

HARDWICK PARISH COUNCIL

I hereby give notice that the Meeting of the Parish Council will be held
on Wednesday 17 August 2022 at 7.00 pm at in the Community Room at The Cabin at St Mary's

The Public and Press are cordially invited to be present. The order of business may be varied at the Chairman's discretion.

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, 10/08/22

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) To co-opt to fill any vacancies resulting from insufficient candidates at election, and to make arrangements for any remaining vacancies to be filled
 - 4.2 (Open) Request that the Council reimburse a resident £35.00 for flowers he purchased for the Jubilee
 - 4.3 (4.3) To consider Terms of Reference for Community Engagement Group ^(JD, JA)
 - 4.4 (4.3) To consider Terms of Reference for Highways & Road Safety Group ^(JD, GM)
 - 4.5 (4.6) To consider quotations for the RoSPA report repairs and recommendation from the Chairman ^(AG)
 - 4.6 (4.9) To consider annual price for bramble control within the maintenance contract if received ^(AG)
 - 4.7 (4.10) Request for First Aid training for residents - to consider response from St John Ambulance
 - 4.8 (4.10) Request for a second defibrillator – to consider the views of residents and a potential location
 - 4.9 (4.11) Greater Cambridge Partnership – C2C Better Public transport and Active Travel Project – to consider draft response to the Environmental Impact Assessment Public consultation ^(JD, PR)
 - 4.10 (4.14) Memorial bench – to consider response received to the Council's request for it to be moved to the agreed location
 - 4.11 (7.3) Proposal that the Council considers correspondence from a resident and reconsiders current speed calming measures in light of speeds continuing to go significantly over the limit based on speed check points. In addition to the proposal by the resident, other options should be considered as well - permanent radar, road signs indicating a radar (based on current speed checks in place) on entrance to the village / beginning of Cambridge Road from the north ^(JD)
 - 4.12 (7.4) Proposal that the Council considers standard handover checks before Parish Council takes over land from developers - example - Meridian fields allotment / other areas ^(JD)
 - 4.13 (7.5) Proposal that the Council considers poor engagement from GCP with Hardwick community re: C2C ^(JD)
 - 4.14 (8.2) Hardwick Football Club – condition of pitch and request for removal of football goals and proposal the Council reviews the outstanding contract with Mel Pooley ^(AG)
 - 4.15 (.8.1 June 2022) Community Bike Project Zero Carbon Communities Grant offer- to consider conditions of the grant, to authorise signing of the BACS payment form and agree the location of the two lockable cabinets cabinet
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

* 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/>

- 6.1.1 20/02728/NMA2 – Land south of 279 St Neots Road – Non-material amendment on planning permission 20/02728/REM for the inclusion of private access to the rear of 277 St Neots Road
- 6.2 SCDC decision and appeal notices and correspondence
- 6.3 Tree works applications
 - 6.3.1 22/07967/TTPO – 97 Cambridge Road
 - 6.3.2 22/0804/TTCA – 4 Limes Road
- 7. **Members reports and items for information only unless otherwise stated**
 - 7.1 New Housing Developments and Planning Obligations ^(SR)
- 8. **To consider any correspondence/communications received requiring formal noting by or a decision of the Council**
 - 8.1 Resident - Odd jobs around the village and offer to trim trees to the north of St Mary's Church
- 9. **Closure of meeting**

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CLERK REPORT TO HARDWICK PARISH COUNCIL MEETING ON 17 AUGUST 2022

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 previous meeting – attached
4. Matters arising or deferred from the last or a previous meeting for discussion/decision
- 4.1 (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
Applications received will be sent to Cllrs and are available to the public on request to the Clerk
- 4.2 (Open) Request that the Council reimburse a resident £35.00 for flowers he purchased for the Jubilee Raised at the last meeting. The amount has been requested to cover “flowers & an apron which he paid for, to give to the couple who ordered and cooked the food for the BBQ at the Platinum Jubilee event on the Sunday of the Jubilee weekend.” Whilst the Council budgeted £3,500 towards the celebrations nothing has been spent from that budget.
- 4.3 (4.3) To consider Terms of Reference for Community Engagement Group
Detailed draft terms of reference awaited. Cllrs Dabrowski and Rangadurai to report.
- 4.4 (4.3) To consider Terms of Reference for Highways & Road Safety Group
The previous Terms of Reference for the Working Group have been circulated. Cllrs Dabrowski and Moffett to make a recommendation.
- 4.5 (4.6) To consider quotations for the RoSPA report repairs and recommendation
The Chairman to report.
- 4.6 (4.9) To consider annual price for bramble control within the maintenance contract if received
The Chairman to report.
- 4.7 (4.10) Request for First Aid training for residents – to consider response from St John Ambulance
“You may be interested in our Free First Aid Awareness sessions - we currently have two packages (please see the photo attached for course content).
We can offer either of these sessions both virtually and face to face* (*permitted to if we have a Community Advocate in your area). The session lasts 1/1.5 hours, including an opportunity for questions to be asked.
Please let us know of you are interested, and in which session.

