

## HARDWICK PARISH COUNCIL

I hereby give notice that the Meeting of the Parish Council will be held on Wednesday 19 October 2022 at 7.00 pm at in 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, 13/10/22

### 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 conclude business outstanding from the last meeting on 28 September due to time constraints**
  - 3.1 (7.2) 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 <sup>(GM)</sup>
  - 3.2 (8.1) HSSC – Social Club exterior maintenance – request for tidying of rear area
  - 3.3 (8.2) NHS Cambridgeshire & Peterborough – Outreach Covid vaccination visit to Hardwick
  - 3.4 (8.3) Resident request that the Council's broken fence is repaired
  - 3.5 (4.7 of August) Resident request for First Aid Sessions and a second defibrillator – to consider response from Resident
  - 3.6 (4.14 of August) Hardwick Football Club – condition of pitch and request for removal of football goals response to the Council's decision
  - 3.7 Street lighting on the Village Green near St Mary's
- 4 **To approve the minutes of the previous meeting**
- 5 **Matters arising or deferred from the last or previous meetings for discussion/decision**
  - 5.1 (4.1) To consider the appointment of a Deputy Webmaster
  - 5.2 (4.5) Proposal that the Council writes to residents where hedges are overhanging <sup>(GM)</sup>
  - 5.3 (5.5) Review of Parish Council application form
  - 5.4 (5.5) To consider arrangements for Facebook moderation <sup>(JD, CP)</sup>
  - 5.5 (5.6) To consider quotations for external audit if received
  - 5.6 (4.11 of 17.8.22) 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 <sup>(JD)</sup>
- 6 **Finance, risk assessment and procedural matters**
  - 6.1 To consider any quotes for urgent work required because of risk and the Clerk's use of delegated powers
  - 6.2 To receive play areas and skate park inspection reports and consider if any work is required
  - 6.3 To receive the financial report and approve the payment of bills
  - 6.4 To note the conclusion of the External Audit
- 7 **To consider any planning applications and decision notices and tree works applications \***
  - 7.1 Planning applications and appeals
    - 7.1.1 22/04071/OUT – 347 St Neots Road – Replacement dwelling on existing residential plot of land
  - 7.2 SCDC decision and appeal notices and correspondence
  - 7.3 Tree works applications
    - 7.3.1 22/1098/TTCA – 1 Sadler's Close
    - 7.3.2 22/0893/TTCA – Land adjacent to St Mary's Church, Main Street
- 8 **Members reports and items for information only unless otherwise stated**
  - 8.1 New Housing Developments and Planning Obligations <sup>(SR)</sup>

\* 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/>

8.2 Several parents in from Hardwick Pre School and Primary school have expressed their concerns about an absence of a painted zebra crossing in Egremenot road & in front of the school. I would like to bring this to the attention of the council to help find a solution<sup>(PR)</sup>

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

9.1 CCC – Transport Strategies 2022 Public consultation including Active Travel – Deadline 7 November

**10. Closure of meeting**

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\* 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.scams.gov.uk/>

## CLERK REPORT TO HARDWICK PARISH COUNCIL MEETING ON 19 OCTOBER 2022

*Type or copy website links into your browser for more information.*

### 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 conclude business outstanding from the last meeting on 28 September due to time constraints  
Further information on the items below were circulated with the meeting papers for the last meeting.
  - 3.1 (7.2) 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
  - 3.2 (8.1) HSSC – Social Club exterior maintenance – request for tidying of rear area
  - 3.3 (8.2) NHS Cambridgeshire & Peterborough – Outreach Covid vaccination visit to Hardwick
  - 3.4 (8.3) Resident request that the Council’s broken fence is repaired  
The Chairman reports “I have looked at the fence bordering the residents property, and have attached two photos showing the damaged fence, but interestingly it shows the posts on the residents side. I think that this fence belongs to his property and was put up as a boundary by the developer. The reason he has another fence inside it is for privacy, as the other fence has open panels. I don't know if a land registry search would show the fence, but my understanding is, if the post is your side then it is your fence to maintain.”
  - 3.5 (4.7 of August) Resident request for First Aid Sessions and a second defibrillator – to consider response from Resident  
The resident has responded that she is unable to help.
  - 3.6 (4.14 of August) Hardwick Football Club – condition of pitch and request for removal of football goals response to the Council’s decision  
The response is available in full in the September report.
  - 3.7 Street lighting on the Village Green near St Mary’s
4. To approve the minutes of the previous meeting – attached
5. Matters arising or deferred from the last or a previous meeting for discussion/decision
  - 5.1 (4.1) To consider the appointment of a Deputy Webmaster
  - 5.2 (4.5) Proposal that the Council writes to residents where hedges are overhanging
  - 5.3 (5.5) Review of Parish Council application form  
The Council is advised to take into consideration
    - 1 the public’s right to be informed of what and who the Council is considering so that they may make representations at the meeting before the Council reaches its decision.
    - 2 The Openness of Local Government Bodies Regulations’ requirement to publish any report on which the Council has based its decision.
    - 3 GDPR and the right of request for amendment or redaction – the Council already has policies in place and procedures.
    - 4 That the information name and address is no more than the information required to be published by a Council on its website and also on the District Council’s website as required by

the Department for Communities and Local Government's Openness and Transparency on Personal Interests.

