

**Hardwick Parish Council**  
**Minutes of the Meeting held on Tuesday 25 February 2020**  
**in the School at 7.00 pm**

Present: Councillors: A Gill (Chairman), P Joslin, P Ashton, S Rose, I Giddings and D Wellbelove.

In attendance: 13 members of the public, Paul Derry (Barton Willmore), Chloe Houston and Nick Parkinson (Hill), District Cllr Grenville Chamberlain and Mrs A Griffiths (Minutes Secretary, LGS Services).

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

A presentation on the St Neots Road development was given by Paul Derry of Barton Willmore and Chloe Houston and Nick Parkinson of Hill. Outline planning permission for 155 dwellings, including 62 affordable homes, was granted in August 2018. The reserved matters application is now being prepared. In the meantime, scrub and vegetation removal is being carried out but no demolition at this stage. Access has already been agreed in detail and will not change but the types and design of the dwellings and layout of houses, open spaces and roads are subject to change. The layout is being revised to create a more natural style with open spaces throughout the site, houses surrounding the open spaces, and a winding access route through the site. A green buffer zone is being kept on the north-west boundary for screening. A badger sett will be protected. Buildings will comply with sustainable building standards and SCDC policy requirements.

There would be 12 flats in total, in blocks of four, clustered in different parts of the site, which met with the approval of the affordable housing provider, Clarion Housing. The affordable housing would be 40% of the total.

Questions were asked about access to the village and bus stop. An informal, footpath only, route would be retained to link to Hall Drive.

The increase in height from 1.5 to 2 storeys was queried. The developers indicated that there would be no overlooking of existing properties as there would be no windows on that side. There would be no bungalows. Residents would need to arrange to have their own stair lifts installed if required.

The track running down the side of 303 St Neots Road between the bungalow and Meridian Close would be bollarded to provide a second access for emergency vehicles and pedestrian access only. The developers undertook to provide a plan showing details of improvements to be made to paths on St Neots Road under S278.

The application is to be submitted in March and building work would start in the autumn at the earliest, and continue over a 2 – 2.5 year period.

The parking allocation would be an average of 1.5 vehicles per house to comply with policy. Residents commented that this would be insufficient. The developers indicated that they would give consideration to the comments on parking.

There would be natural drainage on the site allowing surface water to drain naturally into a depression which will be dry most of the time. Residents expressed concerns that this was adjacent to a play area, and asked about fencing. The developers explained that there would be informal play areas with mounds, rocks and logs around the site, and planting would be used for screening. A brook would form a natural boundary to the site and there would be no fencing.

Residents queried the maximum depth of the attenuation pond which would be 1 – 1.5 meters and would not be fenced but would have a gradual slope. Concerns were expressed by residents and councillors at the presence of water in a children's play area, observing that a small child could fall into the shallow pond when it held water. The developers undertook to reconsider this aspect.

Concerns were also expressed as to whether the width of the road was sufficient for emergency vehicles, and that there was only one way in and out of the development, which being very close to the roundabout, would make the area much busier. It was suggested that a gate be placed on the footpath to deter burglaries.

The green spaces, including a community orchard, informal play areas and a walk on the western side, were described. There would be seating throughout. However, the children's play area would not be gated as this would look unattractive. Residents reiterated that safety was paramount. The developers said that this would receive further consideration. A comment was made that the largest properties were nearest the green spaces, whereas the affordable dwellings and the play area were separated by a road. Residents suggested that the social housing be integrated with the other housing and located near the play areas.

The buildings would be of traditional design, mainly brick with some hanging tiles and some rendered.

The developers were thanked and left the meeting.

District Cllr Chamberlain's previously circulated report was taken as read. He reported that the Mayor had removed responsibility for the busway from the Greater Cambridge Partnership and the Mayor's proposals were awaited. It was observed that the CAM metro consultation was currently running.

Jeff Jones, on behalf of the committee building the new community hall, apologised for the fact that the builders had begun installing the pipe before the Parish Council had given permission. They had given assurances that all would be restored towards the end of the project. Mr Jones indicated that the landowner had given informal permission to cross their land and the part owner of the ditch had also indicated permission. He requested permission to continue installing the rainwater pipe to the ditch.

Shaun Hughes provided an update on the Climate Action Group. A sub-group run by Steve Gaze was involved in the Fields of Grace project, to create a farm to grow fruit and vegetables. Another sub-group had looked at Parish Council land and identified areas where more planting could be done but suggested that allowance should be made for meadows and wildlife to increase biodiversity. Cllr Giddings volunteered to join the group.

The group will be planting trees from the Woodland Trust and will be seeking funds from the Parish Council in due course.

Mr Hughes reported on his attendance at the Local Plan debate and highlighted that the environment could not sustain current growth. All environmental solutions, including ground source heat pumps, a village farm and tree planting, required land, and a very large area of land would be needed for tree planting to absorb all the carbon emitted by the village. The response submitted to the Local Plan consultation had suggested that any change of land use in the Green Belt should be solely for sustainable purposes. Mr Hughes confirmed that the group would be willing to plant the 30 saplings when received.

Clare McGowan on behalf of Hardwick Play Parks asked the Parish Council to arrange for the hedge to be cut back at the Egremont Road play area as soon as possible.

**1. To approve apologies for absence**

Apologies were received from Cllrs Croft who had resigned from the Parish Council. Apologies were also received from the representatives of the Greater Cambridge Partnership.

**2. Declaration of interests****2.1 To receive declarations of interests from councillors on items on the agenda and details of dispensations held**

Cllr Rose declared a non-pecuniary interest in item 5.1 as a life member of Hardwick Football Club and the existence of his dispensation enabling him to speak and vote.

Cllr Joslin declared an interest as a resident of St Neots Road and a member of the Fields of Grace Climate Change 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 previous meetings on 21 January and 28 January**

RESOLVED that the minutes of the meeting on 21 January be approved and signed by the Chairman as a true record. (Prop PJ, 2nd DW, carried with 4 in favour and 2 abstentions)

RESOLVED that the minutes of the meeting on 28 January be approved and signed by the Chairman as a true record, after an amendment under item 5.8 to change “easier” to “safer” and add the words “and they would also act as a traffic calming measure;” and at the end of item 4.8, to add “and returned a few minutes later.” (Prop PA, 2nd SR, carried with 4 in favour and 2 abstentions)

**4. Matters arising and carried forward from the last or previous meetings for discussion/decisions****4.1 (4.2) SCDC free trees – to consider type of trees and collection arrangements**

RESOLVED to delegate to Cllr Giddings to select broadleaf, quick growing types of tree and to collect and help to plant them. The voucher is to be sent to Cllr Giddings.

**4.2 (4.6) Parish Paths maintenance – to consider quotation received**

RESOLVED to accept the quotation from RH Landscapes for £525 plus VAT to clear the brush and install posts as soon as possible before the nesting season. (Prop AG, 2nd PJ, unanimous)

**4.3 (5.4) Request to run drainage pipe under Parish Council owned land – update and to consider advice if received**

RESOLVED to note the response of the solicitors and that the responsibilities of the user would require a Deed of Easement.

At 8.33 pm on a proposition by the Chairman the meeting was briefly suspended to enable Jeff Jones to speak. He explained that the rainwater from the roof would enter an attenuation tank and only enter the ditch in extreme circumstances.

A proposal <sup>(PA)</sup> that the Parish Council share the costs of the Deed of Easement with the Church was not seconded.

A proposal <sup>(SR)</sup> that the Parish Council meet the legal costs up to £1000 subject to the Parish Council being able to do this legally, was not seconded.

RESOLVED to obtain a quotation for drawing up a Deed of Easement, and if the amount is below £1000, to delegate to the Clerk and Chairman together to accept the quotation between meetings, subject to the Parish Council being able to do this legally, and instruct the solicitor to prepare the Deed of Easement. (Prop SR, 2nd IG, unanimous)

**4.4 (5.8) Greater Cambridge Partnership Local Plan Issues and Options consultation – consider draft response**

RESOLVED to cancel this item as CCC had refused a time extension, noting that members had responded individually.

