

## HARDWICK PARISH COUNCIL

I hereby give notice that as previously arranged, the Meeting of the Parish Council will be held on  
**Tuesday 24 March 2020 in the Sports and Social Club at 7.00 pm**

*The Public and Press are cordially invited to be present. The order of business may be varied.*

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out below.

**DUE TO THE COVID-19 SITUATION THE MEETING MAY BE CANCELLED WITHOUT NOTICE OR A NUMBER OF THE ITEMS ON THE AGENDA MAY BE DEFERRED.**

**MEMBERS OF THE PUBLIC ARE ENCOURAGED TO TAKE NOTE OF GOVERNMENT GUIDANCE, SPECIFICALLY SOCIAL DISTANCING & SELF ISOLATION.**

**ALL ATTENDEES WILL BE REQUIRED TO WASH HANDS BEFORE AND AFTER THE MEETING.**

*Ben Stoehr*

Ben Stoehr  
Acting Clerk 19/03/20

### AGENDA

#### Open Public Session including reports from the County & District Councillors

- 1 To approve apologies for absence**
- 2 Declarations of interest**
  - 2.1 To receive declarations of interests from Cllrs on items on the agenda and details of dispensations held
  - 2.2 To receive written requests for dispensation and grant any as appropriate for items on this agenda
- 3 To approve the minutes of the last meeting**
- 4 To consider co-option to fill casual vacancy – Ackbar Joolia**
- 5 Matters arising and carried forward from the last or previous meetings for discussion/decision**
  - 5.1 (4.3) Request to run drainage pipe under Parish Council owned land – update on Deed of Easement
  - 5.2 (4.5) Maintenance of Miller’s Way – update including report on meeting and recommendation <sup>(AG, PJ)</sup>
  - 5.3 (9) To consider the length of meetings <sup>(SR)</sup>
  - 5.4 Purchase of old Speedwatch equipment by Toft Parish Council – to note correspondence
- 6 To consider any correspondence/communications received requiring a decision of the Council**
  - 6.1 CCC – Consultation on review of County Planning, Minerals & Waste Enforcement Plan
  - 6.2 Resident – Consideration bollards to protect newly planted trees on the Recreation Ground
  - 6.3 Hardwick Pre School – Request to install sign in Egremont Road play area
- 7 To consider any planning applications and decision notices and tree works applications \***
  - 7.1 Planning applications
    - 7.1.1 20/01011/CL2PD – 159 Limes Road – Lawful development certificate for the conversion of an existing integral garage into a bedroom, removal of the garage door and new velux window
  - 7.2 SCDC and appeal decision notices - to note
  - 7.3 Tree works applications
- 8 Members reports and items for information only unless otherwise stated**
  - 8.1 New Housing Developments and Planning Obligations and to consider anything arising from the presentation by Paul Derry earlier in this meeting <sup>(SR)</sup>
  - 8.2 Village Plan report and to consider any actions
  - 8.3 Zero Carbon grants for new community building. An agreement in principle that the new centre be as zero carbon emitting as possible <sup>(PJ)</sup>
- 9 Finance, risk assessment and procedural matters**
  - 9.1 To consider any quotes for urgent work required because of risk and the Clerk’s use of delegated powers
  - 9.2 To receive play areas and skate park inspection reports and consider if any work is required
  - 9.3 Business continuity plan
  - 9.4 To receive the financial report and approve the payment of bills
- 10 Closure of meeting and items for the next agenda**

\* NB Some planning and tree works applications may not be specifically listed on this agenda but may still be considered by the Parish Council due to the time constraints of making a recommendation to the District Council. For more information see the current planning application consultations on <http://plan.scambs.gov.uk/>

Hardwick Parish Council meets on the fourth Tuesday in each month except December when the meeting is on the third Tuesday. Meetings are held in the School but occasionally, when the School is closed they are held in the Pavilion. Please check the notice board for the venue which is shown on the agenda for each meeting.

**Open Public Session including reports from the County & District Councillors**

1. Apologies for absence – to be reported at the meeting.
2. Declarations of interests – members should declare their interests state why they have an interest, the type of interest held and if they have a dispensation state this and the extent of their dispensation i.e. to either speak or speak and vote. If members have a pecuniary interest, having declared an interest they must not take part in the agenda item unless they have been granted a dispensation to do so.
3. To approve the minutes of the last meeting on 25 February 2020 (attached)
4. To consider co-option to fill casual vacancy  
Attached.
5. Matters arising and carried forward from the last or a previous meeting for discussion/decision
- 5.1 (4.3) To consider request to run drainage pipe under Parish Council owned land – update and to consider Deed of Easement  
The Solicitors have estimated the legal fees for the easement to cost £750+VAT.  
Advice has been sought regarding the Parish Council’s power to fund the legal fees itself. The initial advice indicates that this isn’t possible however the request has been forwarded to the NALC legal team for their opinion.
- 5.2 (4.5) Maintenance of Miller’s Way – update including report on meeting and recommendation  
The Chairman to report.
- 5.3 (9) To consider the length of meetings  
Proposed at the last meeting.
- 5.4 Purchase of old Speedwatch equipment by Toft Parish Council – to note correspondence  
Toft Parish Council has gratefully accepted the offer to purchase the equipment at a cost of £300.00.
6. To consider any correspondence/communications received
- 6.1 CCC – Consultation on review of County Planning, Minerals & Waste Enforcement Plan  
“I am writing to invite your views on the Local Enforcement Plan for Minerals and Waste Development in Cambridgeshire which has recently been updated. The plan sets out the Council’s approach to achieving planning compliance at mineral extraction and processing, and waste management sites and we are seeking your views on the new draft version.

The consultation on the attached plan will start on 26 February 2020 and run until 8 April 2020. Please send any comments on the plan to: [planningdc@cambridgeshire.gov.uk](mailto:planningdc@cambridgeshire.gov.uk).

Alternatively you may wish to put your comments in writing to:

Cambridgeshire County Council  
County Development, Minerals and Waste Planning  
Box No. CC1213  
Shire Hall  
Castle Hill  
Cambridge  
CB3 0AP

A summary of all the responses that are received by the close of the consultation period on 8 April 2020 will placed on our website. The summary will include a list of names of organisations that responded but not people’s personal names, addresses or other contact details.

All responses to the consultation will be considered and will inform any changes to the plan before the amended plan is presented to Planning Committee for consideration and approval prior to implementation. We will provide you with a link to the final document at the end of the consultation process.”

Deborah Jeakins  
Principal Enforcement and Monitoring Officer  
Cambridgeshire County Council

2020 Draft Enforcement Plan attached.

6.2 Resident – Consideration bollards to protect newly planted trees on the Recreation Ground

A resident has asked via facebook if temporary bollards could be installed to protect the newly planted trees on the recreation ground.

In response to a few posts on other pages by concerned residents, I thought I'd share this with you directly. I noticed that some small trees had been planted around the recreation ground over the weekend. As much as this is a good idea I worry they might be vandalised but those who choose to drive on this area. I was sat with a few of my colleagues and discussing what could be done. We found these bollards that have easy fit spikes. We then roughly worked out it would need 40 to 50 bollards place between the original tree line to stop and vehicle access to the area. They are also removable with some force for emergency vehicles. They would be easily fitted and I would be happy to price up the entire job. Any further questions please feel free to ask me.



6.3 Hardwick Pre School – Request to install sign in Egremont Road play area

“Hardwick Pre-School would like to request permission from Hardwick Parish Council to erect a sign (similar to the sign outside Hardwick School) to direct residents to the location and entrance of our village pre-school and to make residents aware that we have a pre-school in our village.

We would ideally like to erect this in the village play park to the right of the Egremont Road school gate just in front of the bushes (but allowing room for the bushes to be trimmed).

Please could you let me know if I need to provide further information or perhaps a photo of the suggested location.

Thank you very much for your assistance with this matter.”

7.1 Planning applications

NB Some planning applications may not be specifically listed on this agenda but may still be considered by the Parish Council due to the time constraints of making a recommendation to the District Council. For more information see the current planning application consultations on <http://plan.scambs.gov.uk/swiftlg/apas/run/wchvarylogin.display>

7.1.1 20/01011/CL2PD – 159 St Neots Road – Lawful development certificate for the conversion of an existing integral garage into a bedroom, removal of the garage door and new velux window

7.2 SCDC and appeal decision notices - to note

None at the time of writing.

7.3 Tree works applications

Tree works applications may now be viewed on the SCDC Planning Portal. NB Some tree works applications may not be specifically listed on this agenda but may still be considered by the Parish Council due to the time constraints of making a recommendation to the District Council. For more information see the current tree works application consultations on <http://plan.scambs.gov.uk/swiftlg/apas/run/wchvarylogin.display>

8. Members' reports and items for information only unless otherwise stated
- 8.1 New Housing Developments and Planning Obligations including St Neots Road development update  
Cllr Rose to report.
- 8.2 Village Plan report and to consider any actions
9. Finance and risk assessment and procedural matters
- 9.1 To consider any quotes for urgent work required because of risk and Clerk's use of delegated powers  
The Acting Clerk used delegated powers to accept the revised quotation from RPM for replacement of the toddler swing seat at Grenadier Walk and to install new chains, at a cost of £300.00.
- 9.2 To receive play areas and skate park inspection reports and to consider if any work is required
- 9.3 Business continuity plan  
In light of the recent government announcements about the coronavirus outbreak, the Parish Council is asked to consider how it will conduct its business in the event that it is unable to meet, e.g. due to member illness, quarantine or government order.
- Parish Council meetings must be held in public.
  - Parish Councillors must be in attendance at meetings to take part. There can be no phone/video calling.
  - The Parish Council can delegate most of its functions to an officer. Notable exceptions are, approving the budget/precept, suspending/amending standing orders/financial regulations, approval of borrowing and approval of the annual accounts/annual return.
  - The Parish Council has a delegation policy for planning applications which could be extended to cover this.
- 9.4 To receive the financial report and approve the payment of bills
10. Closure of Meeting and items for the next agenda

**HARDWICK PARISH COUNCIL MONTHLY FINANCIAL STATEMENT**

Mar-20

**Summary of previous month****Balance brought forward** £371,528.82**Adjustments and amendments****Expenditure approved at last meeting/between meetings**

CARDIAC SCIENCE	DEFIBRILATOR SUPPLIES	-330.00	Jan
PARISH ONLINE	ONLINE MAPPING	-54.00	Jan
RPM	PLAY EQUIPMENT REPAIR	-180.00	

**Misc credits**

NS&I	INTEREST	27.35
LLOYDS	INTEREST	0.02

*Total Adjustments* -536.63Balance revised after adjustments £370,992.19**Bank Reconciliation to last statement**

Account	Funds	Statement	Outstanding
Unity Trust Current Acc	246,810.66	246810.66	0.00
Lloyds Current Account	0.00	0.00	
Lloyds Business Account	546.44	546.44	
Cambridge Counties Bank	95,635.09	95,635.09	
NS&I Bonds	28,000.00	28,000.00	
<b>Total</b>	<b>370,992.19</b>	<b>370,992.19</b>	<b>0.00</b>

**Expenditure for approval**

£

SALARIES	423.63	
CAPALC	AFFILIATION FEE	596.96
RPM	SWING SEAT REPAIR	384.00
RPM	CRADLE SEAT INSTALL	360.00
SSE	STREETLIGHT ENERGY	75.53
JAMES WAKELING	HEDGE TRIMMING	60.00
LGS SERVICES	ADMIN SUPPORT	1323.56

*Total expenditure* 3223.68Balance c/f £367,768.51**Notes:***Late invoices will be brought to the meeting*