

## HARDWICK PARISH COUNCIL

I hereby give notice that as previously arranged, the Meeting of the Parish Council will be held on  
**Tuesday 24 September 2019 in the School at 7.00 pm**

*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 17/09/19

### AGENDA

LG Row

#### Open Public Session including reports from the County & District Councillors

- 1 **To approve 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 last meeting**
- 4 **Matters arising and carried forward from the last or previous meetings for discussion/decision**
  - 4.1 (4.2) Neighbourhood Plan – to consider report on information from SCDC and the next steps <sup>(EC)</sup>
  - 4.2 (5.2) NALC New Model Financial Regulations 2019 update – to consider the Clerk’s advice
  - 4.3 (7.2.1) CCC Highways survey report on traffic calming options – update <sup>(PJ)</sup>
  - 4.4 (7.3) Proposal that a Working Group be set up for Highways/Road safety <sup>(EC)</sup>
  - 4.5 (7.4) To consider pruning of Parish Council trees around street lights <sup>(AG)</sup>
  - 4.6 (7.6) Zero Carbon communities grant scheme – report on meeting and to consider whether to make an application <sup>(EC)</sup>
  - 4.7 (8.3) Internal Auditor’s report – to consider any recommendations
  - 4.8 (9) Maintenance group <sup>(IG)</sup>
  - 4.9 Play parks application – to consider terms and conditions of CFF grant award, the Kompan quotation and if to accept and place an order
  - 4.10 CCTV to consider a response from Orchard Park and any actions required
  - 4.11 Internet banking to consider changing bank to Unity Trust Bank and signatories
- 5 **To consider any correspondence / communications received requiring a decision of the Council**
  - 5.1 Resident request for fence at grass area at Laxton Avenue
  - 5.2 The Public Sector Bodies (Websites and Mobile Applications) (No2) Accessibility Regulations 2018
  - 5.3 Cambridge City Council - Making Space for People: Central Cambridge Vision, Aims and Objectives and Strategies consultation
  - 5.4 Resident – dead tree in woodland adjacent to Sudley Grove
  - 5.5 Resident – Climate crisis and invitation to meeting
  - 5.6 Resident – request that a Tree Protection Order is applied for on the trees by Meridian Fields/Wallis Farm
  - 5.7 SCDC - Greater Cambridge Housing Trajectory and Five Year Housing Land Supply Consultation
- 6 **To consider any planning applications and decision notices and tree works applications \***
  - 6.1 Planning applications
    - 6.1.1 S/2944/19/FL – 35 Ellison Lane – Single storey front extension
    - 6.1.2 S/2968/19/FL – 301 St Neots Road – First floor loft conversion including raising of roof level
  - 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 including report on meeting with St Neots Road Developers <sup>(SR)</sup>
  - 7.2 Speedwatch report <sup>(PJ)</sup>
  - 7.3 Village Plan report and to consider any actions <sup>(AG)</sup>
  - 7.4 Egremont Road overhanging vegetation by the car park <sup>(PJ)</sup>
- 8 **Finance, risk assessment and procedural matters**
  - 8.1 To consider any quotes for urgent work required because of risk and the Clerk’s use of delegated powers
  - 8.2 To receive play areas and skate park inspection reports and consider if any work is required
  - 8.3 To receive the financial report and approve the payment of bills
- 9 **Closure of meeting and items for the next agenda**

\* 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/swiftlg/apas/run/wchvarylogin.display>

Hardwick Parish Council meets on the fourth Tuesday in each month except December when the meeting is on the third Tuesday. Meetings are held in the School but occasionally, when the School is closed they are held in the Pavilion. Please check the notice board for the venue which is shown on the agenda for each meeting.

**Open Public Session including reports from the County & District Councillors**

1. Apologies for absence – to be reported at 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.
3. To approve the minutes of the last meeting on 28 August 2019 (attached)
4. Matters arising and carried forward from the last or a previous meeting for discussion/decision
- 4.1 (4.2) Neighbourhood Plan – to consider report on information from SCDC and the next steps  
Cllr Croft to report.  
<https://www.scams.gov.uk/planning/local-plan-and-neighbourhood-planning/neighbourhood-planning/what-is-neighbourhood-planning/>
- 4.2 (5.2) NALC New Model Financial Regulations 2019 update – to consider the Clerk’s advice  
Deferred at the last meeting. The new model Financial Regulations have been drawn up by a solicitor at NALC and updated in line with new legislation and best practice. The Council current Financial Regulations are based on the previous Model.  
The Clerk advises that the Council updates its existing Financial Regulations with the following:  
**1.8** - The requirement by the Council to formally appoint the RFO  
**1.14** - The requirement by the Council to carry out a regular review of bank mandates, grants or commitments over £5000 & employee salaries  
**2.2** - Updates the requirements to verify bank reconciliations quarterly  
**3.1 & 3.2** - Updates the budgeting & forward planning requirements  
**4.1, 4.4, 4.5 and 4.8** - Updates the budgetary control & authority to spend procedures  
**5.1, 5.2, 5.4, 5.5 & 5.6** - Updates banking arrangements & authorisation of payments  
**6.3, 6.4, 6.6, 6.15, 6.17, 6.18, 6.19, 6.20, 6.21 & 6.22** - Updates relating to the instructions for the making of payments  
**7.3** - Payment of salaries - essentially no changes can be made to any employees pay, terms & conditions of employment etc without prior consent of the council  
**9.10** - Income from a charitable trust shall be paid into a charitable bank account  
**11.1** - Clarifies the procedures for contracts  
**12, 12.1, 12.2 & 12.3** - Clarifies payments under contracts for building or other construction work  
The Council has debated in the past what should be included in the brackets ( ) provisions and authority, spending and quotes levels, including that the RFO is not a cheque signatory and that no petty cash is held. The Clerk advises that there is no need to change to these. With the update above the Council will be have adopted the New Model Financial Regulations 2019.
- 4.3 (7.2.1) CCC Highways survey report on traffic calming options  
Cllr Joslin to report on the outcome of her enquiries with CCC.
- 4.4 (7.3) Proposal that a Working Group be set up for Highways/Road Safety  
Deferred at the last meeting.
- 4.5 (7.4) To consider pruning of Parish Council trees around street lights  
Cllrs Gill and Joslin to report.
- 4.6 (7.6) Zero Carbon communities grant scheme – report on meeting and to consider whether to make an application  
Cllr Croft to report.  
SCDC have sent the following link <https://www.scams.gov.uk/community-development/grants/zero-carbon-communities-grant/>
- 4.7 (8.3) Internal Auditor’s report – to consider any recommendations  
The Clerk will attend the meeting.
- 4.8 (9) Maintenance group  
Cllr Giddings to report.

