

Hardwick Parish Council
Minutes of the Meeting held on Tuesday 22 March 2022 at 7.00 pm
Held at The Cabin at St Mary's, Hardwick

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

In attendance: 4 members of the public including Steve Gaze (Allotments) and Mrs Anne Jones (Hardwick Party Group), District Cllr Grenville Chamberlain and Mr Ben Stoehr (Minutes Secretary, LGS Services).

Open public session including reports from the County and District Councillors

Mrs Anne Jones provided an update on the Jubilee weekend on behalf of the Hardwick Party Group. The timetable is as follows:

Thursday 2 June	Quiz night at HSSC with a royal theme
Friday 3 June	Pre-school Trike Trundle, and Jubilee Jaunt (all ages) with four routes for different abilities. 11 am – 3 pm. Followed by WI Cream Tea at Recreation Ground 6 pm Jubilee Supper at The Cabin
Saturday 4 June	Pippins Café as normal 10 – 12 Platinum Party at the Palace – televised screening (To be confirmed)
Sunday 5 June	Service at the Church Jubilee Lunch from 12- 5 pm – bring own picnic and games to the Recreation Ground Live music at HSSC 4-6 pm

The programme is to be published in Hardwick Happenings.

Mrs Jones suggested a plaque for commemorating the Jubilee tree planting and was notified of the Parish Council budget of £3,500 for Jubilee events. It was agreed to inform Mrs Jones of the outcome of the Community Chest grant application once known.

A resident asked what Hardwick as a village was doing to support Ukraine. Support for Ukraine is to be an agenda item for the next meeting, to include options for funding, co-ordination of support networks, meeting spaces, etc.

District Cllr Grenville Chamberlain reported on:

- The probability of a congestion charge for Cambridge.
- The forthcoming elections in May.

Two residents of Meridian Fields outlined the position regarding the allotments. Four people had agreed to set up a society to manage the allotments, and had agreed to allocate the plots. Since that time issues had arisen as two committee members wished to expand the allocation of plots to all interested parties, resulting in aggrieved parties. They were now looking to reset the process and open the allocation to all to make it more open and fair to all, and would like an independent person to provide a tie-breaker.

Steve Gaze observed that some misunderstanding could have occurred and this could be discussed at Friday's meeting of the allotment holders. Hill were hoping to hand over the land by mid-April.

The Chairman clarified that when the Parish Council agreed to proceed it said it would expect interested parties to form a committee/society to sign the lease and they would decide on the allocation process and how it would operate. The Council observed that the issues needed to be resolved before progressing. It was confirmed that Steve Gaze and Cllr Giddings were still the Council's representatives to facilitate meetings.

1. To receive apologies for absence

Apologies had been received from Cllr Joolia (prior commitment).

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 item 7.3 as a member of the Hardwick Climate Action Group and in any item affecting St Neots Road as a resident of St Neots Road.

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 on 22 February**

RESOLVED that the minutes of the meeting on 22 February be approved and signed by the Chairman as a true record, after an amendment under item 4.1, paragraph 2, to change “the Cabin” to “on Main Street near the Church,” and adding “of Tejinder Bachu” to the end of paragraph 1. (Prop PJ, 2nd SR, carried with 4 in favour and 1 abstention)

4. **Matters arising or deferred from the last or previous meetings for discussion/decision**

4.0.1 (7.2) RESOLVED that Cllr Giddings could plant “shrubs.” (Prop SR, 2nd PJ, unanimous)

4.1 **(4.2) Allotments – update and report from meeting**

Taken earlier under the public session.

4.2 **(4.3) Proposal that the Parish Council considers changes to the Standing Orders which includes proposal to clarify arrangements for communications with Councillors when the Clerk is unavailable**

On a proposition by the Chairman this was deferred to the end of the meeting.

On a proposition by the Chairman it was agreed to vary the order of business to take item 4.7 next.

4.7 **(8.5 of 24.8.21) To review meeting venues**

RESOLVED to continue meeting at The Cabin with a review after 6 months. (Prop IG, 2nd AE, unanimous)

4.8 **(7.3.1) Update on St Mary’s lighting proposal**

RESOLVED to receive Cllr Everitt’s verbal report on the progress of the third quote. The Planning Department had indicated planning permission was not required and the Conservation department had some requirements. Deferred to the next meeting so that Balfour Beatty could update its proposal.

7.1 **New Housing Developments and Planning Obligations**

RESOLVED to receive Cllr Rose’s verbal report on progress which could be found on the website. The plans have the full support of the Community Centre Working Group.

RESOLVED that the Parish Council supports the application being submitted in the Parish Council’s name.

Cllr Everitt reported that under Phase 1 of the Capstone Fields Development, CCC had agreed to adopt 8 lights, and SCDC will adopt the four lights to Hall Drive. Phase 2 has planning permission but the S106 agreement was not on the CCC website.

4.3 **(4.4) Maple trees in the Spinney – to consider correspondence from tree surgeon**

RESOLVED that green watering bags, similar to the other new trees in the spinney, could be used and ask the Climate Action Group if they have some in the first instance but if not to purchase some.

RESOLVED that the Council did not feel the tree required replacement at present.
(Prop AE, 2nd AG, unanimous)

4.4 (5.2) To consider response from cleaning company regarding the cleaning of play equipment

RESOLVED noting that the cleaning company had declined to quote, to await additional quotations and seek quotations from RH Landscapes and RPM.

4.5 (5.2) To consider quotations to remove grass/weeds from the tarmac at Worcester Avenue if received

RESOLVED to accept the quotation from RH Landscapes for £100.00 to remove the grass/weeds.
(Prop PJ, 2nd AG, unanimous)

4.6 (7.4) Proposal The Clerk to ensure that copies of all current outstanding invoices and salary payments are emailed to ALL councillors at least one day before the meeting (by 5 pm the previous day) thus giving adequate notice for reviewing should there be a query. The BACS payment process should only take place after approval of only those invoices/salary payments that have been sent within the adequate notice period, a show of hands at the monthly PC meeting or email approval by councillors. Invoices/salary payments that have not been sent with adequate notice as above would not be considered acceptable for approval.

RESOLVED to approve the proposal.
(Prop PJ, 2nd SR, unanimous)

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 seek a price for the replacement grip on the baby swing and to raise the soil around the sewer covers which were a trip hazard at the Church play area and also chase the concrete at the slide had not as yet been repaired.

Cllr Gill reported that following an approach from a resident who was interested in becoming involved, he was hoping to meet them to demonstrate the play inspection process with a view to the Council appointing them to take on this role.

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, noting that the payment to Civilistix should be £870.00 and not £1015.00 as shown in the finance report.
(Prop PJ, 2nd SR, unanimous)

Salaries and Pensions	£1010.99
Algar Signcraft (Millennium footpath signs)	£138.60
Civilistix (Millers Way)	£870.00
The Cabin (Room hire)	£36.00
RH Landscapes (Rec clearance works)	£540.00
NBB Recycled Furniture (Memorial bench)	£510.00
Allen Pyke (Community Hall)	£264.00
Allen Pyke (Community Hall)	£360.00
Opus Energy (Street light electricity)	£105.53
LGS Services (Admin support Feb 2022)	£1400.30

Credits, including a resident's contribution towards trees, S106 money received and a room hire refund, were noted.

- 5.4 To set the date of the Annual Parish Meeting and also the First and Annual Meeting of the Hardwick Parish Council in May
RESOLVED to hold the Annual Parish Meeting on 19 April or 3 May subject to the availability of the school hall, and if unavailable, at The Cabin.
RESOLVED to hold the First and Annual Meeting of the Parish Council on 17 May at the Cabin.
- 6. Planning Applications and Decision notices and tree works applications**
- 6.1.1 20/04485/CONDA – 277 St Neots Road – Submission of details required by conditions 8 (Traffic management plan), 9 (surface water and foul water drainage) and 13 (Wi-fi and suitable ducting) of planning permission 20/04485/FUL
Noted for information only.
- 6.2 SCDC and appeal decision notices - to note
- 6.2.1 21/04942/HFUL – 9 Sudeley Grove – Single storey side and rear extension – Permission granted.
- 6.2.2 21/04995/FUL – 181 St Neots Road – Erection of new dwelling at the rear of the existing bungalow including changes to existing access – Permission granted.
- 6.3 Tree works applications
- 6.3.1 22/0268/TTPO – Land to rear of 46 Ashmead Drive
RESOLVED to object to the application as this is a Parish Council tree. The Parish Council has no objection to cutting overhanging branches but the top is not to be taken out or the tree otherwise reduced in size.
- 7. Members' reports and items for information only**
- 7.1 New Housing Developments and Planning Obligations
Taken earlier.
- 7.2 Building site at 27 St Neots Road – Request an update from SCDC planning concerning the removal of the two very unsightly porta-cabins they have been on this site for at least five years for what purpose, will the planner confirm that they are not part of the granted planning permission for the redevelopment of this site
RESOLVED, given that there was no planning permission for them, to request that the two unsightly porta-cabins be removed.
RESOLVED to write to the residents asking for their removal and to progress any works outstanding requiring their presence, and to review again if no response is received.
- 7.3 The Spinney, Egremont Road – concerning the Hills Biodiversity Project can we have a detailed up-date, what are Hills proposing on the ground and when will it happen. Is maintenance of The Spinney going to be undertaken by Hills? My proposal – ‘a general tidy up, planting areas of annual native plants and bulbs to support the recent tree planting efforts of the Hardwick Climate Action Group.’
RESOLVED to note that the Hill Biodiversity Project was accepted and would cover a 30 year period. The work is to be carried out by the Parish Council which is awaiting the funds, whereupon it can progress the removal of ten trees and plant replacements.
RESOLVED to accept the quotation from RH Landscapes for the logs to be stacked and organised, the brush cleared, and for bulbs and plantings, subject to the S106 agreement being agreed by SCDC for funding.
RESOLVED to ask RH Landscapes to contact Cllr Joslin about her proposal for works in the Spinney. (Prop PJ, 2nd SR, unanimous)
- 7.4 Tree Policy: Tree needs assessment: Proposal that the Parish Council acts on a tree before it overwhelms the Pump and adjacent front gardens of 10 and 12 Pump Lane

RESOLVED to write to the residents and inform them of the Parish Council’s tree policy but take no further action at this time.

7.5 Highways and Road Safety Working Group report

The report was noted and summarised by Cllr Everitt:

- The C2C fact check regarding the lay-bys had been acknowledged. There will be a public consultation in the summer.
- St Neots Road. The officer with responsibility for Bourn Airfield traffic had no idea that surveys were taking place.
- County Councillor Atkins’s recent report about Active Travel. Cllr Atkins had published a conclusion on Active Travel that had not been provided to the Parish Council.
- The pothole repair policy was being reviewed as the current policy was inadequate.

8. To consider any correspondence/communications received requiring formal noting by or a decision of the Council

None.

9. Closure of meeting and items for the next agenda

RESOLVED to chase Civilistix for an update on the Millers Way quotations.

There was no further business and the meeting closed at 9.31 pm.

SignedChairmandate

