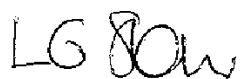


## HARDWICK PARISH COUNCIL

I hereby give notice that the Meeting of the Parish Council will be held  
on Tuesday 26 October 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  
20/10/21

### 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. **To conclude business outstanding from the last meeting on 28 September due to time constraints**
  - 4.1 (6.1) SCDC – street lighting from new development to consider correspondence from Helen Taylor
  - 4.2 (6.2) Resident – Trees around the Recreation Ground
  - 4.3 (6.3) Resident – Complaint about noise and granting of music licences for festival events
  - 4.4 (6.6) MAGPAS – request for financial support
  - 4.5 (8.5) Cambridge Road LHI give way scheme – to consider correspondence from CCC on increased costs
5. **Matters arising or deferred from the last or previous meetings for discussion/decision**
  - 5.1 (4.7) Lighting on St Mary's access road – to consider information on lighting options and legal requirements
  - 5.2 (4.8) Allotments – to consider information from National Allotment Society and request from Steve Gaze that the Parish Council writes to Hill to ask them to provide a double gate and move the bench at the allotments site.
  - 5.3 (5.4) Review of banking arrangements – proposal from the Chairman that funds are moved to the Cambridge and Counties Bank<sup>(AG)</sup>
  - 5.4 (5.5.1) Grass cutting and village maintenance contract 2022-24 – to review the current specification and consider if any changes are required, in the light of information from the Climate Action Group if received so that the contract may be put out to tender
  - 5.5 (5.5.2) To consider quotations for clearing tranche following the footpath in the spinney if received
  - 5.6 (5.5.2) To consider quotations for removing brambles and scrub from the north east corner of the Recreation Ground if received
  - 5.7 (4.1 of 27.7.21) Millers Way – to consider correspondence from Civilistix on specification prior to seeking tenders
6. **Finance, risk assessment and procedural matters**
  - 6.1 To consider any quotes for urgent work required because of risk and the Clerk's use of delegated powers
  - 6.2 To receive play areas and skate park inspection reports and consider if any work is required
  - 6.3 To receive the financial report and approve the payment of bills
  - 6.4 Street lighting energy supply costs – to consider provider from 1<sup>st</sup> November 2021
7. **To consider any planning applications and decision notices and tree works applications \***
  - 7.1 Planning applications and appeals
    - 7.1.1 21/04480/HFUL – 293 St Neots Road – Single storey rear extension, front porch, loft conversion with dormers
    - 7.1.2 21/04214/CL2PD – 12 Merton Walk – Certificate of lawfulness under S192 for a proposed garage conversion (internal only) to home office/games room
  - 7.2 SCDC and appeal decision notices - to note

\* 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 Tree works applications
- 7.3.1 21/1290/TTCA – 54 Main Street – to note no response was made
- 8. Members reports and items for information only unless otherwise stated**
  - 8.1 New Housing Developments and Planning Obligations including update from the HCCWG meeting <sup>(SR)</sup>
  - 8.2 Local Plan consultation and report from Area 3 meeting <sup>(AE)</sup>
  - 8.3 Toft Speed Watch Team has requested that the Old Speed Watch kit be handed over to them. <sup>(PJ)</sup>
  - 8.4 Highways and Road Safety Working Group report <sup>(AE)</sup>
    - 8.4.1 Update on the St Neots Pedestrian Islands, village new entrance, LHI 2021-22, conflicts with GCP C2C re-routing and the status of the £54K earmarked for the scheme <sup>(AE)</sup>
    - 8.4.2 Update on the Cambridge Road Give Way scheme, Highways funding requirements exceeding expectations <sup>(AE)</sup>
- 9 To consider any correspondence/communications received requiring formal noting by or a decision of the Council**
- 10. Closure of meeting (next meeting 14 December)**

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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.scamb.gov.uk/>

