

HARDWICK PARISH COUNCIL

I hereby give notice that the Meeting of the Parish Council will be held
on Wednesday 14 December 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 LG Stoehr, Clerk, 07/12/22

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 on 16 November, the confidential minutes of 16 November and the extra-ordinary meeting of 28 November**
4. **To conclude business outstanding from the last meeting on 28 September due to time constraints**
 - 4.1 (7.4) Proposal that the Parish Council considers a way to reduce parking on the main road especially near the Church and shop ^(SK)
 - 4.2 (7.5) Proposal to set up digitalisation of the current contracts: having documents in physical folders is not practical. We should explore setting up a working group to handle digitalisation. Create dropbox access and organize all files for the availability of council members ^(PR)
 - 4.3 (7.6) Community engagement – engagement activities proposed including Parish Council Quiz team, representation during Pippins cake and coffee, HPC surgery – discussion and potential commitment from other Parish Councillors ^(JD)
 - 4.4 (7.7) Deed of Variation update and to consider the Millers Way funding given the start date may be before the S106 funds are received ^(JD)
 - 4.5 (8.4) HSSC – notification of ongoing Pavilion drain problems
5. **Matters arising or deferred from the last or previous meetings for discussion/decision**
 - 5.1 (4.0.1) NHS outreach Covid vaccination sessions – to consider response
 - 5.2 (4.2) Resident request for First Aid sessions and a second defibrillator – to consider if there has been any response from the Facebook article and if any other action is necessary
 - 5.3 (4.3) Proposal that the Council writes to residents where hedges are overhanging ^(GM)
 - 5.4 (4.4) Several parents in from Hardwick Pre School and Primary school have expressed their concerns about an absence of a painted zebra crossing in Egremont Road & in front of the school. I would like to bring this to the attention of the council to help find a solution ^(PR)
 - 5.5 (4.6) Recreation Ground maintenance from 2023 – to consider outcome of discussion with Chris Fuller and additional quotations if received ^(SR)
 - 5.6 (7.3) Pavilion lease – to consider report from Working Group and recommendation on the rent survey
 - 5.8 (8.2) Resident request to purchase Parish Council land in Blenheim Way
 - 5.9 (8.3) CCC LHI scheme 2023-2024 invitation to bid – to consider report and recommendation from Highways and Road Safety Working Group
 - 5.10 (8.5) PHFI 2021-2022 St Neots Road – to consider costs and recommendations from the Highways Working Group that the Council chooses the second option
 - 5.11 (9) To set up an HR Working Group/Committee and agree its terms of reference and membership and review other working groups and member responsibilities
 - 5.13 (5.4 of 28.9.22) To consider quotations for carrying out a tree survey
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

* 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/>

- 6.3 To receive the financial report and approve the payment of bills
- 7. To consider any planning applications and decision notices and tree works applications ***
- 7.1 Planning applications and appeals
- 7.1.1 22/04862/S73 – Land at 147 St Neots Road – S72 to vary condition 2 (approved drawings) of ref: 21/03438/FUL (Erection of 9 self-contained residential flats and associated infrastructure and works) to remove the communal roof terrace and replace with an array of 52 photovoltaic panels
- 7.1.2 21/03438/CONDB – Land at 147 St Neots Road – Submission of details required by Condition 19 (Materials) and 29 (Archaeology) of planning permission 21/03438/FUL
- 7.2 SCDC decision and appeal notices and correspondence
- 7.3 Tree works applications
- 7.3.1 22/1413/TTCA – 52 Main Street
- 8. Members reports and items for information only unless otherwise stated**
- 8.1 New Housing Developments and Planning Obligations ^(SR)
- 8.2 GCP Making Connections Consultation/Survey to consider the recommendation from the Highways Working Group
- 8.3 Proposal that the Council considers works to the notice board in Main Street ^(BC)
- 9. To consider any correspondence/communications received requiring formal noting by or a decision of the Council**
- 9.1 SCDC – Six free trees scheme
- 10. Closure of meeting**

* 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.scamb.org.uk/>

CLERK REPORT TO HARDWICK PARISH COUNCIL MEETING ON 14 DECEMBER 2022

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

Where I have supporting information this may be found below or in the attached supporting papers.

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 on 16 November, the confidential minutes of 16 November and the extra-ordinary meeting of 28 November – attached
4. **To conclude business outstanding from the last meeting on 28 September due to time constraints**
Background information for items 4.1 to 4.5 may be found
<https://hardwick-cambs.org.uk/wp-content/uploads/2022/11/221116-hpc-agenda-and-supporting-papers.pdf>
- 4.4 Deed of Variation update and to consider the Millers Way funding given the start date may be before the S106 funds are received
Correspondence from SCDC and CCC has been circulated to members and will be reported to the meeting by Cllr Dabrowski.
The Council to consider how Millers Way will be funded as the S106 funds have not as yet been received.
5. **Matters arising or deferred from the last or previous meetings for discussion/decision**
 - 5.1 (4.0.1) NHS outreach Covid vaccination sessions – to consider response
The NHS responded seeking availability for 13 or 16 December, but unfortunately the Parish Council could not offer the Cabin for these dates as it had not agreed to proceed and the Cabin was booked for those dates. A response has been sent explaining that the Council will consider a request for future dates at this meeting. The Parish Council to consider if it will cover the costs of room hire.
 - 5.8 Resident – request to purchase Parish Council land in Blenheim Way
<https://hardwick-cambs.org.uk/wp-content/uploads/2022/11/221116-hpc-agenda-and-supporting-papers.pdf>
 - 5.11 (9) To set up an HR Committee and agree its terms of reference and membership and review other working groups and member responsibilities
Current working groups and member responsibilities
Trees – Cllr Gill.
Planning –Cllrs Gill and Moffett.
New developments and S106 – Cllr Rose.
Hardwick Community Centre Working Group – Cllrs Rose and Gill.
Chivers liaison – The Chairman.
Play area inspections - Cllr Gill and Cllr Krishnamurthy
Community engagement – for public engagement with residents and other parishes, collecting and analysing information and data, and public outreach - Cllrs Rangadurai, Dabrowski and Armisen.
'The Village Plan', 'The Community Transport Initiative' and 'Healthcare in Hardwick'– Cllr Armisen to assist Mia Cassey.
Highways and Road Safety and Greater Cambridge Partnership liaison – Cllrs Dabrowski, Krishnamurthy and Moffett.
Webmaster - Cllr Moffett
Deputy Webmasters Cllr Krishnamurthy and Dabrowski
Facebook moderators - Cllrs Dabrowski, Phillips and Rangadurai
Pavilion Lease renewal Working Group – Cllrs Gill, Phillips, Krishnamurthy
Proposed defibrillator – Communications Working Group
The Chairman and Vice-Chairman are ex-officio on any Committees or working groups.

- 5.13 To consider quotations for carrying out a tree survey
Two quotations have been received from four sought. The quotes have circulated to members.
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 at the time of writing.
- 5.3 To receive the financial report and approve the payment of bills
Attached.
- 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.scambs.gov.uk/swiftlg/apas/run/wchvarylogin.display>
- 7.1.1 22/04862/S73 – Land at 147 St Neots Road – S72 to vary condition 2 (approved drawings) of ref: 21/03438/FUL (Erection of 9 self-contained residential flats and associated infrastructure and works) to remove the communal roof terrace and replace with an array of 52 photovoltaic panels
- 7.1.2 21/03438/CONDB – Land at 147 St Neots Road – Submission of details required by Condition 19 (Materials) and 29 (Archaeology) of planning permission 21/03438/FUL
- 7.2 SCDC decision and appeal notices and correspondence for info only - to note
- 7.2.1 21/03438/NMA2 – Land at 147 St Neots Road – Non-material amendment on application 21/03438/FUL for minor adjustments to internal layouts and communal areas, minor changes to opening positions and reduction in glazing and minor changes in position and thickness of external envelope - Permission granted by SCDC.
- 7.2.2 21/01832/NMA1 – Land south of St Neots Road – Non-material amendment on permission 21/01832/FUL for alterations to bin storage and removal of hanging tiles to gable fronted garages – 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.scambs.gov.uk/swiftlg/apas/run/wchvarylogin.display>
- 7.3.1 22/1413/TTCA – 52 Main Street
- 8.3 GCP Making Connections Consultation/Survey to consider the recommendation from the Highways Working Group
Attached.
9. **To consider any correspondence/communications received requiring formal noting by or a decision of the Council**
- 9.1 SCDC – Six free trees scheme
“I am pleased to announce the launch of the 6 Free Trees scheme. This year, South Cambridgeshire District Council are offering every parish council in the district 6 Free Trees to plant on parish council land, or on local school land. There is also the option to choose one larger pot-grown trees, if more suitable for the preferred location. This scheme makes up part of our ambition to double nature and do what we can to get the district to Net Zero Carbon by 2050.
- To apply, please complete the [application form](#) by **12pm on Friday 23rd December**.
If you have any questions in the meantime, please do not hesitate to get in touch.”
Eleanor Haines

The Clerk is on annual leave and the LGS Services office is closed between 15th December and 3rd January so actions from this meeting will need to be arranged by the Council if they can't wait until January.

10. Closure of Meeting

Hardwick Parish Council
Minutes of the Meeting held on Wednesday 17 November 2022 at 7.00 pm
Held at The Cabin at St Mary's, Hardwick

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

In attendance: 1 member of the public, Alan West (Community Centre Working Group Chairman), Jeff Jones (Hardwick Happenings, and Mrs Gail Stoehr (Clerk).

Open public session including reports from the County and District Councillors

None.

1. To receive apologies for absence

Apologies were received from Cllrs Moffett (out of parish) and Armisen (business commitment).

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 any item relating to the Pavilion as a life member of Hardwick Football Club and a life member of HSSC.

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

None.

3. To approve the minutes of the previous meeting on 19 October

RESOLVED that the minutes of the meeting on 19 October be approved and signed by the Chairman as a true record, after an amendment under item 3.1, bullet point 6, clause 19, to insert "HR" before "working group." (Prop BC, 2nd SK, unanimous)

4. Matters arising or deferred from the last or previous meetings for discussion/decision

4.1 (8.1) Hardwick Community Centre Funding – Information and next steps

Consideration was given to reports from Cllr Rose and Alan West HCCWG on the background to the proposed Community Centre, and the possible estimated shortfall between the S106 funds and the building costs. The Community Centre Working Group (CCWG) is increasing its fundraising and has set up a fundraising group. Cllr Rose is working on setting up a charity to assist. The CCWG is not intending coming to the Parish Council for a loan until the exact figures are known. Tenders are expected at the end of January. CCWG will consult with the village. It is expected that future operating costs will be covered by four rooms to rent and income from a café. Fundraising will include window plaques, pledges, Gift Aid.

On a proposition by the Chairman, at 19.38 pm the meeting was temporarily adjourned to enable the CCWG Chairman to speak. The meeting re-opened at 8.02 pm.

The Working Group will publicise the fundraising on Facebook and the website.

RESOLVED that the Communications Working Group should raise awareness and open a consultation on the principle of a loan with further consultation to follow at a later date if that option is pursued.

RESOLVED to look at the possibility of a loan at the January meeting, when a proposal for a loan application will be an agenda item.

