

**Hardwick Parish Council**  
**Minutes of the Meeting held on Tuesday 27 October 2015**  
**in the Community Room at the School at 7.45 pm**

Present: Councillors: S Rose (Chairman), J Stewart, C Cracknell and R Worland.

In attendance: 9 members of the public including District Cllr G Chamberlain, and Mrs Gail Stoehr (Clerk).

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

A resident asked that the Centenary of the WI be commemorated on the post of the Village Sign, noting that one-third of its original cost had been funded by the WI.

Nigel Maguire, the solicitor assisting with the Church Hall project, explained that road access was a condition of the planning consent. The road was owned by Chivers, with rights granted by Chivers for access to the Community Hall. The options would be for Chivers to acquire the land or for a deed of easement over the 5m strip. However, Chivers felt the deed of easement might be problematic as the transfer would be for the express benefit of the Community Hall. Strutt and Parker considered that the piece of land was of no value as no-one would pay for it, and that the transfer should be for a nominal sum. The Parish Council would need to obtain a value for the land and consider whether to proceed with the transfer at an undervalue in accordance with the Local Government Act which would require the Secretary of State's approval. The Church thanked the Parish Council for its willingness to consider the matter and for its support.

District Cllr Chamberlain reported on the fire-damaged building at the corner of Cambridge Road and St Neots Road, and the serving of a S215 notice by the District Council.

1. **To approve apologies for absence**  
 Apologies were received from Cllr Humphries (out of parish). The resignation of Cllr Coe was noted.
2. **Declaration of interests**
  - 2.1 **To receive declarations of interests from councillors on items on the agenda and details of dispensations held**  
 Cllrs Rose, Stewart and Cracknell declared an interest in item 6.7 as members of the HSSC, and also the existence of their dispensations allowing them to speak and vote.
  - 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 22 September 2015**  
 RESOLVED that the minutes of the meeting on 22 September 2015 be approved and signed by the Chairman as a true record, after the following amendments: under item 4, seconded by RW; under item 9.0.2, seconded by SR; and under item 8.3, to change "brambles" to "vegetation". (Prop RW, 2nd SR unanimous)
4. **Co-option to fill casual vacancy – to consider any applications received**  
 The Clerk advised on the procedure. All candidates, namely T Fletcher, A Gill, P Joslin and T Tack, were proposed by Cllr Rose and seconded by Cllr Stewart. The candidates were invited to make additional representations. RESOLVED to hold a secret ballot and fill the vacancy arising from the resignation of Ian Storr and Betty Grimes and that both new councillors should take office at the same time following the votes. (Prop JS, 2nd RW, unanimous) Tony Gill and Pauline Joslin were elected with an

absolute majority. The unsuccessful candidates were invited to help the village for example by involvement in the village plan.

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

5.1 (6.3) Widening of access road to the new Church community hall – to consider the required process

RESOLVED to obtain a valuation from the District Valuer, subject to checking the designation under the QEII Fields in Trust and Village Green registration. (Prop JS, 2nd RW unanimous)

5.2 (8.2) Report on condition of notice board and to consider any action necessary  
Deferred to a future meeting.

5.3 (8.3) Street lights – to consider whether any pruning of vegetation is required  
Deferred to a future meeting.

RESOLVED to report the street light on St Neots Road at the junction with Cambridge Road.

5.4 (9.0.2) Village plan report

5.4.1 Proposal that the Council funds up to £1000

RESOLVED after consideration of the Parish Council's budget, to provide the seed funding of £1000 for the village plan group's expenditure from the Special Projects budget. (Prop AG, 2nd JS unanimous)

5.4.2 Request from the Village Plan Committee that the Parish Council approve a grant of £250.00 out of the £1000, thus enabling the Village Plan Working Group to manage its own finance and reduce the administration burden on the Council.

RESOLVED to reimburse expenses payments for the Village Plan Working Group as follows: Martin Cassey (Stationery) £183.72, Betty Grimes (flyers) £36.00, and Jeff Jones (refreshments for the village plan launch meeting) £53.04. The Parish Council regretted it was unable to fund the claim for coffees at £6.90 as it does not have the power to do so.

RESOLVED to approve an advance of £250 on the balance of the £1000, to be forwarded to the Village Plan Treasurer, M Farmer. The Village Plan Group should provide a detailed breakdown on how the money has been spent. (Prop PJ, 2nd CC unanimous)

5.5 Request Caldecote Speedwatch to use the speed camera

RESOLVED that as Caldecote Parish Council would consider funding £500 in its budget in January and Hardwick presently only had two trained volunteers to loan the camera free of charge. (Prop SR, 2nd AG unanimous)

**6. Correspondence/communications received**

On a proposition by the Chairman, it was agreed to vary the order of business.

6.2 Resident – alleged tree problem in Ashmead Drive

RESOLVED that the Parish Council will take no action regarding the tree but that the resident may cut the tree back to her boundary. (Prop AG, 2nd PJ, carried with 5 in favour and 1 against)

RESOLVED to seek advice from a tree surgeon regarding the hedge. (Prop JS, 2nd CC)

6.3 Resident – alleged tree problems in Worcester Avenue

RESOLVED that the trees were not on Parish Council land but may belong to Anglian Water. (Prop AG, 2nd PJ, unanimous)

6.4 Resident - request to cut back tree overhanging the pump

Cllr Gill had already trimmed the tree by approximately 30cm.