## CLERK REPORT TO HARDWICK PARISH COUNCIL MEETING ON 28 SEPTEMBER 2021

### 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 September - attached
4. To conclude business outstanding from the last meeting on 28 September due to time constraints  
Information on the following items were circulated to members in the supporting papers for the September meeting. <https://www.hardwick-cambs.org.uk/wp-content/uploads/2021/01/Copy-of-210928-hpc-agenda-and-supporting-papers.pdf>
- 4.1 (6.1) SCDC – street lighting from new development to consider correspondence from Helen Taylor
- 4.2 (6.2) Resident – Trees around the Recreation Ground
- 4.3 (6.3) Resident – Complaint about noise and granting of music licences for festival events
- 4.4 (6.6) MAGPAS – request for financial support
- 4.5 (8.5) Cambridge Road LHI give way scheme– to consider correspondence from CCC on increased costs

On 10<sup>th</sup> August John O'Donnell has written

“Dear Alan

I have now received the Target Cost back and although it is significantly less than the one we had received previously as an add on to the footway scheme it is still over the budget allocated even if CCC increase the contribution to the maximum allowable of £15k. This is in part due to increased costs due to Covid-19.

The applicant contribution agreed on the initial feasibility study was £2k (although this was from the initial feasibility for the installation of speed cushions).

The scheme costs are;

- Road Safety Audits (Stage 1, 2 & 3) £2k
- Sign lighting design and installation £1.5k
- Civils works including widening last section of footway and adjustment to layby- £21.3k
- Total £24.8k.

I was expecting around £6k of the works to be covered and paid for by the footway widening project being delivered by the Counties Cycling Team, however these funds are no longer available due to overspends elsewhere on the scheme.

I am looking at options to reduce costs, none of which are ideal, but the only ones available to make the savings required;

1. Remove the 22m of footway widening from the works.
2. Remove amendments to the layby, and instead use road markings to increase the apparent size of the build out to discourage vehicle use.
3. Remove one of the proposed build out features.

Implementing No's 1&2 should reduce costs by approximately £5k and bring it more into line with available budget. I think the other option of removing one of the build outs would reduce the effectiveness of the scheme too much.

I apologise for the further delay whilst this matter is resolved. Can you please inform the Parish Council and get their comments.

Kind regards  
John O'Donnell

As the email above had not been received by the Clerk a copy of the email of 10<sup>th</sup> August was requested.

John O'Donnell has replied

“Dear Gail

Please see attached email- I had sent this to [hardwickpc@lgs-services.co.uk](mailto:hardwickpc@lgs-services.co.uk) but I see another is now in use.

Further to my previous email I have another option which addresses the budget shortfall for the Cambridge Rd LHI by using part of the LHI funding from St Neots road (which was already accounted for in the original PFHI S106 funding). This would still leave c.£60k for the installation of the islands on St Neots Rd and ensure the Cambridge Rd scheme can go ahead as planned with no elements needing to be removed. The Parish contribution would go up only slightly from £2000 to approx. £2500.

I am just waiting on a response from our contractor and then will be able to place an order and get the works programmed.

Please send my apologies to the Parish Council for the delays in delivering this scheme.

Kind regards  
John”

5. Matters arising or deferred from the last or a previous meeting for discussion/decision

5.1 (4.7) Lighting on St Mary's access road – to consider information on lighting options and legal requirements

The land to either side of the access road is included on the Register of Village greens and owned by the Parish Council and it therefore has the ability and power to install lighting on its land (although it should be careful not to obstruct farm vehicles using their land) or the footpath which runs off to the side.

The Council to consider the number and type of lighting columns (solar or electric) so that quotes can be obtained. As a guide the two solar lights in Millers Way cost £3118 plus Vat including installation.

5.2 (4.8) Allotments – to consider information from National Allotment Society and information on how other Parish Council allotments are organised

Local Authority Membership

Local Authority membership gives the council access to initial legal advice from in-house lawyer and feedback from members is that this is the most valued part of council membership offer.

