

Hardwick Parish Council
Minutes of the Meeting held on Tuesday 28 April 2020 at 7.00 pm
Held remotely via Zoom due to the current pandemic

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

In attendance: County Cllr L Nieto, District Cllr Grenville Chamberlain and Mrs Gail Stoehr (Clerk).

Open public session including reports from the County and District Councillors

County Cllr Nieto reported that CCC was co-ordinating the support of shielded residents. An inquiry into the financial impact is to be held. SCDC has changed the frequency of precept payments. Anthony Browne MP had secured funding for Parish Councils. Cllr Nieto asked that she be informed of any problems. Clothing bank collections had been suspended and the Parish Council was asked to place a notice on the collection banks.

District Cllr Chamberlain reported:

- South Cambridgeshire Hall was mainly closed with staff working remotely, due to Covid -19.
- Residents were receiving support of different levels varying from a phone call to shopping support during the current National Emergency. There were over 30 volunteers. Cllr Chamberlain asked that he be informed in strictest confidence if anyone knew of others in need.
- There was a drop in income at SCDC from Council Tax and business rates.
- £18m grants had been introduced and were being distributed to businesses where eligible.
- Planning applications were still being processed but there were some delays. The consultation period had been extended by 21 days.
- The reintroduction of the green bin collection. This will re-commence in Hardwick on 6 May.
- Roadworks in St Neots Road.
- A kind resident had already removed bags from the clothes bank and was storing them until after the lockdown.

Cllr Rose will place an article on Facebook regarding “Hardwick’s Angels” and their support of the vulnerable and residents.

The Chairman reported that he was impressed with the South Cambs Forum, its support for business and swift actions. Cllr Chamberlain will pass this on to SCDC.

1. To approve apologies for absence

Apologies were received from Cllr Giddings (self-isolating).

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 6.4 as a life and founder member of HSSC who was on the committee when the leases were negotiated, and declared that he would abstain from the vote and the discussion.

Cllrs Wellbelove and Ashton declared a non-pecuniary interest as members of HSSC. Cllr Joslin declared an interest as a member of the Fields of Grace Climate Change Group and the Speedwatch 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 meeting on 25 February**
RESOLVED that the minutes of the meeting on 25 February be approved and signed by the Chairman as a true record. (Prop DW, 2nd PJ, unanimous)
4. **To consider co-option to fill casual vacancy (3 vacancies) – Ackbar Joolia, 57 St Neots Road**
RESOLVED to co-opt Ackbar Joolia as a member of the Parish Council. (Prop SR, 2nd AG, unanimous)
Cllr Joolia signed the Declaration of Acceptance of Office before taking his seat. The training available was outlined.
5. **Matters arising and carried forward from the last or previous meetings for discussion/decisions**
- 5.1 (4.1) Planting of three free trees - update
RESOLVED to note that two trees had been purchased using the £60 voucher, that after lockdown one will be planted in the open area in Pershore Road, and the other on the green area in Cambridge Road to replace a dead tree.
- 5.2 (4.5) Maintenance of Miller's Way – update including report on meeting and recommendation
RESOLVED to receive the verbal report from the Chairman on a meeting with Persimmon attended by Cllrs Gill and Joslin and a resident. Persimmon had agreed in principle to the upgrade and transfer of the land thereafter to the Parish Council but would need advice first from a contractor regarding the specification. They were also willing to pay the Parish Council's legal costs with the Parish Council to pay the Land Registry fees. Discussions with Persimmon regarding street lighting had also taken place.
- 5.3 (9) To consider the length of meetings
RESOLVED to aim that a Parish Council meeting should take no longer than two hours, and if still ongoing after that time, to consider completing it within a further half an hour deferring any remaining business after this time to a future meeting if necessary.
RESOLVED to change the order of the agenda to take the Finance section after Matters Arising.
RESOLVED to hold separate meetings when presentations take place and open them to the public.
RESOLVED that supporting information for all items including those from working groups and councillors should be provided to the Clerk in advance of the meeting so that it could be circulated with the agenda.
(Prop SR, 2nd DW, unanimous)
- 5.4 Sale of old Speedwatch equipment – to note that Toft Parish Council have accepted the offer to purchase the old equipment and to consider correspondence from Hardwick Speedwatch
RESOLVED having considered information that the old camera was not fit for purpose as it did not record data and that Hardwick Speedwatch wished to retain it for their own use to withdraw the offer to Toft Parish Council and retain the camera as a deterrent in Hardwick. (Prop SR, 2nd PJ, unanimous)
- 5.5 To consider the unauthorised removal of trees in woodland behind Sudeley Grove

