

**Hardwick Parish Council**  
**Minutes of the Meeting held on Wednesday 19 October 2022 at 7.00 pm**  
**Held at The Cabin at St Mary's, Hardwick**

Present: Councillors: A Gill (Chairman), J Armisen, J Dabrowski, P Rangadurai, G Moffett, C Phillips, S Krishnamurthy, S Rose and B Coxall.

In attendance: 2 members of the public and Mr Ben Stoehr (Minutes Secretary, LGS Services).

**Open public session including reports from the County and District Councillors**

None.

**1. To receive apologies for absence**

None.

**2. Declarations of interest**

**2.1 To receive declarations of interests from Cllrs on items on the agenda and details of dispensations held**

Cllr Rose declared a non-pecuniary interest in item 3.1 as a life member of HSSC, and a non-pecuniary interest in item 3.6 as an honorary life member of Hardwick Football Club.

**2.2 To receive written requests for dispensation and grant any as appropriate for items on this agenda**

None.

**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**

- RESOLVED to make the following changes:
- Paragraph 6a: change “consult” to “notify” and add “as applicable” after “groups.” (Prop GM, 2nd JD, carried with 6 in favour, 2 against and 1 abstention)
- Proposed new paragraph 6c: there were no objections to the intent but the wording is to be reviewed.
- Paragraph 15a: change “other staff” to “other person” (Prop AG, 2nd JD, unanimous)
- Paragraph 15b: add “including the Parish Council website” in line 1.
- Paragraph 19: RESOLVED to set up a working group or committee at the next meeting, and to add Working Groups as an agenda item.
- Paragraph 26e: RESOLVED to defer this suggestion until members were more familiar with the working of the Parish Council, and to conduct a familiarisation review at the next meeting.
- Paragraph 26g: change “20 minutes” to “15 minutes.”
- Paragraph 26h: This was adopted in July 2021 but should be allocated a paragraph number.

RESOLVED to add the following points:

- The working group details are to be added to the website.
- Communication – add “plus the Vice-Chairman” to the definitions section.

**3.2 (8.1) HSSC – Social Club exterior maintenance – request for tidying of rear area**  
RESOLVED to respond that the Parish Council would need to know the potential costs for HSSC to carry out the works, whereupon it will reconsider.

- 3.3 (8.2) NHS Cambridgeshire & Peterborough – Outreach Covid vaccination visit to Hardwick  
RESOLVED, given that the request was now out of date, to ask whether they would still be interested, and review subject to the response.
- 3.4 (8.3) Resident request that the Council’s broken fence is repaired  
RESOLVED to respond that the Parish Council does not believe that it is their fence, and that the resident should be able to repair it as he sees fit. (Prop AG, 2nd CP, unanimous)
- 3.5 (4.7 of August) Resident request for First Aid Sessions and a second defibrillator – to consider response from resident  
RESOLVED, noting that at least one community volunteer is needed for a St John Ambulance training session to be held, to publicise this on Facebook in order to attract volunteers.
- 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  
RESOLVED, noting that the Parish Council does not own any goals on the Recreation Ground, that Cllr Rose should approach the Hardwick Football Club to discuss the matter.
- 3.7 Street lighting on the Village Green near St Mary’s  
RESOLVED to note that the lights are still not working correctly.
4. **To approve the minutes of the previous meeting on 28 September**  
RESOLVED that the minutes of the meeting on 28 September be approved and signed by the Chairman as a true record, after the following amendments: under item 7.1, delete “opposite the shop at the corner of Cambridge Road and St Neots Road” and replace with “adjacent to Meridian Close;” under item 7.4, line 10, change “Phillips” to “Krishnamurthy;” and under line 12, change to add “Cllr Phillips”.
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  
RESOLVED, noting that Cllr Moffett was happy in principle to have deputies, that Cllr Krishnamurthy should be appointed Deputy Webmaster. (Prop AG, 2nd CP, unanimous)  
Cllr Coxall signed his Declaration of Acceptance of Office before taking his seat.
- 5.2 (4.5) Proposal that the Council writes to residents where hedges are overhanging  
RESOLVED to place a post on Facebook asking residents to be aware of overhanging or obstructive hedges, and to review the position at the next meeting.
- 5.3 (5.5) Review of Parish Council application form  
RESOLVED that no changes were necessary but to redact addresses and telephone numbers.
- 5.4 (5.5) To consider arrangements for Facebook moderation  
RESOLVED that Cllrs Dabrowski, Phillips and Rangadurai should be appointed as Facebook moderators.
- 5.5 (5.6) To consider quotations for external audit if received  
RESOLVED to explain to PKF Littlejohn that the Parish Council has few significant S106 transactions and ask them if they will charge based on the usual expenditure.  
RESOLVED to seek a further quotation from Prentis.  
RESOLVED to delegate to Cllr Rose and the Clerk to make a decision on the Council’s External Audit arrangements. (Prop JA, 2nd AG, unanimous)

On a proposition by the Chairman, at 9.05 pm it was agreed to continue the meeting for a further 25 minutes.

- 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

RESOLVED that the current speed reduction measures are effective in reducing speeds so no additional measures are considered necessary at the moment.

Cllr Rose left the meeting at 9.09 pm and returned at 9.11 pm.

## **6. Finance, procedure and risk assessment**

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

None.

- 6.2 To receive play areas and skate park inspection reports and consider if any work is required

RESOLVED to note a small amount of litter and outstanding repairs following the RoSPA report.

- 6.3 To receive the financial report and approve the payment of bills

Cllr Rose referred to comments on Facebook regarding the financial controls of the Parish Council and clarified the processes and systems for payments and the budget review. The Council was subject to two audits, one internal and also one external.

RESOLVED that the payments as listed as below in the finance report should be paid.  
(Prop GM, 2nd SR, unanimous)

Salaries and Pensions	£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 – Cambridge Road speed reduction)	£2500.00
CCC (MVAS posts)	£538.92

Credits, including the second tranche of \$106 monies from SCDC for Capstone Fields, a wayleave payment, HSSC rent, and receipt of the precept, were noted.

- 6.4 To note the conclusion of the External Audit

RESOLVED to note that PKF Littlejohn have completed their external audit and no matters have come to their attention either giving cause for concern or needing action.

## **7. Planning Applications and Decision notices and tree works applications**

- 7.1.1 22/04071/OUT – 347 St Neots Road – Replacement dwelling on existing residential plot of land

RESOLVED to make no comment.

- 7.2 SCDC and appeal decision notices - 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

7.3.1 22/1098/TTCA – 1 Sadler’s Close  
RESOLVED to make no comments.

7.3.2 22/0893/TTCA – Land adjacent to St Mary’s Church, Main Street  
RESOLVED to make no comments.

**8. Members’ reports and items for information only**

8.1 New Housing Developments and Planning Obligations including invitation to members to attend a meeting with the HCCWG to update them on the Community Centre project  
RESOLVED to note Cllr Rose’s report that a meeting had been arranged on 25 October to update Parish Council members on the Community Hall project.

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  
RESOLVED to defer item 8.2 to the next meeting.

**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  
RESOLVED that the Highways and Road Safety Working Group should look at the Active Transport consultation.

**10. Closure of meeting and items for the next agenda**

There being no other business, the meeting closed at 9.30 pm.

Signed .....Chairman .....date

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