

Hardwick Parish Council
Continuation of the First and Annual Meeting held on Tuesday 24 May 2022
in The Cabin at St Mary's at 7.00 pm

Present: Councillors: A Gill (Chairman), George Moffett and S Rose.

In attendance: Mrs Gail Stoehr (Clerk).

1. To elect a Chairman and to receive the declaration of acceptance of office
Already taken.
2. To elect a Vice-Chairman
RESOLVED to defer the appointment of a Vice-Chairman until Council numbers improve.
3. Delivery by councillors of their declarations of acceptance of office
Declarations of acceptance of office were received from the members present, along with the Chairman's Declaration.
4. To approve the minutes of the last meeting
RESOLVED to take this under Item 28.
5. To co-opt to fill any vacancies resulting from insufficient candidates at election and to make arrangements for any remaining vacancies to be filled
RESOLVED with regard to the six remaining vacancies and given the seriousness of the situation, to seek to co-opt additional candidates within 35 days of the election. If no-one comes forward within 35 days, the Parish Council is to consider at a meeting whether it should ask SCDC for assistance and an election. RESOLVED to advertise the vacancies on the Hardwick website and that Cllr Moffett should arrange to advertise the vacancies on the Parish Council Facebook page, and to place a leaflet in Hardwick Happenings. (Prop SR, 2nd AG, unanimous)
6. Review of delegation arrangements to committees, working groups, employees and other local authorities
RESOLVED the delegation to the Clerk is to continue unchanged as detailed in the Council's policies and previous decisions. If the Clerk wished the Council to consider any changes to her delegation regarding the agenda or payments this should be provided in writing to a future meeting.
7. Review of the terms of references for committees and working groups
RESOLVED that there be no committees or working groups at present but to reconsider this when membership increases.
8. Receipt of nominations to existing committees and working groups
RESOLVED that there be no committees or working groups at present but to reconsider this when membership increases.
9. Appointment of any new committees and working groups, confirmation of the terms of reference, the number of members (including, if appropriate, co-opted members) and receipt of nominations to them.
RESOLVED that the following individual member responsibilities be agreed: (Prop SR, 2nd AG, unanimous)
Planning – Cllr Gill.
Trees – Cllr Gill.
Play area inspections – RESOLVED that Cllr Gill should ask Sean Turner whether he would be willing to undertake this, for an additional 1.5 – 2 hours per month and if he

was agreeable Cllr Gill should liaise with him and provide training. (Prop AG, 2nd SR, unanimous)

Notice boards – Cllr Gill. RESOLVED to order two more keys for the main notice board by the shop.

Webmaster – Ackbar Joolia, if he is willing. RESOLVED that Mr Joolia should have a dedicated Webmaster's email address.

Fact finding in preparation for meetings – the Chairman.

Matters associated with 'The Village Plan', 'The Community Transport Initiative' and 'Healthcare in Hardwick'. – Mia Cassey.

New developments and S106 – Cllr Rose.

Hardwick Community Centre Working Group – Cllr Rose to be the Parish Council's representative.

Chivers liaison – The Chairman.

Street lighting project – Alan Everitt who had kindly offered. RESOLVED that Mr Everitt could use his email address for a 3 month period to enable him to advise others of his personal email address and also for the Village Green street lighting project

10. Review and adoption of standing orders, financial regulations risk assessment arrangements and other policies

RESOLVED that there should be no changes at this time. (Prop SR, 2nd AG, unanimous)

10.1 To consider the adoption of the revised LGA Model Code of Conduct 2022 and revised Register of Interests form

RESOLVED having considered the correspondence from SCDC to retain the existing Code of Conduct. (Prop SR, 2nd AG, unanimous)

11. Review of arrangements, including any legal agreements, with other local authorities and review of contributions made to and expenditure incurred by other local authorities

RESOLVED that arrangements applied only to Highways for the PHFI and LHI applications.

12. Review of representation on or work with external bodies and arrangements for reporting back

None.

13. Review of arrangements with a view to the Council becoming eligible to exercise the general power of competence in the future

RESOLVED to note that the Council is not eligible.

14. Review of inventory of land and assets

RESOLVED to note the following:

CB33261 Recreation Ground Egremont Road

CB344914 POS adjacent to St Mary's, Main Street

CB108166 Limes Estate Amenity Land includes land at Sudeley Grove and off Egremont Road

CB45196 POS Grenadier Walk, POS Bramley Way, Land off Pippin Walk

CB284680 land south side of Laxton Ave

CB59751 Land lying to the south and west of Ellison Lane and land lying to the north of Laxton Ave

CB390106 Pavilion, Egremont Road leased to Hardwick Sports and Social Club

CB289360 an area of Hardwick Playing Field, Egremont Road – leased to the Scouts for their Scout Hut.

Other for the Council to consider – the position relating to the Hardwick Pond Main Street

Areas included on the grass cutting maps which do not appear on the Council's lands titles or are registered to a third party include:-

- Land at Blenheim Way, Worcester Ave/Ellison Lane junction. Lambourne Road and Worcester Ave Play area registered to Beezer Homes on Title CB7939
 - Land on Limes Road opposite Ellison Way to the School CCC highway verge.
- Assets as detailed in the Council's Assets list.

15. Review and confirmation of arrangements for insurance cover in respect of all insured risks
RESOLVED to review when the cover is due for renewal ^(Prop SR, 2nd AG unanimous).
16. Review of the Council's and/or employees' memberships of other bodies
RESOLVED to note the affiliations to CAPALC, the Community Association and also the Clerk's membership of SLCC and ILCM.
17. Review of the Council's complaints procedure
RESOLVED that no change is required at this time.
18. Review of the Council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998
RESOLVED that requests made under the FOIA and GDPR should continue to be dealt with by the Clerk as detailed in the policy.
19. Review of the Council's policy for dealing with the press/media
RESOLVED that complaints should continue to be dealt with by the Chairman in conjunction with the Clerk as detailed in the policy.
20. Review of the Council's employment policies and procedures
RESOLVED that no change is required at this time.
21. Review of the Council's expenditure incurred under S137 of the Local Government Act 1972 or the general power of competence.
RESOLVED to note the expenditure is as detailed in the annual accounts.
22. Setting the dates, times and place of ordinary meetings of the full Council
RESOLVED that given the shortage of members the Parish Council should set the date of the next meeting at each meeting.
23. Review of dispensations required under the Code of Conduct.
RESOLVED to extend any current dispensations for a further four years.
24. Review of banking arrangements and appointment of any bank signatories
RESOLVED that the signatories on all the Council's bank accounts should be Cllrs Gill, Rose and Moffett.
RESOLVED to remove any signatories that are no longer members from the bank mandate.
25. Member training arrangements
RESOLVED to note that the Council had a budget to cover member training and that Cllr Moffett had undertaken the recent CAPALC training for prospective councillors.

Open Public Session including reports from the County & District Councillors

None present.

26. To approve apologies for absence
All present.
27. Declaration of interests

- 27.1 To receive declarations of interests from Cllrs on items on the agenda and details of dispensations held
None.
- 27.2 To receive written requests for dispensation and grant any as appropriate for items on this agenda
None.
- 28. To approve the minutes of the last meeting**
RESOLVED that the minutes of the meeting on 26 April 2022 be approved and signed by the Chairman as a true record, after an amendment under item 7.3, to read “subject to the.” (Prop SR, 2nd GM, unanimous)
- 29. Matters arising and carried forward from the last or previous meetings for discussion/decision**
- 29.0.1 (7.6) Installation of three benches around the village
RESOLVED to cover James Wakeling’s reasonable installation costs and that the Clerk could put the contract in place once the quotation had been received up to a maximum of £250. (Prop SR, 2nd GM, unanimous)
- 29.1 (5.5) RoSPA reports – to appoint someone to review the reports and make recommendations
RESOLVED that the Chairman should look at the RoSPA reports and let the Clerk know what works are required so that quotations may be obtained for consideration at the next meeting.
RESOLVED to note that the swing at Egremont Road had been taken out of action as the chain had broken. A quotation is to be obtained for consideration at the next meeting.
- 29.2 (7.3) To consider the location for the Jubilee notice board
RESOLVED to locate the board in Cambridge Road to replace the existing old notice board by the shop. (Prop SR, 2nd AG unanimous)
- 29.3 (7.9) Proposal that the Parish Council considers a grant application from The Cabin at St Mary’s/St Mary’s Church for funds to extend the patio area to the west of The Cabin
RESOLVED, to send HALC’s advice to CAPALC/NALC and to defer this item pending receipt of NALC’s view on the legal position. (Prop SR, 2nd AG, unanimous)
- 30. To consider any resolutions from the Annual Parish Meeting**
None.
- 31. Finance, risk assessment and procedural matters**
- 31.1 To consider any quotes for urgent work required because of risk and the Clerk’s use of delegated powers
None.
- 31.2 To receive play areas and skate park inspection reports
RESOLVED to note there was only some litter and broken glass in Grenadier Walk, which had been cleared.
- 31.3 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 SCDC (Bin emptying) £187.20, Scrubs for Cambridgeshire (Donation) £200.00, and Hardwick School (Room Hire) £38.00. (Prop SR, 2nd GM, unanimous)
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|--------------------------------|---------|
| Salaries and pensions | £560.27 |
| Cabin at St Mary’s (Room hire) | £42.00 |

Cabin at St Mary's (Room hire)	£24.00
LGS Services (Admin support April 22)	£1469.58
RPM (Cradle seat replacement)	£354.00
CAPALC (Affiliation fee)	£626.77

Credits, including receipt of the precept, were noted.

32. To consider any planning applications and decision notices and tree works applications

32.1 Planning applications

32.1.1 21/01832/CONDM – Land south of 279 St Neots Road – Submission of details required by condition 3 (Surface water drainage scheme) of permission 21/01832/FUL

Noted.

32.1.2 22/01640/HFUL 37 Cambridge Rd – single storey rear extension, alteration to front element's roof pitch, external insulation, render finish, replacement fenestration, installation of solar panels and extension to existing dropped kerb
RESOLVED to support the application. (Prop AG, 2nd SR, unanimous)

32.1.3 22/017251/HFUL – 86 Main Street – Replacement front entrance porch, replacement cladding and render (to include isolation) and cart lodge
RESOLVED to support the application.

32.1.4 3C Shared Services – 23 New Dwellings at Howells Way, Hardwick, Street Naming
RESOLVED that the Parish Council had no objection to SCDC's proposed approach to use of the name George Coles which had already been suggested by the Parish Council for Phase 1.

32.2 SCDC and appeal decision notices - to note
None.

32.3 Tree works applications
None.

33. Members reports and items for information only unless otherwise stated

33.1 New Housing Developments and Planning Obligations

Cllr Rose reported that the Working Group was attending to questions from the planner regarding the application, regarding possible biodiversity offsetting considerations and the loss of the MUGA.

33.2 Proposal that the Council consider the offer from Hill to transfer Capstone Fields Phase 2 Open Space
RESOLVED to approve in principle subject to receiving information on the funds.

34. To consider any correspondence / communications received

34.1 CCC – No Mow May
RESOLVE to note the correspondence.

34.2 CCC – Transport Strategy Stakeholder Engagement Survey
RESOLVED to defer this item to the next meeting if time permits.

34.3 Greater Cambridge Partnership – Cambourne to Cambridge Better Public Transport and Active Travel – request to attend meeting
RESOLVED to call a public meeting and insert a publicity flyer into Hardwick Happenings.
RESOLVED that Cllr Moffett and Ackbar Joolia should publicise the meeting on Facebook and the website respectively.

RESOLVED to book the School hall for a date between 14 and 16 June.

RESOLVED that the Chairman should liaise with the Greater Cambridge Partnership regarding the arrangements and prepare the flyer for the Hardwick Happenings.

34.4 Greater Cambridge Partnership – Request for meeting on 10 June regarding Comberton Greenways

RESOLVED that the Chairman should liaise with the GCP regarding the invitation to an informative meeting.

35. Closure of meeting and items for the next agenda

RESOLVED that the date of the next meetings should be:

14 June 2022 at 7.00 pm. Millers Way is to be an agenda item.

19 July 2022 at 7.00 pm.

There was no further business and the meeting closed at 9.39 pm.

SignedChairmandate.

