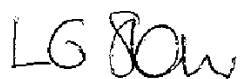


## HARDWICK PARISH COUNCIL

**I hereby give notice that the Meeting of the Parish Council will be held  
on Tuesday 28 September 2021 at 7.00 pm at The Cabin at St Mary's**

*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.

  
Mrs Gail Stoehr, Clerk  
21/09/21

### AGENDA

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

- 1 To receive 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 previous meeting**
- 4. Matters arising or deferred from the last or previous meetings for discussion/decision**
  - 4.1 (4.5) To consider design and prices for memorial bench at Grenadier Walk
  - 4.3 (5.2) Worcester Avenue climbing equipment – to consider cost for paint <sup>(DW, IG)</sup>
  - 4.4 (5.2) To consider quotation for repair/replacement of basket swing at Egremont Road
  - 4.5 (5.2 of 22.6.21) Rospa repairs 2021 - To consider quotation for swing shackles at Egremont Road
  - 4.6 (6.3) To review Climate Action Group tree planting proposals
  - 4.7 (9) Lighting on the St Mary's public open space and access road <sup>(SR)</sup>
  - 4.8 Future management of the allotments at Meridian Fields
- 5. Finance, risk assessment and procedural matters**
  - 5.1 To consider any quotes for urgent work required because of risk and the Clerk's use of delegated powers
  - 5.2 To receive play areas and skate park inspection reports and consider if any work is required
  - 5.3 To receive the financial report and approve the payment of bills
  - 5.4 Review of banking arrangements
  - 5.5 Grass cutting and village maintenance contract 2022-24
    - 5.5.1 To review the existing specification and consider if any changes are required
    - 5.5.2 Proposal for the Sudeley Green Area – trimming back overgrown vegetation, Hazardous Briars and Nettles, waste to be shredded/chipped and left on site as mulch/cover. It should be added to our village maintenance contract, this area should open and safe for all to enjoy <sup>(PJ)</sup>
- 6. To consider any correspondence/communications received requiring formal noting by or a decision of the Council**
  - 6.1 SCDC – street lighting from new development
  - 6.2 Resident – Trees around the recreation ground
  - 6.3 Resident – Complaint about noise and granting of music licences for festival events
  - 6.4 SCDC – Government Consultation on the Oxford – Cambridge Arc
  - 6.5 CCC – Local Highway Improvement Scheme – Invitation to bid
  - 6.6 MAGPAS – request for financial support
  - 6.7 Hardwick Climate Action Group request to introduce meadow areas on Parish Council Land
- 7. To consider any planning applications and decision notices and tree works applications \***
  - 7.1 Planning applications and appeals
    - 7.1.1 21/03961/FUL – Land in front of 277 St Neots Road – Erection of a dwelling
    - 7.1.2 21/03912/HFUL – 22 Bramley Way – Demolition and removal of existing garden wall to the back garden of the property and the erection of a 2.1 metre high metal fencing system to extend to within half a metre of the adjacent footpath and the removal of an existing laurel hedge
  - 7.2 SCDC and appeal decision notices - to note
  - 7.3 Tree works applications

\* 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/>

7.3.1 21/1187/TTPO – Hardwick Community Primary School

**8. Members reports and items for information only unless otherwise stated**

- 8.1 New Housing Developments and Planning Obligations <sup>(SR)</sup>
- 8.2 Street naming at Capstone Fields – Proposal that the SCDC decision be publicised on the website, on Facebook and in Hardwick Happenings <sup>(SR)</sup>
- 8.3 Proposal that the Parish Council accepts SCDC's offer of Six Free Trees <sup>(AG)</sup>
- 8.4 Feedback from GCP Meeting 22nd Sept <sup>(AE)</sup>
- 8.5 Highways and Road Safety Working Group verbal report <sup>(AE)</sup>

**9. Closure of meeting**

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\* 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/>

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

1. To receive apologies for absence – will be reported to 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 meeting on 24 August - attached
4. Matters arising or deferred from the last or a previous meeting for discussion/decision
- 4.1 (4.5) To consider design and prices for memorial bench at Grenadier Walk  
There are a number of companies who supply benches in various sizes and designs made from recycled materials ranging from £414 to £1000+ plus fitting costs eg. As examples  
Glasdon  
[https://uk.glasdon.com/focus-on-secondary-schools/seating/recycled-materials-seating?s=0&pp=0&gclid=Cj0KCQjw-NaJBhDsARIsAAja6dOYxdiHo-kc1Gxcc7xgkkLO\\_0rSBCk44KhTbJ1SxbBf09QIsqMQxi0aAg6iEALw\\_wcB](https://uk.glasdon.com/focus-on-secondary-schools/seating/recycled-materials-seating?s=0&pp=0&gclid=Cj0KCQjw-NaJBhDsARIsAAja6dOYxdiHo-kc1Gxcc7xgkkLO_0rSBCk44KhTbJ1SxbBf09QIsqMQxi0aAg6iEALw_wcB) lead time approx 8 weeks.  
  
Filcris at Bourn  
<[https://www.filcris.co.uk/category/furniture/recycled-plastic-seating- £462](https://www.filcris.co.uk/category/furniture/recycled-plastic-seating-£462)> lead time 15 weeks.  
  
Recycled Furniture  
<<https://www.recycledfurniture.co.uk/Benches-and-Seating/Ascot-Seat £810>>  
  
Metal Streetmaster  
<http://www.streetmaster.co.uk/plymouth-seat.php>  
  
Members can find more on the internet that suit requirements.
- 4.2 (5.2) Worcester Avenue climbing equipment – to consider cost for paint  
Cllrs Wellbelove and Giddings to report.
- 4.3 (5.2) To consider quotation for repair/replacement of basket swing at Egremont Road  
Cllr Wellbelove proposes the quotation be accepted.
- 4.4 (6.3) To review Climate Action Group tree planting proposals  
Nothing further received at the time of writing. Background information was included with the meeting papers for the last meeting.
- 4.5 (9) Lighting on the St Mary's public open space and access road<sup>(SR)</sup>  
Requested at the last meeting by Cllr Rose.
- 4.6 (5.2. of 22.6.21) RoSPA repairs 2021 – to consider quotation for swing shackles at Egremont Road
- 4.7 (8.3 of 27.7.21) Future management of the Allotments at Meridian Fields  
The existing Allotments Society is checking its records for details of its tenancy agreement.

There has been no response yet from Hill as to when the allotments are likely to be transferred etc. but Steve Gaze is willing to assist in getting the Allotment Association up and running. He has put together some ideas on how he thinks this could work for consideration. There are two people on the waiting list.

Mr Gaze has emailed following the email below to say he is meeting with Hill.

“Here is a very brief outline of what I think needs doing. Some of these things could be done in parallel:

1. Make contact with Hills asap to liaise regarding their landscaping plans for the allotments before they are handed over. For example,
  - a) the site map shows a gravel path around the inside perimeter of the allotment site. This would be very unhelpful if instituted. A wood chip path would be much more user friendly.
  - b) fencing the site
  - c) water access on site?

2. I recommend that the Hardwick Parish Council (HPC) become members of the National Allotment Society. HPC can then access template tenancy agreements and other useful information that have been drawn up just for this kind of scenario, where the parish council is responsible for the land to be used. Fees for a council are £55 per year plus VAT see the link <https://www.nsalg.org.uk/join-us/membership-fees/>

Alternatively, we could copy and paste from various allotments society agreements that are on the internet but that runs the risk that we may end up copying someone else's mistake, with no official organisation to go back to for support.

3. We start planning to contact all households in the Meridian Fields development to gauge interest, or decide if this is necessary or not. I am already in touch with someone who is keen, and who knows someone else who is keen, so I don't think it will be difficult to find people wanting allotments. It is probably a question of whether those who have already expressed interest to the Parish Council get priority, or whether allotments are allocated randomly in the first instance.

4. Once the site is handed over, decisions can be made about a sensible layout and number of allotments for that site. Having looked at the map, and the general site (from behind builders' fences) it does look very small - indeed it looks smaller than some of the private gardens of the larger properties in the development. So I suspect it will only be 3 or 4 allotments (there are 4 drawn on the site map).

I hope the above makes sense. Please let me know if you need me to come to the next Parish Council meeting, or if I need to liaise with anyone in particular on the Council."

He has subsequently added:

"1. I've made contact with the Hill's site manager at Meridian Fields. He told me that he should receive the drawings for the allotments on Monday morning (20 Sept) and suggested that I meet with him at 3pm that afternoon. I'll find out more at that meeting. He thought they would be installing a stand-pipe. Things are happening fast on site.

2. I should have said in my earlier email that as part of setting up the tenancy agreement / rules we should also set up a committee to manage the site going forward. If there are only 3 or 4 allotments, the committee could be a bit of a closed shop comprising the allotment holders and a rep from the Parish Council. That could be interesting."

Mr Gaze has since sent a further email as follows:

"This afternoon (20 Sept), I had a useful meeting about the allotments with Mike, site manager for Hill at Meridian Fields. He showed me the drawings, and said they would be installing the standpipe in the next day or two, and would be doing a lot of the other work in the coming 2-3 weeks. There are a couple of small changes that I would suggest and that he would be happy to accommodate if requested in time by the Parish Council, via the contact you have for the development. I've listed them below:

1. Could they please install double gates at the entrance from the car parking, instead of the single pedestrian gate currently on the plans? This will make it much easier to bring equipment in and out of the allotment site, including getting a wheelbarrow onto the site. The single gate should be wide enough for a wheelbarrow, but there is not a lot of turning room once through the gate before encroaching onto an allotment. [There is another single pedestrian gate on the north west side of the allotments, but this is accessed via a gravel / shingle footpath which, if like the shingle footpaths

currently installed at the southern end of the development, will be a real pain to wheel any equipment over as the shingle is deep.}}]

2. Could the bench be moved to be next to the lamppost, where there is already a restriction to the width of the internal perimeter footpath around the allotments, rather than being placed where it is currently drawn? Mike, didn't know if the bench would be anchored to the ground in any way, or if it would be a bench that could be simply picked up and moved. If the bench is to be anchored, then its current position blocks the perimeter footpath, and it would be very helpful to have it moved.

3. I wasn't allowed to take a photo of the site drawings (copyright reasons apparently), but you can request a copy directly from them if you would like to see them.

4. And one more possible request ... Would the Parish Council consider requesting taking a T off the standpipe to supply an adjacent water trough? Hills might be able to do this at minimal cost if contacted soon enough? (see point "c" below for a bit more info.

And a couple of other points of interest.

a) There are 4 allotments drawn on the plans, each different sizes. Three of them are roughly rectangular, with dimensions approx 8.5 x 4.2 metres. The fourth allotment is shaped more like 1/4 of a piece of cake.

b) Each allotment will have 4 x 1 inch boards installed around the perimeter with topsoil added inside and a grass path outside, with top soil added to bring the level flush to the top of the board.

c) The standpipe will be lockable, and will have a meter to record usage. In practice, it is very helpful to have a water trough that fills via a float valve and allows a watering can to be filled in a couple of seconds rather than waiting to fill from a tap. Would the Parish Council consider requesting taking a T off the standpipe to supply an adjacent water trough? Hills might be able to do this at minimal cost if contacted soon enough?

d) It would be very helpful if the whole site had 1 inch mesh wire fence around it to deter small deer and rabbits. Hill plan to install simple wooden post and rail fence to demarcate the area. Would the Parish Council consider attaching mesh fence to this fencing?"

## 5. Finance and risk assessment and procedural matters

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

5.2 To receive play areas and skate park inspection reports and to consider if any work is required

5.3 To receive the financial report and approve the payment of bills – attached.  
Opus Energy is still only charging the standing charge and not the unit price.

## 5.4 Review of banking arrangements

The bank mandate for the Cambridge and Counties Bank is still outstanding. Does the Council wish to consider how it might best invest the S106 funds it has presently in a current account?.

## 5.5 Grass cutting and village maintenance contract 2022-2024

5.5.1 To review the existing specification and consider if any changes are required  
The current specification is attached.

5.5.2 Proposal for the Sudeley Green Area – trimming back overgrown vegetation, Hazardous Briars and Nettles, waste to be shredded/chipped and left on site as mulch/cover. It should be added to our village maintenance contract, this area should open and safe for all to enjoy  
Cllr Joslin to report.

## 6. To consider any correspondence/communications received

### 6.1 SCDC – Street lighting from new development

Helen Taylor of SCDC has written:

"I have been contacted by some members of Hardwick Parish Council regarding recent changes to streetlighting as a result of re-developments in Hardwick. To help reach a conclusion with the Parish Council to the changes to the streetlights and their adoption/maintenance, I have drafted a letter for the Council's consideration, which includes supporting documents, to explain our current position and understanding, with a proposal for next steps." Attached.

## Resident – Trees around the Recreation Ground



“I live at [redacted] Limes Road and our garden backs onto the Hardwick playing field. The trees at the bottom of our garden are getting quite large and leaning onto our fence. We'd like to get the fence replaced but would need the trees behind our property to be pruned back in order to do so.”  
There is just one tree which needs more than trimming which we would like you to include for the council to consider next time they meet.  
I've attached a few pictures to show which tree it is and how it's leaning onto the fence. It's only this one tree which we would need to be cut back.”



### 6.3 Resident – Complaint about noise and granting of music licences for festival events

“Following a highly disrupted weekend, for the second time in two weeks, I am writing to you to ask that Hardwick Parish Council contact South Cambridgeshire District Council to lodge a formal objection to the granting of licences for any further 'music events' on the Childerly Hall estate. I live in Meridian Close which is obviously closer to Childerly Hall than some but not all residents of Hardwick. The noise pollution (in the form of incessant music) meant that using our garden was a most unpleasant situation as was opening windows. The event continued until 11pm which in turn led to a disturbed night.

I contacted the 'noise line' using the phone number published on the website and was met with an adamant refusal to moderate the noise claiming that they (the Strawberries and Creem (sic) organisers ) were in compliance with their licence. If they were in compliance, which was being determined by a gentleman with a noise monitoring device apparently appointed by the event organisers, then can you please raise the question of 'allowable' noise limits with the appropriate South Cambs officers?

My weekend was significantly impacted by the noise pollution. Looking at the map, regardless of the wind direction, a nearby conurbation was going to be affected, Hardwick, Dry Drayton, Bar Hill, Cambourne, Caldicote, Elsworth to name but a few. As such, I fail to see why a licence to permit an almost unremitting cacophony was granted especially as it impacted the well being of so many people.

I thank you for your proactive action in publishing the contact details for the organisers on the website but I feel that the organisers were not taking complaints seriously. Your raising of this issue with SCDC will, I hope, carry more weight than the complaint that I made to the SCDC 'noise nuisance' department yesterday (SCDC reference SR358082)”.