- Access to initial legal advice on a range of issues e.g. tenancy agreements, leases, land disputes, rent rises, health and safety, environmental, contract and company law and data protection.
- Template documents
- Support to develop sites or move to devolved management
- Quarterly magazine and e-news

Association Membership

Allotment Associations join as a group, with a small charge per signed up plot-holder (known as affiliates). They will receive:

- 1 magazine every quarter per 10 NAS affiliates and the quarterly e-news. Access to digital magazine in the members are of the website for all affiliates.
- [Affiliate subscription](#) to the magazine available for £10 per annum.
- Access to initial legal advice on a range of issues e.g. tenancy agreements, leases, land disputes, rent rises, health and safety, environmental, contract and company law and data protection\*.
- Template documents
- Support to develop sites or move to devolved management
- Advice and support if your site is under threat
- Associations can also enrol their members on to the free individual Allotmenters' Liability Insurance
- Retail offers
- Discounted allotment association insurance from Chris Knott Insurance
- Association affiliates can also access the gardening advice
- Kings Seed Scheme, which offers further discounts for bulk orders from the already discounted catalogue; facility to order on-line.

[https://www.nsalg.org.uk/wp-content/uploads/2020/10/01-Voice\\_ofthe\\_Alloments\\_Movements.pdf](https://www.nsalg.org.uk/wp-content/uploads/2020/10/01-Voice_ofthe_Alloments_Movements.pdf)

**Local authorities** (covers council but not plot-holders) - £55 + VAT per year

**Allotment societies & associations** - £3.00 per member, per year (1 - 10 members £30.00 per year, associations with over 10 members, £3.00 per member, per year. The National Allotment Society cannot accept membership applications from associations who knowingly under-affiliate)

Many parish councils let the plots to the tenants on a yearly tenancy and charge an annual rent. Some lease the land to an allotment Society.

If the Council run the allotments then the obligations of the allotment holder are set out in the tenancy agreement which is sent to the tenant at the start of the tenancy. The parish council considers at the outset what conditions are included such as whether water butts, sheds are permitted, notice periods, etc.

The Parish Council determines the amount of rent for full plots and half plots if applicable and invoices for rents once a year. A waiting list may be maintained if all the plots are let.

Allotment holders may wish to form their own association and hold meetings on matters of mutual interest, conveying any concerns to the parish council for discussion.

CAPALC hold allotment training sessions the next being on 8<sup>th</sup> November at 7pm

\*History of National Allotment Society \*Management and renting of plots \*How to acquire new locations \*How to make your allotment into an association, ran by a committee \*How to deal with untidy plots \*The assistance that the National Allotment Society can give to you \*Tenancy Agreements and policies \*Site facilities and health and safety \*Self-management for Association  
<https://bookwhen.com/capalc/e/ev-sldl-20211108190000>

Steve Gaze has asked that the Council formally writes to Hill to ask them to provide a double gate and move the bench at the allotments site.

The Meridian Fields Allotment Scheme as approved by SCDC may be found via:-

[https://applications.greatercambridgeplanning.org/online-applications/files/190F2FE334C928E0F4D4F18BC21463CE/pdf/S\\_4551\\_17\\_RM-Allotment\\_Layout\\_-\\_AMENDED\\_06\\_04\\_2018-4750267.pdf](https://applications.greatercambridgeplanning.org/online-applications/files/190F2FE334C928E0F4D4F18BC21463CE/pdf/S_4551_17_RM-Allotment_Layout_-_AMENDED_06_04_2018-4750267.pdf)

### 5.3 (5.4) Review of banking arrangements

The Chairman proposes that funds are transferred to the Cambridge and Counties Bank rather than being held in the current account.

### 5.4 (5.5.1) Grass cutting and village maintenance contract 2022-24 – to review the current specification and consider if any changes are required, in the light of information from the Climate Action Group if received so that the contract may be put out to tender

The current specification was circulated with last months papers <https://www.hardwick-cambs.org.uk/wp-content/uploads/2021/01/Copy-of-210928-hpc-agenda-and-supporting-papers.pdf>

Link to the Climate Action Group's proposal has been forwarded to members and is available until mid November..

- 5.5 (5.5.2) To consider quotations for clearing tranche following the footpath in the spinney if received  
Quotations will be brought to the meeting if received.
- 5.6 (5.5.2) To consider quotations for removing brambles and scrub from the north east corner of the Recreation Ground if received  
Quotations will be brought to the meeting if received.