RESOLVED to obtain a the costs of replacing the trees including, supply, planting, maintenance until established and removal of the old stumps and invoice the resident for the costs as notice had previously been given to the resident both in writing and also by the Chairman that the trees should not be cut down. (Prop SR, 2nd AG, unanimous)

5.6 (4.3 of Jan meeting) LHI application 2020/21 new speed cushions along Cambridge Road successful

RESOLVED to invite Highways to a public meeting when lockdown is over to discuss the matter further. (Prop AG, 2nd DW, carried with 4 in favour and 1 against)

6. Correspondence/communications received

6.1 Resident – consideration of bollards to protect newly planted trees on the Recreation Ground

RESOLVED, having considered the implications for the contractor and the view of those who planted the trees that large logs on the ground should be used, that the Chairman should speak to the contractor to assess his views, and to defer this item to the next meeting.

6.2 Resident request for signage at Egremont Road play area

RESOLVED not to install a sign noting that the resident should report antisocial behaviour to the Police.

6.3 Hardwick Pre-School – request for signage

RESOLVED that there was no objection in principle to the Pre-School putting up a sign, but to ask them to provide more information on the wording and location and to delegate to the Chairman and Clerk to make a decision on approval when this is received. (Prop DW, 2nd PJ, unanimous)

6.4 Hardwick Sports and Social Club (HSSC) – request for rent reduction

At 8.36 pm, having previously declared an interest in this item, Cllr Rose left the meeting.

RESOLVED to suspend the rent payments until pubs and clubs are allowed to re-open, and to reimburse HSSC the sum of £120 for the closure in March. (Prop AG, 2nd PJ, unanimous)

Cllr Rose re-joined the meeting at 8.39 pm.

6.5 La Biga mobile pizzeria – request to operate wood fired pizza van in Hardwick

RESOLVED that there was no objection in principle to the request but to await further information on the proposed location and day of trading before further consideration deferring this to a future meeting when the information had been received.

6.6 CCC Local Highways Improvement Scheme 2021/2022 – invitation to bid

RESOLVED to defer this item to the next meeting and that members should draft proposals to be submitted to the Clerk prior to the meeting so that it could be circulated with the agenda.

6.7 CCC Street works notifications Cambridge Road and St Neots Roads

RESOLVED that there are no objections.

7. Planning Applications and Decision notices and tree works applications

7.1 Planning applications received since the last meeting

7.1.1 20/01392/HFUL – 28 Main Street – Demolition of existing garage and the erection of a replacement oak framed timber garage with store in loft space – to note response made between meetings. The Parish Council was neutral.
Noted.