- 6.4 SCDC – Government consultation on the Oxford-Cambridge Arc  
 “I am sure that you are aware that the Government is currently running a consultation on the Oxford Cambridge Arc. South Cambridgeshire District Council will, of course, be responding to this and part of our focus is likely to be around the environmental impact of the Arc but also on the opportunities for doubling nature and for reducing carbon emissions.  
 I would like to encourage all of the parish councils in the district to also respond to the consultation on their own behalf so that government has some awareness of the impact of this proposal on rural areas and rural communities such as ours.  
 The link is <https://www.gov.uk/government/consultations/creating-a-vision-for-the-oxford-cambridge-arc> and the consultation runs until 12 October.  
 The Infrastructure Workshops we are running on 4 and 11 October will of course include information on E-W Rail, and may be helpful for you in terms of finalising your individual responses.”  
 Cllr Bridget Smith  
 The Leader, South Cambridgeshire District Council
- 6.5 CCC – Local Highway Improvement Scheme – Invitation to bid  
 “I am pleased to inform you that we are now accepting Local Highway Improvement (LHI) applications for the 2022/23 financial year.  
  
 The deadline for submitting an LHI application is midnight on **Thursday 30<sup>th</sup> September**, following which you will be contacted by an officer to progress your submission. They will initially work with you to ensure that your project scope and budget are accurate and achievable. Your bid will then be presented to the LHI Member Panel for scoring and prioritisation.  
  
 Please ensure you have read through the supporting LHI guidance available online before submitting your application as some of the requirements in the added value section have changed from last year.  
  
 Please complete the application form electronically, save, and submit via email to [Local.Projects@cambridgeshire.gov.uk](mailto:Local.Projects@cambridgeshire.gov.uk).  
  
 The application form and further information can be found at the following link - [Local Highway Improvement funding - Cambridgeshire County Council](#)  
  
 If you have any queries or questions, please do not hesitate to contact us.”  
 Daniel Jackson  
 Business Support Officer
- 6.6 MAGPAS – request for financial support  
 Attached.
- 6.7 Hardwick Climate Action Group request to introduce meadow areas on Parish Council Land  
 Daniel Lee of Hardwick Climate Action Group has written “The attached proposal is to inform the parish council of why we feel we need meadow areas in the parish.”
- 7.1 Planning applications and appeals  
 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 and appeals on <http://plan.scamsb.gov.uk/swiftlg/apas/run/wchvarylogin.display>
- 7.1.1 21/03961/FUL – Land in front of 277 St Neots Road – Erection of a dwelling
- 7.1.2 21/03912/HFUL – 22 Bramley Way – Demolition and removal of existing garden wall to the back garden of the property and the erection of a 2.1 metre high metal fencing system to extend to within half a metre of the adjacent footpath and the removal of an existing laurel hedge
- 7.2 SCDC and appeal decision notices - to note
- 7.2.1 21/03043/HFUL – 1 Worcester Avenue – Ground and first floor side extension, removal of entrance porch and alterations to window opening on front elevation – Permission granted

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>

7.3.1 21/1187/TTPO – Hardwick Community Primary School

8. Members' reports and items for information only unless otherwise stated

With the exception of New Housing Developments and Planning Obligations which is a standing item at all Council meetings the other proposals from members are included in the order received

8.1 New Housing Developments and Planning Obligations

Cllr Rose to report.

8.2 Street naming at Capstone Fields – Proposal that the SCDC decision be publicised on the website, on Facebook and in Hardwick Happenings

Cllr Rose to report. He writes:

“The planners have advised that the streets of Capstone Fields will be named as follows

Allocation of addressing to 155 new dwellings at St Neots Road, Hardwick.

To Be Known As:

2 – 84 evens

HOWELLS WAY  
HARDWICK

1 – 83 odds

HOWELLS WAY  
HARDWICK

1 – 14 consec

LOFTY CLOSE  
HARDWICK

1 – 9 odds

TURNER CLOSE  
HARDWICK

2 – 12 evens

TURNER CLOSE  
HARDWICK

1 – 11 odds

BARKER WAY  
HARDWICK

2 – 12 evens

BARKER WAY  
HARDWICK

1 – 49 odds

BHACHU DRIVE  
HARDWICK

2 – 18 evens

BHACHU DRIVE



## HARDWICK

In summary therefore we will have

Howells Way  
Lofty Close  
Turner Close  
Bhachu Drive  
Barker Way

Can we have this as an agenda item for our next meeting when I would like to propose that we publicise this decision on our website, on Facebook and in the Hardwick Happenings.”

8.3 Proposal that the Parish Council accepts SCDC’s offer of Six Free Trees <sup>(AG)</sup>

“Following the success of our Three Free Trees scheme last year, we are delighted to be offering all parish councils in the District Six Free Trees as part of our work to Double Nature in South Cambridgeshire.

If you are interested, please apply by 30 Sep.

Trees will be delivered directly to your chosen location during [National Tree Week](#) (Saturday 27 November – Sunday 5 December)

You can find out more information and apply for your free trees [here](#).

Emma Dyer | Project Officer, Climate & Environment

The Chairman proposes that the Parish Council applies to SCDC as it has done previously.

8.4 Feedback from GCP Meeting 22nd Sept <sup>(AE)</sup>

8.5 Highways and Road Safety Working Group verbal report <sup>(AE)</sup>

9. Closure of Meeting

# HARDWICK PARISH COUNCIL MONTHLY FINANCIAL STATEMENT

Sep-21

## Summary of previous month

Balance brought forward **£934,635.80**

## Adjustments and amendments

### Expenditure approved at last meeting/between meetings

SURVEY SOLUTIONS MILLERS WAY SURVEY -834.00

### Misc credits

RESIDENT TREES 35.00

### Total Adjustments

-799.00

Balance revised after adjustments

**£933,836.80**

## Bank Reconciliation to last statement

Account	Funds	Statement	Outstanding
Unity Trust Current Account	808,932.89	808932.89	0.00
Cambridge & Counties Bank	96,903.91	96,903.91	
NS&I Income Bond	28,000.00	28,000.00	
<b>Total</b>	<b>933,836.80</b>	<b>933,836.80</b>	<b>0.00</b>

### Expenditure for approval

£

SALARIES & PENSIONS 776.96  
 ARD ROSPA REPAIRS 1722.60  
 LGS SERVICES ADMIN SUPPORT AUG 21 1382.36  
 ZURICH INSURANCE 2217.25  
 OAKES AND WATSON REPLACEMENT FIELD MAPLES 240.00  
 RH LANDSCAPES GRASSCUTTING 804.00

### Total expenditure

7143.17

Balance c/f

**£926,693.63**

## Notes:

Late invoices will be brought to the meeting



**Gail Stoehr, Clerk to Hardwick Parish Council**

30 West Drive  
Highfields Caldecote  
Cambridge  
CB23 7NY

Streetlighting Service  
Contact: Helen Taylor  
Email: [helen.taylor@scambs.gov.uk](mailto:helen.taylor@scambs.gov.uk)  
Direct dial: 07740910649

24 August 2021

Dear Gail

**Changes to SC streetlights in Hardwick and S106 monies**

South Cambs DC is responsible for 1800 streetlights across the district which are provided in partnership with Parish Councils. Under the current arrangements South Cambs DC is responsible for the physical asset, including maintaining an inventory for all assets, with Parish Councils paying for the electricity costs only. As required, South Cambs DC streetlighting service extends to maintaining its existing assets. There is no statutory duty for the Council to provide streetlighting.

