

## HARDWICK PARISH COUNCIL

**I hereby give notice that the Meeting of the Parish Council will be held  
on Tuesday 23 November 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, 17/11/21

### 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 (4.1) SCDC – Street lighting from new development – update and to consider response
  - 4.2 (5.6) To consider a recommendation from Cllr Giddings on the quotations for removing brambles and scrub from the north east corner of the Recreation Ground<sup>(IG)</sup>
- 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
- 6. To consider any planning applications and decision notices and tree works applications \***
  - 6.1 Planning applications and appeals
    - 6.1.1 21/3064/16/CONDP – Land South of 279 St Neots Road – Submission of details required by Condition 19 (External lighting) of outline planning permission S/3064/16/OL
  - 6.2 SCDC and appeal decision notices - to note
  - 6.3 Tree works applications
    - 6.3.1 21/1407/TTPO – 6 Ashmead Drive
- 7. Members reports and items for information only unless otherwise stated**
  - 7.1 New Housing Developments and Planning Obligations<sup>(SR)</sup>
  - 7.2 Pond on Main Street, Hardwick<sup>(AE)</sup>
  - 7.3 Proposal that the Parish Council considers whether it should now start charging rent to the Social Club, full rent or reduced monthly charge<sup>(PJ)</sup>
  - 7.4 Cambridge Active Transport Scheme
    - 7.4.1 Proposal that the Council considers an overview of the Active Travel scheme proposed for St Neots Road and how it fits with other initiatives to ensure the PC is better informed on the scheme proposed and how it integrates with other Schemes for this stretch of road<sup>(AE)</sup>
    - 7.4.2 Proposal that the Council set a date for Clare Rankin to attend a meeting to discuss the Active Transport Scheme<sup>(AG)</sup>
  - 7.5 Highways and Road Safety Working Group monthly report including traffic volumes in the village<sup>(AE)</sup>
    - 7.5.1 To share an update on C2C and Greenways following GCP West Forum 16th Nov and discuss what further action to take<sup>(AE)</sup>
    - 7.5.2 Update on SCDC approach to Lighting maintenance including Capstone Fields scheme and future additional lights and decide next actions.<sup>(AE)</sup>
- 8. To consider any correspondence/communications received requiring formal noting by or a decision of the Council**
  - 8.1 Resident – request for yellow lines in Main Street
  - 8.2 Greater Cambridge Shared Planning – Greater Cambridge Local Plan First Proposals response form and consultation
- 9. Closure of meeting**

\* 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/>

# CLERK REPORT TO HARDWICK PARISH COUNCIL MEETING ON 23 NOVEMBER 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 26 October - attached
4. Matters arising or deferred from the last or a previous meeting for discussion/decision
  - 4.1 (4.1) SCDC – street lighting from new development – update and to consider response  
Cllr Everitt to report.
  - 4.2 (5.6) To consider quotations for removing brambles and scrub from the north east corner of the Recreation Ground  
Deferred at the last meeting.
  - 4.3 To consider any matters arising from the extra-ordinary meeting on 16 November and any action required
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  
The Clerk used delegated powers as follows:  
In conjunction with Cllr Rose - AMA authorisation for Professional reports required as part of the planning application process for the Community Centre.  
Preliminary Ecological Appraisal - Cambridge Ecology £998+ estimated disbursements of £595  
Transport and Highways Statements - Stantec £2,500 + £750  
The architect sought proposals from two professional firms for each report and all firms responded with quotes. The above show the best (and least cost) quotes received and were the ones recommended by the architect and by the HCCWG.
- 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.
- 6.1 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>
  - 6.1.1 21/3064/16/CONDP – Land South of 279 St Neots Road – Submission of details required by Condition 19 (External lighting) of outline planning permission S/3064/16/OL
- 6.2 SCDC and appeal decision notices - to note
  - 6.2.1 21/04214/CL2PD – 12 Merton Walk – Certificate of lawfulness under S192 for a proposed garage conversion (internal only) to home office/games room – Certificate granted.
  - 6.2.2 21/04130/HFUL – 30 Laxton Avenue – First floor side extension – Permission granted.
  - 6.2.3 21/03961/FUL – Land in front of 277 St Neots Road – Erection of a dwelling – Permission granted.
  - 6.2.4 21/03912/FUL – 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 – Withdrawn.
- 6.3 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>

6.3.1 21/1407/TTPO – 6 Ashmead Drive

7. 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.

