

Hardwick Parish Council
Minutes of the Meeting held on Tuesday 26 September 2017
in the School at 7.00 pm

Present: Councillors: A Gill (Chairman), P Joslin, S Rose, T Bhachu, B Skingle and J Humphries.

In attendance: 8 members of the public, County Cllr L Joseph and Mrs A Griffiths (Minutes Secretary, LGS Services).

Open public session including reports from the County and District Councillors

The Chairman conveyed the apologies of District Cllr Chamberlain who was on holiday.

Wil Huisman spoke on behalf of the Evangelical Church and explained that the loss of the Community Room would affect the Church considerably. He asked that the Church be kept informed of what was going to happen and when, and also offered his skills and experience in the construction field to assist with the project. The Parish Council thanked him for his offer and indicated that it would keep his offer in mind.

County Cllr Joseph arrived during this item at 7.06 pm.

A resident of St Neots Road asked whether the Parish Council was willing to back villagers regarding the Park and Ride sites and the busway. The Chairman outlined the current position which remained as discussed at the Local Liaison Forum meeting. It was understood that under Phase 1 there were two possible Park and Ride sites, at Scotland Farm or the water tower, and still three proposed routes (Options 1, 3a and 6) from Madingley Mulch into Cambridge, going out to consultation possibly in November. Firm details had not yet been provided and it was therefore not yet known how Hardwick would be affected.

Another resident asked whether the Parish Council would take steps to protect the trees along St Neots Road.

County Cllr Lina Joseph reported on:

- The County Council budget process and the need for savings due to a reduction in Central Government funding.
- The Cambridge Community Foundation – Funds are available for grants for projects related to children, young people, health and community development.
- Liaison with local head teachers with a view to supporting children's mental health with resourcing and training in schools.
- The Hardwick park run
- Her interest in the areas of domestic abuse and modern slavery. Cllr Joseph undertook to keep the Parish Council informed.

1. To approve apologies for absence

Apologies were received from Cllr Wellbelove (out of parish), Martin Cassey and District Cllr Chamberlain.

2. To consider any applications to fill the casual vacancy

None.

3. Declaration of interests

3.1 To receive declarations of interests from councillors on items on the agenda and details of dispensations held

Cllr Joslin declared an interest in the bus route as a resident of St Neots Road.

Cllr Humphries declared an interest as Scout leader in any item relating to the Scout hut and the existence of her dispensation to speak and vote.

Cllr Skingle declared an interest in item 6.3 as a member of HSSC.

Cllr Rose declared a non-pecuniary interest in item 6.3 as a member of HSSC and a non-pecuniary interest in 6.4 as a life member of Hardwick Football Club.

Cllr Gill declared an interest in item 8.1 as a member of the trustees of the Community Hall and the existence of his dispensation to speak.

3.2 To receive written and grant any requests for dispensation as appropriate for items on this agenda

None.

4. To approve the minutes of the previous meeting on 22 August 2017

RESOLVED that the minutes of the meeting on 22 August be approved and signed by the Chairman as a true record, after amendments under the heading to change “School” to “Pavilion” and to delete District Cllr Chamberlain’s name from the list of those present. (Prop PJ, 2nd JH, unanimous)

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

5.1 (5.1) Review of busway route and Park and Ride location and to consider correspondence received

RESOLVED to note, given that there had been no news from the Executive Board meeting on 20 September, that there was nothing further that the Parish Council could do until the consultation, and firm information and proposals, were published.

RESOLVED to ask Ashley Heller at CCC for an indication, if Option 3A were to be implemented, of what trees would be removed and how many would be affected. (Prop SR, 2nd AG, unanimous)

RESOLVED that Cllr Rose should circulate a copy of the Powerpoint presentation which CCC was unable to show at the meeting in March.

RESOLVED that the Parish Council is unable to make a decision, taking into account all the benefits and effects on Hardwick residents, until it knows the overall view of the route, how Hardwick will be benefited and impacted, and where the proposed routes and stops, etc, will go. The Parish Council will consider the consultation, which is expected in November, as a future agenda item when received, but in the meantime this item will be removed from the agenda.

5.2 (5.2) Community Transport initiative – to consider correspondence and advice received and consider the next steps

RESOLVED having considered the previously circulated advice from HMRC, that Cllr Rose should seek the views of a VAT adviser on the next steps that the Parish Council should take. (Prop BS, 2nd JH, unanimous)

5.3 (6.1) Problems with low hanging trees – to consider quotations if received

RESOLVED that Cllr Gill should meet Justin Willmott to identify the trees and mark those needing attention so that quotations may be obtained from a tree surgeon.

5.4 (July) Football Club fees update

RESOLVED to clarify with the Clerk the amount of outstanding fees from the Football Club and from Hardwick Harriers.