In 2017 South Cambs streetlighting service was required to submit a Design Brief for the changes to its streetlights along Main Street, Hardwick as part of re-developments and the widening of a stretch of footpath. This included changing two existing South Cambs streetlights from pole brackets to columns and the addition of one new light. In line with its service policy, South Cambs DC detailed in the Design Brief that it would only take responsibility for the replacement of existing lights, not any additional lights installed by the developer – see attached Appendix 1.

In September 2020, the service was notified of the need to remove two existing SC streetlights along St Neots Road, Hardwick as part of re-development in this area. In January this year, we received further notice that this would extend to three SC lights and that new lighting would be replacing this which would be adopted by either CCC or the Parish Council – see attached Appendix 2. We now understand that the three 5m SC lights removed are to be/have been replaced with four 8m columns following developer consultation with the Parish Council. SCDC was not involved in decisions regarding this change.



We understand the Parish Council requests that South Cambs DC maintains the additional lighting column along Main Street and the four 8m columns along St Neots Road, which result from developments in the area.

The changes to existing SC lights (i.e. the change from 5m to 8m columns) and the addition of two new lights, where SCDC agrees to accept them, increases costs to the Council over the lifetime of these assets. SCDC would also be assumed liable for the assets. The request from the Parish Council for an annual maintenance charge to cover additional costs, payable by the District to the Council, requires ongoing additional administration which we would wish to avoid. Rather, SCDC would seek to share existing S106 monies for streetlighting with the Parish to cover anticipated increased costs to both Councils where managed under the current partnership arrangements.

Following discussions with Alan Everitt and Pauline Joslin, SCDC presented this proposal in an email on June 8<sup>th</sup> for consideration at the Parish Council's meeting on June 22<sup>nd</sup>. See attached Appendix 3. Please be aware that this proposal may now need revision due to changes in maintenance contract costs.

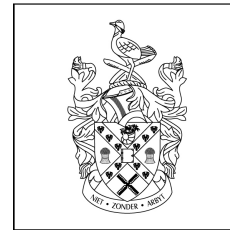
### **S106 monies for changes to/additional lighting**

We received an email via James Fisher, from Cllr Rose outlining the Parish's intention to use S106 monies to add to or replace lighting between St Mary's Church and the corner of Main Street and Cambridge Road – See attached Appendix 4.

South Cambs DC is not in a position to approve or advise on additional street lighting given the scope of its service, but would advise that any new proposals include an assessment of the need and environmental impact of any additional lighting and consultation with residents. The County Council would also need to be consulted regarding streetlighting along a public highway.

If the intended location is understood correctly as the stretch between Victoria Farm and St Mary's Church, SC lights are already in location along this road which have recently been upgraded to LEDs. SCDC would therefore not wish to see any alterations to these existing lights.

As the scope of the South Cambridgeshire DC streetlighting service is to maintain its current stock, please also be aware that any changes to existing lighting or additional lights installed would need to be adopted as an asset owned and maintained thereafter by the Parish.



**South  
Cambridgeshire**  
District Council

## **Summary and next steps**

We have sought to capture the current situation as we understand it and SCDC's position in this letter to achieve clarity in the first instance and to help facilitate a conclusion with the Parish Council. We would welcome a meeting with representatives of the Parish Council to achieve this end. Ahead of this, it would be helpful to receive further details for the intended changes/additions to streetlights along Main Street, proposed by the Parish in view of the above points.

Please note that where SDCC continues to maintain and be responsible for SC streetlights changed by developers, and assume responsibility for 2 additional lights installed, it would seek to cover additional costs for the lifetime of these assets in the form of a one-off payment.

In view of the current situation with SC lights in Hardwick, we would like to work with the Parish Council to improve ongoing communications regarding the streetlights and would therefore ask that the Parish Council helps to ensure that SCDC is consulted fully on any potential changes to streetlights on its inventory, prior to any action being taken.

Yours faithfully

A handwritten signature in blue ink, appearing to read 'H. Taylor'.

**Helen Taylor**  
Development Officer



## **Design Brief**

**SCDC Planning Ref No: S/1694/16/0L Hardwick**

### **Re. Street lighting along Main Street that is part of a footpath widening scheme**

*The following details below should be followed and in all other respects the design must comply with all relevant sections of the Cambridgeshire County Council Standard Development Specification – Dated January 2016.*

All existing street lights included within the scheme should be replaced with new street lights. South Cambridgeshire District will not adopt any additional street lights within the scheme over the number of existing lights in place along Main Street.

Please confirm to South Cambridgeshire District Council the existing street light numbers that will be affected by the scheme as soon as possible.

The Parish Council should be consulted.

Each streetlight shall have its own electrical supply installed by the DNO/IDNO.

Hinged lighting columns to be installed in areas where vehicular access is difficult or not possible.

#### **LEDs:**

LED luminaires are to be used with the following specification:

**1. Luminaire Specification**

Kirium Pro Mini 16LED@350ma to be used where replacing existing SOX35 lamps. For other lamps a lighting design should be sought from DW Windsor from the Kirium Pro Range.

**2. Total Luminaire Lumen Range**

350 to 5900 lumens

**3. LED Lamps**

Tier 1 supplier Luxeon TX

**4. Diamond+ Optic Control**

Optic D1

**5. Control**

7 Pin NEMA socket fitted with a 1 Part Photo Electric Cell, Switch On/Off level 35/18lux. Photo Cell to have 12 year guarantee.

**6. Driver**

Philips Xitanium LED Full Prog to run at 350ma. Driver to be DALI enabled and Constant Light Output (CLO) enabled

**7. Dimming**

All luminaires shall be pre-programmed to dim by 40% from 22.00 to 06.00.

**8. Colour Temperature**

3000K (Warm White)

**9. Paint Finish**

Polyester powder coated

**10. Colour**

RAL 7035 Light Grey

### **11. Obtrusive Light Shields**

To be available for back, side and front options where required

### **12. Elexon UMSUG Codes**

Must be available at time of supply

### **13. Mounting**

Side Entry – 34, 42, 60mm dia

Post top/side entry inclination: -15°-10°, -5°, 0°, +5°, +10°, +15°

### **Lighting columns**

Should be 5m in height.

### **Please note the following information is also required:**

1. Two plans to a scale of at least 1:500 (in pdf and hardcopy) shall be provided showing the position and plan numbers of columns, orientation of bracket arms and lanterns for the final proposed design, the locations of all adjacent lighting units (existing and/or proposed by other Developers) together with full details of the equipment, any lighting units to be removed and the version date of the County Councils Standard Development Specification which has been used to support the design.
2. A schedule of road lighting units relating to their plan number to include mounting height, bracket projections, bracket attitude, spigot attitude, lantern type, lantern attitude, optical control matrix, lamp holder/reflector position, the column's Easting and Northing (to a minimum of six integers and one decimal place) using the British Coordinate System – British National Grid. The schedule shall be included within the layout drawing unless impractical
3. A report shall also be provided, and shall provide: an environmental impact assessment, recommendations for the provision of safety fences or otherwise, design risk assessment, any matters covered by current Health and Safety legislation that may arise from the design or during installation or maintenance or future demolition and the recommended maintenance and inspection intervals and requirements.
4. A note is required on the design layout drawing to read: "All works to be carried out in accordance with Cambridgeshire County Council Standard Development Specification Dated January 2016".

### **If any further information is required, please contact:**

**Helen Taylor**  
**South Cambridgeshire District Council**

**E-mail: [helen.taylor@scambs.gov.uk](mailto:helen.taylor@scambs.gov.uk)**  
**Tel: 01954 713452**

**From:** Barry Crook <[bcrook@itdoes.co.uk](mailto:bcrook@itdoes.co.uk)>  
**Sent:** 12 January 2021 10:07  
**To:** Taylor Helen <[Helen.Taylor@scambs.gov.uk](mailto:Helen.Taylor@scambs.gov.uk)>  
**Subject:** RE: St.Neots Road, Hardwick

Good morning Helen,

Yes, that is correct. All three of the luminaires will be removed and replaced, with either CCC or the parish council taking on the ownership and energy/maintenance cost. My client said he had spoken to the parish in the last couple of days, and that they had confirmed they will be undertaking the maintenance etc.

Regards  
Barry

**From:** Taylor Helen <[Helen.Taylor@scambs.gov.uk](mailto:Helen.Taylor@scambs.gov.uk)>  
**Sent:** 12 January 2021 10:02  
**To:** Barry Crook <[bcrook@itdoes.co.uk](mailto:bcrook@itdoes.co.uk)>  
**Subject:** RE: St.Neots Road, Hardwick

Hello Barry

So I am clear on this. SC18, SC27 and SC38 will be permanently removed so South Cambs will no longer own these 3 lights in this location? Just wanted to check this so that I am not asked to then maintain any replacements in these locations for them, if that makes sense?

Thanks

Helen

**From:** Barry Crook <[bcrook@itdoes.co.uk](mailto:bcrook@itdoes.co.uk)>  
**Sent:** 11 January 2021 14:20  
**To:** Taylor Helen <[Helen.Taylor@scambs.gov.uk](mailto:Helen.Taylor@scambs.gov.uk)>  
**Subject:** RE: St.Neots Road, Hardwick

Hi Helen,

Thanks for sending this over. I can confirm that one extra column/luminaire will be removed and replaced. This extra column is SC18.

The three columns in total to be replaced are SC18, SC27 and SC38. I will add a note to the drawing, giving the contractor the return address for your equipment.

Regards  
Barry

**From:** Taylor Helen <[Helen.Taylor@scambs.gov.uk](mailto:Helen.Taylor@scambs.gov.uk)>  
**Sent:** 11 January 2021 10:50  
**To:** Barry Crook <[bcrook@itdoes.co.uk](mailto:bcrook@itdoes.co.uk)>  
**Subject:** RE: St.Neots Road, Hardwick

Hello Barry

Thanks for this. Please can you confirm which of our columns will be removed? If they aren't labelled they can be identified via the following map:

<http://www.lightingcambridgeshire.com/street-lighting.htm>

Thanks

Helen

**From:** Barry Crook <[bcrook@itdoes.co.uk](mailto:bcrook@itdoes.co.uk)>

**Sent:** 11 January 2021 09:15

**To:** Taylor Helen <[Helen.Taylor@scambs.gov.uk](mailto:Helen.Taylor@scambs.gov.uk)>

**Subject:** St.Neots Road, Hardwick

Good morning Helen,

My client has come back to us about the proposed lighting along St.Neots Rd, Hardwick, and has said that the parish are planning to adopt the extra columns requested. There will be a couple of your existing luminaires and columns to be removed, and I shall add a note to the drawing stating where they shall be returned to. Hopefully, this is all ok but feel free to get in touch if you have any queries.

Kind regards,

Barry Crook

**Lighting Designer**

**bringing ideas to light**



**01908 560110 • [bcrook@itdoes.co.uk](mailto:bcrook@itdoes.co.uk) • [www.itdoes.co.uk](http://www.itdoes.co.uk)**

THE CUBE, 13 STONE HILL, TWO MILE ASH, MILTON KEYNES, BUCKINGHAMSHIRE, MK8 8DN

it does Lighting Ltd is registered in England & Wales. Company Registration No, 5059 083. Registered Office: The Mill, Pury Hill Business Park, Alderton Road, Towcester, NN12 7LS

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**From:** Barry Crook <[bcrook@itdoes.co.uk](mailto:bcrook@itdoes.co.uk)>  
**Sent:** 24 September 2020 15:20  
**To:** Taylor Helen <[Helen.Taylor@scambs.gov.uk](mailto:Helen.Taylor@scambs.gov.uk)>  
**Cc:** Lorraine Calcott <[lcalcott@itdoes.co.uk](mailto:lcalcott@itdoes.co.uk)>  
**Subject:** RE: St.Neots Rd, Hardwick

Hi Helen,

I shall add a note to the drawing, and inform the developer, that the contractor must return the luminaire and wiring tails. If you could email me the address, that would be much appreciated.

I am currently not aware of the timescale for works but will ask the client for further advice regarding this.

Regards  
Barry

**From:** Taylor Helen <[Helen.Taylor@scambs.gov.uk](mailto:Helen.Taylor@scambs.gov.uk)>  
**Sent:** 24 September 2020 15:16  
**To:** Barry Crook <[bcrook@itdoes.co.uk](mailto:bcrook@itdoes.co.uk)>  
**Cc:** street lighting <[street.lighting@scambs.gov.uk](mailto:street.lighting@scambs.gov.uk)>; Lorraine Calcott <[lcalcott@itdoes.co.uk](mailto:lcalcott@itdoes.co.uk)>  
**Subject:** RE: St.Neots Rd, Hardwick

Hello Barry

Thanks for notifying us. Both columns have recently been fitted with LEDs so we would require that these, with any wiring tails (where possible), are returned to our contractor for use elsewhere. I can provide you with an address for the LEDs to be sent to.

Can you give me an indication on timescales for the works?

Thank you

Regards

Helen



**Helen Taylor** | Development Officer, Environment Commissioning



South Cambridgeshire Hall | Cambourne Business Park | Cambourne | Cambridge | CB23 6EA  
t: 07740 910649 | e: [helen.taylor@scambs.gov.uk](mailto:helen.taylor@scambs.gov.uk)  
[www.scambs.gov.uk](http://www.scambs.gov.uk) | [facebook.com/south-cambridgeshire](https://facebook.com/south-cambridgeshire) | [twitter.com/SouthCambs](https://twitter.com/SouthCambs)

**From:** Barry Crook <[bcrook@itdoes.co.uk](mailto:bcrook@itdoes.co.uk)>  
**Sent:** 21 September 2020 16:29  
**To:** street lighting <[street.lighting@scambs.gov.uk](mailto:street.lighting@scambs.gov.uk)>  
**Cc:** Lorraine Calcott <[lcalcott@itdoes.co.uk](mailto:lcalcott@itdoes.co.uk)>  
**Subject:** St.Neots Rd, Hardwick

Dear Sir/Madam,

I am emailing to inform you of upcoming improvements to the street lighting along St.Neots Rd, Hardwick. Due to a new development in the locality, Cambs County Council have requested that S278 lighting be improved along this stretch of road. Lighting will start and tie-in with the roundabout lighting, finishing around 100 metres east of residence 281. This will result in the removal of 2 x existing streetlights, which are currently under adoption of SCDC. The columns/luminaires affected are SC27 (Ref OS277) and SC38 (Ref OS293). The equipment will be removed and recycled as per WEEE directives and CCC policy, unless you wish to retain any of the equipment? The installation and removal will be undertaken by the developer, whilst the new street lighting design has been undertaken by ourselves. Should you require further information, please contact us or Wayne Shardelow (Balfour Beatty), who has supplied the specification for this project, on behalf of CCC.