- 7.1.2 S/0119/20/PA – 8 Portway Road – Single storey rear extension – to note response made between meetings. The Parish Council was neutral.
Noted.
- 7.2 SCDC Decision Notices
- 7.2.1 S/3206/19/COND3 – 339 St Neots Road – Discharge of condition 3 (Materials) – Condition discharged in full. The Parish Council made no response.
- 7.2.2 S/3206/19/COND4 – 339 St Neots Road – Discharge of condition 4 (Hard and soft landscaping) – Condition discharged in full. The Parish Council made no response.
- 7.2.3 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 bed dwelling to the rear of 303 St Neots Road to replace previously approved new dwelling – Condition discharged in full
- 7.2.4 S/4309/19/FL – 301 St Neots Road – First floor loft conversion including raising of roof level – Permission refused.
- 7.2.5 S/4388/19/DC – Land east of Highfields Road, Highfields Caldecote – Discharge of conditions 8 (Ecology enhancement) and 10 (Badger sett) – Conditions discharged in full
- 7.2.6 S/4074/19/DC – Land opposite 97 to 127 Highfields Road, Highfields Caldecote – Discharge of conditions 2 (External materials), 4 (Landscape and Ecological Management Plan (LEMP)) and 9 (Scheme to retain and improve the hedgerow) – Conditions discharged in full
- 7.2.7 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 – Withdrawn.
- 7.3 Tree Works Applications
- 7.3.1 20/1212/TTPO – 17 Ashmead Drive
RESOLVED that the Parish Council had no comments.
- 7.3.2 20/1230/TTPO – 37 Ashmead Drive
RESOLVED that the Parish Council had no comments.
- 8. Members reports and items for information only**
- 8.1 New Housing Developments and Planning Obligations
Cllr Rose reported that the Working Group meeting on 2 April did not take place due to the lockdown and matters were in abeyance until it was over. There were amended plans for the Working Group to look at. The housing developments had been delayed.
On a proposition by the Chairman, the order of business was varied to take items 9.1 – 9.3 next.
- 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 used delegated powers to contract Oakes and Watson to remove a tree near 17 Ashmead Drive which was dead & unsafe, at a cost of £680 plus VAT.
(4.3) Following advice from NALC that the Council could fund the easement as it was for its benefit Irena Spence of Tees Law had been contracted to draft the Deed of Easement for the drainage pipe under Parish Council land at a cost of £750 plus VAT and is working on the easement which will be considered by the Council when drafted.

The Clerk had invoked the Council's previous policy for handling planning applications between meetings and reporting to Council.

9.2 To receive play areas and skate park inspection reports continued

Cllr Wellbelove reported that at the skate park closure signs had been erected and the play parks had all been taped off. RESOLVED to note that this was required by the Government. Anti-social behaviour is a Police matter.

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 Eastern Tree Surgery (Tree survey) £1500.00, RH Landscapes (Grass cutting) £936.00, (Prop AG, 2nd PJ, unanimous)

RESOLVED a direct debit be signed for future invoices form 123 REG for the website hosting.

RESOLVED to reimburse LGS Services for paying the website domain name £23.98 plus VAT.

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| Salaries | £395.42 |
| Hardwick School (Room hire) | £80.62 |
| LGS Services (Admin support) | £1370.41 |
| SSE (Streetlight electricity) (DD) | £80.24 |
| I Giddings (Expenses – tree planting) | £4.40 |
| Oakes & Watson (Tree removal) | £816.00 |

Payments for previous month approved between meetings

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| Salaries | £602.43 |
| CAPALC (Affiliation fee) | £596.96 |
| RPM (Swing seat repair) | £384.00 |
| RPM (Cradle seat installation) | £360.00 |
| SSE (Streetlight energy) | £75.53 |
| James Wakeling (Hedge trimming) | £60.00 |
| LGS Services (Admin support) | £1323.56 |
| M Pooley/Cambis Cricket (Recreation ground vertidrainage) | £500.00 |
| Kompan (Inspection) | £505.71 |
| Kompan (Phase 3) | £56,795.01 |
| RH Landscapes (Grass cutting) | £492.00 |
| RH Landscapes (Grass cutting) | £450.00 |

Credits, including bank interest, and receipt of the precept, were noted.

8.2 Village Plan report and to consider any actions

Nothing to report.

8.3 Zero Carbon grants for new community building. Proposal that the Parish Council seek an agreement in principle that the new centre be as zero carbon emitting as possible

Cllr Joslin declared an interest as a member of the Fields of Grace carbon neutral promoting group in the village.

Cllr Rose reported that he had spoken to the architect and the building was to be as energy efficient as possible. The best option was the best insulation. This will be discussed with the contractors in the future when the time is right. The working group could not give a commitment to Zero Carbon emission at present as the detail was not known. Shaun Hughes had offered to help and supply information on his qualifications.

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

The Audit will be an agenda item for the June or July meetings.

A vacancy notice for the two remaining vacancies on the Council will be placed on the notice boards.

There was no further business and the meeting closed at 9.15 pm.

SignedChairmandate

APPROVED