5.5 Wild Flowers – to appoint a member

RESOLVED to appoint Cllr Gill to liaise with Cllr Humphries to mark up a map of the areas to be planted. (Prop SR, 2nd BS, unanimous)

5.0.1 Resident request for barriers between Ellison Lane and Pershore Road

RESOLVED having considered the Chairman's verbal report on the outcome of his enquiries with CCC to respond to the resident that, having taken advice from CCC Highways, the Parish Council does not propose to take the idea of barriers forward due to the inconvenience they would cause to other users, such as people with buggies, or electric/invalid scooters, as the clearance required, given the width of the passage, would not prevent mopeds from getting through, and that if moped riders are witnessed using the passage inappropriately, to call 101 and report them to the police.

6. Correspondence/communications received

6.1 Hardwick Scout Group – proposal that the Scout Group adopts the land to the rear of the Scout Hut and erects a small fence around it

RESOLVED that the Parish Council that the Chairman should meet with the Scout Group to ask them to elaborate on their future plans, the exact area involved and the type of fence proposed, and to seek an indication of whether they envisage exclusive use of the land.

6.2 Neighbourhood Watch

6.2.1 Request that the Parish Council pays for the cost of room hire for meetings and request for date of December meeting

Anne Jones clarified the request, that the Parish Council undertake to fund any future Neighbourhood Watch meetings as and when organised in addition to the two meetings already arranged. RESOLVED that the Parish Council is willing to fund the costs of up to five meetings per annum at £14.00 per meeting. (Prop SR, 2nd BS, unanimous)

RESOLVED that the December meeting should be held on 12 December, and given that the School will be unavailable on that date, to book the Pavilion from 7.00 pm. Cllr Humphries gave her apologies for the December meeting as she will be involved with the School play.

6.2.2 Suggestion that the CCTV coverage in the village be extended

At 8.28 pm on a proposition by the Chairman, the meeting was briefly suspended for comment on the CCTV system. The meeting re-opened at 8.30 pm.

RESOLVED having considered the suggestion from the Neighbourhood Watch group that CCTV be installed in other parts of the village, that the Parish Council should take no further action on CCTV or widening its remit until the new Community Centre is built. (Prop SR, 2nd AG, unanimous) It was observed that it was open to the Neighbourhood Watch co-ordinator to investigate the possibilities with the Police.

6.3 Hardwick Sports and Social Club

6.3.1 Request for repairs to guttering

RESOLVED having considered the Chairman's verbal report on his enquiries with SCDC that building regulations recommended that a soakaway of 1 cubic metre per soakaway be provided, to seek quotations for two more downpipes with 1 cubic metre soakaways around each. (Prop AG, 2nd SR, carried with 5 in favour and 1 against)

6.3.2 Request for permission for a larger container for storage of equipment

RESOLVED to remind HSSC that they have rights under the lease, Clause 2C, to use the area cross-hatched in black, if they are proposing to put the storage within the designated area on the plan, but if they propose going outside the designated area, the Parish Council will require a more specific proposal. (Prop BS, 2nd PJ, unanimous)

6.3.3 Request that the courtyard behind the Club be used for an outdoor table tennis area

RESOLVED to draw HSSC's attention to Clause 2D of the lease which states that the Club has the right to use the area shaded green on the plan for tables and chairs. (Prop BS, 2nd PJ, unanimous)

- 6.4 Toft Lions – request permission for regular use of Recreation Ground and changing rooms
RESOLVED that the Clerk should contact the Football Club to enquire how much usage both pitches get on Saturdays and Sundays, what the usage of pitches is now and whether they could accommodate another team playing on them.
RESOLVED to write to Toft Lions to let them know that the Parish Council has discussed their request and is awaiting more information from the Hardwick Football Clubs, and to enquire how many teams the Club has, and what is the age range.
- 6.5 CCC Invitation to bid for LHI funding 2018/19
RESOLVED that Cllr Humphries should publicise the information on the website.
- 6.6 SCDC Consultation on Neighbourhood Planning Committee
RESOLVED that councillors may comment as individuals on the draft guidance. ^(Prop SR, 2nd AG, unanimous)
- 6.0.7 Village Plan report
RESOLVED to note receipt of the Village Plan accounts. Cllr Joslin reported that the responses from the survey were still being processed and categorised. It was hoped that the results would be available by Christmas and that there would be an indication of what people would like to see in the village with regard to transport, education, etc. Cllr Humphries reported that information regarding the community bus had not yet been received and the group had not met.
RESOLVED that Cllr Joslin should ask for an update at the next Village Plan meeting in November, to inform budget setting and provide evidence for the community bus project.
- 7. Planning Applications and Decision notices and tree works applications**
- 7.1 Planning applications received since the last meeting
- 7.1.1 S/3208/17/NM – 111 Limes Road – Non-material amendment of S/2237/16/FL
Noted for information.
- 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/2911/17/NM – 89 Limes Road – Non-material amendment of planning permission S/3616/16/FL for moving rear extension line away from boundary and moving roof light from front to rear
Following the Parish Council's request for further information and a time extension, SCDC replied:
“The application for 89 Limes Road, Hardwick is a non-material amendment and does not require comments from the Parish Council, it was sent for information only.”
- 7.2.2 S/1879/17/FL – 2 Laxton Avenue – Proposed new dwelling – Permission granted.
- 7.2.3 S/2212/17/FL – 11 Pershore Road – Proposed two storey extension to the side of the property with a single storey extension to the rear – Permission granted.
- 7.2.4 S/2321/17/FL – 18 Hall Drive – Single storey front and rear extension – Permission granted.
- 7.2.5 S/2289/17/FL – 22 Sudeley Grove – Side extension to garage – Permission granted.
- 7.2.6 S/2455/17/PN – Land at Red Brick Farm, Main Street – Application for prior notification of proposed development by telecommunications code system operators for a communications tower, antennas, ground based apparatus and ancillary development – Permission granted.

- 7.2.7 Planning Inspectorate Appeal Decision APP/W0530/W/17/3170945 - Land at 41 St Neots Road – Outline planning permission for one dwelling with all matters reserved - Appeal dismissed.
- 7.2.8 S/3585/16/FL – Land adjacent St Neots Road – Self storage container site with site administration office, WC block and associated customer parking – Appeal lodged

- 7.3 Tree Works
None.

8. Members reports and items for information only

- 8.1 New Housing Developments and Planning Obligations including report on Planning Committee meeting

RESOLVED having received Cllr Rose's verbal report that SCDC had provided him with a copy of the Planning Obligation agreement, which was now in its final stages, for the Grace Crescent development and the questions he had raised as to why the Parish Council was not listed as a party to the agreement and would not have power to enforce the obligations, not to pursue this further.

Cllr Rose stated that all three obligations agreed by the Planning Committee were included in the agreement, although footpath improvements, car parking at the Pastures and the cycle rack in St Neots Road were not, and he had sought clarification on these. After the agreement is signed a planning application for the reserved matters will be prepared. The developers hope to make a presentation to the village or Parish Council in November and start work in April/May 2018.

The St Neots Road development is following a similar timetable and it is hoped to start work in mid 2018.

Cllr Rose has updated the Community Association and they are willing to contribute ideas for the design and use of the Community Centre and afterwards the running of the Community Centre. Cllr Rose will convene a steering group meeting in the next couple of months.

- 8.2 Report on Parish Planning Forum Meeting at SCDC on 12 September

Cllr Rose's previously circulated report on the Parish Planning Forum was taken as read.

9. Finance, procedure and risk assessment

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

RESOLVED to note that the Clerk had used her delegated powers between meetings to:

- Ask RPM to check and fix the rivets on the quarter pipe.
- Purchase a new chain and padlock for the Recreation Ground play area fencing at a cost of £25.00, as the other one had gone missing.

- 9.2 To receive play areas and skate park inspection reports

RESOLVED to receive reports on the Egremont Road and St Mary's Church play areas.

RESOLVED to arrange the repair of the wooden slats missing on either side at the top of the slide at Egremont Road and to rectify the bolts that were sticking out.

RESOLVED, given Cllr Bhachu's verbal report that a fence panel had come down at Grenadier Walk play area, to arrange for reinstatement.

RESOLVED to email Cllr Wellbelove for an up to date report on the skate park.

- 9.3 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 PKF Littlejohn (Audit report) £360.00. (Prop PJ, 2nd JH, unanimous)

Salary	£90.36
Salary	£120.00
HMRC (PAYE/NIC)	£175.20
NEST (Pension) (DD)	£166.75
LGS Services (Admin support)	£1285.17
RPM (Play area repairs)	£324.00
Herts & Cambs Ground Maintenance (Grass cutting)	£966.00
Alarm Maintenance (CCTV service)	£224.40

Credits, including investment interest, advertising income, a wayleave payment and pitch hire fees, were noted.

9.4 To consider insurance quotations and whether to take a one or three year agreement
RESOLVED to accept the quotation from Zurich Municipal for a three year contract at a premium of £1719.13 per annum. (Prop AG, 2nd SR, unanimous)

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

RESOLVED having considered the request that the Parish Council should cover the cost of tea and biscuits for the litter picking group to delegate to the Clerk to authorise payment of up to £50.00 for refreshments, and to inform Pat Portlock. (Prop BS, 2nd PJ, unanimous)

RESOLVED to note that a temporary litter picker had been appointed.
There was no further business and the meeting closed at 9.35 pm.

SignedChairmandate.