4.5 (7.5) Maintenance of Miller's Way – to consider resurfacing works including correspondence from resident

The Chairman reported that a resident had been looking into the history of Miller's Way and thanks were extended to him for his efforts. The resident's research had indicated that Miller's Way was, with the exception of the car park, owned by Beezer Homes, now Persimmon Homes. The Chairman reported that he, Cllr Joslin and the resident had arranged a meeting on Tuesday with Persimmon Homes to discuss the possible transfer of Miller's Way into the ownership of the Parish Council, subject to Persimmon Homes upgrading the path beforehand, after which the Parish Council could take over future maintenance including installing a light if it wished.

A report and recommendation will be made to the next meeting.

4.6 (8.2) To consider maintenance at St Mary's play area

RESOLVED to accept the quotation from RPM for replacing two swing seats at a cost of £320 plus VAT. (Prop SR, 2nd PJ, unanimous)

4.7 (8.2) To consider quotation for replacement swing seat at Grenadier Walk play area

RESOLVED given that a toddler swing seat from Egremont Road was now surplus to requirements, to re-use this at Grenadier Walk and to seek a revised quotation from RPM to fit the existing seat as a replacement, and to install new chains.

Cllr Ashton raised a query from a resident at this point regarding a fence panel in Limes Road adjacent to the Recreation Ground. The fence was owned by the resident and they had been informed that it was their responsibility.

4.8 (8.2) To consider report and recommendation on fence at Grenadier Walk play area

The Chairman reported that he had taken a look at the fence and it had been established that this belonged to the garden of the shop and therefore required no action by the Parish Council.

4.9 (8.4) To consider quotations for Internal Audit FY2020

RESOLVED to appoint William Lewis as Internal Auditor for FY2020. (Prop AG, 2nd PJ, unanimous)

4.10 To consider the draft Emergency Plan and if it should be adopted

RESOLVED that the draft Emergency Plan as circulated should be adopted subject to a review in three months' time by Cllr Giddings and quarterly thereafter. RESOLVED that Cllr Giddings should confirm the details with the volunteers so that the plan can eventually be publicised.

Cllr Ashton left the meeting at 9.08 pm.

4.11 Update on the play equipment phase 3 project and to consider any matters relating to the installation including retention of litter bin, bench and toddler swing seats

RESOLVED, given the need for the hedge to be cut back and trim some branches, to delegate to the Chairman and Clerk together to ask Oakes and Watson to put the work in hand and remove arisings, liaising with the contractors on site. (Prop AG, 2nd PJ, unanimous)

RESOLVED to take up the offer from the School to cover the cost of the work.

Cllr Ashton re-joined the meeting at 9.10 pm.

**5. Correspondence/communications received**

5.1 Hardwick Football Club – request to extend use of tennis court

RESOLVED, that it be delegated to Cllr Rose to contact the Football Club to explain the history and background to the tennis courts and the current plans for the site.

## 5.2 Resident – Bourn Airfield transport update

RESOLVED to note the report of a resident who had attended the meeting.

At 9.30 pm, on a proposition by the Chairman, the meeting was briefly suspended to enable District Cllr Chamberlain to speak, and re-opened at 9.32 pm.

Cllr Giddings left the meeting at 9.33 pm.

RESOLVED that Bourn Parish Council continues to receive the Parish Council's support with regard to their efforts to deal with the ongoing issue of consequent traffic from the development.

Cllr Giddings returned at 9.35 pm.

## 5.3 Cambridgeshire Constabulary – Service Change consultation

Noted.