Everyday First Aid <ul style="list-style-type: none">• Patient care and communication• Observations• Primary survey• Making an emergency call• Recovery position• Choking• Minor and severe bleeds• Minor and major burns and scalds• Stroke• Shock• COVID-19 advice in terms of first aid• Using the right medical service	<input type="checkbox"/>	Emergency First Aid <ul style="list-style-type: none">• Patient care and communication• Observations• Primary survey• Making an emergency call• Recovery position• Signs of Heart attack vs Cardiac arrest• CPR• Choking• Severe Bleeds• Using an AED• COVID-19 advice in terms of first aid• Using the right medical service	<input type="checkbox"/>
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A link to “How to use a defibrillator”. <https://www.youtube.com/watch?v=UFvL7wTFzl0>

- 4.8 (4.10) Request for a second defibrillator – to consider the views of residents and a potential location
Deferred to this meeting in order to seek the views of the village.

- 4.9 (4.11) Greater Cambridge Partnership – C2C Better Public transport and Active Travel Project – to consider draft response to the Environmental Impact Assessment Public consultation
Cllrs Dabrowski and Rangadurai to report.
- 4.10 (4.14) Memorial bench – to consider response received to the Council’s request for it to be moved to the agreed location
The following response has been received:
“It has been installed with a chain and concrete. I was told and accompanied by a member of the parish council when it was being installed.
Not only that [redacted (a member of the family)] has been to see it and preferred the location.
If it is to be re sited it will need extra work making old site safe.
I await instructions.
I and several villagers that knew Tejinder well would be disappointed if the bench was moved to the original site of Grenadier Walk. As its largely unused and not the nicest place.”
- 4.11 (7.3) Proposal that the Council considers correspondence from a resident and reconsiders current speed calming measures in light of speeds continuing to go significantly over the limit based on speed check points. In addition to the proposal by the resident, other options should be considered as well - permanent radar, road signs indicating a radar (based on current speed checks in place) on entrance to the village / beginning of Cambridge Road from the north
Deferred at the last meeting. Cllr Dabrowski to report.
- 4.12 (7.4) Proposal that the Council considers standard handover checks before Parish Council takes over land from developers - example - Meridian fields allotment / other areas
Deferred at the last meeting. Cllr Dabrowski to report.
- 4.13 (7.5) Proposal that the Council considers poor engagement from GCP with Hardwick community re: C2C
Deferred at the last meeting. Cllr Dabrowski to report.
- 4.14 (8.2) Hardwick Football Club – condition of pitch and request for removal of football goals and proposal the Council reviews the outstanding contract with Mel Pooley^(AG)
Goals deferred at the last meeting. Pitch condition See 5.1 below.
Chris Fuller wrote in January 2022 “The sand treatment wasn’t done last year as it was not deemed necessary. It is something that may have to happen next year and certainly by 2024.
The regime should not change as per the current set up.
Mel Pooley may not be able to carry out all the tasks as [redacted] but his son is carrying on with the work.
Another recommended person is Wayne Hardy. His business is specialised to cover most of the current work on grounds and should be just as competitive. He would not be able to carry out the weed treatment as that is left to the two that are on the previous list.
Wayne's contact is as follows”
- 4.15 (.8.1 June 2022) Community Bike Project Zero Carbon Communities Grant offer- to consider conditions of the grant, to authorise signing of the BACS payment form and agree the location of the two lockable cabinets
SCDC has written
“In reference to your recent application to the Zero Carbon Communities grant on behalf of Hardwick Parish Council, I am pleased to inform you that the District Council has approved to the award of a grant of £5,292. This is subject to call in and will come into force on 09/08/2022 if no calls are received.
The grant has been given subject to the following conditions:
- i. You are a non-profit group or organisation based in South Cambridgeshire or benefiting South Cambridgeshire residents, OR a South Cambridgeshire parish council.
 - ii. You have a written constitution or mission statement.
 - iii. You have an elected committee or representative steering group.
 - iv. You have a bank account.
 - v. The grant must only be used for the purpose stated in the grant application form.

- vi. The grant must be spent within 12-months of the award being made except where exceptional circumstances apply, and an extension is agreed with the grants officer in writing.
- vii. Grant funding cannot be used for activities, events or services which have already taken place, including staff development time.
- viii. Grant funding cannot be used for activities that only benefit individuals, and not the wider community.
- ix. Grant funding cannot be used for activities that generate profits for private gain. If activities generate financial savings or income, this will need to be for the benefit of the community.
- x. Grant funding cannot be used for religious activities or content (although we are able to fund religious organisations if they are providing benefit for the wider community).
- xi. Grant funding cannot be used for activities that replace government funding (for example, we can only fund school activities that are additional to the curriculum).
- xii. Grant funding cannot be used for loan repayments.
- xiii. Any unused grant must be returned to South Cambridgeshire District Council.
- xiv. South Cambridgeshire District Council must be acknowledged in all publicity relating to the project.
- xv. A brief report must be submitted to ZCC@scams.gov.uk upon completion of the project, outlining the achievements of the project and any lessons learned within 3-months of project completion.

I should be grateful if you would confirm with me, in writing (email is acceptable), whether you are prepared to accept the grant in question, upon the terms set out above. Should you wish to accept the grant, please also complete and return the payment details form attached. The grant will be paid once we have received your confirmation of the above conditions.

Yours Sincerely,
Eleanor Haines”

Shaun Hughes from Hardwick Climate Action Group has written “This is very good news. I presume nobody has any objections to the conditions, which we knew when we applied.

I'll be in contact with Cambridge Electric Transport to let them know.

The next obvious step is to agree the exact location of the two lockable sheds. This is how the location was described in the application:

Two new small bike-sized sheds to be owned by the Parish Council and located on Parish Council land close to the sports and recreation field, the main childrens playground and soon the Community Centre.

Other for information only:

(8.1) HSSC have written thanking the Parish Council for permission to remove the fencing.

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

- To respond to the planning application:
21/03438/FUL – Land at 147 St Neots Road – Amendment – Erection of nine self-build contained residential flats and associated infrastructure and works
No response was submitted.
- The Clerk together with the Chairman used delegated powers to authorise Cllr Moffett to purchase a book on websites.
- The Clerk together with the Chairman authorised the Football Club to purchase some soil up to £85 from Madingley Mulch to fill cracks on the football pitch that were considered dangerous to the players. The first match is on 20th August.

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

Awaited at the time of writing.

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

Attached. Invoices for payment have been circulated to members.

(4.7) Invoice for repair of broken swing at Egremont Road

The Clerk has spoken to the play repair company and they have responded

“That’s fine, I have ordered the new shackle for the seat and we will come over and fit the seat up for you for the original cost of £280.00 excluding VAT.”

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 20/02728/NMA2 – Land south of 279 St Neots Road – Non-material amendment on planning permission 20/02728/REM for the inclusion of private access to the rear of 277 St Neots Road

6.2 SCDC decision and appeal notices and correspondence for info only - to note

6.2.1 20/04485/NMA1 – 277 St Neots Road – Non-material amendment of planning permission 20/04485/FUL (Change of use of outbuilding to single dwelling with associated alterations, creation of second floor to original dwelling via raising of roof height, front and rear dormers, and Juliet balcony to side elevation). Minor changes to fenestration – Permission granted by SCDC.

6.2.2 22/02705/CL2PD – 18 Hall Drive – Certificate of lawfulness under S192 for part conversion of integral garage to form additional accommodation – Certificate granted.

6.2.3 21/01832/CONDR – Land south of St Neots Road – Submission of details required by condition 31 (Street Lighting) of planning permission 21/01832/FUL – Condition discharged in full

6.2.4 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 – Refuse to discharge condition.

6.2.5 21/01832/CONDQ – Land south of 279 St Neots Road – Submission of details required by condition 15 (Conservation of habitats) – Condition discharged in full

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 22/07967/TTPO – 97 Cambridge Road

6.3.2 22/0804/TTCA – 4 Limes Road

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)

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

8.1 Resident - Odd jobs around the village and offer to trim trees to the north of St Mary’s Church

“The shrubs I planted by the skateboard park in Hardwick are becoming established despite the dry weather. The social club have supported me by allowing free access to their outside tap and I used it to water the said shrubs on a regular basis.

I have also strimmed the verge by limes road but will need to return to cut back the large brambles before they reach the Limes Road footpath.

The footpath to the north of St Mary's Church is becoming difficult to walk along owing to the low hanging branches. Would the parish council like me to trim them back, thus allowing people to use the path whilst walking upright?”

9. Closure of Meeting

HARDWICK PARISH COUNCIL MONTHLY FINANCIAL STATEMENT

Aug-22

Summary of previous month**Balance brought forward** £1,135,868.52**Adjustments and amendments****Expenditure approved at last meeting/between meetings**

OPUS ENERGY STREETLIGHT ELECTRICITY -175.86

Misc creditsHMRC VAT 9861.95
HSSC RENT 1000.00*Total Adjustments* 10686.09Balance revised after adjustments £1,146,554.61**Bank Reconciliation to last statement**

Account	Funds	Statement	Outstanding
Unity Trust Current Account	79,491.74	83872.99	-4381.25
Cambridge & Counties Bank	499,062.87	499,062.87	
NS&I Income Bond	568,000.00	568,000.00	
Total	1,146,554.61	1,150,935.86	-4,381.25

Expenditure for approval

	£
SALARIES & PENSIONS	559.67
RH LANDSCAPES GRASSCUTTING	960.00
W LEWIS INTERNAL AUDIT	340.00
CABIN AT ST MARY'S ROOM HIRE	54.00
LGS SERVICES ADMIN SUPPORT JULY 22	1418.13
GREENBARNES LIMES ROAD NOTICE BOARD	794.82
GREENBARNES JUBIEE NOTICE BOARD	794.82
ZURICH INSURANCE INSURANCE	2315.42
<i>Total expenditure</i>	<i>7236.86</i>
Balance c/f	<u>£1,139,317.75</u>

Notes: