

HARDWICK PARISH COUNCIL

**I hereby give notice that the Meeting of the Parish Council will be held
on Tuesday 14 December 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.

LG Stoehr

Mrs Gail Stoehr, Clerk, 08/12/21

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 position – update ^(AE)
 - 4.2 (5.1) Proposal that the Parish Council considers limiting the amount of cash held with any one bank to £80,000, and/or opening an account with National Savings & Investments (NSI) and that any surplus cash in excess of FSCS limits is transferred to an NSI account ^(SR)
 - 4.3 (4.1 of 28.9.21) Memorial bench – to consider report and recommendation ^(AJ)
- 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 NSI Bond appointment of signatories
- 6. To consider any planning applications and decision notices and tree works applications ***
 - 6.1 Planning applications and appeals
 - 6.1.1 21/04995/FUL – 181 St Neots Road – Erection of new dwelling at the rear of existing bungalow
 - 6.1.2 21/03438/FUL Land at 147 St Neots Road – 9 self contained flats amended application and request from Cllr Chamberlain that the Parish Council confirm that a call in is required
 - 6.2 SCDC and appeal decision notices - to note
 - 6.3 Tree works applications
- 7. Members reports and items for information only unless otherwise stated**
 - 7.1 New Housing Developments and Planning Obligations ^(SR)
 - 7.2 Proposal that a meeting is called of all residents who have expressed an interest in having an allotment so that they may organise themselves into an allotment society to run the allotments at Meridian Fields. Allocation should be by lot and the newly formed society should pay an annual peppercorn rent to the Council. ^(IG)
 - 7.3 Potential hazard – Slats on floor of wooden bridge breaking up – ROW route entrance opposite Blue Lion. Health and Safety issue was first reported in October no action yet by CCC. A recent reminder has been emailed, should a notice be erected 'Hazard' is HPC responsible for repairs? ^(PJ)
 - 7.4 Proposal to clarify arrangements for communications with Councillors when the Clerk is unavailable ^(AE)

* 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/>

- 7.5 Highways and Road Safety Report ^(AE)
- 7.6 Following the presentation on Active Travel on St Neots Road, to ensure the Parish Council is better informed on the scheme proposed and how it integrates with other schemes for this stretch of road. ^(AE)
- 7.7 Update on Active Travel Plans and ownership – follow up to Parish Zoom Meeting on 6 December and County Transport and Highways Committee meeting on 7 December ^(AE)
- 7.8 Update on GCP C2C progress including “Proposal to seek views of businesses and residents regarding removal of lay-bys from St Neots Road west of Cambridge Road” ^(AE)
- 8. To consider any correspondence/communications received requiring formal noting by or a decision of the Council**
 - 8.1 CCC – application for proposed disabled persons’ parking bay at Bramley Way
- 9. Closure of meeting**

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CLERK REPORT TO HARDWICK PARISH COUNCIL MEETING ON 14 DECEMBER 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 23 November - 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^(AE)
 - 4.2 (5.1) Proposal that the Parish Council considers limiting the amount of cash held with any one bank to £80,000, and/or opening an account with National Savings & Investments (NSI) and that any surplus cash in excess of FSCS limits is transferred to an NSI account

Cllr Rose’s report has been circulated.. The RFO has checked the operation of an Income Bond account with NSI and on receipt of instruction from two signatories funds would be transferred to the Council’s current (Unity Trust) account the following working day. The current account has a daily limit of £150k.
 - 4.3 (4.1 of 28.9.21) Memorial bench – to consider report and recommendation^(AJ)

Attached.

Other for info only

(5.1 of 26.10.21) Lighting on St Mary’s access road - to consider responses from the consultation

Three responses have been received, all of which are positive:

1) We are wholeheartedly in favour of the proposal for the following reasons:

The footpath which runs parallel to the hedge on the northern boundary of the churchyard is narrow, at some points there is a noticeable drop on the road side which can be dangerous after dark.

The road leading up to the car park is still pitted and uneven and although the pot holes have recently been filled, they will almost certainly deteriorate fairly quickly. There has been and there is likely to be in the future, a significant danger in using the road on foot at night time.

The ditch on the side of the road is six to eight feet deep and is within about four feet of the road at its closest point. We note that there is no protection from falling into the ditch. The ditch itself has recently been cleared making the drop more obvious.