Kind regards,  
Barry

Barry Crook  
Lighting Designer  
**bringing ideas to light**



**01908 560110 • [bcrook@itdoes.co.uk](mailto:bcrook@itdoes.co.uk) • [www.itdoes.co.uk](http://www.itdoes.co.uk)**

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it does Lighting Ltd is registered in England & Wales. Company Registration No, 5059 083. Registered Office: The Mill, Pury Hill Business Park, Alderton Road, Towcester, NN12 7LS

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**From:** Taylor Helen

**Sent:** 08 June 2021 17:57

**To:** Pauline Joslin <p.joslin@hardwick-cambs.org.uk>

**Cc:** Fisher James <James.Fisher@greatercambridgeplanning.org>; Weymouth Wood Rebecca <Rebecca.WeymouthWood@scambs.gov.uk>

**Subject:** Streetlighting changes in Hardwick and S106 monies

Dear Pauline

Further to our conversation regarding the lighting changes in Hardwick and the Parishes request for SCDC to take on the maintenance of streetlights.

As explained, our intention is for the S106 contribution to cover, as far as possible, the resulting uplift in costs to both Councils so that the lights can be maintained in partnership as per all other SC lights. This, as per our policy, would essentially mean that SCDC maintains the assets and the Parish Council assumes costs for electricity. See [SCDC streetlighting policy](#) for further details.

The changes/additions to lighting in Hardwick are understood as follows:

- 3 new columns along Main Street, replacing 2, SC pole brackets.
- 4 new 8m columns along St Neots Road, replacing 3, 5m columns previously upgraded to LEDs

Based on estimated forecasting of additional costs for the above over a 25 year period, around 25% of total additional costs are for electricity and 75% are the maintenance role. I understand that S106 monies is at a total of £16,184, which would mean a contribution of £4,046 to the Parish Council and £12,138 to SCDC. James Fisher will be able to confirm the S106 total if different from this.

Regards

Helen

**Helen Taylor** | Development Officer, Shared Waste and Environment Service

**Please note I work at the following times: Monday morning and all day Tuesday and Thursday.**



South Cambridgeshire Hall | Cambourne Business Park | Cambourne | Cambridge | CB23 6EA  
t: 07740 910649 | e: [helen.taylor@scambs.gov.uk](mailto:helen.taylor@scambs.gov.uk)  
[www.scambs.gov.uk](http://www.scambs.gov.uk) | [facebook.com/south-cambridgeshire](https://facebook.com/south-cambridgeshire) | [twitter.com/SouthCambs](https://twitter.com/SouthCambs)

**From:** Fisher James <James.Fisher@greatercambridgeplanning.org>  
**Sent:** 25 June 2021 09:57  
**To:** Taylor Helen <Helen.Taylor@scambs.gov.uk>  
**Cc:** Weymouth Wood Rebecca <Rebecca.WeymouthWood@scambs.gov.uk>  
**Subject:** FW: Street Lighting Contribution - Meridian Fields (Grace Crescent) Development

Hi Helen,

Good morning, I hope you are well.

Please see below e-mail received by Cllr Steve Rose from Hardwick Parish Council in relation to the Street Lighting Contribution.

Kind regards

James

**James Fisher** | Section 106 Officer



**GREATER CAMBRIDGE**  
**SHARED PLANNING**

t: 01954 713217 | m: 07927 681965 e: [james.fisher@greatercambridgeplanning.org](mailto:james.fisher@greatercambridgeplanning.org)  
<https://www.scambs.gov.uk/planning/>  
<https://www.cambridge.gov.uk/planning>  
<https://www.greatercambridgeplanning.org>

Greater Cambridge Shared Planning: a strategic partnership between Cambridge City and South Cambridgeshire District Councils

**From:** Steve Rose <[s.rose@hardwick-cambs.org.uk](mailto:s.rose@hardwick-cambs.org.uk)>  
**Sent:** 25 June 2021 09:46  
**To:** Fisher James <[James.Fisher@greatercambridgeplanning.org](mailto:James.Fisher@greatercambridgeplanning.org)>  
**Cc:** Clerk (Hardwick Parish Council) <[clerk@hardwick-cambs.org.uk](mailto:clerk@hardwick-cambs.org.uk)>; Anthony Gill <[a.gill@hardwick-cambs.org.uk](mailto:a.gill@hardwick-cambs.org.uk)>  
**Subject:** Re: Street Lighting Contribution - Meridian Fields (Grace Crescent) Development

Dear James

I am writing further to my earlier email below.

The Council discussed the Street Lighting Contribution of £15,000 is for the provision and maintenance of street lighting which will benefit the Meridian Fields Development at their meeting held on Tuesday 22 June 2021.

After checking the facts below with our Clerk the Council resolved to confirm

- that they had originally requested the £15,000 contribution with the intention that it would be used for additional and/or replacement street lighting between St

Mary's Church and the corner of Main Street and Cambridge Road (aka Cahills Corner) and

- that this is still their intention and
- that the Council would like to proceed with a plan to instal such lighting before the dark nights arrive later this year.

Regards

Steve Rose

On behalf of Hardwick Parish Council

----- On Fri, 18 Jun 2021 17:39:11 +0100 **Steve Rose** <[s.rose@hardwick-cambs.org.uk](mailto:s.rose@hardwick-cambs.org.uk)> wrote -----

Dear James

As you have pointed out the Street Lighting Contribution of £15,000 is for the provision and maintenance of street lighting which will benefit the Development.

My clear recollection of discussions with the developer and others at the time was that

The development is at the southern end of the village

The school, shops and public transport are all over a mile away at the north and more populous end of the village and non car access is via a footpath

The footpath is narrow in parts and poorly lit in others. The Parish Council has been asking for improvements of this stretch for many years.

We drew specific attention to the footpath between the Blue Lion pub and St Mary's church as being most in need of attention (and which has already been improved as a result of a planning condition attached to the development)

We also drew specific attention to the lighting between St Mary's Church and the corner of Main Street and Cambridge Road (aka Cahills Corner) and the £15,000 was provided by the developers as a contribution to new and improved lighting along this stretch of road. This remains the case and it can be inspected at any time although perhaps not the best time of year to do so at present!

I have supporting contemporaneous documentation.

The PC had a list of village projects that required funding and shared this with Peter McKeown who represented the developers. The list was included in the minutes of the meeting of the PC on 25 October 2016 and is on public record.

One project identified was "Footpath improvements from Cahills Corner through to the Blue Lion *including additional lighting*" (my italics) This was put to the developers who proposed contributing towards this project by means of a s106 contribution.

I will ask the PC to confirm at their meeting next Tuesday that this was and still is their intention. Assuming they do so I will request that you release the funds to Hardwick Parish Council so that we can start the process of adding additional lighting to this stretch before the winter nights arrive.



I can see that this will not resolve the maintenance issue of the additional street lights already installed on Main Street and planned for St Neots Road but that is not an urgent matter.