7.1 New Housing Developments and Planning Obligations including update from the HCCWG meeting  
Cllr Rose to report.

7.2 Pond on Main Street, Hardwick

Cllr Everitt reports he has made enquiries about the ownership of the pond with CCC who have replied:

“I have checked our historical highway maps (which transferred the legal highway liability over from the Rural District Council to the County Council circa 1930) and I can confirm that the pond was not considered to form part of the public highway at this time. I hold no other records to suggest this has changed.

As such I do consider this pond to be private, but note there is no registered land title with Land Registry I can offer for who is responsible for it. I believe Land Registry may need to be involved should a determination of ownership be needed.”

Cllr Everitt writes:

“I notice the Agenda papers include a statement - Clerks notes after 5.8 - that the Pond (in Main Street) will be addressed "in the Spring as agreed". I know I missed a few meetings but not sure where that is minuted? But just to point out, Spring is the very time that plants put on growth and wildlife including newts (crested or otherwise) are starting to find their way back to the water from the fields etc. Autumn and winter is a better time for renovation or clearing it out? [Managing ponds \(wlgf.org\)](http://wlgf.org) - Seasonal Care

Anyone remember what advice was taken on this? Attached is pick from an earlier renovation!



As the nearest (marginally) Councillor I have an interest and in the distant past regularly cared for it by removing debris, wheelie bin, for sale sign etc and providing plants though I am not responsible for the current state of it!

As to ownership, I do recall a discussion on who owns the pond and the email below from the County Council Assets Information officer seems clear that its not County Council and the [REDACTED] next door don't claim it and clearly from the fencing neither does Chivers. The Parish Council sign in it rather confirms our interest, too.”

As reported to and considered at the August meeting, the Wildlife Trust responded to the Council's enquiries as follows:

“As Becca rightly said the smell is a result of vegetation rotting in the pond so clearing back trees will help. It sounds like there is a fair depth of organic matter in the pond and it would benefit from clearing this out with a digger. The presence of aquatic plants would help to balance nutrient levels in the long term.

Do you know if the pond has Great Crested Newts? I ask because they are known to be present in all surrounding villages. This will have some implications for undertaking management of the pond. Tree pruning is fine but any disturbance to the pond itself will require more planning. If you’re not sure if the newts are present, that’s not a problem as I can take a look in the spring during their breeding season.”

At the August meeting the Council noted “there was little that could be done at present until the potential issue with newts was resolved.” It was also agreed to seek advice from the Freshwater Habitats Trust, whose response was reported in the Clerk’s report to the last meeting

The Wildlife Trust will be checking the pond in Spring for newts and will report again to the Council following their inspection thus the Clerk reported at the last meeting it would be an agenda item again in Spring.

Other information on the Pond and the Council’s decisions may be found in the Clerk’s reports and minutes between February and May 2019 which are available on the website.

- 7.3 Proposal that the Parish Council considers whether it should now start charging rent to the Social Club, full rent or reduced monthly charge<sup>(PJ)</sup>
- 7.4 Cambridge Active Transport Scheme
- 7.4.1 Proposal that the Council considers an overview of the Active Travel scheme proposed for St Neots Road and how it fits with other initiatives to ensure the PC is better informed on the scheme proposed and how it integrates with other Schemes for this stretch of road<sup>(AE)</sup>
- 7.4.2 Proposal that the Council set a date for Clare Rankin to attend a meeting to discuss the Active Transport Scheme<sup>(AG)</sup>
- 7.5 Highways and Road Safety Working Group monthly report including traffic volumes in the village<sup>(AE)</sup>
- 7.5.1 To share an update on C2C and Greenways following GCP West Forum 16th Nov and discuss what further action to take<sup>(AE)</sup>
- 7.5.2 Update on SCDC approach to Lighting maintenance including Capstone Fields scheme and future additional lights and decide next actions.<sup>(AE.)</sup>
- 8. To consider any correspondence/communications received
- 8.1 Resident – request for yellow lines in Main Street

A resident of Main Street has written:

“We have come home today with all cars parked on the road and down the bridle way, I didn’t think when we moved here that the bridle Way was going to be a car park. If I needed to go out now it would be very difficult for me to back out between cars as parked right up to our entrance. Is there any way that yellow lines could be placed from the bridle way to the corner in Main Street, as this makes it very precarious to pass for oncoming cars also.”

Cllr Everitt has replied to the resident as follows:

“I don’t know why it’s so busy today. However to let you know that the tarmac access road down to the development is due to be completely removed soon as the developers have to turn it back to its former state -grassed bridle way. That was the deal. Once we have a date, will of course let you know as there is likely to be activity with lorries and equipment outside your property while it’s returned to bridle way.

I’ve copied this to our Clerk as you have raised a concern and proposal but may I copy your email to the site manager so that as the nearest resident he can keep you informed too?”

- 8.2 Greater Cambridge Shared Planning – Greater Cambridge Local Plan First Proposals response form and consultation

[https://www.greatercambridgeplanning.org/localplan?gclid=CjwKCAiA7dKMBhBCEiwAO\\_crFEN12e-F0kwldUGxnXcyZm9l95AHk-3-HP2b5fHz0TdtLBr\\_mTjOPhoCOekQAvD\\_BwE](https://www.greatercambridgeplanning.org/localplan?gclid=CjwKCAiA7dKMBhBCEiwAO_crFEN12e-F0kwldUGxnXcyZm9l95AHk-3-HP2b5fHz0TdtLBr_mTjOPhoCOekQAvD_BwE)

“Please find a Word document attached, but please note the following:

- Please do not email us this form – use it to draft your responses, before you then input them into our online consultation system.
  - We cannot receive any responses before 1 November 2021, or after 13 December 2021.”
- Form attached. Details of the consultation events have been forwarded to members.

9. Closure of Meeting

The December meeting is scheduled to be held on 14 December 2021 at 7.00 pm at the Cabin at St Mary's

# HARDWICK PARISH COUNCIL MONTHLY FINANCIAL STATEMENT

Nov-21

## Summary of previous month

Balance brought forward

£953,970.01

## Adjustments and amendments

### Expenditure approved at last meeting/between meetings

RPM	EGREMONT RD SWINGS REPAIR	-480.00
RPM	EGREMONT RD BASKET SWING REPAIR	-180.00
RH LANDSCAPES	GRASSCUTTING	-624.00

### Misc credits

RESIDENT	TREES	35.00
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Total Adjustments

-1249.00

Balance revised after adjustments

£952,721.01

## Bank Reconciliation to last statement

Account	Funds	Statement	Outstanding
Unity Trust Current Account	827,817.10	831683.00	-3865.90
Cambridge & Counties Bank	96,903.91	96,903.91	
NS&I Income Bond	28,000.00	28,000.00	
Total	952,721.01	956,586.91	-3,865.90

### Expenditure for approval

£

SALARIES & PENSIONS		542.96
CIVILISTIX	MILLERS WAY DESIGN	2220.00
LGS SERVICES	ADMIN SUPPORT OCT 21	1409.43
THE CABIN	ROOM HIRE	30.00