Whilst there is no current problem with teenagers using the area, that has not always been the case.

From time to time they congregate in the area of the swings. Ninety five per cent of the time they are law abiding and reasonably responsible, just occasionally one might have wished for some lighting as a deterrent to anti social behaviour.

The road and the footpath are now being used considerably more than in the past by people coming to the Cabin.

As frequent users on foot and by bicycle of both the road and the footpath we would obviously stand to benefit from new lighting but other beneficiaries would include allotmenters going home, sometimes in the twilight, some of whom come on foot and others on bikes. There is evidence that some of the Cabin users come on foot for evening meetings and others by bike. Users of the playground are unlikely to be affected by this though as a separate matter, councillors should be aware of the danger to toddlers which the drop into the ditch represents.”

2) “In the winter months access to the Rectory and Cabin is difficult, indeed dangerous, for pedestrians and cyclists, and so people are much more likely to travel by car. Since we would like to reduce the use of cars within the village, having a safer and better lit option would be very beneficial.”

3) “In principle we have no strong views either way but if the scheme does go ahead we would like to see a draft location plan as soon as this is available.”

Given that 3 of the 5 views sought have been in favour of the proposal, quotations have been requested and will be tabled for a future meeting when received.

5. Finance and risk assessment and procedural matters

The accounts of the post Covid village party have been received and circulated

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:

The Clerk and Cllr Rose used delegated powers to contract to accept Allen Pyke’s fee proposal for £2307.30 for supporting reports required for the community centre planning application

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

5.3 To receive the financial report and approve the payment of bills – attached.

5.4 NSI Bond appointment of signatories

The Council to appoint three signatories. The new mandate will be brought to the meeting for completion.

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 21/04995/FUL – 181 St Neots Road – Erection of new dwelling at the rear of existing bungalow

6.1.2 21/03438/FUL Land at 147 St Neots Road – 9 self contained flats amended and request from Cllr Chamberlain that the Parish Council confirm that a call in is required.

Cllr Chamberlain reports “I have removed my request for call in on the 2 storey building (21/01345/FUL) and, for the moment, placed it on 21/03438/FUL but would request that the Parish Council confirm, following a forthcoming Parish Council meeting, that a call in is required on this application. If not, then I shall remove that request too and leave the planners to determine this application.

I am now very hopeful that approval for the 2 storey building will be given under delegated powers rapidly enabling that at last we may see the removal of the eyesore.”

6.2 SCDC and appeal decision notices - to note

6.2.1 21/04480/HFUL – 293 St Neots Road – Single storey rear extension, front porch, loft conversion with dormers – Permission granted.

6.2.2 21/03244/S73 - Land south of 279 St Neots Road – S73 to vary condition 1 (approved drawings) of 20/02728/REM (Approval of matters reserved for appearance, landscaping, layout and scale following outline planning permission S/3064/16/OL for 155 dwellings following demolition of 2 existing dwellings) to rotate plots 46 and 48 – Permission granted.

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>

None at the time of writing.

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^(SR)
- 7.2 Proposal that a meeting is called of all residents who have expressed an interest in having an allotment so that they may organise themselves into an allotment society to run the allotments at Meridian Fields. Allocation should be by lot and the newly formed society should pay an annual peppercorn rent to the Council^(IG)

Steve Gaze has written:

“Having attended the recent course by the National Allotment Society (NAS), and hearing the views of the Parish Council in various meetings, it seems to me that the best course of action is to go down what NAS refer to as "devolved management" - essentially the Parish Council devolves the general management of the site to a management association and lease the site to this association at peppercorn rent. Whilst this would then leave the Parish Council with a relatively hands-off situation with the day to day and year to year management of the site, the Parish Council would still want to own the land (I assume) and retain rights as to the use of the land and the ability to terminate the lease if the land wasn't used or maintained according to certain standards. The NAS can help with draft lease agreements and obligations, etc, if the Parish Council are members.”