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

### 6.1 Planning applications received since the last meeting

#### 6.1.1 S/0194/20/DC – 303 St Neots Road – Discharge of conditions 7 (foul water drainage scheme) and 8 (surface water drainage) pursuant to planning application S/0629/17/FL for new 3 bedroom dwelling to the rear of 303 St Neots Road to replace previously approved new dwelling

RESOLVED to make no recommendation. (Prop AG, 2nd PJ, unanimous)

Changes to the system of commenting and accessing applications on the SCDC website were noted.

### 6.2 SCDC Decision Notices

#### 6.2.1 S/3735/19/FL – Land at 181 St Neots Road – Erection of two dwellings and the retention of the existing dwelling together with ancillary works to the site including hard/soft landscaping and the creation of parking spaces and the change of use of part of site from commercial to residential (Re-submission of S/2058/19/FL) – Permission refused.

#### 6.2.2 S/3206/19/VC – 339 St Neots Road – Variation of condition 2 (approved plans) of planning permission S/0884/19/VC for variation of condition 2 (approved plans) of planning permission S/2665/17/FL for erection of two family dwellings – Permission granted.

#### 6.2.3 S/4309/19/FL – 301 St Neots Road – First floor loft conversion including raising of roof level – Permission refused.

### 6.3 Tree Works Applications

None.

## **7. Members reports and items for information only**

### 7.1 New Housing Developments and Planning Obligations

It was reported that there had been two complaints from residents about shrub clearance by the developers. Chloe Houston had confirmed that the contractors were aware that they should not be using Hall Drive and had drawn this to their attention.

Cllr Rose reported:

- A meeting of the Hardwick Community Centre Working Group had taken place on 6 February. Comments from the public meeting had been fed back to the architects, with whom another meeting would take place on 2 April. He had reported the Parish Council's approval of funds for operating and fitting out costs and reported on a meeting between the Chairman, District Cllr Chamberlain and himself with the developers promoting new housing development east of Cambridge Road which had once been discussed as a location and discounted; there had been no change.

- The timings for the St Neots Road development, as reported by Hill and Barton Willmore, were noted. The first buildings would probably be occupied in late 2021 which would be the earliest point for the building of the new community centre to begin.

RESOLVED that no response should be made to the developer at this time and to await the Reserved Matters application.

7.2 Village Plan report and to consider any actions

Nothing to report.

**8. Finance, procedure and risk assessment**

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

RESOLVED to note that:

The Chairman used emergency powers to appoint Ben Stoehr as Acting Clerk to provide cover while the Clerk is absent from work. The Clerk's office will be closed on 10 March.

The Acting Clerk used delegated powers to obtain Land Registry title deeds for a property in the Limes Road Estate £6 and to appoint the Solicitor for 4.3 at £240 plus VAT for one hour's advice.

8.2 To receive play areas and skate park inspection reports continued

The play inspection reports were received, with the exception of Egremont Road which is currently undergoing works.

RESOLVED that the bin should be retained and reinstated in a suitable location.

RESOLVED to ask Clare McGowan whether the project needs the existing benches, and if not, to seek their retention as the Parish Council would like to re-use them elsewhere.

Cllr Joslin reported that CCC had agreed to pay for the installation of the first three "flasher" posts, but are unable to install the remaining three until the path has been widened. This work will commence shortly with the stretch from the first bend to Cahill's Corner being done first. The Speedwatch signs are to be chased.

Cllr Giddings undertook to remove the outdated notices from the notice board.

It was reported that the triangle warning road sign for the School had fallen off and the post was rotted and lying on the verge on Limes Road. The Chairman will report this to CCC.

The Chairman had reported a trip hazard where the kerb had dropped near the telephone fibre box on Limes Road. He had also removed protruding screws from a fence in Grenadier Walk.

8.3 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 RPM (Egremont road tape) £180.00. (Prop SR, 2nd IG, unanimous)

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|--------------------------------|----------|
| Salaries and Pensions          | £423.63  |
| LGS Services (Admin support)   | £1365.28 |
| SSE (Street light energy) (DD) | £85.12   |

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

The length of meetings is to be an agenda item for the next meeting.

There was no further business and the meeting closed at 10.23 pm.

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