Total expenditure

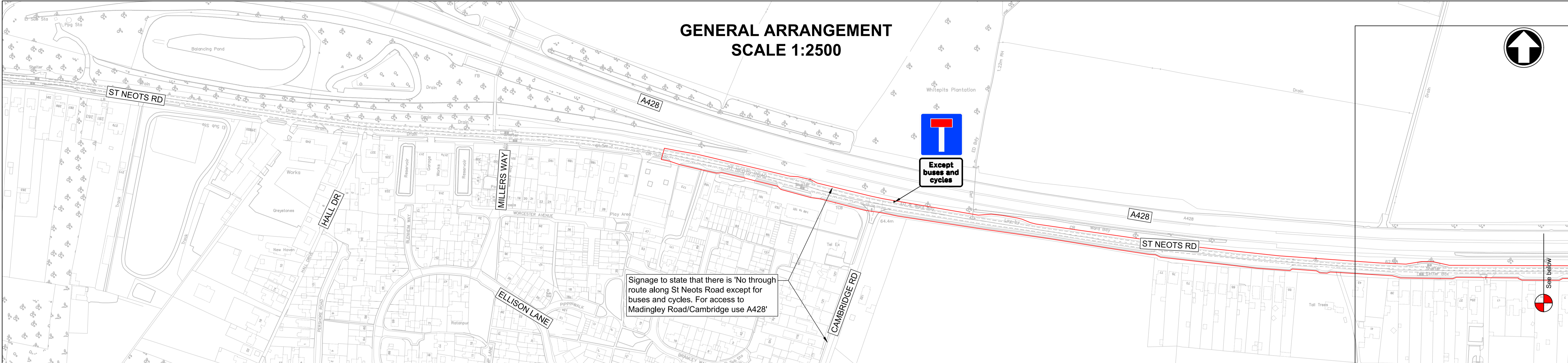
4202.39

Balance c/f

£948,518.62

## Notes:

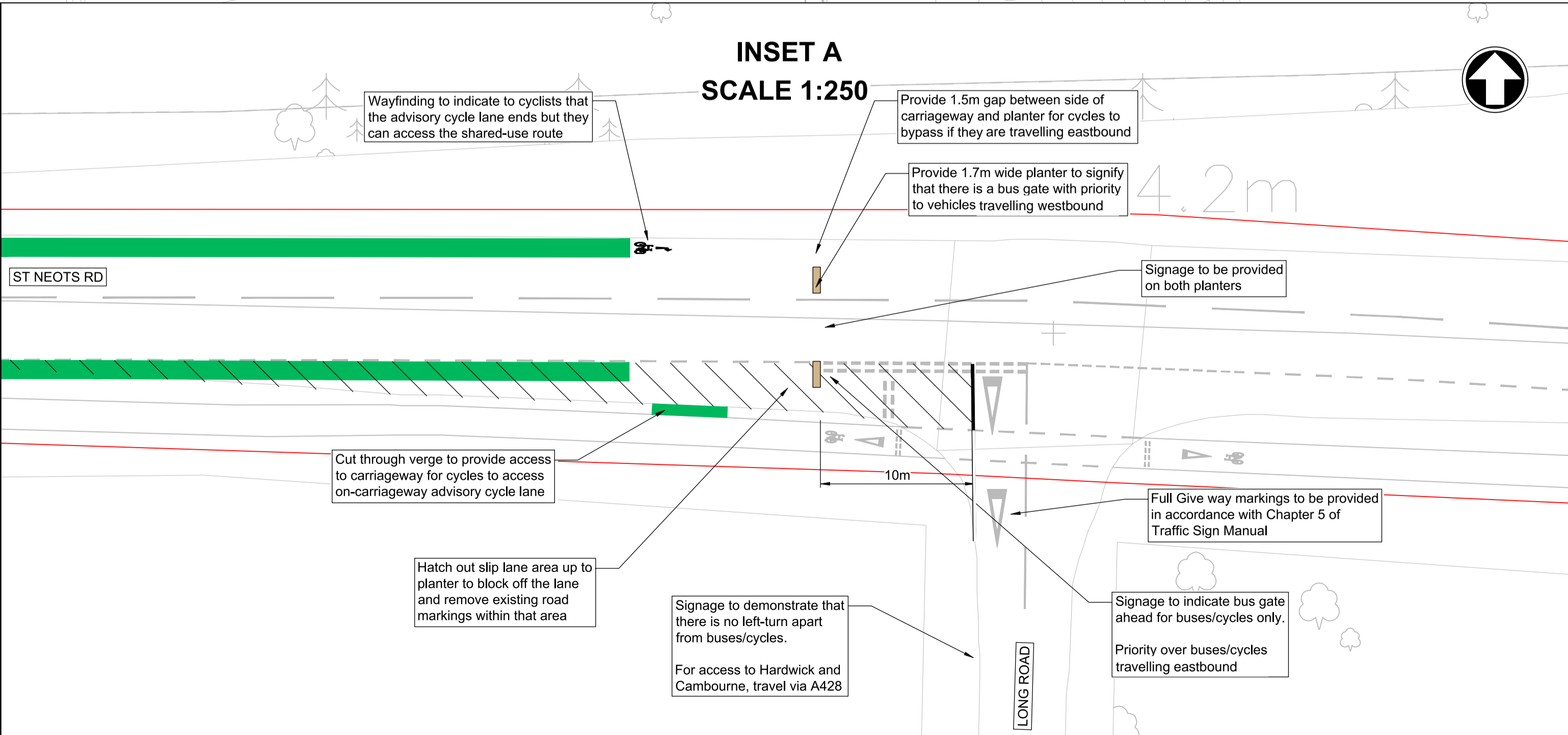
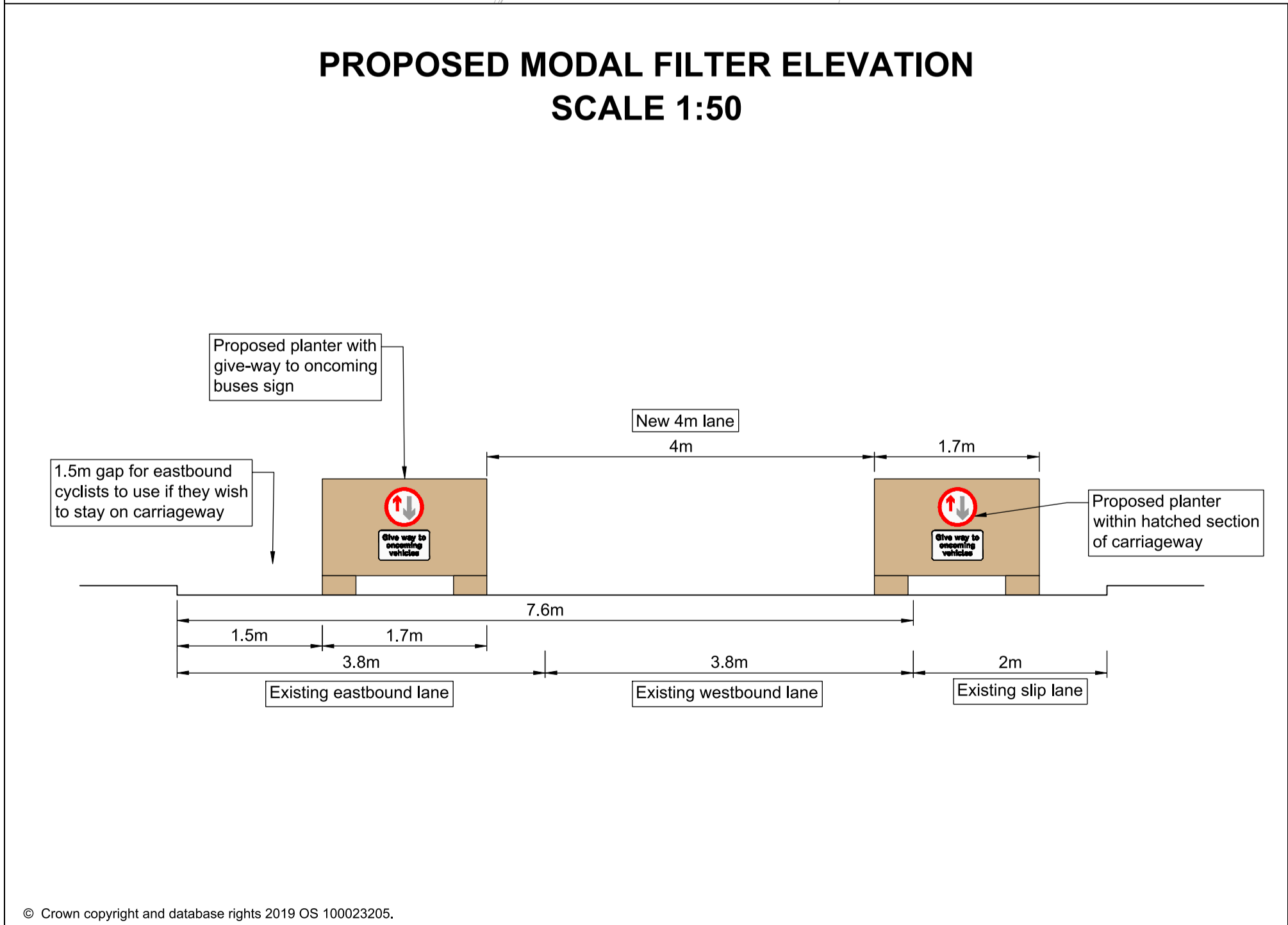
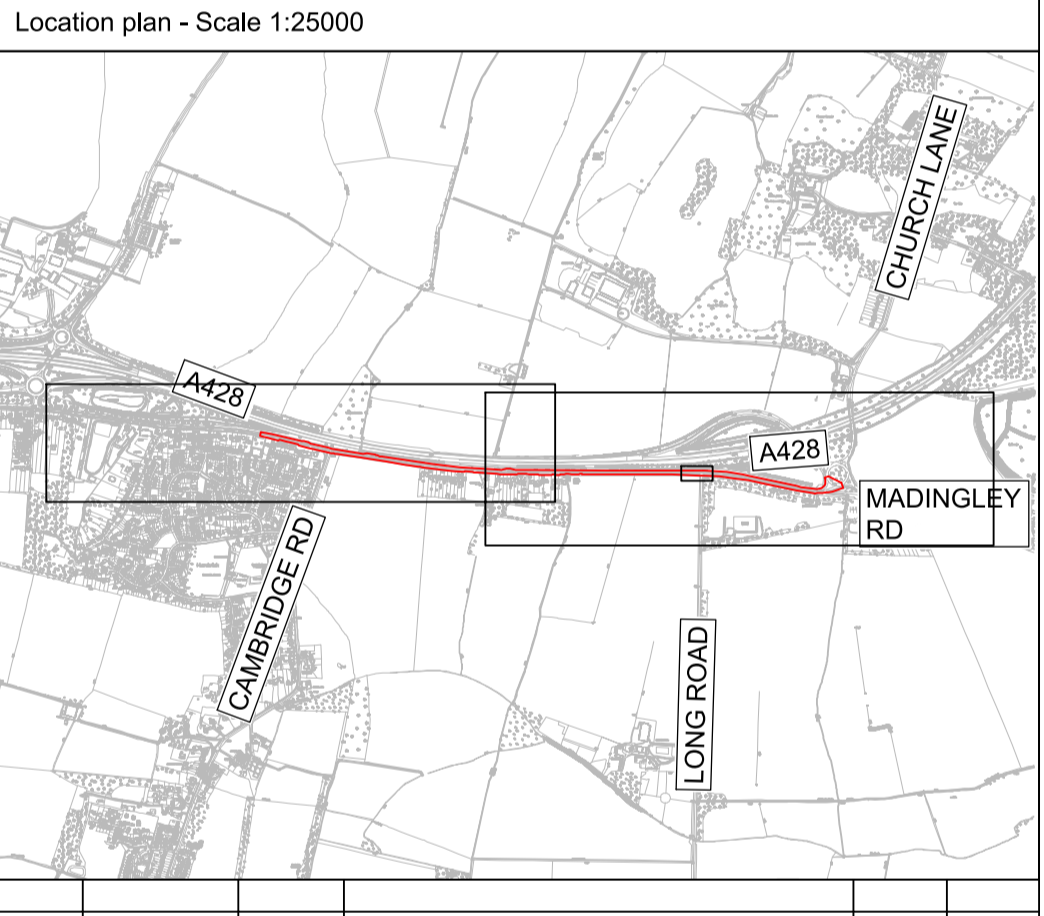