- 4.2 (3.7) Street lighting on the Village Green near St Mary's - to note that the project has been completed and consider if any future maintenance arrangements are required
RESOLVED to note that Mr Everitt has reported problems with the lights to Balfour Beatty.
- 4.2 (3.5) Resident request for First Aid Sessions and a second defibrillator – to consider if there has been any response from the Facebook article and if any other action is necessary
RESOLVED to defer this item to the next meeting.
- 4.0.1 Covid vaccine outreach visit
RESOLVED to find out whether the Health Authority is still interested.
- 4.3 (5.2) Proposal that the Council writes to residents where hedges are overhanging
RESOLVED to defer this item to the next meeting when Cllr Moffett is present.
On a proposition by the Chairman, items 4.4 and 8.2 were taken together.
- 4.4 (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 Egremont Road & in front of the school. I would like to bring this to the attention of the council to help find a solution
- 8.3 CCC LHI scheme 2023-2024 – Invitation to bid
RESOLVED that the Highways and Road Safety Working Group should bring a detailed report and recommendation to the next meeting for items 4.4 and 8.3. (Prop AG, 2nd PR, unanimous)
- 4.5 (9.1) CCC – Transport Strategies 2022 Public consultation including Active Travel – Deadline 7 November – to receive a report from the Highways and Road Safety Working Group on its deliberations
RESOLVED, noting that the Greater Cambridge Partnership had said the Parish Council's response had not been received, that Cllr Dabrowski should send a copy of the submission to Jo Baker.
RESOLVED, given that the GCP wished to arrange another meeting, that the Communications Working Group should arrange this with Jo Baker.
RESOLVED to hold a village meeting in January and to note that that Jo Baker is to write to residents.
RESOLVED that the Parish Council is willing to cover the costs of the hall booking for the village meeting. (Prop AG, 2nd JD, unanimous)
- 4.6 (4.14 of 17.8.22) Recreation Ground maintenance from 2023- to consider recommendation from Chris Fuller
RESOLVED having noted Chris Fuller's recommendation, to ask him to obtain another like for like quotation and a quotation for three years.
RESOLVED that Cllr Rose should speak to Chris Fuller.
RESOLVED to defer this item to the next meeting.
- 5. Finance, procedure and risk assessment**
- 5.0.1 HSSC exterior maintenance costs
On a proposition by the Chairman, carried unopposed, in accordance with S1 (2) of the Public Bodies (Admissions to Meetings) Act 1960, in view of the confidential nature of the business to be transacted, relating to an employment, the public were temporarily excluded from the meeting and were instructed to withdraw. The members of the public left the meeting and did not return. The Clerk was invited to remain.

RESOLVED that the Council agrees to the proposal put forward by the HSSC for a initial trial period of three months and at a cost of £180 for the three months.

The meeting resumed at 8.44 pm.

On a proposition by the Chairman, the order of business was varied to take item 8.1 next.

8.1 Hardwick Happenings – Request for financial support

On a proposition by the Chairman, at 8.44 pm the meeting was adjourned to allow Jeff Jones to outline the costs and the Hardwick Happenings financial position.

The meeting re-opened at 8.48 pm.

RESOLVED as previously agreed, to release the sum of £2,000.

RESOLVED that the Parish Council is willing to look at the sum of £3,000 being included in the budget for for 2023/24 for Hardwick Happenings. (Prop SR, 2nd JD, unanimous)

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

RESOLVED to note that the Clerk used delegated powers as follows:

- External Auditor - The Clerk with Cllr Rose used delegated powers to stay with the existing SAAA arrangements as the only quote received was double the SAAA arranged costs (£2500 minimum versus £1628 SAAA arrangements).
- Millers Way works. The contract has been passed to the Chairman for two members to sign. The works are to start now at the beginning of January.
- The RFO together with Cllrs Rose and Gill used delegated powers to contract Cornerstone Projects for underground utilities searches £350, and ground investigations by Ryte Construction at between £2,500 to £3,000 plus VAT.
- To upload to bank the £2,000 to the Hardwick Happenings in line with the Council's decision to approve a grant from the Parish Council's budget when the money held by Hardwick Happenings falls below £3000, ie at which point the funds cover the printing costs for three further issues. The Council's budget was for £2,000..

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

RESOLVED that Cllrs Gill and Krishnamurthy should carry the inspection out for this month.

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

RESOLVED that the payments as listed as below in the finance report should be paid, plus Cornerstone Projects (underground utilities search) £390.24. (Prop AG, 2nd SR, unanimous)

Salaries and Pensions	£717.79
J Wakeling (Jubilee notice board installation)	£325.00
The Cabin (Room hire)	£34.50
RH Landscapes (Grass cutting)	£780.00
Civilistix (Millers Way – undertaking contract)	£540.00
LGS Services (Admin support Oct)	£1388.34
Cambridge Electric Transport (Ebike funding)	£5292.00

RESOLVED to defer the payment to Zoho until the next meeting to enable the Webmaster to look into this further..

RESOLVED that Cllr Rose should check the invoice from to AMA and let the Clerk now the amount to be paid.

RESOLVED that the Parish Council agrees to the payment from Civilistix being made but to place it on hold until the contract is signed by two members.

Receipt of the E-bike grant was noted.

On a proposition by the Chairman, at 9.00 pm it was agreed to extend the meeting by a further half hour.

6. Planning Applications and Decision notices and tree works applications

6.1.1 22/04613/HFUL – 11 Russet Walk – New box dormer to the rear elevation, internal alterations, new windows and doors to the front and rear elevations

RESOLVED to support the application.

6.1.2 22/04298/HFUL – 15 Quince Road – Single storey extension and garage conversion to side

RESOLVED to support the application.

6.1.3 21/03438/NMA2 – Land at 147 St Neots Road – Non-material amendment on application 21/03438/FUL for minor adjustments to internal layouts and communal areas, minor changes to opening positions and reduction in glazing and minor changes in position and thickness of external envelope

Noted for information only.

6.1.4 21/03438/CONDA – Land at 147 St Neots Road – Submission of details required by Conditions 3 (Traffic Management plan), 4 (CEMP), 5 (Balcony details), 7 (Roof terrace mitigation), 8 (Contaminated land), 13 (BNG), 14 (Biodiversity mitigation), 15 (Energy statement) and 16 (Water efficiency) of planning permission 21/03438/FUL

Noted for information only.

6.1.5 21/01832/NMA1 – Land south of St Neots Road – Non-material amendment on permission 21/01832/FUL for alterations to bin storage and removal of hanging tiles to gable fronted garages

Noted.

6.2 SCDC and appeal decision notices - to note

6.2.1 21/03438/NMA1 – Land at 147 St Neots Road – Non-material amendment of planning permission 21/03438/FUL (Erection of 9 self-contained residential flats and associated infrastructure and works) – Change condition 29 wording from “No demolition/development” to “prior to development, other than demolition” – Permission granted by SCDC.

6.3 Tree works applications

6.3.1 22/1294/TTCA – The Rectory, 50 Main Street

RESOLVED to make no comments.

6.3.2 22/1247/TTCA – 16 Main Street

RESOLVED to make no comments.

7. Members’ reports and items for information only

7.1 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

Taken earlier under item 4.1.