Best regards

Stephen

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# HARDWICK PARISH COUNCIL

(South Cambridgeshire District)

Clerk: Mrs Gail Stoehr  
Chairman: Cllr. Mr Tony Gill

30 West Drive  
Highfields Caldecote  
Cambridge  
CB23 7NY

Tel: 01954 210241

E-mail: [hardwickpc@lgs-services.co.uk](mailto:hardwickpc@lgs-services.co.uk)

October 2018

## **Village maintenance specification for 2019, 2020 and 2021**

(to be read in conjunction with accompanying maps and tender form)

Tenders are invited, **by 26 November 2018**, for the three year contract for the grass cutting/grounds maintenance of the following:

### **Recreation Ground (off Egremont Road)**

- Price per annum for cutting of all grassed areas outlined (map 1) to a standard suitable and appropriate for a recreation ground with regular use/sport activity
- If you wish to tender per cut, please indicate how many cuts are required
- Tenders to include cutting of grass around clothes bank, behind multi games area, path adjacent to the Pavilion and skate park, and around any objects/equipment
- Any litter should be removed prior to cutting
- Cut back of perimeter vegetation four times a year in March, May, July and September.

### **Limes Road/Egremont Road estates**

- Price per cut for a maximum of twenty cuts per annum, dependant on season/growth rate
- Any litter should be removed prior to cutting

### **St Mary's Play Area (off Main Street)**

- Price per cut for a maximum of twenty cuts per annum, dependant on season/growth rate
- Any litter should be removed prior to cutting

*Please note:*

- *To ensure a fair tender process your tender must be itemised and detailed on the accompanying tender form.*
- *You shall tender for a net price per cut exclusive of VAT. The season should be anticipated 1 March to 31 October, but this may vary depending on each season.*
- *All tenders should be placed in the enclosed envelope and sealed.*
- *Insurance will be required at the time of tender and thereafter annually evidence of Public Liability Insurance cover for £5,000,000 (five million pounds).*
- *Each area above will be considered individually by the Parish Council and therefore may be awarded to different contractors.*
- *The Council is not obliged to accept the lowest or any tender submitted.*
- *The Council does not accept any costs incurred or prices charged in the preparation and submission of tenders.*
- *If successful, accounts for payment must be itemised and dated with the date of the cut.*
- *Location plans are enclosed.*

Recreation Ground







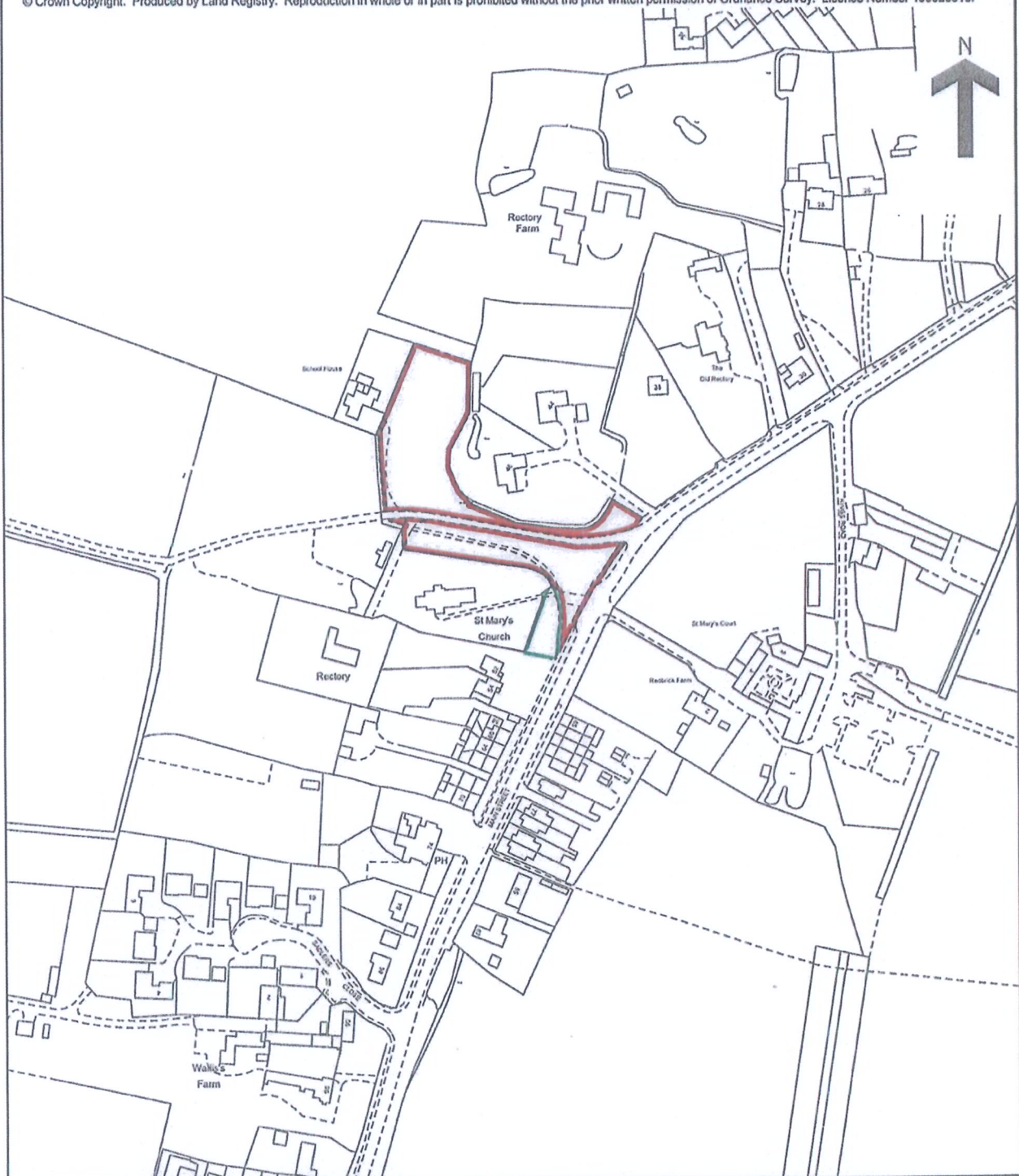


**Land Registry**  
Official copy of  
title plan

Title number **CB344914**  
Ordnance Survey map reference **TL3758NW**  
Scale **1:2500**  
Administrative area **Cambridgeshire: South**  
**Cambridgeshire**



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To All Parish Council's

9 September 2021

Dear Parish Council,

I am sure that you are aware that the Government is currently running a consultation on the Oxford Cambridge Arc. South Cambridgeshire District Council will, of course, be responding to this and part of our focus is likely to be around the environmental impact of the Arc but also on the opportunities for doubling nature and for reducing carbon emissions.

I would like to encourage all of the parish councils in the district to also respond to the consultation on their own behalf so that government has some awareness of the impact of this proposal on rural areas and rural communities such as ours.

The link is <https://www.gov.uk/government/consultations/creating-a-vision-for-the-oxford-cambridge-arc> and the consultation runs until 12<sup>th</sup> October.

The Infrastructure Workshops we are running on 4<sup>th</sup> and 11<sup>th</sup> October will of course include information on E-W rail, and may be helpful for you in terms of finalising your individual responses.

Yours sincerely,

A handwritten signature in blue ink that reads 'Bridget Smith'.

Cllr Bridget Smith  
The Leader, South Cambridgeshire District Council



INVESTOR IN PEOPLE

# HARDWICK PARISH COUNCIL

## Small Grant Scheme Application Form

DETAILS OF GRANT APPLIED FOR :		
1	What do you want to use the grant for?	Helicopter fuel, a vital transport platform enabling us to reach the patient's side quickly when every second counts
2	Who will benefit from the work or activity?	Anybody, anywhere may need us. Getting to the patient's side quickly by helicopter or rapid response car, enables them to receive the right care there and then, giving them a much better chance of survival and reducing the impact of their injuries. In the local community we make a difference by keeping loved ones, families and friends together and help prevent the utter devastation of premature loss of life. Your grant will purchase vital fuel for the helicopter and ensure we can reach patients when time is of the essence. Jimmy Watson suffered a cardiac arrest whilst at work. He needed A&E level care at the scene and Magpas Air Ambulance were dispatched. Due to being resuscitated by the NHS E&ST Ambulance Service Jimmy was conscious and talking when Magpas arrived. Just as he seemed to have stabilised Jimmy went on to have multiple cardiac arrests during transfer into the helicopter and four arrests in the air on route to hospital. On arrival at hospital when the Magpas team handed over his care to staff at Papworth Hospital he had to be shocked again. Just 10 days after having his life saved multiple times, Jimmy and his wife Alison met the Magpas doctor who helped make that crucial difference. Alison said 'Magpas Dr Antonia came out to tell us what they were doing before they airlifted him in the Magpas Air Ambulance. She said that I needed to prepare myself, because he might not make it to hospital. I don't even know what went through my mind at that point, but I just kept telling myself he was going to be fine, and he was. As we arrived at Papworth he was sitting up and chatting! We're massively grateful for what this charity has done for him.'
3	How much is required to pay for this?	The average daily cost of fuel is £164.38. In our last financial year, the helicopter accounted for approx. 42% of all our activations, making it a key form of transport to the Hardwick parish.
4	How much would you like the Council to provide?	£165.00
5	If there is a difference - if so how will you raise the difference?	We support our fundraising with our own lottery, grants and trusts, community fundraising, appeal campaigns and raffles.
DETAILS OF GROUP OR ORGANISATION :		
6	Name of organisation or group applying for a grant	Magpas Air Ambulance
7	Are you a new group in the process of being formed? Yes or No	no
8	If No - when was the group or organisation established?	1971
9	If No - is the group or organisation a Registered Charity? Yes or No	Yes
10	If yes please tell us the registration number	1119279
11	Do you have a bank account? Yes or No	Yes
12	If Yes - please provide the name of the Bank where you have an account	Barclays
13	If Yes - please provide the Account Name	Magpas Air Ambulance
14	If Yes - please supply a copy of your latest bank statement	attached

15	Do you have published accounts? Yes or No	yes
16	If you have - please supply a copy of your latest accounts	Our financial year runs from 1 <sup>st</sup> July to 30 <sup>th</sup> June. Our accounts are published in September/October. The attached accounts are for the period 2020/2021. Please let me know should you require the newest set of accounts which can be forwarded once ready.
17	Do you have a constitution? Yes or No	Yes
18	If you have - please supply a copy of your constitution	Attached
19	What are the objectives of the group or organisation?	Our mission: To save lives and limit disability by taking enhanced emergency medical care to patients in their moment of need. Our vision: To deliver by land or air the best 24/7 pre-hospital emergency medical care to our patients. To use our expertise to promote excellence in the provision, delivery and development of pre-hospital emergency medical care across the United Kingdom. Our values: We are caring, pioneering, dedicated and proud.

This grant aid application should be signed by two members of your Organisation's Committee, one of whom must be the Chairman, Secretary or Treasurer.

We confirm that the information given in this application is accurate and that the Organisation undertakes to inform Council of any changes in the Organisation's circumstances that would affect this application.

We confirm that any grant awarded by the Council will be spent only on the purpose for which it was given.

Signed.....*D. Brown*.....

Signed.....*[Signature]*.....

Position.....*CEO*.....

Position.....*TRUSTEE/SECRETARY*.....

Date.....*18-8-21*.....

Date.....*23/8/21*.....

**The signing and submission of the Grant Aid form constitutes acceptance of the above by the group or organisation applying for a grant**

## Terms and Conditions of Grant

1. Grants **can be awarded to** voluntary groups, societies, clubs, not-for-profit organisations or charities operating in the Parish area where the benefit will be predominately for the residents of the Parish area.
2. Grants **will not be awarded to** individuals. (minimum 2 or more unrelated individuals)
3. Grants to regional or national charities **will only be considered** where a specific project will deliver obvious benefits to residents in the Parish area.
4. The amount of any grant award will be at the discretion of the Council
5. All applications will be considered on their merits, but in general grants can be awarded for:
  - o Capital Projects such as purchase of equipment, works to buildings, improvements to premises, improvement to the local environment
  - o Revenue Projects such as a Community Event, Festivals or other Special Events where grants towards running costs, salaries, consumables, insurance or training may be considered
6. The purpose for which any grant is made must be in the interest of the Parish area or any part of it or all or some of the inhabitants of the Parish area which is defined by the boundaries of the Parish Council.
7. The amount of expenditure must be commensurate with the benefit to the inhabitants of the area.
8. Groups from outside the Parish who can demonstrate direct benefit to the area are eligible to apply for a grant.
9. The Council may take into account any previous grant made to an organisation or group when considering a new application
10. No grant will be awarded to or for any commercial venture for private gain.
11. Retrospective applications will not be funded where the expenditure had been made, the project has been carried out or the event has taken place.
12. All grants will be conditional upon submission of a Small Grant Application Form.
13. All grant recipients are required to provide the Council with a brief report, including photographs where appropriate, of how the grant has been utilised, how it has assisted the organisation or group and what it has achieved. This must be submitted within 3 months of the purchase of the capital equipment or completion of the project.
14. If the grant is put to purposes other than those for which it was awarded without the prior approval of the Council, the recipient organisation or group will be required to repay the grant to the Council.
15. The organisation or group should supply such information as the Council may request regarding the impact of the project on the Council's area.
16. Recognition of the grant from the Council must be made in any publicity issued by the receiving body.

### How will a grant application be assessed?

- o Does the Council have the powers to provide a grant for the project outlined?
- o How well does the grant meet the needs of the community in providing positive benefit to residents?
- o How effectively will the group use the grant?
- o Is the cost of the project appropriate?
- o Are the expected outcomes realistic?
- o What level of contributions has been, or will be, raised locally?
- o Can the organisation or group reasonably be expected to obtain sufficient funding from another, perhaps more appropriate, sources?
- o How is the organisation or group managed and does it have a constitution?

### The grant application form should be returned to the Parish Clerk

FOR COUNCIL USE ONLY	
Application Number	
Date Received	
Delete as appropriate	Approved or Declined
Date	
Amount Approved	
Date Funds Issued to Group	
Transaction Reference	



We will put together a plan that is achievable given the time and energy available. It is hoped that we can involve the school children and other village residents over time.

We are alert to the need to make all parts of the village look tended and deliberate. This will be achieved by use of appropriate weather-resistant aluminium notice boards explaining the aims at each location. Mowing of narrow strips around areas of long grass and wild flowers should indicate that the plants have been left to grow deliberately - this has already been seen in some of the front gardens around Hardwick.

Area 1: Bramley Way

Area 2: Blenheim Way

Area 3: Footpath between Egremont Road and a branch of Limes Road

Area 4: Area between Ashmead Drive and Sudeley Grove



Examples of front garden areas in the village already displaying wild flowers, as seen on 7<sup>th</sup> & 8<sup>th</sup> July 2021