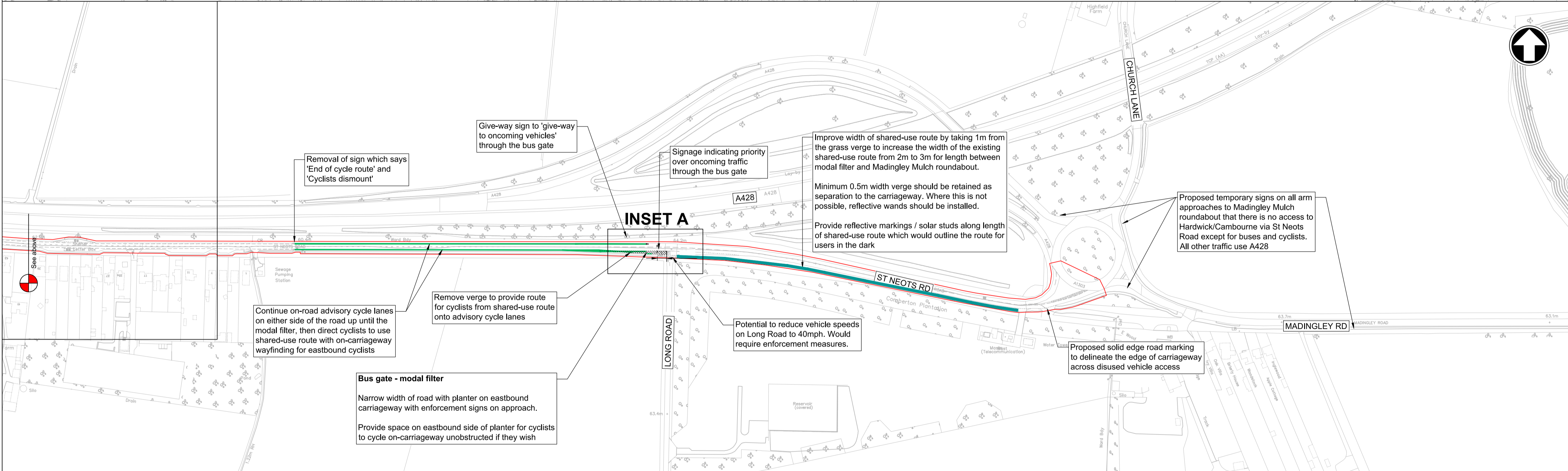
Late invoices will be brought to the meeting