- 4.9 Play parks application – to consider terms and conditions of CFF grant award  
“I am pleased to inform you that your application for funding through the FCC Community Action Fund has been successful.  
Please find attached the formal letter notifying you of our funding decision.  
You must read this email and all its attachments carefully. They contain important information about our grant conditions and what you must do to successfully claim your funding.  
In order for us to be able to progress your grant we require the following additional information:  
Confirmation on whether you require the grant to be paid directly to the contractor or whether you will be paying the contractor and seeking reimbursement from FCC Communities Foundation. Please also provide bank details for the account the grant should be paid into, including account holder name and branch.  
Confirmation of the proposed number of grant claims you will be making from FCC Communities Foundation and an estimate as to the value of and when these claims will be expected - please note that advance payments are not permitted.  
Please can you confirm the name, job title and contact address for the person authorised to sign the FCC Communities Foundation Funding Agreement on behalf of your organisation. Please can you also provide written authority for this person to sign on behalf of your organisation.  
Please review the costs of your project and provide details of any changes.
- Copies of contractors / suppliers quotes for the FCC Communities Foundation funded work if not already received. Please note that at least three comparable quotes are required for any items over £5,000 in value and at least two quotes are required for items under £5,000.  
Confirmation of who the chosen contractor is and their final price.  
Letters confirming match funding towards the project, if not already received.  
A project publicity plan.  
Please forward the outstanding information within the next 8 weeks. If you are unable to do so please let us know as soon as possible when you anticipate the information will be available.  
Please note you must not start your project until you have signed and returned our Funding Agreement. If you do your grant will be withdrawn.”  
Cheryl Raynor  
Grant Manager  
FCC Communities Foundation
- 4.10 CCTV to consider a response from Orchard Park and any actions required  
Orchard Park have replied that they apologise for the delay and hope to get a full response sent by the end of the week.
5. To consider any correspondence/communications received  
5.1 Resident request for fence at grass area at Laxton Avenue  
“I also have a request for a fence at the grass area which is between first cul de sac (house no 18) and the second cul de sac (house no 42). This grass area is for walking through only and for small children to play on. I have just witnessed a green van coming down the first turn right from Laxton Avenue into cul de sac and driving across the grass and unloading into a house. I think it is possibly the owner of this house.  
This is NOT a right of way for vehicles and we do not want it to become one. Perhaps a fence each end to deter this from becoming a regular and dangerous cut through.”
- 5.2 The Public Sector Bodies (Websites and Mobile Applications) (No2) Accessibility Regulations 2018 update  
“The Public Sector Bodies (Websites and Mobile Applications) (No.2) Accessibility Regulations 2018’ have come into force, which means that from the 23rd September 2019, every new public sector website and app will need to meet certain accessibility standards and publish a statement saying they have been met. Existing websites will have until the 22nd September 2020 to comply.”  
The Webmaster has said The [www.comberton.org](http://www.comberton.org) is already mobile friendly and passes all google accessibility test (otherwise they don’t add us to their search engine responses).  
Will look at these regs and adjust accordingly.”

5.3 Cambridge City Council – Making Space for People: Central Cambridge Vision, Aims and Objectives and Strategies consultation

“The Greater Cambridge Shared Planning Service is seeking views on the Making Space for People: Central Cambridge Vision, Aims & Objectives and Strategies document during a six-week period of consultation starting at 9am on Monday 2 September 2019.

The Making Space for People project will ultimately produce a Supplementary Planning Document (SPD) which will provide planning guidance for the streets and public spaces that form the public realm in Central Cambridge. This consultation document forms part of an interim step in the production of the SPD. It forms the basis of public engagement on a ‘vision’ for Central Cambridge, and the principles and strategies which could underpin the future SPD.

As you read through the document, there are five key questions that we would like you to consider:

- What will make Central Cambridge a great place to be in?
- Have we got the ‘street user hierarchy’ right?
- Do you agree with our emerging Vision for the kind of place Central Cambridge could be?
- Have we identified the right aims and objectives for the project?
- Do the strategies cover the right themes?

The consultation on the Vision, Aim & Objectives and Strategies document is between 9am on 2 September to 5pm on 14 October 2019. Please visit [www.cambridge.gov.uk/making-space-for-people-spd](http://www.cambridge.gov.uk/making-space-for-people-spd) where you can view the document, Baseline Report and Statement of Consultation and submit your comments. The comments received will inform the draft SPD which we anticipate on publishing for public consultation autumn 2020.

Please contact the Planning Policy Team if you require any further assistance on [policysurveys@cambridge.gov.uk](mailto:policysurveys@cambridge.gov.uk) or call 01223 457200.”

5.4 Resident – dead tree in woodland adjacent to Sudley Grove  
Cllr Gill to report.

5.5 Resident – Climate crisis and invitation to meeting

“I’m trying to generate interest in the village to support each other to reduce our impact on the climate crisis. Is the PC taking any actions on CO2 emissions?

I’m planning an initial meeting at the school on the evening of Oct 15. Would anyone from the PC like to attend so we can coordinate actions?”

5.6 Resident – request that a Tree Protection Order is applied for on the trees by Meridian Fields/Wallis Farm

“On the western side of the development there is a small piece of woodland. Is there any chance of putting Tree Protection Orders on some trees? Oaks especially. Wallis farm has agreed to look after this woodland for the next 5 years. And after that? Who knows.

We like countryside and we would like to make sure these lovely oak trees will not be cut.”

5.7 SCDC - Greater Cambridge Housing Trajectory and Five Year Housing Land Supply Consultation

“Today we have published a new Greater Cambridge housing trajectory. It demonstrates that jointly for Greater Cambridge we have 5.3 years of housing land supply for the 2019-2024 five year period and also that the Councils will meet their individual housing requirements for 2011-2031 as set out in their adopted Local Plans 2018. Greater Cambridge comprises of the local planning authorities of Cambridge City Council and South Cambridgeshire District Council.

**What is the housing trajectory?**

The Greater Cambridge housing trajectory records how many additional homes have been completed in the area since 2011 and forecasts how many additional homes will be completed in the area by 2031 (and beyond) on a site by site basis. It sets out anticipated housing completions from all the sites allocated in the adopted Local Plans 2018, from all sites with planning permission and from sites of 10 or more dwellings with a resolution to grant planning permission by our planning committees.

The housing trajectory itself is a table of sites with their anticipated housing completions by year. It is accompanied by commentary on each of the sites setting out our reasoning for why the site is deliverable and / or developable, and for some sites why that site is not expected to deliver any dwellings.

### **Why are the housing trajectory and five year housing land supply calculations for Greater Cambridge?**

The housing trajectory and five year housing land supply calculations are for Greater Cambridge rather than the two local planning authorities separately, as the adopted Local Plans 2018 set out that *“the housing trajectories for Cambridge and South Cambridgeshire ... will be considered together for the purposes of phasing of housing delivery, including for calculating 5-year housing land supply in development management decisions that concern housing development”*.

### **Why am I being consulted?**

We have prepared the housing trajectory and five year housing land calculations based on the guidance set out in national planning policy and guidance. This means that we have assessed the deliverability and / or developability of all sites that are allocated or have planning permission, and all sites of 10 or more dwellings with a resolution to grant planning permission by our planning committees, based on the definitions set out in the National Planning Policy Framework (published in February 2019). We have also developed typical assumptions for lead-in times, build out rates, lapse rates and windfalls, that we have used to help us decide whether a site is deliverable and / or developable.

Taking account of national planning policy and guidance, we are now carrying out public consultation with stakeholders, landowners, developers, housebuilders and others on our housing trajectory and five year housing land supply calculations.

### **How can I make comments?**

Comments must be made by **5pm on Monday 14 October 2019**.

The Greater Cambridge Housing Trajectory and Five Year Housing Land Supply Main Document and Annex, and details on how to make comments, are published on both Councils' websites: [www.scambs.gov.uk/annual-monitoring-report](http://www.scambs.gov.uk/annual-monitoring-report) and [www.cambridge.gov.uk/annual-monitoring-reports](http://www.cambridge.gov.uk/annual-monitoring-reports).

### **What happens next?**

After the end of the consultation, we will consider all the comments received, and where necessary make changes to the Greater Cambridge housing trajectory and five year housing land supply calculations. The Greater Cambridge Housing Trajectory and Five Year Housing Land Supply document will then be re-issued in its final form.

As the Councils can demonstrate a five year housing land supply for Greater Cambridge, our planning policies in the adopted Cambridge and South Cambridgeshire Local Plans 2018 will be given full weight in decisions on planning applications, unless there are other material considerations to take into account. This will be relevant for any planning applications that are being considered from 16 September 2019.

### **Who do I contact if I have any questions?**

If you would like further information or have any questions, please contact us by emailing [ldf@scambs.gov.uk](mailto:ldf@scambs.gov.uk) or calling 01954 713183.

Yours faithfully

**Stephen Kelly** | Joint Director of Planning and Economic Development”

#### **6.1 Planning applications**

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 on <http://plan.scambs.gov.uk/swiftlg/apas/run/wchvarylogin.display>

6.1.1 S/2944/19/FL – 35 Ellison Lane – Single storey front extension

6.1.2 S/2968/19/FL – 301 St Neots Road – First floor loft conversion including raising of roof level

6.2 SCDC and appeal decision notices - to note

6.2.1 S/1331/19/FL – Land to the rear of 18 Hall Drive- Approval of matters reserved for appearance landscaping layout and scale following outline planning permission S/1549/15/OL for construction of detached dwelling and detached garage – Permission granted.

6.2.2 S/2149/19/FL – 52 Limes Road – First floor front and rear extension and single storey rear extension – Permission granted.

6.2.3 S/2217/19/VC – 27 St Neots Road – Variation of condition 14 (First floor windows) of planning application S/1128/14/FL Replacement dwelling with double garage – Permission granted.

6.2.4 S/2386/19/FL – 16 Ashmead Drive – Demolition of existing conservatory and erection of single storey rear extension – Permission granted.

6.2.5 S/1538/18/DC – Agricultural field west of Grace Crescent – Discharge of conditions 30 (Scheme for the upgrading of the public footpath and street lighting) and 31 (Details of a scheme for the provision of 10 cycle stands) of planning permission S/1694/16/OL – 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

7.1 New Housing Developments and Planning Obligations including St Neots Road development update  
Cllr Rose has written “**St Neots Road development**

Clarion have recently made a final offer to the Hardwick landowners in respect of “abnormal costs” – i.e. a price adjustment occasioned by potential problems with the clay soil and the need for non-standard foundations.

Hardwick landowners now have to decide whether to accept the final offer or whether to appoint their own expert. Assuming they accept the final offer this will enable Clarion to complete the purchase. If they don't there will be further delays.

Clarion and Hill are in discussions for Hill to become joint developers of the site along with Clarion.

If so Hill will deal with Reserved Matters Application and will construct the properties.

The delays are such that work on the site is unlikely to start before September 2020 with the first completion taking place no earlier than September 2021. The first completion triggers the first payment of S106 funds from the development.

### **Meridian Fields**

First completion and occupation for Meridian Fields is likely to be sometime next month which will trigger the first release of s106 funds from this development. There are five other sales in progress.”

7.2 Speedwatch report

Attached

7.3 Village Plan report

The Chairman to report.

8. Finance and risk assessment and procedural matters

8.1 To consider any quotes for urgent work required because of risk and Clerk's use of delegated powers

(4.10 of July meeting) CCC street lighting energy – to note decision made by Clerk and Chairman using delegated powers

Quotations have been received via Utility Aid and the Clerk and Chairman using delegated powers have gone with SSE for a one year contract at an approx cost of £941 plus VAT . The Council paid CCC for street lighting energy £2008.03.

- 8.2 To receive play areas and skate park inspection reports and to consider if any work is required  
RPM has written “The Egremont Road play area the swing concrete base has drop or crack leaving a slight trip point in middle to overcome this is to remove all tiles and lay rubber mulch to match the rest” He has put top soil mixed with bark along the edge of the safety surface as a temporary measure to alleviate the trip hazard as the photos show.
- 8.3 To receive the financial report and approve the payment of bills
9. Closure of Meeting and items for the next agenda

Mrs Gail Stoehr  
30 West Drive  
Cambridge  
Cambs  
CB23 7NY

05 September 2019  
Our Ref: CF-1538

Dear Mrs Stoehr

### Hardwick Play Park Group - Stage Three

The above application for funding has now been reviewed and assessed. I am pleased to inform you that the Board of Directors of FCC Communities Foundation have allocated a grant of up to **£47,329.18** towards the eligible costs of your project.

This allocation is subject to the following conditions:

1. Your project is successfully registered with the scheme's regulator ENTRUST. We will apply for this registration on your behalf.
2. Your agreement to our terms and conditions for distributing the Landfill Communities Fund money. These will be stated in our Funding Agreement that will be issued to you providing your project is registered by ENTRUST and once all of the information listed below has been provided.
3. Payment of £5,087.89 third party funding. Within the next 7 days we will issue your nominated contributor with a request for payment of the third party funding to FCC Recycling (UK) Ltd. Payment of this request must be made within 28 days of issue.
4. That the grant is offset towards the following elements:

Description	Total Cost (£)	Amount Requested (£)
Supernova Roundabout	£3,093.00	£3,093.00
Roundabout net	£5,868.00	£5,868.00
Dig out and remove old equipment	£2,450.30	£2,450.30
Groundworks and soil	£3,256.50	£3,256.50
Rubber mulching	£11,056.00	£11,056.00
Cableway	£11,444.00	£11,444.00
Freight, storage and skip hire	£5,620.38	£5,620.38
Swings	£4,541.00	£4,541.00
<b>Total</b>	<b>£47,329.18</b>	<b>£47,329.18</b>

In order for us to be able to issue your project with a Funding Agreement we require the additional information as set out in the email to which this letter is attached. Please forward the outstanding information within the next 8 weeks. If you are unable to do so please let us know as soon as possible when you anticipate the information will be available.



Please note you must not change the scope or delivery of your project without written permission from us. If you need to change any aspect of your project, or you register with ENTRUST as an Environmental Body, please contact me or your Grant Administrator who will be able to advise you further. Failure to inform us of changes may result in your funding being withdrawn.

On receipt of all outstanding information we will contact you to discuss the drawdown of your grant and the details we need to finalise and issue your Funding Agreement.

**It is very important that you do not start work on your project, instruct contractors or make/authorise any payments relating to your project until you have signed and returned our Funding Agreement. Failure to do so will result in your grant being withdrawn.**

Please note, on receipt of all outstanding information it can take up to 4 weeks to issue your Funding Agreement.

**The grant offer is open for 6 months from the date of this letter, by which time your Funding Agreement must be issued. Please also note that our grant must be claimed in full before 5 September 2020.**

You are encouraged to publicise your funding award and advice on doing this can be found in the enclosed guidance. Please contact us if you need further information.

If you have any queries regarding the content of this letter or would like to discuss any project related queries, please contact myself or the Grant Administrator.

Yours sincerely

**Cheryl Raynor**  
Grant Manager

Enc    Funding Success Guidance  
      Publicity Guidance



Communities  
Foundation

# Funding Success

The aim of this document is to offer both guidance and instruction on *what you need to do now* to progress your application to contract (Funding Agreement) and ultimately to draw down your grant.

Please read this document carefully. It contains very important information that will help you move your project forward and enable you to claim the grant offered to you by FCC Communities Foundation.

## A. Offer of Funding Letter

Your Offer of Funding letter confirms the size of your grant, what we have agreed to fund, along with any additional information you need to provide in order for us to issue you with your Funding Agreement.

If you are unable to provide the additional information requested in the letter within our timescales you should contact your Grant Manager immediately.

Please do not start any physical works or sign contracts to start your project until our Funding Agreement has been issued and signed by all parties otherwise your funding will be withdrawn.

Our Offer of Funding letter is not a Funding Agreement.

You can now publicise your successful grant award. See Section E for more guidance.

## B. Contributing Third Party (CTP)

Within the next 7 days FCC Communities Foundation will issue your nominated third party contributor with the donor landfill operator's request for payment of the third party funding. Payment of this request must be made to FCC Recycling (UK) Ltd within 28 days of issue.