6.1 Resident – alleged subsidence from trees in Bramley Way

RESOLVED to place the matter in the hands of insurers. (Prop SR, 2nd PJ unanimous)

6.5 District Cllr Chamberlain – fire damaged building corner of St Neots Road – to consider the Parish Council’s support

Noted that the District Council was taking action.

6.6 Anne Jones – Village sign missing plaque and request for WI plaque

RESOLVED to seek further information as to the size, wording, materials and cost. The Parish Council did not favour brass as this was more vulnerable to theft (Prop PJ, 2nd CC, unanimous)

6.7 HSSC – pavilion guttering problems – to consider report from Coulsons

RESOLVED to note the Clerk had used her delegated powers to arrange a temporary repair of the guttering at the pavilion.

RESOLVED to note the problem with the roof and the guttering and to await the quote from Coulsons before considering the matter further.

6.8 SCDC – Hundred Houses Society notification of intention to sell 124 Main Street

Noted.

6.9 South Cambs Police – solutions to problem parking

Noted.

6.10 Greater Cambridge City Deal consultation on Cambourne to Cambridge better bus journeys

Cllr Chamberlain was invited to speak on this matter at 9.35 pm. Noted. RESOLVED that residents are to be encouraged to submit their views and attend an exhibition. Cllr Rose is to attend to this.

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

7.1 Planning applications received since the last meeting

7.1.1 S/1686/15/FL – 11 Cambridge Road – Erection of a single, detached 2-bedroom bungalow, along with car parking

The residents’ comments on the application were noted. RESOLVED to recommend refusal on highways grounds due to the proximity to the blind bend, the proposed building extending beyond the existing building line of neighbouring properties, the lack of parking and overdevelopment of the plot. The planners are to be asked to take into account the views of the neighbours and that if they are minded to approve the application, it should be referred to the Planning Committee. (Prop SR, 2nd PJ, unanimous)

7.2 SCDC Decision Notices

Details of planning permissions granted by SCDC or refusal notices since the last meeting can be viewed on the SCDC Planning Portal at <http://plan.scams.gov.uk/>.

7.2.1 S/0781/15/FL – Land rear of St Mary’s Church, Main Street – Replacement of temporary cabin meeting room, kitchen and toilet facilities with a permanent church hall – Permission granted by SCDC.

7.2.2 S/1549/15/OL – 18 Hall Drive – Erection of a single dwelling within the cartilage of 18 Hall Drive – Permission refused by SCDC.

7.2.3 S/1831/15/FL – 19 Laxton Avenue – Two storey side extension – Permission granted by SCDC.

All noted.

7.3 Tree Works

None.

**8. Members reports and items for information only**

8.1 SCDC Scheme of Delegation

Cllrs Joslin, Gill and Rose had attended the Planning Forum and parish councils should put on their blue planning application consultation form if they wanted the application referred to the District Council's Planning Committee. No response was required on the consultation.

8.2 St Neots Road survey report

The report had been circulated.

8.3 Proposal that the Council appoint the Chairman to also write articles for Hardwick Happenings

RESOLVED unanimously that Cllr Rose also be appointed to write articles for Hardwick Happenings. <sup>(Prop JS, 2nd CC)</sup>

9. Finance, procedure and risk assessment9.1 To consider any quotes for urgent work required because of risk

None.

9.2 To receive play areas and skate park inspection reports

RESOLVED to seek a quote from Cambourne Parish Council to repair the fencing and to tighten the chute. Jim Coe is to be asked whether he is willing to continue with the play inspections.

9.3 Annual Audit completion and to consider any comments or qualifications

RESOLVED to note that there had been no comments or qualifications on the audit.

9.4 Pensions regulator – automatic enrolment

RESOLVED to consider the matter further in approximately six months time.

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

RESOLVED to receive the financial report and that the invoices and bank statements be checked before the cheques are signed.

RESOLVED that the payments as listed in the finance report should be paid, plus CAPALC (member training) £210.00, Hardwick School (room hire public meeting) £28.00 (to be taken from the £1000 Village Plan budget), J Gaze (litter picking) £168.00. <sup>(Prop JS, 2nd PJ unanimous)</sup>

Coulsons (Pavilion repair)	£344.40
R Cassey (Webmaster)	£110.00
SCDC (Election fees)	£1991.21
Grounds by Rounds (Grass cutting)	£675.30
Victoire Press (Hardwick Happenings)	£685.00
Salary	£227.97
LGS Services (Admin support)	£1340.81
LCPAS (Training)	£25.00

Credits, including advertising income, bank interest, a rent payment, and receipt of the precept, were noted.

Hardwick Happenings will be reviewed in January when the budget is set.

RESOLVED unanimously that Cllrs Gill and Joslin should remain as signatories on the bank mandate along with Cllr Bhachu and Cllrs Stewart and Rose as the new signatories. <sup>(Prop SR, 2nd JS)</sup>

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

There was no further business and the meeting closed at 10.32 pm.

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