- Notes
1. Do not scale from this drawing.
  2. The proposed design is based on available OS mapping only.
  3. The setting out dimensions shall be verified on site with any discrepancies reported to Mott MacDonald prior to proceeding.
  4. Where existing road markings and street furniture are shown, they are indicative and for the purposes of illustrating proposed design arrangements only. If the existing arrangement does not reflect the actual arrangement on site, the Contractor shall inform Mott MacDonald team for further review prior to installation.
  5. Utility investigation has not been undertaken during the development of the design. The Contractor shall obtain utility records and undertake appropriate site surveys prior any excavation works.

Key to symbols

- Boundary line
- Proposed Features
- Existing Features



P1	14/05/21	MJ	First issue	CK	OD
Rev	Date	Drawn	Description	Ch'k'd	App'd
<b>MOTT MACDONALD</b>					
Mott MacDonald 22 Station Road Cambridge, CB1 2JD United Kingdom T +44 (0)1223 463 500 F +44 (0)1223 461 007 W mottmac.com					
Client					
Title					
Cambridgeshire Active Travel St Neots Road, Hardwick - C01 General Arrangement					
Designed	J.Coonan	JC	Eng check	C.Kwok	CK
Drawn	M.Janowicz	MJ	Coordination	C.Kwok	CK
Dwg check	P.Zajac	PZ	Approved	O.Daffarn	OD
Scale at A1	AS SHOWN	Status	PRE	Rev	P1
Drawing Number	100100741-MMD-C01-XX-DR-C-0001				
Security	STD				

# Greater Cambridge Local Plan – The First Proposals

## Form to assist in drafting responses to the consultation

This form is provided to help you develop your comments in response to the detailed policies in the First Proposals.

When you are ready to submit, please input your comments into our online consultation system – this ensures that the right comments are assigned to the right policy, and that we can track and respond to them appropriately. Please do not return this form to us by email or post, as our team will have to manually enter your responses into the online system and this has scope for human error.

If you have difficulty commenting online, please contact us at [localplan@greatercambridgeplanning.org](mailto:localplan@greatercambridgeplanning.org) or 01954 713694. We are holding a webinar on the comment process on 4 November 2021 which you may attend or watch back – visit [www.greatercambridgeplanning.org/localplan](http://www.greatercambridgeplanning.org/localplan) for joining details.

### What to comment on:

- If you support all or some of our proposals for a policy or section, please tell us – it is important to know what you support, and why.
- You do not need to comment on each section and policy – please only comment on aspects of the plan which you feel strongly about.
- Please keep your comments concise and specific. We receive thousands of comments and it helps us to identify the most important points you raise if they are clearly worded.
- Please do not include personally or commercially sensitive information in your comments. We will redact any such information, as well as any offensive material, prior to publishing comments.
- You can upload attachments, but please avoid uploading lengthy documents or general reports or articles. We cannot take into account any material which is not specific to Greater Cambridge or the Local Plan.

## Vision and development strategy

Section / Policy	Your comments
Vision and aims	
How much development, and where – general comments	
S/JH: New jobs and homes	
S/DS: Development strategy	
S/SH: Settlement hierarchy	
S/SB: Settlement boundaries	

## Cambridge urban area

Policy	Your comments
Cambridge urban area - general comments	
S/NEC: North East Cambridge	
S/AMC: Areas of Major Change	
S/OA: Opportunity Areas in Cambridge	
S/LAC: Land allocations in Cambridge	

## Edge of Cambridge

Policy	Your comments
Edge of Cambridge - general comments	

S/CE: Cambridge East	
S/NWC: North West Cambridge	
S/CBC: Cambridge Biomedical Campus	
S/WC: West Cambridge	
S/EOC: Other existing allocations on the edge of Cambridge	