If payment of the CTP is not made within 28 days of request your grant will be at risk.

Your Funding Agreement will not be issued until we have received confirmation that this payment has been made.

## C. Preparations for your Funding Agreement

Once the CTP payment has been made to our donor landfill operator and you have provided all the information requested by your Grant Manager we will prepare and issue our Funding Agreement. This is a legally binding agreement between you, as the applicant, and FCC Communities Foundation Ltd and sets out the terms and conditions of our grant.

It is important that you understand and follow the terms of our Funding Agreement at all times as it ensures your project remains compliant. The Agreement includes conditions you must follow to claim your grant, including what our funding can be spent on, how and when we will release funds, and what reporting you need to undertake during the delivery phase and beyond.

You will be issued with two copies of our Funding Agreement. You should carefully read the Agreement before you sign and return **one** copy of the Agreement to us. When we have received the signed Funding Agreement you can start your project.

Any project which fails to have a Funding Agreement in place within six months of our Board decision will have its offer of funding reviewed and may be withdrawn.

#### **D. What Happens Next**

When you receive the signed Agreement from us you will receive guidance explaining how to claim your funding and submit progress reports on Grant Tracker.

It is important that you keep original invoices and proof of expenditure so you can upload these to support your claim.

You must let us know immediately if your project is delayed or you encounter problems which may mean the timescales, we have agreed with you, are in doubt.

All projects must be completed, and the funding claimed, within 12 months of our Board's funding decision, not our Funding Agreement.

#### **E. Publicising your Grant**

We actively encourage you to publicise your project whether you mark project milestones, raise awareness of your works or celebrate achievements. You may also want to publicise your project to encourage volunteers or community engagement.

Template press releases are included in the enclosed "Publicity Guidelines for Successful Applicants" specifically for this purpose. We strongly advise that you use these template releases, adapting them to your needs, when you contact the media to publicise your project.

When you undertake any project publicity or issue a release please remember to include reference to the funding FCC Communities Foundation has provided. If appropriate your Grant Manager will also provide you with a relevant quote.

Please remember: -

- ✓ All project press releases and literature regarding your project must be forwarded to your Grant Manager for approval before distribution or publication.
- ✓ If you tweet – we are @FCC\_Communities and we would be delighted to hear from you on Twitter

If you need to provide details about where your funding has come from:

#### **PROJECTS IN ENGLAND:**

FCC Communities Foundation is a not-for-profit business that awards grants for community through the Landfill Communities Fund.

#### **PROJECTS IN SCOTLAND:**

FCC Communities Foundation is a not-for-profit business that awards grants for community projects through the Scottish Landfill Communities Fund.

To	HPC for Meeting 26 <sup>th</sup> September 2019
From	Alan Everitt, Community Speed Watch Coordinator
Date	16 <sup>th</sup> September 2019
Subject	Speed Watch Update
Purpose	Monthly report

### Community Speed Watch one year on.

Community Speed Watch was resurrected 12 months ago with the first check on 4<sup>th</sup> September 2018 on St Neots Road. Statistics show we have done 46 Speed checks, checked over 8000 vehicles and reported 301 for excess speed.

### Latest Results

Results below show checks since last report. On 21<sup>st</sup> the Team ran two simultaneous checks along St Neots Road (organised by Tom Roy in my absence), (1) in the west by Millers Way and (2) at the eastern end using the old equipment.

Date of check	Location	Total Vehicles (Session durations 1.5 hours or so)	Vehicles reported	Highest speed
21 <sup>st</sup> Aug pm	St Neots Road westbound (1)	316	1	49
21 <sup>st</sup> Aug pm	St Neots Road westbound (2)	434	2	49
4 <sup>th</sup> Sep am	St Neots Road westbound	104 shortened session	1	48
11 <sup>th</sup> Sep am	Main Street southbound	147	2	43
13 <sup>th</sup> Sep pm	Egremont Road	61	0	33
Next check due 19 <sup>th</sup> Sept				

Where stated, am or pm are Hardwick peak traffic times.

We continue to aim for weekly checks on average.

### Forthcoming events

Next training session at Cambourne Police Station Saturday 5<sup>th</sup> October 9.30 to 11.00. All new volunteers invited – needs to be booked in advance though.

We have arranged for the PCSO from Cambourne to accompany Speed Watch on 4<sup>th</sup> and 11<sup>th</sup> of October He will come in his marked police car and bring his speed gun. I am hoping Cambridge Road will be available to us.

Cambridge Constabulary are holding their County Week of Action, week commencing 7<sup>th</sup> October. We have arranged two checks that week. The Police tend to cruise the villages checking in with Speedwatch sessions in place. Last year we had the area Accident Reduction Officer stay with us for a check on St Neots Road – he noted the lack of protection for pedestrians crossing for bus stops.

We have a resident's request outstanding to do a check in Ellison Lane – Police Area Speedwatch Controller has refused permission as he could find no suitable location to put the kit - but we are asking his permission to use a resident's driveway.

## **Cambridge Road**

**We look forward to the delivery of the equipment for the MVAS operation, the result of Hardwick's first successful use of LHI funding. We recommend for the first month, MVAS operation is on Cambridge Road, to provide continuous assistance to slow traffic coming down past the school towards Main Street.**

## **Main Street**

Traffic is currently being slowed by the contractor's give-way lights for the waterworks on Main Street and Cambridge Road but have been operating down by the Pastures.

## **St Neots Road**

If anyone needs the figures to show Speed Watch works, prior to Speed Watch the latest traffic record we had for St Neots Road, taken over 7 days in 2016, showed a staggering **9,393 vehicles a week were measured at 46mph, including 129 vehicles at 61mph and above. The 85<sup>th</sup> percentile speeds measured were over 48mph in each direction.**

The following full Traffic Assessment (same location) was done for GCP over 15 days in October/November 2018 at the same place and showed considerable reductions in speed, **85<sup>th</sup> percentiles east towards Cambridge reduced from 48.3 to under 36 mph and west towards Cambourne reduced from 48.4 to 39mph, 42 mph early Sunday mornings!**

***This points to the conclusion that whereas Speed Watch has been very effective, physical measures will be needed to reduce this speed to achieve 33mph at the 85<sup>th</sup> percentile, Highways trigger for imposing a 30mph limit.*** It is the 85<sup>th</sup> Percentile that Highways use as their reference e.g. when changing speed limits

Contact [csw.hardwick@gmail.com](mailto:csw.hardwick@gmail.com)





**HARDWICK PARISH COUNCIL MONTHLY FINANCIAL STATEMENT**

Sep-19

**Summary of previous month****Balance brought forward** £164,527.23**Adjustments and amendments****LCPAS** INTERNAL AUDIT CHQ CANCELLED 120.00**Expenditure approved at last meeting/between meetings****Misc credits***Total Adjustments* 120.00Balance revised after adjustments £164,647.23**Bank Reconciliation to last statement**

Account	Funds	Statement	Outstanding
Current Account	41,898.04	48114.42	-6,216.38
Business Account	546.44	546.44	
Cambridge Counties Bank	94,202.75	94,202.75	
Bonds	28,000.00	28,000.00	
<b>Total</b>	<b>164,647.23</b>	<b>170,863.61</b>	<b>-6,216.38</b>

**Expenditure for approval**

£

SALARIES		548.20
LGS SERVICES	ADMIN SUPPORT	1313.20
RH LANDSCAPES	GRASSCUTTING	605.00
RPM	PLAY EQUIPMENT REPAIRS ROSPA	1510.00
SCDC	LITTER BIN EMPTYING APRIL 19 TO MA	187.20

*Total expenditure* 4163.60Balance c/f £160,483.63**Notes:***Late invoices will be brought to the meeting*