- 7.3 Potential hazard – Slats on floor of wooden bridge breaking up – ROW route entrance opposite Blue Lion. Health and Safety issue was first reported in October no action yet by CCC. A recent reminder has been emailed, should a notice be erected ‘Hazard’ is HPC responsible for repairs?^(PJ)
- 7.4 Proposal to clarify arrangements for communications with Councillors when the Clerk is unavailable^(AE)
- 7.5 Highways and Road Safety Report^(AE)
- 7.7 Following the presentation on Active Travel on St Neots Road, to ensure the Parish Council is better informed on the scheme proposed and how it integrates with other schemes for this stretch of road.^(AE)
- 7.8 Update on Active Travel Plans and ownership – follow up to Parish Zoom Meeting on 6 December and County Transport and Highways Committee meeting on 7 December^(AE)
Cllr Everitt to report.
- 7.9 Update on GCP C2C progress including “Proposal to seek views of businesses and residents regarding removal of lay-bys from St Neots Road west of Cambridge Road^(AE)

8. To consider any correspondence/communications received

8.1 CCC – application for proposed disabled persons’ parking bay at Bramley Way

“Cambridgeshire County Council has received an application to install a disabled persons parking bay for a local resident in Bramley Way, Hardwick. Cambridgeshire County Council has an annual budget to install disabled persons parking bay for those residents who apply and meet the criteria to be considered for a bay.

I have attached a plan showing the location and extent of the proposed bay.

If you wish to make any comments on this proposal we would appreciate them no later than Friday 10th December 2021.”

Plan attached.

9. Closure of Meeting

The budget meeting is scheduled to be held on 18 January 2022 at 7.00 pm at the Cabin at St Mary’s. If members have any proposals (costed) for the budget please send them to the Clerk by 10th January 2021 Thank you.

The Parish Council agreed to provide a bench/seat in memory of TJ, who sadly passed away recently. As such, the recommendation is to go for the below:

<ul style="list-style-type: none"> - A picnic table as below, which might be more suitable for our usual demographic in a park area, and also seat more people. - For TJ, might be suitable to have it in the Grenadier Walk park 		<ul style="list-style-type: none"> - Cost is £375 for one table, or 3 for £1000 - https://www.recycledfurniture.co.uk/Picnic-Tables/Standard-Picnic-Table
<ul style="list-style-type: none"> - A standard bench, which might be more comfortable for certain demographic 		<ul style="list-style-type: none"> - Cost is £275 per bench, or £1050 for 4, in Black or Brown - https://www.recycledfurniture.co.uk/Benches-and-Seating/Captains-Treble-Seat

- Both are made from recycled materials, and have a 25 yr warranty.
- Memorial plaque is available from £45
- **As a different proposal, it might be a good idea to get more than one of these to be placed in the Parish and where it would be useful to residents (e.g. Egremont Rd, Church play area)**

HARDWICK PARISH COUNCIL MONTHLY FINANCIAL STATEMENT

Dec-21

Summary of previous month

Balance brought forward £948,518.62

Adjustments and amendments

Expenditure approved at last meeting/between meetings

NSALG	AFFILIATION FEE	-67.00
RH LANDSCAPES	GRENADIER WALK BRAMBLES	-420.00
OAKES AND WATSON	TREE WORKS - ASHMEAD DRIVE	-168.00
UNICORN GLAZING	PHONE BOX SUPPLIES	-214.91
RH LANDSCAPES	GRASSCUTTING	-624.00

Misc credits

RESIDENT	TREES	35.00
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Total Adjustments

-1458.91

Balance revised after adjustments

£947,059.71

Bank Reconciliation to last statement

Account	Funds	Statement	Outstanding
Unity Trust Current Account	822,155.80	827785.10	-5629.30
Cambridge & Counties Bank	96,903.91	96,903.91	
NS&I Income Bond	28,000.00	28,000.00	
Total	<u>947,059.71</u>	<u>952,689.01</u>	<u>-5,629.30</u>

Expenditure for approval

£

SALARIES & PENSIONS		776.96
CAMBRIDGE ECOLOGY	COMMUNITY HALL - ECOLOGICAL APPRAISAL	1912.75
OAKES AND WATSON	TREE WORKS - LIMES ROAD	348.00
LGS SERVICES	ADMIN SUPPORT NOV 2021	1437.43
ICDSOFT	WEBSITE HOSTING	96.00 \$

Total expenditure

4571.14

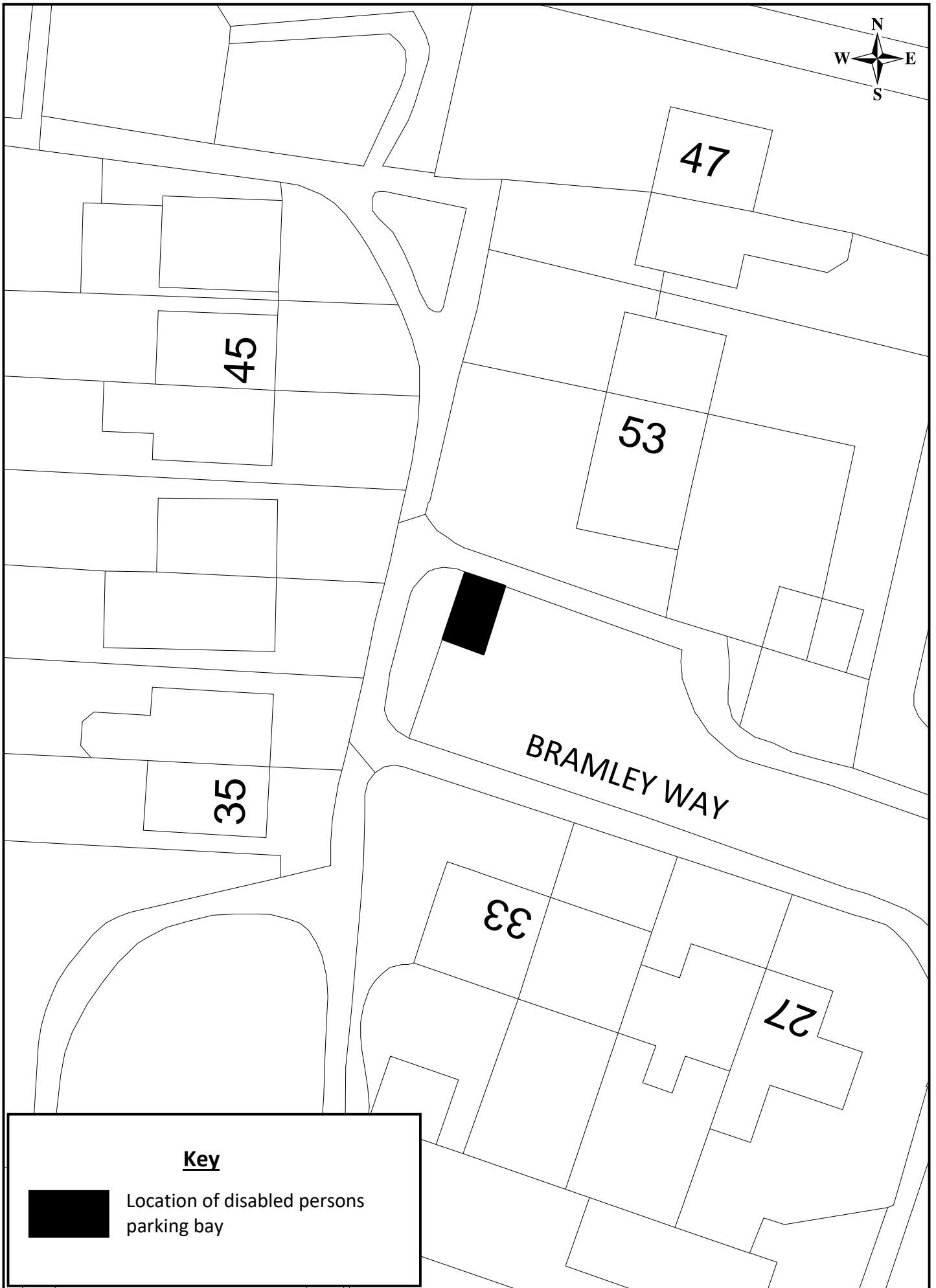
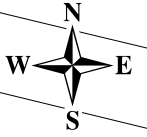
Balance c/f

£942,488.57

Notes:

Late invoices will be brought to the meeting

The payment to ICDSOFT is in \$USD and will be adjusted once the £GBP conversion is known.



Key



Location of disabled persons
parking bay