- 5.7 (4.1 of 27.7.21) Millers Way – to consider correspondence from Civilistix on specification prior to seeking quotations

Dan Martin writes “Further to be provided with the site topographical survey from Survey Solutions on 20 August 2021, please find attached our preliminary design package for your comment.

I trust all is clear within the attached however, key points of attention are as follows;

- Due to there being no easily accessible sewer or watercourse in which to form a surface water drainage connection, I would suggest the access way is made to be permeable asphalt whereby runoff would permeable through the construction into the ground for infiltration (essentially mimicking what is currently occurring). Similarly, the topographical survey shows a several larger trees within very close vicinity of the accessway. Permeable construction would aid in reducing any ill effect to these opposed to a full impermeable covering.
- Is it possible to confirm your preference in regards to style / type of bollards (alternatively, we would be happy to specify these on your behalf). I note from our site visit, we could even opt for a pedestrian barrier type arrangement if this is preferred; please let me know). My only concern with the latter is it would significantly hamper cycles navigating the route.

- We have currently included “no motorcycle” signage each side of the route (following comments from a resident when we were onsite indicating mopeds currently frequency use the route) please let me know if you believe there are any other specific prohibitions we need to include

Subject to receiving your comments, the next step will be tendering this to 3no. suitable construction companies to get prices back before selecting our preferred company to undertake the works”

The email has been circulated to all members.

Other to note

(4.6 of 24.8.21) Village pond

“Thank you for contacting Freshwater Habitats Trust.

We are a small charity and don't currently have the capacity to give advice on individual ponds.

Please do visit our website where we have a number of helpful fact sheets

<https://freshwaterhabitats.org.uk/pond-clinic/>. You can also buy our ‘Pond Book’

<https://freshwaterhabitats.org.uk/pond-clinic/pond-book/>. Another good book is ‘The Wildlife Pond Book’ by Jules Howard, which has a lot of good information.”

The pond will be an agenda item in Spring as agreed.

(5.2) ARD has responded that works were completed on 20<sup>th</sup> August. Additional treatments may be required if the weeds are new which would incur a cost.

(6.4) SCDC – Government consultation on the Oxford – Cambridge Arc the consultation closed on 12 October.

(6.5) CCC – Local Highways Improvement Scheme – Invitation to bid – application deadline 14<sup>th</sup> October

6. Finance and risk assessment and procedural matters
- 6.1 To consider any quotes for urgent work required because of risk and Clerk's use of delegated powers
- 6.2 To receive play areas and skate park inspection reports and to consider if any work is required
- 6.3 To receive the financial report and approve the payment of bills – attached.
- 6.4 Street lighting energy supply costs – to consider provider from 1<sup>st</sup> November 2021

The Council's current contact with Opus ends shortly. As previously reported the Council is being under-billed and has been since the start of the contract. Opus are trying to work out why.

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.scambs.gov.uk/swiftlg/apas/run/wchvarylogin.display>

7.1.1 21/04480/HFUL – 293 St Neots Road – Single storey rear extension, front porch, loft conversion with dormers

7.1.2 21/04214/CL2PD – 12 Merton Walk – Certificate of lawfulness under S192 for a proposed garage conversion (internal only) to home office/games room

7.2 SCDC and appeal decision notices - to note

7.2.1 21/03598/HFUL – 293 St Neots Road – Demolition of existing rear garden room and front porch. Single storey front and rear extensions and front and rear roof extension – Withdrawn.

7.2.2 21/00869/CONDA – 37 Cambridge Road – Submission of details required by Condition 5 (Biodiversity enhancements) and 11 (Construction Environmental Management Plan) of planning permission 21/00869/FUL – Condition discharged in full.

7.2.3 S/1204/04/CONDA – 3-25 (odd) Meridian Close – Confirmation that all conditions have been complied with of planning permission S/1204/04/O – Condition discharged in full.

7.2.4 21/03012/FUL – 32 Meridian Close – Change of use from agricultural to garden use (retrospective) – 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 21/1290/TTCA – 54 Main Street the Clerk used delegated powers to record no comment.

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 including update from the HCCWG meeting  
Cllr Rose to report.