7.2 Proposal that the Parish Council considers the road works and unnecessary closures to the village

RESOLVED that Cllr Phillips should take this up with Highways., and that Highways should send information on forthcoming road works to the Communications Working Group and the Highways and Road Safety Working Group.

7.3 HSSC lease 2023 - valuation and negotiation of the pavilion lease

RESOLVED to set up a working group consisting of Cllrs Gill, Phillips and Krishnamurthy to open negotiations with HSSC.

RESOLVED that a valuation should be obtained from District Valuation Services.
(Prop AG, 2nd CP, unanimous)

RESOLVED given the time constraints that the following items be deferred to the next meeting:

7.4 Proposal that the Parish Council considers a way to reduce parking on the main road especially near the Church and shop

7.5 Proposal to set up digitalization of the current contracts: having documents in physical folders is not practical. We should explore setting up a working group to handle digitalization. Create dropbox access and organize all files for the availability of council members

7.6 Community engagement - engagement activities proposed including Parish Council Quiz team, representation during Pippins cake and coffee, HPC surgery - discussion and potential commitment from other Parish councillors

7.7 S106 Deed of Variation

8.4 HSSC – notification of ongoing Pavilion drain problems

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

8.1 Hardwick Happenings – Request for financial support
Taken earlier.

8.2 Resident – request to purchase Parish Council land in Blenheim Way
RESOLVED to defer this item to the next meeting. The Clerk advised on Legal Topic Note 45 Dispersal of Land.

8.3 CCC LHI scheme 2023-2024 – Invitation to bid
Taken earlier.

8.5 CCC - PHFI 2021/22 St Neots Road to consider costs and future recommendations
RESOLVED that the Highways and Road Safety Working Group should bring a recommendation to the next meeting.

9. Closure of meeting and items for the next agenda

RESOLVED that an HR Committee membership and terms of reference is to be an agenda item for the next meeting.

The next meeting will be held on Wednesday 14 December.

The budget meeting will be held on 25 January.

There being no other business, the meeting closed at 9.35 pm.

SignedChairmandate

Hardwick Parish Council

**Minutes of the Extra-ordinary Meeting held on Monday 28 November 2022 at 7.00 pm
Held at The Cabin at St Mary's, Hardwick**

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

In attendance: Michael Vanoli and Kon Ioannidis (AMA Chartered Architects), Alan West (Community Centre Working Group Chairman), Anne Jones (Community Centre Working Group), and Mrs Gail Stoehr (Clerk).

Open public session including reports from the County and District Councillors

None.

1. To receive apologies for absence

Apologies were received from Cllr Krishnamurthy (family illness).

2. Declarations of interest

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

None.

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

None.

3. Proposal that the Parish Council considers the suggestion from its Architect that it does not advertise the Community Centre tender opportunity on the Contracts Finder

RESOLVED that the meeting be adjourned so that the Architect could explain why they recommended not advertising the tender opportunity on the Contract Finder website and also so there was an opportunity for them to answer any questions from the Council.

RESOLVED, the Council has satisfied itself following full consideration of the recommendation and reasoning from the Architect that by not advertising on the Contracts Finder and inviting the named local contractors to bid, would result in a better return of tenders from local contractors, whose had undertaken similar building projects in the public and educational sector, who it was expected would submit competitive bids and provide quicker and more responsive after build service thus achieving value for money and avoiding anti-competitive behaviour from national contractors

RESOLVED that the Council has satisfied itself as to the impartiality of the Architects, the Cost Consultant and also the HCCWG in that all companies that had been invited to tender had approached the HCCWG Chairman initially.

RESOLVED to suspend Standing Order 18c and to restrict the invitation to tender to the the five East Anglian companies and not to advertise the tender opportunity on The Contracts Finder. ^(Prop PR, 2nd JD, unanimous)

RESOLVED that Cllr Phillips should be present when the tenders are opened. ^(Prop PR, 2nd JD, unanimous)

RESOLVED, in order to avoid confusion, to suspend Financial Regulation 11.2.i and remove the tender invitation from the website and notice board. Cllr Gill to action the notice board and Cllr Dabrowski to action the website. ^(Prop AG, 2nd JD, unanimous)

4. Proposal that the Council considers the appointment of legal and tax advisers for the Community Centre project

RESOLVED having considered Cllr Rose’s verbal report on the potential implications VAT on the Community Centre build and operating and noting the Council’s previous decision to increase the budget for VAT advice from £1000 to £3000. (Prop SR, 2nd CP, unanimous)

RESOLVED to accept the quotation from PEM for £1750 for VAT advice. (Prop SR, 2nd CP, unanimous)

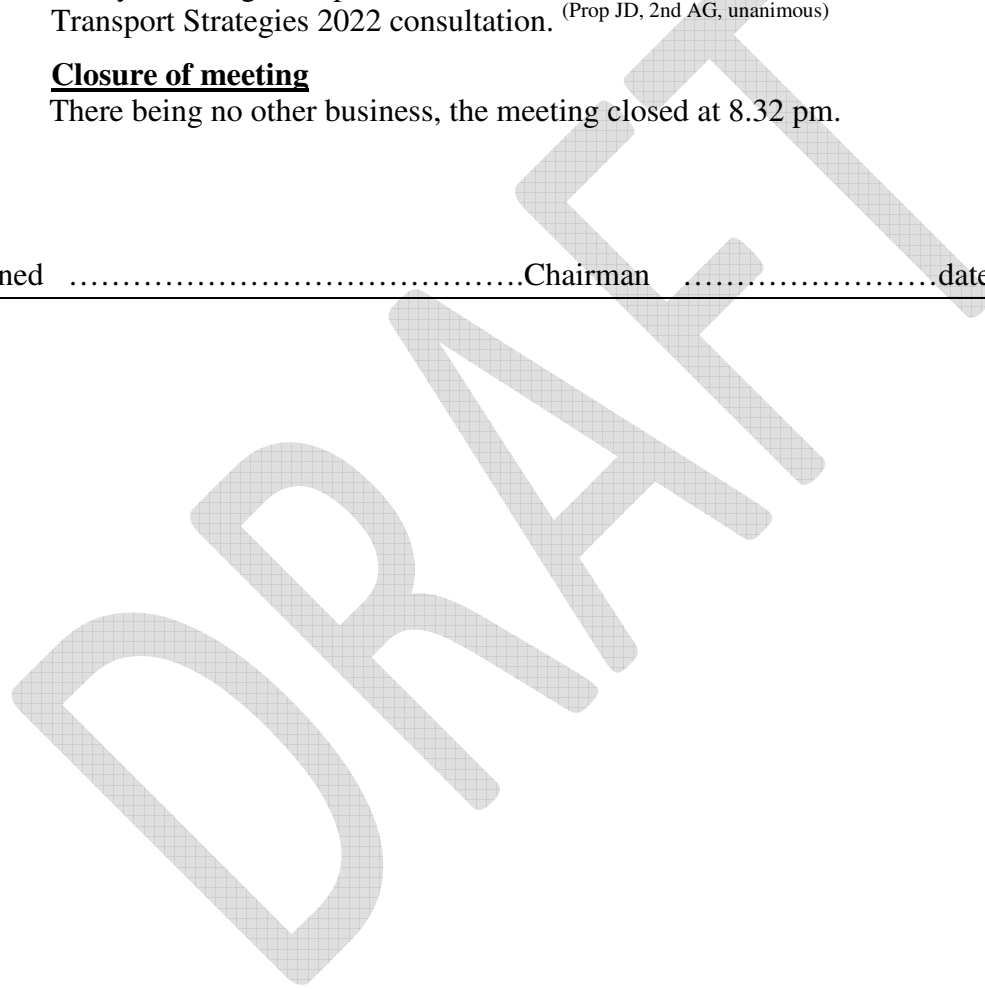
5. CCC – Transport Strategies 2022 Public consultation – to consider a recommendation from the Highways and Road Safety Working Group

RESOLVED that the recommended response drafted by the Highways and Road Safety Working Group be submitted to CCC as the Parish Council’s response to the Transport Strategies 2022 consultation. (Prop JD, 2nd AG, unanimous)

6. Closure of meeting

There being no other business, the meeting closed at 8.32 pm.

SignedChairmandate



HARDWICK PARISH COUNCIL MONTHLY FINANCIAL STATEMENT

Dec-22

Summary of previous month

Balance brought forward **£1,261,874.30**

Adjustments and amendments

Expenditure approved at last meeting/between meetings

HARWICK HAPPENINGS	GRANT	-£2,000.00
OPUS ENERGY	STREETLIGHT ELECTRICITY	-£199.05

Misc credits

<i>Total Adjustments</i>	<u>-£2,199.05</u>
Balance revised after adjustments	<u><u>£1,259,675.25</u></u>

Bank Reconciliation to last statement

Account	Funds	Statement	Outstanding
Unity Trust Current Account	£212,612.38	£221,974.78	-£9,362.40
Cambridge & Counties Bank	£79,062.87	£499,062.87	-£420,000.00
NS&I Income Bond	£968,000.00	£818,000.00	£150,000.00
Total	£1,259,675.25	£1,539,037.65	-£279,362.40

Expenditure for approval

SALARIES		£854.34
CAMBS ACRE	AFFILIATION FEE	£57.00
LGS SERVICES	ADMIN SUPPORT NOV	£1,420.46
RPM	PLAY EQUIPMENT REPAIR	£576.00

<i>Total expenditure</i>	<u>£2,907.80</u>
Balance c/f	<u><u>£1,256,767.45</u></u>

Notes:

NS&I STATEMENT SINCE 10/11/22 OUTSTANDING SHOWING TRANSFER OF £150K ON 16/11/22
C&C BANK STATEMENT OUTSTANDING SHOWING TRANSFER OF £420K ON 4/11/22



Making Connections 2022 survey

This consultation is seeking feedback on a proposed package of measures to improve how people travel in Greater Cambridge. Full details of the proposals can be found in the [consultation brochure](#). The proposals involve:

1. A transformed bus network, offering cheaper fares, new routes, and faster, more frequent and reliable services between 5am and 1am
2. Lower traffic levels enabling improvements to cycling and walking infrastructure and supporting public realm enhancements
3. Funding these improvements through a Sustainable Travel Zone. Vehicles would pay to drive in the Zone at certain times. This would also reduce traffic, tackle pollution, emissions and climate change and support improved access to opportunity and health in our communities.

Survey starts

Finish

All fields marked with an asterisk (*) are required.

Bus Improvements

We are proposing to transform the bus network to offer cheaper fares, new routes, and faster, more frequent and more reliable services with longer operating hours.

In developing these proposals we have taken into account your feedback from our last consultation in autumn 2021. We want your further input to shape the improvements and make sure buses offer you an attractive choice for more of your journeys, whether the whole journey or part of it.

You can view our detailed proposals for bus improvements in our [consultation brochure](#), and they can be summarised as follows:

- **Cheaper fares** – a **£1 flat single fare** for the city and immediate surrounding area (broadly equivalent to the current Stagecoach Cambridge zone) and a **£2 flat single fare** for the wider travel to work area. Fare caps would mean lower daily and weekly charges, and special tickets for families, children and others would be introduced.
- **More routes** – with direct routes between residential areas, towns and villages and growing employment areas, education, key services including health services and leisure opportunities.
- **Fast, high frequency services** – up to 8 buses/hour on key routes in the city, up to 6 buses/hour from larger villages and market towns, and hourly rural services. Waiting times would be much shorter, buses would run faster and more reliably with lower traffic levels, and new express services would offer even faster journeys on key routes.
- **Longer operating hours** – from 5am-1am Monday-Saturday, and 5am-midnight on Sundays, supporting our evening and night-time economy and shift workers. Additional buses may run outside of these times to support shift workers.
- **A huge increase in rural services** – providing frequent connections to market towns, train stations and the core bus network. This will include scheduled services as well as Demand Responsive Transport (bookable buses), meaning every village would have access to a bus service.
- **Simpler ticketing** – a tap-on tap-off system like in London would mean fares and caps were automatically calculated.
- **Zero emission buses** – cleaner buses, meeting local ambitions for the whole fleet to be zero emission by 2030.

These improvements would start immediately following a decision to go ahead with the overall package, and ramp up over the next 4-5 years.

The improvements would be funded initially by GCP, and then by the proposed Sustainable Travel Zone charge – so bus services and cheaper fares would be in place well before any charge for driving.

1. To what extent do you support or oppose the proposals for bus improvements and fare reductions?

- Strongly support
- Support
- Don't know
- Oppose
- Strongly oppose

2. Do you have any comments on the proposals for:

- Cheaper fares?
- More routes?
- Fast, high frequency services?
- Longer operating hours?
- Increased rural services?
- Simpler ticketing?
- Zero emission bus services?

Cheaper fares are a great idea not only for the GCP consultation but also to make transport services fair for everyone. While it is positive to connect Hardwick with other towns, our concern is reliability. Fast service is an element that would be supportive of more public transport services. It is unlikely however, that high frequency will be needed at all hours of the day. Bookable services are the future and would like that to be part of the initiative. We have evidence of higher frequency of road users earlier in the day (after 6am) and in the evenings (until 8pm). Therefore longer operating hours will not replace car users. Increased rural services are very welcome but they are not planned between villages. So if a resident from Hardwick wishes to go to the surgery in Bourne or Comberton, they have no public transport option. Same for school (CVC) to villages. Simpler ticketing is a good idea but unlikely to tilt opinion in favour of using public transport. Zero emission buses will be a positive influence on the environment. However in light of recent energy prices, its competitiveness in terms of long term costs is open to debate.

3. Are there any additional improvements to bus services that would be needed for you to use bus services for more of your journeys? If so, what are they? Or if you are a non-bus user, what would encourage you to use the bus?

Our main concern in Hardwick has been the reliability of public transport. Recently, delays and cancellations have led to misery, especially for students, older residents and those who are disabled or have young children. It is a genuine worry that GCP will not be able to deliver on the promise of more journeys, especially in the light of recent scare of losing Citi 4 bus services, the only connection to town.

4. The bus improvements are proposed to start immediately after a decision in summer 2023 and ramp up over the following 4-5 years. What bus improvements would you want to see delivered first? (select up to 3)

- Cheaper fares
- More routes
- Fast, high frequency services
- Longer operating hours
- Increased rural services
- Simpler ticketing
- Zero emission bus services

A London-style bus network

The London bus network is the most comprehensive in the UK. It is publicly managed or "franchised", accountable to the Mayor, with bus services, routes, timetables and fares specified by Transport for London. To the passenger this has led to a simple, integrated approach with an easy to use, comprehensive network of bus services. Lower fares and simple multi-operator ticketing have supported growing patronage of the network and a fleet of electric vehicles have improved air quality and the local environment. Other areas such as Greater Manchester are looking to adopt this approach.

The Mayor of the Cambridgeshire and Peterborough Combined Authority is exploring the potential to franchise the bus network across our region, to deliver a similar low-fare, high quality bus network.

5. To what extent would you support or oppose the franchising of the local bus network by the Mayor and the Cambridgeshire and Peterborough Combined Authority?

- Strongly support
- Support
- Don't know
- Oppose
- Strongly oppose

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Cycling, walking and other improvements

The proposals also include making significant improvements to walking and cycling networks, our public spaces and other support to help people use the bus, walk or cycle. This would build on over £130m of GCP investment in cycle routes including the Greenways, and include:

- **More cycling and walking connections in the city** – providing links within and across the city, including completing the Cycling Plus network of 13 routes
- **Extending the greenways network** – creating more fully segregated walking and cycling connections between villages and into the city
- **Improving our public spaces** – creating nicer, more pleasant and more accessible spaces for people to walk around and spend time
- **Making our city more accessible for disabled people and others with mobility needs** – through improvements to streets as well as support to use buses and adapted cycles
- **More secure cycle parking**
- **Car clubs** – to give access to a car to people who need to travel this way less regularly without the cost and expense of owning one. Car club cars from official providers would not need to pay the charge for the Sustainable Travel Zone
- **Additional funding for maintenance and improvements to footways and cycleways**

These improvements would only be possible with lower traffic levels and funding created by the proposed Sustainable Travel Zone. You can view more details about the proposals here in our [consultation brochure](#).

6. To what extent do you support or oppose additional improvements to walking and cycling, accessibility and public spaces?

	Strongly Support	Support	Don't know	Oppose	Strongly oppose
More cycling and walking connections in the city	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Extending the fully segregated rural cycleway network (the Greenways)	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Improving our public spaces	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Making our city more accessible for disabled people and others with mobility needs	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
More secure cycle parking	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Car clubs	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Additional funding for maintenance and improvements to footways and cycleways	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

7. If a Sustainable Travel Zone was introduced, are there any other improvements you would like to see funded?

The congestion charge which is the most contested and controversial idea is not included in the questionnaire, which would be strongly opposed by the Hardwick Parish Council. It would have a direct influence on Sustainable Travel Zone.

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Delivering improvements – a Sustainable Travel Zone

In the short-term, the GCP can fund some improvements to bus services alongside our existing improvements to cycling, walking and public transport infrastructure.

But **the comprehensive proposals set out in the [consultation brochure](#) are only possible if there is a means to fund improvements in the longer-term as well as create the lower traffic levels** needed to run reliable, faster and more frequent bus services and improve walking and cycling options.

Over the last 5 years, the GCP has run several consultations to understand people's views about different options for raising this funding and reducing traffic levels. GCP's consultation in autumn 2021 showed a preference for road user charging, which has informed the proposals for a Sustainable Travel Zone. An appraisal of different charging options has shown that options which charge people to drive would better meet the objectives than options involving additional charges for parking. You can view the full appraisal in the document section on our [consultation page](#).

The Sustainable Travel Zone would consist of a charge for driving in an area (the Zone), known as a road user charge. The charge would phase in over a period of time. In 2027 or 2028, the charge is proposed to be in place between 7am and 7pm on weekdays, with no charge outside of those times. The charge would only be paid once during a day. The charge would be £5 for cars, motorbikes and mopeds driving within the Zone, with higher charges for larger vehicles. Discounts, exemptions and reimbursements would mean not everyone has to pay.

More detailed questions about the design of the Zone are in the next section.

8. Do you have any comments on the proposal to introduce a Sustainable Travel Zone?

Hardwick Parish Council is strongly against the introduction of Congestion Charging. It would mean reduced business in and around Cambridge.. It would mean lower use of offices that are contributing taxes to Cambridge. No information is provided, as of now, about what discounts, exemptions and reimbursements are available and may impact those who cannot rely on public transport.

9. The proposals to improve buses, walking and cycling set out in the [consultation brochure](#) are only possible if we have a means to fund improvements. A Sustainable Travel Zone would provide this by charging vehicles to drive in the Zone at certain times and by reducing traffic levels.

To what extent do you support or oppose the introduction of a Sustainable Travel Zone to fund improvements to bus services, walking and cycling?

- Strongly support
- Support
- Don't know
- Oppose
- Strongly oppose

10. If you do not support the introduction of a Sustainable Travel Zone to fund improvements to bus services, walking and cycling, what alternative funding proposals would you propose to tackle the challenges faced by Greater Cambridge?

Please add your comment here...

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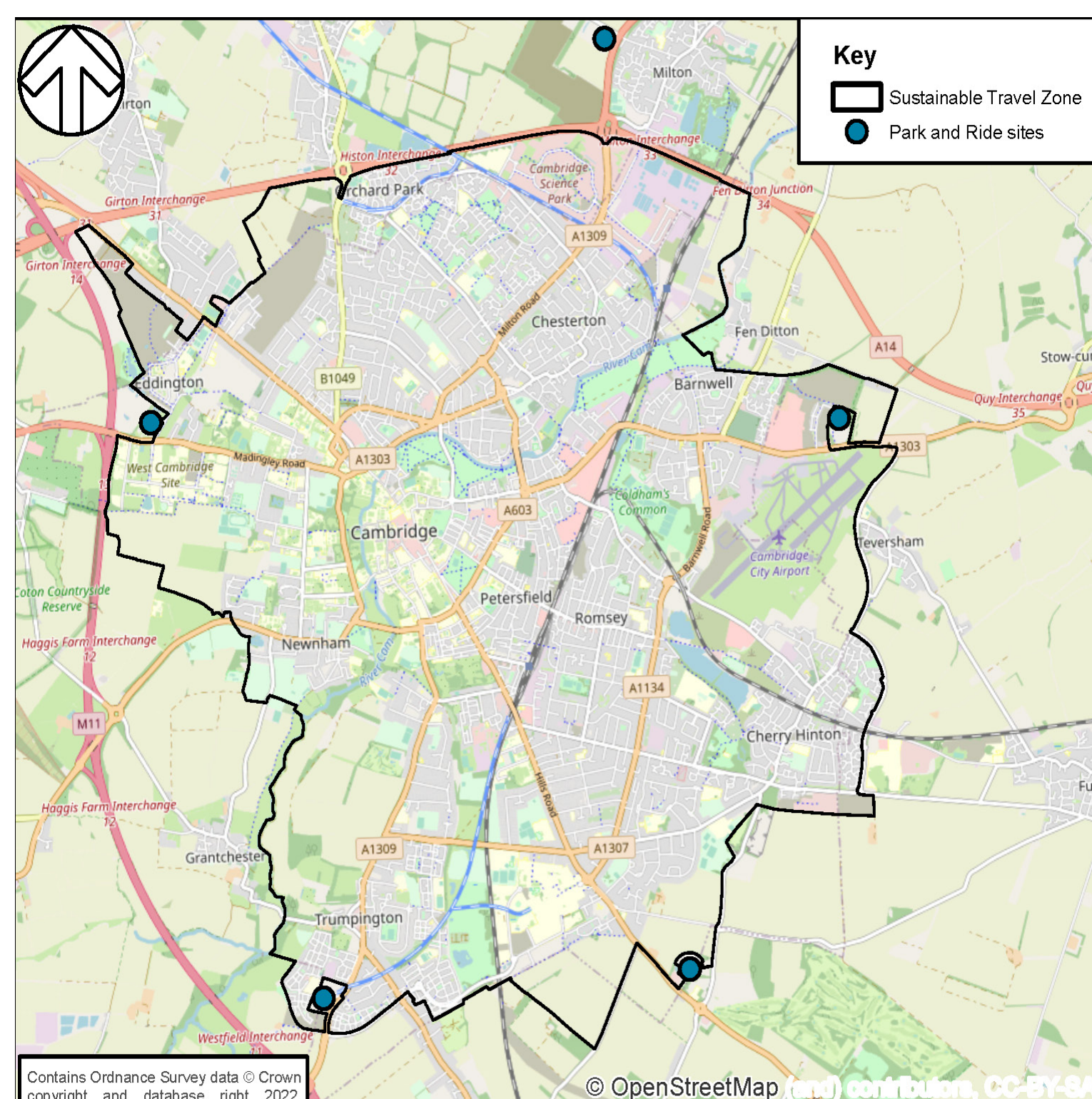
All fields marked with an asterisk (*) are required.

Designing the Sustainable Travel Zone

Area and hours of operation

The Sustainable Travel Zone has been designed to fund the improvements to the bus network, walking and cycling and other transport options, as well as lowering traffic levels.

The Sustainable Travel Zone would be a road user charging scheme operating across the area set out below.



The proposed boundary of the Zone largely follows the urban area of the city, whilst ensuring that Park & Ride sites sit outside the charge area.

A charge would apply for driving within the Zone. This means that all vehicle movements into, out of and within the Zone would be subject to the charge, unless eligible for an exemption, discount or reimbursement. There are more detailed questions on charge levels, discounts, exemptions and reimbursements below.

The charge is proposed to be in place between **7am and 7pm on weekdays, with no charge outside of those times**. The charge would **only be paid once during a day**, regardless of how many journeys are made that day.

The charge is proposed to be phased in over a period of time, starting with a small number of vehicles and shorter operating hours. In all instances, discounts, exemptions and reimbursements would apply

- In mid-2023, we would begin delivering bus service improvements
- In 2024, bus fares would be reduced
- Between 2025-2027, bus improvements would continue
- In 2025, larger vehicles could start being charged at peak-time (7am-10am) on weekdays.
- In 2026, all vehicles could be charged between 7am-10am on weekdays.
- In 2027/28, the full Sustainable Travel Zone would be implemented with a charge between 7am and 7pm on weekdays.

11. Do you have any feedback on the proposed Zone and its boundary?

The hospital and roads to Addenbrokes should not be included in the proposed Zone.