- 5.4 (5.5) To consider arrangements for Facebook moderation
- 5.5 (5.6) To consider quotations for external audit if received
- 5.6 (4.11 of 17.8.22) 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<sup>(JD)</sup>  
Deferred at the August meeting to enable the Highways & Road Safety Working Group to report and make a recommendation.
6. Finance and risk assessment and procedural matters
- 6.1 To consider any quotes for urgent work required because of risk and Clerk's use of delegated powers  
None from the Clerk at the time of writing.
- 6.2 To receive play areas and skate park inspection reports and to consider if any work is required  
Awaited at the time of writing.
- 6.3 To receive the financial report and approve the payment of bills  
Attached.
- 6.4 To note the conclusion of the External Audit  
PKF Littlejohn have completed their audit and no matters have come to their attention either giving cause for concern or needing action.
- 7.1 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.scams.gov.uk/swiftlg/apas/run/wchvarylogin.display>
- 7.1.1 22/04071/OUT – 347 St Neots Road – Replacement dwelling on existing residential plot of land
- 7.2 SCDC decision and appeal notices and correspondence for info only - to note
- 7.2.1 21/01832/CONDU – Land south of St Neots Road – Submission of details required by condition 3 (Surface water) of planning permission 21/01832/FUL – Condition discharged in full.
- 7.2.2 22/03211/HFUL – 10 Johnson Drive – Single storey rear extension – Permission granted by SCDC.
- 7.2.3 22/03170/HFUL – 11 Johnson Drive – Single storey rear extension – Permission granted by SCDC.
- 7.3 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.scams.gov.uk/swiftlg/apas/run/wchvarylogin.display>
- 7.3.1 22/10985/TTCA – 1 Sadler's Close
- 7.3.2 22/0893/TTCA – Land adjacent to St Mary's Church, Main Street
8. 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.
- 8.1 New Housing Developments and Planning Obligations
- 8.2 Several parents in from Hardwick Pre School and Primary school have expressed their concerns about an absence of a painted zebra crossing in Egremenot road & in front of the school. I would like to bring this to the attention of the council to help find a solution<sup>(PR)</sup>

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

- 9.1 **CCC – Transport Strategies 2022 Public consultation including active travel – Deadline 7 November**  
“The Transport Strategy team at Cambridgeshire County Council has developed three draft transport strategies that will set the County Council’s transport policy approach for the districts of Fenland and Huntingdonshire, and for active travel across the whole county. We are now consulting with all stakeholders and the public on the draft strategies to give you the opportunity to input into them before they are finalised and recommended for adoption in Spring 2023. We would welcome your comments on the following strategies, and also ask for your help in spreading the word.
- Draft Fenland Transport Strategy
  - Draft Huntingdonshire Transport Strategy
  - Draft Cambridgeshire’s Active Travel Strategy

The public consultation survey is now live and can be accessed on our consultation website here <https://consultcambs.uk.engagementhq.com/>. Please select which strategy you would like to find out more, read the draft strategy and provide your views by completing the online survey. The survey will **close on Monday 7<sup>th</sup> November 2022**. We welcome your response for any combination of the three strategies dependent on your interest.

We want to ensure we reach as much of the general public as possible so we also ask that you display/share the promotional materials attached, or the link to the survey to your contacts, or add the information to any newsletters/social media pages you produce. If you would like printed copies to be sent, please get in touch. Alternatively, watch out for the County Council’s social media posts and share as appropriate.

We will be holding a number of events, and paper copies of the strategies are available at selected libraries, all listed in the leaflet attached.

If you have any questions please do get in touch. We thank you in advance of your support in spreading the word, and hope you will take time to respond to the surveys.”

Kind regards,  
Transport Strategy Team  
Transport Strategy & Funding  
Cambridgeshire County Council  
Email: [transport.plan@cambridgeshire.gov.uk](mailto:transport.plan@cambridgeshire.gov.uk)

10. **Closure of Meeting**

# HARDWICK PARISH COUNCIL MONTHLY FINANCIAL STATEMENT

Oct-22

## Summary of previous month

Balance brought forward **£1,127,857.73**

## Adjustments and amendments

### Expenditure approved at last meeting/between meetings

DYNO ROD	PAVILION DRAIN CLEARANCE	-222.00
PKF LITTLEJOHN	EXTERNAL AUDIT	-1,560.00
RH LANDSCAPES	GRASSCUTTING	-960.00
RH LANDSCAPES	GRASSCUTTING	-390.00
RH LANDSCAPES	BRAMBLE CLEARANCE	-300.00
RH LANDSCAPES	BRAMBLES AND REC TREE	-300.00
RH LANDSCAPES	PLAY AREA MOSS	-120.00
OPUS ENERGY	STREETLIGHT ELECTRICITY	-179.85 DD
UNITY TRUST	SERVICE CHARGE	-24.00 DD

### Misc credits

SCDC	CAPSTONE FIELDS - COMMUNITY FACILITIES 2/3	127620.40
UKPN	WAYLEAVE	23.68
SCDC	PRECEPT	31000.00
HSSC	RENT	1000.00

*Total Adjustments*

155588.23

Balance revised after adjustments

£1,283,445.96

### Bank Reconciliation to last statement

Account	Funds	Statement	Outstanding
Unity Trust Current Account	216,383.09	231427.20	-15044.11
Cambridge & Counties Bank	499,062.87	499,062.87	
NS&I Income Bond	568,000.00	568,000.00	
<b>Total</b>	<b>1,283,445.96</b>	<b>1,298,490.07</b>	<b>-15,044.11</b>

### Expenditure for approval

£

SALARIES		559.47
NATIONAL ALLOTMENT SOCIETY	MEMBERSHIP FEE	66.00
LGS SERVICES	ADMIN SUPPORT SEPT 22	1395.98
3C SHARED SERVICES	COMMUNITY HALL - BUILDING CONTROL	2700.00
CIVILISTIX	MILLERS WAY	628.80
CCC	LHI - CAMB. RD. SPEED REDUCTION	2500.00
CCC	MVAS POSTS	538.92

*Total expenditure*

8389.17

Balance c/f

£1,275,056.79

### Notes: