

Hardwick Parish Council
Minutes of the Meeting held on Wednesday 15 February 2023 at 7.00 pm
Held at The Cabin at St Mary's, Hardwick

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

In attendance: 2 members of the public, District Cllr Lina Nieto and Mrs Gail Stoehr (Clerk).

Open public session including reports from the County and District Councillors

Chris Cracknell, President of Hardwick Sports and Social Club (HSSC) thanked the Parish Council for its support over the drainage issue. He thanked the Chairman in particular for all his efforts in expediting the work and it was hoped that the problems were now resolved.

1. To receive apologies for absence

Apologies were received from Cllrs Rangadurai and Armisen.

2. Declarations of interest

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

Cllr Dabrowski declared an interest in item 7.6 as a homeowner on the Meridian Fields development.

Cllr Krishnamurthy declared an interest in item 7.6 as a homeowner on the Meridian Fields development.

Cllr Rose declared interests in item 7.3 as an honorary life member of Hardwick Football Club; in any item relating to HSSC as a life member of HSSC, and in any item relating to the new Community Centre as Director/Trustee and guarantor of the Hardwick Community Centre Charity, none of which were pecuniary interests.

Cllr Gill declared a non-pecuniary interest regarding the new Community Centre as a Director/Trustee of the Hardwick Community Centre Charity.

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 meetings on 18 January and 25 January

RESOLVED that the minutes of the meeting on 18 January be approved and signed by the Chairman as a true record, after deleting the word “and” under the open session, paragraph 2, line 3. (Prop GM, 2nd JD, unanimous)

RESOLVED that the minutes of the meeting on 25 January be approved and signed by the Chairman as a true record. (Prop CP, 2nd JD, unanimous)

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

4.1 (4.6) Recreation Ground maintenance from 2023 – to consider quotations if received plus update on drainage responsibility and insurance cover

RESOLVED, noting that no quotations had been received from the three additional contractors approached following the January meeting, that these should be pursued, but if no quotations were received, given that the maintenance programme was due to commence in March/April, to proceed with accepting the one quotation already to hand.

4.2 (4.7) Pavilion lease – to consider quotations for valuation if received

RESOLVED, given of the five companies approached, three had declined and two also wished to re-negotiate the lease and as the Parish Council wishes to re-negotiate

the lease itself, to accept the quotation from Carter Jonas for £1,000 plus VAT. ^(Prop AG, 2nd SK, carried with 6 in favour and 1 abstention)

4.3 (4.8) PHFI 2021 – 2022 St Neots Road – to consider costs and recommendations from the Highways Working Group that the Council chooses the second option

RESOLVED, given the current uncertainty regarding the proposed Cambourne to Cambridge busway, the future status of the Citi 4 bus service and the future requirement for the existing bus stops and the crossing, to accept Cllr Dabrowski's recommendation that the decision be deferred until the uncertainty surrounding future plans had been clarified and resolved.

4.0.1 Pavilion drains

RESOLVED to receive the Chairman's verbal report on the outcome of the investigations and the action taken regarding the pavilion drains, which had been cleared of tree roots and left behind rods, and jetted. A previously unknown manhole had also been discovered underground and the contractors had built this up so that it was level with the ground surface and accessible. The total cost of the work was approximately £7,000-£7,500, for which an invoice was awaited.

A proposal ^(JD) that a modelling exercise be undertaken, by obtaining hypothetical quotations for future insurance cover both with and without a claim, to assess the effect of making a claim on future premiums, was not seconded.

RESOLVED consideration having been given to making an insurance claim in respect of the costs of the drainage works noting the limits to investigate and clarify whether the Parish Council has sufficient information for an accidental damage claim. ^(Prop AG, 2nd CP, carried with 5 in favour and 2 abstentions)

4.4 (4.9) To set up an HR Working Group/Committee and agree its terms of reference and membership and review other working groups and member responsibilities

RESOLVED having reviewed the existing working group memberships/appointments that these should be confirmed as follows:

Trees – Cllr Gill.

Planning – Cllrs Gill (May 2022) and Moffett

New developments and S106 – Cllr Rose.

Hardwick Community Centre Working Group – Cllr Rose.

Chivers liaison – The Chairman.

Play area inspections - Cllr Gill and Cllr Krishnamurthy.

Community engagement – Cllrs Rangadurai, Dabrowski and Armisen?

'The Village Plan', 'The Community Transport Initiative' and 'Healthcare in Hardwick' – Cllr Armisen to assist Mia Cassey. RESOLVED that Cllr Krishnamurthy should be added this working group.

Highways and Road Safety Working Group and Greater Cambridge Partnership liaison – Cllrs Dabrowski, and Moffett.

Webmaster - Cllr Moffett.

Deputy Webmaster - Cllr Krishnamurthy.

Facebook moderators - Cllrs Dabrowski, Phillips and Rangadurai.

Pavilion Lease renewal Working Group – Cllrs Gill, Phillips and Krishnamurthy.

Proposed defibrillator and grant application – Cllr Moffett.

Meridian Fields public open space - Cllrs Dabrowski, Rangadurai and Krishnamurthy are to monitor and liaise with the developer on any land to be transferred to the Parish Council prior to the transfer taking place to ensure the land and any landscaping is as agreed in the planning condition and S106 Agreement.

Public Works Loan Board loan application process and business case – Cllrs Armisen and Krishnamurthy. It was noted that in principle non-members of the Parish Council

such as Alan West could be involved with the working group if required, if they had expertise which would be of benefit.

The Chairman and Vice-Chairman are ex-officio on any committees or working groups.

On a proposition by the Chairman, it was agreed to bring forward items 7.3, 7.1, 7.6 and 7.7 at this point.

- 4.0.2 (3.4 of 25.1.23) Proposal that the Parish Council open a Unity Trust Savings Instant Access Account with 1.4% interest rate

RESOLVED in response to a query to seek an update on progress with the opening of the account and what formalities remain outstanding.

- 7.3 Proposal that the Council considers Hardwick Football Club's request for a 50% rent reduction in their 20/21 fee due to Covid

RESOLVED to allow Hardwick Football Club a 50% reduction in pitch fees for 2020/2021 due to Covid. (Prop CP, 2nd SK, carried with 6 in favour and 1 abstention)

Cllr Rose apologised that he would have to leave at 9.00 pm.

- 7.1 New Housing Developments and Planning Obligations

RESOLVED having considered a verbal report from Cllr Rose that Pigeon Developments had suggested they could provide funds towards the new Community Centre, or towards maintenance of an existing building, the Parish Council considered it too early to seek to influence the developer regarding any S106 contributions, as the land had not yet been purchased or a planning application submitted.

A proposal ^(SK) that the Parish Council accept Cllr Nieto's offer of involvement was not seconded.

RESOLVED, given that the situation was very much hypothetical at present, that the Chairman should respond to Pigeon Developments that the Parish Council cannot commit to a definite answer at this stage, but is looking at S106 contributions for the Community Centre and will know more in a month's time. The Chairman is to circulate this to members.

- 7.6 Hill Liaison meeting update and recommendations

RESOLVED having considered the concerns from residents that Cllr Nieto would meet the Officers, as she believed the processes needed to be reviewed and tightened up with more conditions.

- 7.6.1 I propose that a WG be set by PC to oversee the handover process

RESOLVED to note that the Parish Council had already set up a working group in August 2022 in preparation for the handover.

RESOLVED to write to Hill to inform them that the Parish Council has a working group who will act on behalf of the Parish Council to monitor and liaise with Hill on any land at Meridian Fields to be transferred to the Parish Council prior to the transfer taking place to ensure the land and any landscaping is as agreed in the planning condition and S106 Agreement.

- 7.6.2. I propose that the drainage issues and smells in toilets be treated as a possible health hazard that Hill respond to. If PC cannot enforce, I propose we write to SCDC so action can be taken. This should not become a potential problem for the 2 big developments in the village, both under construction by Hill

RESOLVED to note that responsibility for drainage lay with the County Council, not the Parish Council.