12. Do you have any comments on the proposed hours of operation of the Sustainable Travel Zone?

Please add your comment here...

13. To what extent would you support or oppose the principle of phasing in the Sustainable Travel Zone charge?

- Strongly support
- Support
- Don't know
- Oppose
- Strongly oppose

14. Do you have any comments on the suggested phasing approach?

If Sustainable Travel Zone and congestion charging is to be introduced, it should be conditional on the GCP delivering on the high frequency buses.

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Charge levels and discounts, exemptions and reimbursements

Charge levels

On weekdays, vehicles are proposed to be charged to drive anywhere within the Zone between 7am and 7pm. The charge would only need to be paid once and would cost car drivers £5, with higher charges for larger vehicle types.

When assessing the options, it was found that a £10 charge provided more revenue and traffic reduction than a £5 charge, but that a £5 charge still meets the scheme's objectives, with a lower financial burden on those paying.

As in other places with similar schemes, different vehicles will be charged different amounts. The table below shows how the charge differs for each vehicle type.

Not everyone would have to pay the charge and more information about discounts, exemptions and reimbursements is in the next section.

Category	Proposed Charge Levels
Cars	£5 per day
Powered two-wheelers (motorbikes and mopeds)	£5 per day
Light Goods Vehicles	£10 per day
Vehicles with over 9 seats (includes school minibuses etc) – except coaches and buses	£10 per day
Coaches	£50 per day
Heavy Goods Vehicles	£50 per day
Registered bus services	100% discount, potential to link to 2030 zero emission bus target
Hackney Carriages (Taxis)	100% discount if follow Cambridge City Licensing conditions, i.e. if zero emission (from 2028), and wheelchair accessible £5 for those not meeting this
Private Hire Vehicles	100% discount if follow Cambridge City Licensing conditions, i.e. if zero emission (from 2028), and wheelchair accessible £5 for those not meeting this

More information about the proposed charge levels can be found in the document section in our [consultation brochure](#).

15. Do you have any comments on the proposed charge levels?

Please add your comment here...

Discounts, exemptions and reimbursements

Not everyone would have to pay the charge. We are proposing a range of exemptions, discounts and reimbursements as set out below:

Category	Proposed discount / exemption
Emergency vehicles	Exempt
Military vehicles	Exempt
Disabled tax class vehicles	Exempt
Breakdown services	Exempt
NHS tax-exempt vehicles	Exempt
Dial-a-ride services	Exempt
Certain local authority operational vehicles	Exempt
Blue badge holders	Nominate up to 2 vehicles get 100% discount
Low-income households	Tapered discount 25-100%
Car club vehicles (official providers)	100% discount
Registered bus services	100% discount, potential to link to 2030 zero emission bus target
Hackney Taxis	100% discount if follow Cambridge City Licensing conditions, i.e. if zero emission (from 2028), or wheelchair accessible £5 for those not meeting this
Private Hire Vehicles	100% discount if follow Cambridge City Licensing conditions, i.e. if zero emission (from 2028), or wheelchair accessible £5 for those not meeting this

Reimbursements are also proposed for the following groups:

- NHS patients clinically assessed as too ill, weak or disabled to travel to an appointment on public transport, including those who:
 - Have a compromised immune system;
 - Require regular therapy or assessments;
 - Need regular surgical intervention.
- NHS staff using a vehicle to carry certain items (such as equipment, controlled drugs, patient notes or clinical specimens, blood or breast milk);
- NHS patients accessing Accident and Emergency services;
- NHS and other emergency services staff responding to an emergency when on call;
- Other essential emergency service trips made in business vehicles that are not specifically listed above for exemptions, e.g. fire safety inspections;
- Social care, peripatetic health workers and CQC-registered care home workers;
- Minibuses and LGVs used by charities and not-for-profit groups.

More information about the proposed discounts, exemptions and reimbursements can be found in the document section in our [consultation brochure](#).

16. Do you have any comments on the below proposed discounts, exemptions and reimbursements?

- Emergency Vehicles
- Military Vehicles
- Disabled tax class vehicles
- Registered breakdown services
- NHS tax exempt vehicles
- Dial-a-ride services
- Certain local authority operational vehicles
- Blue badge holders
- Buses
- Car club vehicles (official providers)
- Hackney Carriages (taxis) meeting emissions and accessibility criteria
- Private Hire Vehicles meeting emissions and accessibility criteria
- People on low-income
- NHS patients clinically assessed as too ill, weak or disabled to travel to an appointment on public transport
- NHS staff using a vehicle to carry certain items
- NHS patients accessing Accident and Emergency services
- NHS and other emergency services staff responding to an emergency when on call
- Other essential emergency service trips made in business vehicles that are not specifically listed above for exemptions
- Social care, peripatetic health workers and CQC-registered care home workers
- Minibuses and LGVs used by charities and not-for-profit groups

How are you proposing to enforce this? Will you add more Cctv cameras or monitoring? Will that not incur extra costs?

17. Do you have any other comments on the proposed discounts, exemptions and reimbursements?

Hardwick parish Council is strongly opposed to the Congestion charging.

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Impacts

18. Taking into account the improvements suggested above, are there any changes to the proposals or additional measures that would help enhance or address impacts on you / your business / your organisation and the way you travel?

SME's are most likely to be impacted by these plans. Small city centre shops who will use delivery vehicles to restock will incur higher costs that may be passed on to residents. If we judge the reliability of bus services based on current costs, hundreds or potentially thousands of work hours will be lost commuting or waiting. People on minimum wage who are paid by the hour will not be able to earn enough to sustain themselves. Other public employees like teachers, train drivers, even bus drivers who have to get into Cambridge on time to deliver essential services may not be able to get to work on time or add unpaid extra hours to already busy days. This is not economically sound from any angle.

19. GCP has a duty to ensure that their work promotes equality and does not discriminate or disproportionately affect or impact people or groups with protected characteristics under the Equality Act 2010, such as younger or older people, or those with disabilities. A draft equalities impact assessment has been prepared for the proposals and can be viewed [here](#).

Please comment if you feel any of the proposals would either positively or negatively affect or impact on any such person/s or group/s.

The future generation will not have the same option to use the best available transport to reach school or work as we do. We are playing with their future without their consent.

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