8.2 Local Plan consultation and report from Area 3 meeting  
Cllr Everitt to report.

8.3 Toft Speed Watch Team has requested that the Old Speed Watch kit be handed over to them.<sup>(PJ)</sup>  
Cllr Joslin to report. She writes:

“Toft Speed Watch Team via their Parish Council have requested that the Old Speed Watch kit be handed over to them. Councillors comments would be appreciated.

Hardwick Speed Watch Team are in agreement and have the following comments concerning its present condition.

*Speed figures displayed may no longer be accurate for police purposes? It doesn't display under 30 mph and is not set up to give the statistics we get with our Vario's.'*

*We did use it last year but the display malfunctioned and we have not used it since. I have no doubt that a piece of kit from around 12 years ago would not be reliable enough now. The police said 2 years ago it was on its last legs.”*

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

8.4.1 Update on the St Neots Pedestrian Islands, village new entrance, LHI 2021-22, conflicts with GCP C2C re-routing and the status of the £54K earmarked for the scheme<sup>(AE)</sup>

8.4.2 Update on the Cambridge Road Give Way scheme, Highways funding requirements exceeding expectations <sup>(AE)</sup>

9. To consider any correspondence/communications received  
None at the time of writing..

10. Closure of Meeting

The next meeting will be on 14 December 2021 at 7.00 pm at the Cabin at St Mary's



**Hardwick Parish Council**  
**Minutes of the Meeting held on Tuesday 28 September 2021 at 7.00 pm**  
**Held at The Cabin at St Mary's, Hardwick**

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

In attendance: 4 members of the public including Shaun Hughes and Daniel Lee (Climate Action Group) and Mrs A Griffiths (Minutes Secretary, LGS Services).

**Open public session including reports from the County and District Councillors**  
None.

**1. To receive apologies for absence**

The Chairman conveyed the apologies of District Cllr Grenville Chamberlain (out of parish). He highlighted the following comments from Cllr Chamberlain's previously circulated written report:

- Complaints received about noise from the two festival weekends. These had been referred to SCDC's Licensing Department, who were investigating.
- The Combined Authority Mayor is being invited to a meeting of the Scrutiny and Overview Committee, to discuss local public transport policies.
- Cllr Chamberlain had requested that the planning application for 9 flats at the corner of Cambridge Road and St Neots Road be considered by the Planning Committee.

**2. Declarations of interest**

**2.1 To receive declarations of interests from Cllrs on items on the agenda and details of dispensations held**

Cllr Joslin declared an interest in any item affecting St Neots Road as a resident of St Neots Road, and in items 4.6 and 6.7 as a member of the Climate Action Group.

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

None.

**3. To approve the minutes of the previous meeting**

RESOLVED that the minutes of the meeting on 24 August be approved and signed by the Chairman as a true record, after an amendment under item 8.3 to delete the words "2-3 fence panels are broken and" and "and panels." (Prop DW, 2nd PJ, carried with 6 in favour and 1 abstention)

**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**

RESOLVED, given Cllr Joolia's suggestion that other options, including a picnic table, be considered, to delegate to Cllrs Joolia and Wellbelove to make a recommendation on the bench, and to defer this item until the report on the play areas is received, for consideration at the same time. Communication with residents and potential problems with litter are also to be considered.

4.2 There was no item 4.2.

**4.3 (5.2) Worcester Avenue climbing equipment – to consider cost for paint**

RESOLVED to note proper preparation would be required before painting and that the correct type of red, green and blue paint for the play equipment would be needed.

