberlain the responses to questions 27 and 28, that the facilities were closed during the Covid lockdown.

RESOLVED to note that the Clerk had sent the questionnaire to the HSSC for assistance with the first section of questions.

RESOLVED to respond that there are existing developments at Meridian Fields and St Neots Road. Hardwick so is not a typical village as it is already in the process of expansion and to submit the Village Plan and tell SCDC that the priorities are listed there.

8. Planning Applications and Decision notices and tree works applications

8.1 Planning applications received since the last meeting

8.1.1 20/04774/HFUL – 22 Laxton Avenue – Proposed loft conversion to rear

RESOLVED that the Parish Council is neutral and to make no comment. (Prop AG, 2nd PJ, unanimous)

8.1.2 20/04682/HFUL – 32 Main Street – Erection of single storey side extension to create utility room

RESOLVED to support the application. (Prop AG, 2nd IG, unanimous)

8.2 SCDC Decision Notices

None.

8.3 Tree Works Applications

None.

9. Members reports and items for information only

9.1 New Housing Developments and Planning Obligations

RESOLVED to take Cllr Rose's previously circulated written report as read.

RESOLVED, having considered Cllr Everitt's verbal report on the Condition 28 proposal for lighting and footpath improvements from Latimer Hill and viewed screen sharing of options that given the pavement works will be provided anyway to appoint Cllr Everitt to inform Latimer Hill that the preference was for street lighting. (Prop AE, 2nd AG, unanimous)

“RESOLVED that Cllr Everitt should determine whether the Parish Council could use the £15,000 Meridian Fields S106 money to maintain the new lights in Main Street.” (Prop AE, 2nd PJ, unanimous)

10. Closure of meeting and items for the next agenda

RESOLVED to note the budget setting meeting will be held on 19 January. If members have any items for the budget they should submit a fully costed proposal to the Clerk so it can be circulated with the agenda.

3.1 (4.7) Proposal that the Council seek quotations for the admin support contract

The Clerk, having previously declared an interest in this item, left the meeting at 9.40pm and did not return.

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

SignedChairmandate