## New settlements

Policy	Your comments
New settlements - general comments	
S/CB: Cambourne	
S/NS: Existing new settlements	

## Rural southern cluster

Policy	Your comments
Rural southern cluster - general comments	
S/GC: Genome Campus, Hinxton	
S/BRC: Babraham Research Campus	
S/RSC: Village allocations in the rural southern cluster	
S/SCP: Policy areas in the rural southern cluster	

## Rest of the rural area

Policy	Your comments
Rest of the rural area - general comments	
S/RRA: Allocations in the rest of the rural area	
S/RRP: Policy areas in the rest of the rural area	

## Climate change

Policy	Your comments
Climate change - general comments	
CC/NZ: Net zero carbon new buildings	
CC/WE: Water efficiency in new developments	
CC/DC: Designing for a changing climate	
CC/FM: Flooding and integrated water management	
CC/RE: Renewable energy projects and infrastructure	
CC/CE: Reducing waste and supporting the circular economy	
CC/CS: Supporting land based carbon sequestration	

## Biodiversity and green spaces

Policy	Your comments
Biodiversity and green spaces - general comments	
BG/BG: Biodiversity and geodiversity	
BG/GI: Green infrastructure	
BG/TC: Improving Tree canopy cover and the tree population	
BG/RC: River corridors	
BG/PO: Protecting open spaces	
BG/EO: Providing and enhancing open spaces	

## Wellbeing and inclusion

Policy	Your comments
Wellbeing and inclusion - general comments	
WS/HD: Creating healthy new developments	
WS/CF: Community, sports, and leisure facilities	
WS/MU: Meanwhile uses during long term redevelopments	
WS/IO: Creating inclusive employment and business	

opportunities through new developments	
WS/HS: Pollution, health and safety	

## Great places policies

Policy	Your comments
Great places – general comments	
GP/PP: People and place responsive design	
GP/LC: Protection and enhancement of landscape character	
GP/GB: Protection and enhancement of the Cambridge Green Belt	
GP/QD: Achieving high quality development	
GP/QP: Establishing high quality landscape and public realm	
GP/HA: Conservation and enhancement of heritage assets	
GP/CC: Adapting heritage assets to climate change	
GP/PH8: Protection of Public Houses	

## Jobs policies

Policy	Your comments
Jobs – general comments	
J/NE: New employment development proposals	
J/RE: Supporting the rural Economy	
J/AL: Protecting the best agricultural land	
J/PB: Protecting existing business space	
J/RW: Enabling remote working	
J/AW: Affordable workspace and creative industries	
J/EP: Supporting a range of facilities in employment parks	
J/RC: Retail and centres	
J/VA: Visitor accommodation, attractions and facilities	
J/FD: Faculty development and specialist / language schools	

## Homes policies

Policy	Your comments
Homes – general comments	
H/AH: Affordable housing	
H/ES: Exception sites for	

affordable housing	
H/HM: Housing mix	
H/HD: Housing density	
H/GL: Garden land and subdivision of existing plots	
H/SS: Residential space standards and accessible homes	
H/SH: Specialist housing and homes for older people	
H/CB: Self- and custom-build homes	
H/BR: Build to rent homes	
H/MO: Houses in multiple occupation (HMOs)	
H/SA: Student accommodation	
H/DC: Dwellings in the countryside	
H/RM: Residential moorings	
H/RC: Residential caravans	
H/GT: Gypsy and Traveller and Travelling Show People sites	
H/CH: Community led housing	

## Infrastructure policies

Policy	Your comments
Infrastructure – general comments	

I/ST: Sustainable transport and connectivity	
I/EV: Parking and electric vehicles	
I/FD: Freight and delivery consolidation	
I/SI: Safeguarding important infrastructure	
I/AD: Aviation development	
I/EI: Energy infrastructure masterplanning	
I/ID: Infrastructure and delivery	
I/DI: Digital infrastructure	

### Supporting documents on which we are consulting

Policy	Your comments
Consultation statement	
Sustainability Appraisal	
Equalities Impact Assessment	

If you wish to comment on other evidence base documents, please assign your comments to the policy which the evidence document supports. For example, if you wish to comment on rejected sites within the Housing and Employment Land Availability Assessment, please comment against the allocations policy for the area in which the site is located (for example Cambridge urban area or rural southern cluster). If you wish to comment on the Green Belt study, please comment against the Green Belt policy.