- 4.4 (5.2) To consider quotation for repair/replacement of basket swing at Egremont Road  
RESOLVED to accept the quotation from RPM for £150.00 plus VAT to repair the swing, noting that if the parts are worn RPM will quote to replace the item.  
RESOLVED to check if the work is subject to guarantee and to check the original invoice for the cost of the item. (Prop AG, 2nd DW, unanimous)
- 4.5 (5.2 of 22.6.21) Rospa repairs 2021 – To consider quotation for swing shackles at Egremont Road  
RESOLVED to accept the quotation from RPM for a total cost of £400.00 plus VAT to check and lubricate the shackles on the swings at Egremont Road play area.  
(Prop AG, 2nd DW, unanimous)
- 4.6 (6.3) To review Climate Action Group tree planting proposals  
RESOLVED to receive the Chairman's verbal report on a meeting with Daniel Lee and Shaun Hughes to discuss the proposed locations. A consensus had been reached on where the trees should go for the benefit of the village.
- On a proposition by the Chairman, at 7.31 pm the meeting was suspended to enable Messrs Lee and Hughes to comment on the sites chosen. The implications of climate change, which they believed should take priority over other considerations, were highlighted. The species had been selected to be the most adaptable to future climate conditions. It was recommended that the Parish Council review its Tree Policy as regards tree cover, in the light of climate change and suggested that a letter of thanks be sent to AstraZeneca for funding the trees.
- The meeting resumed.  
RESOLVED to proceed with the plan for planting 70 trees subject to the following amendments:
- Fewer trees to be planted in the area between Ellison Lane and the pump, which was used by children for ball games, and which was adjacent to a footpath, where leaves could cause a slippery surface.
  - Fewer trees to be planted in the area between Laxton Avenue and Limes Road, which was also used as a space for under 10s ball games and was close to houses.
- RESOLVED that the trees not planted in the above areas should be planted in the spinney instead, where there is room for 56 trees, in the most appropriate positions.  
RESOLVED to ask the Climate Action Group to carry out the tree planting and that Messrs Hughes and Lee should forward a plan of the updated locations. (Prop AG, 2nd PJ, unanimous)
- On a proposition by the Chairman, it was agreed to vary the order of business to take item 6.7 at this point.
- 6.7 Hardwick Climate Action Group request to introduce meadow areas on Parish Council land  
RESOLVED, having received assurances from the Climate Action Group that the proposals should not cause inconvenience to the grass cutting contractors, to approve the Climate Action Group's proposals for trial meadow areas on Parish Council land for the next planting season, subject to the Climate Group monitoring and maintaining the wildflower areas.  
RESOLVED that the Climate Action Group should provide their proposed amendments to the maintenance specification for these areas, for consideration at the next meeting.

RESOLVED that the Climate Action Group should also provide the Parish Council with information on the basis for planting the meadow areas, to assist with communications with neighbouring residents.

4.7 (9) Lighting on the St Mary's public open space and access road

RESOLVED, given that there is no lighting on the access road, to investigate the legal issues including land ownership, the process and the options for introducing lighting to the area, for consideration at the next meeting.

4.8 Future management of the allotments at Meridian Fields

On a proposition by the Chairman, the meeting was suspended to enable Steve Gaze to speak. He outlined the arrangements for the current allotments and their organisation, suggested contact with the National Allotment Society and indicated his willingness to draft a leaflet for residents of the new development to gauge the amount of interest. It was suggested that the allotment holders could form a committee/society to manage the allotments themselves.

RESOLVED to make enquiries about membership of the National Allotment Society to benefit from their guidance.

RESOLVED to investigate how other Parish Councils with allotments are organised.

RESOLVED to accept Steve Gaze's kind offer to draft a leaflet for the residents of Meridian Fields to publicise the allotments and gauge any interest, asking interested residents to contact the Clerk. Cllr Giddings offered to deliver the leaflets when ready. Steve Gaze offered to ask Hill to put in a double gate and move the bench.

On a proposition by the Chairman, it was agreed to vary the order of business to bring forward item 8.4 and 8.5.

Cllr Everitt proposed that the reports section of the meeting be brought forward on a rotational basis so that it was not always deferred to the next meeting due to lack of time.

8.4 Feedback from GCP Meeting 22<sup>nd</sup> September

RESOLVED to receive the previously circulated report from the Working Group on a positive meeting with Jo Baker and Laura Gates of Greater Cambridge Partnership, with County Cllr Michael Atkins in attendance.

The proposed alternative scheme for the C2C busway, replacing an off-road scheme with an on-carriageway scheme with segregated bus lanes, had been outlined. In addition, the GCP favoured an Active Travel Scheme carrying only bus, cycle and access traffic. This would only apply to the eastern end of St Neots Road and clarification will be sought about what would happen west of Cambridge Road, and about the cycle route proposals. The Parish Council queried the need for a segregated bus lane, especially if the bus would not reach speeds of 55 mph through Hardwick as this speed applied to open countryside travel. Concerns were expressed at the potential volume of traffic coming down through the village, resulting in greater congestion, and the need for mitigation.

RESOLVED, as it had not been possible for Mr Baker to deal with the questions put to him, that Cllr Everitt should re-send him the list of questions 1-17, as well as asking him to confirm the dimensions for the proposed scheme. (Prop AE, 2nd PJ, unanimous)

8.5 Highways and Road Safety Working Group verbal report

RESOLVED to receive Cllr Everitt's verbal report, covering:

- The Parish Council's plans for the already approved LHI and PHFI schemes might have to be reviewed if the proposals for the C2C and Active Travel Plan proceed.

- Due to an overspend on the CCC budget for the footpath works, the cost of the LHI work for the Cambridge Road Give Way scheme, which was to have been done concurrently to save money, has increased from £16,800 to approximately £24,800. Highways were now seeking an increased Parish Council contribution which might amount to approximately £5000, even if savings are made on the scheme, and were discussing the position with the footpath officers. The Cambridge Road footpath scheme remains incomplete.
- The estate footpaths scheme for 2021 is complete.
- The Greenways project has now been transferred from CCC to the GCP. A potential North-South route through the fields had been worked out.
- The Bourn Airfield S106 had not yet been agreed. The Heads of Agreement showed funding for a Greenways extension from Bourn Airfield through Caldecote to Hardwick Portway.

RESOLVED that the Chairman and Clerk should discuss the proposal to move the reports section higher up the agenda in future.

## 5. Finance, procedure and risk assessment

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

None.

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

RESOLVED to clarify with ARD whether they have carried out the weed treatment at Worcester Avenue, as the weeds are still growing. The cable ties on the cradle seat swing have to be tightened frequently.

RESOLVED to confirm with ARD whether they have carried out the work on the slippery surface by the see-saw at Grenadier Walk.

Cllr Wellbelove highlighted that the skate park is becoming worn and beyond its lifespan.

RESOLVED to ask the litter picker to remove the litter from the hedgerow behind the skate park.

### 5.3 To receive the financial report and approve the payment of bills

RESOLVED that the payments as listed in the finance report should be paid, plus PKF Littlejohn (External audit) £360.00. (Prop DW, 2nd PJ, unanimous)

Salaries and 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 (Grass cutting)	£804.00

A resident's contribution towards trees was noted.

### 5.4 Review of banking arrangements

RESOLVED to investigate options for obtaining a better rate on the funds currently held in the current account for the next meeting, given that it was understood the substantial bills for the Community Hall would not be received until construction starts, which was unlikely to be for some six months.

### 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

RESOLVED to defer this item to the next meeting pending receipt of the information from the Climate Action Group.

- 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

RESOLVED to obtain quotations to clear a tranche approximately 3 metres wide, following the path through the spinney for this year, and consider adding this to the village maintenance specification when it is considered at the next meeting.

RESOLVED to seek a quotation for removing brambles and scrub from the edge of the NE corner of the Recreation Ground. Cllrs Joslin and Giddings are willing to attend on site.

On a proposition by the Chairman, it was agreed to vary the order of business to take items 8.2, 8.1 and 8.3 next.

- 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 reported that the planners and developers had now agreed the proposed names for Capstone Fields, and that all the families involved had been notified.

RESOLVED that a note should be placed on the website, Facebook and in Hardwick Happenings that the streets are being named in recognition of the special service given to the village by residents who have sadly passed away. (Prop SR, 2nd AG, unanimous)

- 8.1 New Housing Developments and Planning Obligations

Cllr Rose reported on the pre-planning advice received for the new Community Hall. The Group will be meeting the architect on 5 October to decide on the next steps and propose to put forward more evidence on how the games area is currently used and the potential future use if the Community Centre sports hall to meet SCDC's concerns about the loss of the MUGA. Cllr Rose will report back to the next meeting.

Cllr Rose reported that the SCDC planners had not selected any sites in Hardwick from the Call for Sites, and would focus on the east of Cambridge, Cambourne, Northstowe, Waterbeach and Bourn Airfield. However, the Parish Council had been approached by two developers seeking to build in the village. A meeting with one developer regarding a proposed site adjacent to Capstone Fields had been attended by the Chairman and Cllr Rose to find out more about the proposals. Another developer had also sought a meeting regarding land to the east of Cambridge Road. The Chairman and Cllr Rose will report back on any meetings, which would be entirely neutral and only for fact finding purposes, in accordance with their remit.

- 8.3 Proposal that the Parish Council accepts SCDC's offer of Six Free Trees

RESOLVED to accept the offer and request 6 trees, for delivery to Cllr Giddings. (Prop AG, 2nd AJ, unanimous)

On a proposition by the Chairman, the order of business was again varied.

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

- 7.1 Planning applications received since the last meeting

- 7.1.1 21/03961/FUL – Land in front of 277 St Neots Road – Erection of a dwelling

RESOLVED that the Parish Council is neutral but recommends that the planners consider the safety of the access as it is next to Capstone Fields. (Prop PJ, 2nd AG, unanimous)

- 7.1.2 21/03912/HFUL – 22 Bramley Way – Demolition and renewal 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 of metre of the adjacent footpath and the removal of an existing laurel hedge

RESOLVED to object to the application, on the grounds of visibility, as the 2.1 metre high metal fence alongside the path and on the bend will impair visibility. It is also completely out of character for the surroundings. (Prop AG, 2nd PJ, unanimous)

7.1.3 21/04130/HFUL – 30 Laxton Avenue – First floor side extension

RESOLVED that the Parish Council supports the application. (Prop AG, 2nd PJ, carried with 6 in favour and 1 abstention)

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

7.3.1 21/1187/TTPO – Hardwick Community Primary School

RESOLVED, given that the Parish Council had no objections, to make no response.

7.3.2 21/1254/TTCA – 44 Main Street

RESOLVED, given that the Parish Council had no objections, to make no response.

**6. Correspondence/communications received**

RESOLVED that the remaining items below be deferred to the October meeting.

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

Taken earlier.

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

8.1 New Housing Developments and Planning Obligations

Taken earlier.

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

Taken earlier.

8.3 Proposal that the Parish Council accepts SCDC's offer of Six Free Trees

Taken earlier.

8.4 Feedback from GCP Meeting 22<sup>nd</sup> September

Taken earlier.

8.5 Highways and Road Safety Working Group verbal report

Taken earlier.

**9. Closure of meeting and items for the next agenda**

There was no further business and the meeting closed at 9.37 pm.

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

**HARDWICK PARISH COUNCIL MONTHLY FINANCIAL STATEMENT**

Oct-21

**Summary of previous month**

**Balance brought forward** **£926,693.63**

**Adjustments and amendments**

**Expenditure approved at last meeting/between meetings**

UNITY TRUST	SERVICE CHARGE	-23.40
PKF LITTLEJOHN	AUDIT	-360.00

**Misc credits**

SCDC	PRECEPT	30183.00
RESIDENT	TREES	35.00
UKPN	WAYLEAVE	23.68

<i>Total Adjustments</i>	<u>29858.28</u>
Balance revised after adjustments	<u><u>£956,551.91</u></u>

**Bank Reconciliation to last statement**

Account	Funds	Statement	Outstanding
Unity Trust Current Account	831,648.00	839151.17	-7503.17
Cambridge & Counties Bank	96,903.91	96,903.91	
NS&I Income Bond	28,000.00	28,000.00	
<b>Total</b>	<b>956,551.91</b>	<b>964,055.08</b>	<b>-7,503.17</b>

**Expenditure for approval**

<b>SALARIES &amp; PENSIONS</b>	<b>£</b>
SALARIES & PENSIONS	542.96
RH LANDSCAPES	624.00
LGS SERVICES	1414.94

<i>Total expenditure</i>	<u>2581.90</u>
Balance c/f	<u><u>£953,970.01</u></u>

**Notes:**

*Late invoices will be brought to the meeting*