- 7.6.3. I propose that the loose pebbles (to be "managed by Encore management") that have been passed as footpath be unfit for purpose. There are pebbles everywhere as they

are not the right size or shape for a path. As a resident proposed, "gravel should be comprised of irregularly shaped stones and bed down due to interlocking and form a reasonably firm surface for human and animal usage. Pebbles are round, will not interlock and always move". If the PC cannot do anything as they are not responsible, I propose that planning clerk be contacted so this can be amended for future developments as this is a big accessibility issue. As it stands, many villagers use that path for dog walking, rambling and to access the allotments and playground. Anyone who is disabled, differently abled, kids or dogs cannot use that path as it stands. Hill have commented that the dog walkers and residents with accessible needs can use alternate paths around the development and not necessarily the pebble path. However, there should not be paths in new developments that are not accessible and PC should consult with SCDC to make sure this is the case.

RESOLVED to note that the Parish Council was not responsible for the paths, which had been installed in accordance with the approved plans, and that a management company was responsible for them.

A proposal ^(SK) that District Cllr Nieto join the working group was not seconded.

RESOLVED to accept District Cllr Nieto's offer to ask the officers to clarify the situation and report back to the Parish Council.

- 7.6.4 I propose that the tree surveyor survey in MFs in 2023 that has been approved by the PC confirms trees and hedges are alive and in good shape for handover

RESOLVED to note that a quotation had already been obtained for undertaking a tree survey once the land is transferred to the Parish Council, and the position should be looked into at that time.

- 7.6.5 I propose that the parking spaces at the entrance to the development be turned back to green spaces as indicated in the planning application.

RESOLVED, to note that the lay-by opposite the sales office, which had been shown on the plans as green space, was being used as parking space by some residents.

RESOLVED given that the Parish Council considers the area should be returned to green space, to ask District Cllr Nieto to raise this issue with the planners, as the planning application had not been complied with. The possibility of having visitor parking spaces was briefly explored but was considered to be too difficult to enforce.

RESOLVED to accept District Cllr Nieto's offer to investigate.

- 7.6.6 I propose that the grass and equipment on playground be inspected by WG to ensure it is good enough and can be maintained.

RESOLVED that this should be carried out by the Working Group.

- 7.6.7 I propose that allotments are inspected to make sure there is good quality soil and fences/boundaries confirm to plan

RESOLVED that the Working Group should approach Steve Gaze for support and advice.

- 7.6.8 I propose that the benches are inspected to confirm they are in the right place and fit for purpose.

RESOLVED that the Working Group should check and follow up.

- 7.6.9 I propose any green areas that the PC will oversee long term are in suitable condition and more money will not have to be spent to fix issues.

RESOLVED that the Parish Council will not take over responsibility unless the areas are in good condition.

RESOLVED that the Working Group should obtain a quotation from the grounds maintenance contractor for maintenance subject to the areas being in good condition.

- 7.6.10 I propose that bins are placed for dog walkers as well as other waste by the PC on the common areas (green space and playground)
RESOLVED to note that there were no litter and dog bins yet.
RESOLVED that once the Parish Council has taken over the land this should be an agenda item for a future meeting.
- 7.6.11 I propose that WG consults residents to confirm nothing is missed in the areas that will be handed over to the PC
This item was taken with item 7.6.12.
- 7.6.12. I propose that the PC contacts Hill for a tentative handover date
RESOLVED to seek confirmation of a transfer date from Hill, as the Parish Council needs to seek a quotation for maintenance and update its insurance cover to include the play equipment and benches. (Prop JD, 2nd AG, unanimous)
- 7.6.13 I propose that the approval to lighting scheme submitted to Cambridgeshire District Highways be confirmed and work overseen by WG
RESOLVED, noting that the Parish Council is not responsible for lighting and is unable to enforce anything relating to lighting, to accept District Cllr Nieto's offer to look into this with the planners. Cllr Nieto expressed concern at the lack of a guidance checklist for Parish Councils to give clarity on the handover process, and undertook to take this up with them.
- 7.6.14 I propose that the bus shelter contribution is confirmed and date for transfer of funds agreed
RESOLVED to note there no bus shelter contribution coming to the Parish Council and it was unclear whether this was a CCC negotiation.
- 7.6.15 I propose that the village maps installation is overseen by the WG and Hill provide and erect two "village maps" one to replace the original that they removed at site entrance and a second by St Mary's to update the existing one over the next few months
RESOLVED that the Working Group should raise this at the March liaison meeting.
- 7.6.16 I propose that a notice board is erected in the Meridian Fields so that residents who do not favour technology have equal access to information.
RESOLVED that the Parish Council has kept its old notice board for use when the land is transferred.
RESOLVED, given the continued presence of a social housing notice board, that the Working Group should find out who the housing association was and ask them to take the board down.
- 7.7 Proposal that the Parish Council repair the Parish Notice Board outside the shop on Cambridge Road
RESOLVED, given that repair was not viable, to replace the whole notice board with a like for like board. (Prop AG, 2nd CP, unanimous)
RESOLVED to publicise on Facebook that the board will be taken down once the insurance company confirms this can be done.
- 4.4 (Continued) (4.9) To set up an HR Working Group/Committee and agree its terms of reference and membership and review other working groups and member responsibilities
RESOLVED to set up an HR Working Group to consist of the Chairman and Cllr Phillips, to carry out an annual review for employees. (Prop AG, 2nd SR, carried with 6 in favour and 1 abstention)
- Cllr Rose left the meeting at 9.00 pm.

4.5 (7.3) To consider any matter arising from the public meeting held on 11 January with the Greater Cambridge Partnership

RESOLVED that the Chairman should send the slides from the meeting to Cllr Moffett to place on the website and on Facebook.

RESOLVED to note that the County Councillor had reported that the Greater Cambridge Partnership team had confirmed with regard to the car access on St Neots Road, that the next version of the plans would be as before but with the bus gate removed, ie, an on-road option with no additional restrictions for drivers. Further details on lights to access bus stops should be provided in the next few weeks.

A resident expressed concerns about the proposed off-road route whereby all traffic had to turn into a landowner's field, and queried how wide vehicles could negotiate the T-junction towards town.

With regard to the next steps, the Chairman explained that the proposals would go to the Inspector after the Board delivers its verdict, stakeholders would make their case, and there would be another consultation phase.

RESOLVED that the Chairman should email County Cllr Atkins regarding discrepancies in the figures provided to the public and CCC by the Greater Cambridge Partnership.

4.6 (3.2 of 25.1.23) To consider the preparation of a business plan and arrangements for the public consultation required for the loan application

RESOLVED to receive Cllr Krishnamurthy's verbal report that the working group was working on a business plan.

4.7 (5.13 of 14.12.22) To consider the tree survey report and any quotes received

RESOLVED, having consider the two quotes received, to accept the quotation from Eastern Tree Services for a total of £8,305.05 plus VAT for the high, medium and low priority works, as being the cheaper quote. (Prop JD, 2nd CP, carried with 6 in favour and 1 abstention)

5. Finance, risk assessment and procedural matters

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

None.

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

RESOLVED to note Cllr Gill's report that the broken rope on the climber at Egremont Road was the same one as before, and that clarification was being sought from the contractors, but the equipment was not dangerous.

RESOLVED that Cllr Gill should send the inspection reports to the Clerk.

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 First Local Services (Pavilion drains) £188.40. (Prop SK, 2nd CP, unanimous)

RESOLVED to note that the Parish Council should receive a part refund for the hire of the toilets.

Salaries	£579.14
Classic Hire Ltd (Toilet Hire (1 week and delivery/collect	£549.00
Classic Hire Ltd (Toilet Hire (3 weeks)	£1080.00
LGS Services (Admin support Jan 23)	£1445.37
Eastern Tree Surgery (Tree survey)	£1440.00
G Moffett (Email and website expenses)	£245.37
A Gill (Webhosting expenses)	£79.43

Credits including Pavilion rent and receipt of pitch hire fees for 2020/21, were noted.

- 5.4 To set the date of the Annual Parish Meeting
RESOLVED that the Annual Parish Meeting should take place on Tuesday 25 April in the School Hall, or on Thursday 27 April if the Hall is not available on that date.
- 6. To consider any planning applications and decision notices and tree works applications**
- 6.1 Planning applications and appeals
- 6.1.1 23/00228/PRIOR – 11 Sudeley Grove – Ground floor rear extension
RESOLVED to support the application. (Prop AG, 2nd GM, carried with 5 in favour and 2 abstentions)
- 6.1.2 21/003438/CONDD – Land at 147 St Neots Road – Submission of details required by condition 9 (Surface water drainage), 10 (Foul water drainage) and 11 9SUDS Maintenance) of planning permission 21/03438/FUL
RESOLVED to support the application.
- 6.2 SCDC decision and appeal notices and correspondence
- 6.2.1 22/05376/HFUL – Woodville, 343 St Neots Road – Singles storey rear extension to replace existing rear extension – Permission granted by SCDC.
- 6.2.2 22/04071/OUT – 347 St Neots Road – Replacement dwelling on existing residential plot of land – Permission granted by SCDC.
- 6.2.3 22/04862/S73 – Land at 147 St Neots Road – S73 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 including the access staircase and associated overrun, and replace with an array of 52 photovoltaic panels with green roof – Permission granted by SCDC,.
- 6.2.4 21/03058/FUL – 339 St Neots Road – Erection of 2 no. 3 bed dwellings (Further variation to S/2665/17/FL, S/0884/19/VC, and S/3206/19/VC – Permission refused by SCDC.
- 6.3 Tree works applications
- 6.3.1 23/0098/TTCA – 98 Main Street
RESOLVED to note any response made between meetings by the Clerk using delegated powers – The Parish Council made no comments.
- 7. Members' reports and items for information only**
- 7.1 New Housing Developments and Planning Obligations
Taken earlier.
- 7.2 Report on draft bus strategy meeting and proposal that the Parish Council considers if a village meeting is necessary
RESOLVED to note Cllr Krishnamurthy's previously circulated report on the meeting with Stagecoach.
RESOLVED that Cllr Krishnamurthy should liaise with David Boden of Stagecoach and Caldecote Parish Council to accept the offer of a meeting for the residents of Hardwick and Caldecote before the end of March, so that the villages know what is happening about the services, and to publicise the meeting on the website and on Facebook.
- 7.3 Proposal that the Council considers Hardwick Football Club's request for a 50% rent reduction in their 20/21 fee due to Covid
Taken earlier.
- 7.4 Proposal that the Parish Council considers the VAT advice for the Community Centre received from PEM

RESOLVED that members should send any questions to Cllr Rose. There were no questions from Councillors at this time.

7.5 Community Transport Initiative

The following items were all taken earlier in the meeting under item 7.2:

7.5.1 Proposal to invite Stagecoach for an update following Cambourne meeting.

7.5.2 Proposal we agree on date and venue for meeting with Stagecoach (since Community centre will be centre stage in Feb, how about first week of March?)

7.5.3 Proposal we make sure all people in the village are aware of the meeting and can participate (FB/HH/leaflets?)

7.5.3 Proposal the PC or WG contact Caldecote PC (and possible other affected villages) to work in tandem for mutual benefit (Mary-Ann attended meeting and they may have S106 funds to share?)

7.5.4 Proposal WH create a simple survey for data gathering (delays/cancellations/bus full and what residents are looking for with community transport) and share on FB/bus stops/notice board/meeting etc.

7.0.8 Millers Way

RESOLVED to note that the contract had been signed by the contractors and the start date for the work was now 20 February.

RESOLVED that Cllrs Moffett and Krishnamurthy should put the dates on the website and on Facebook. The next issue of Hardwick Happenings will not be published until March.

7.0.9 Ebikes

Ebikes are now available for use by the village, with two sheds located at the skate park near the hard standing. Details of Biz Bikes and Cambridge Electric Transport including the rules are to be publicised and an article will appear in Hardwick Happenings. Bikes should be returned to base to charge after use. The rules are available on the app and on the website.

RESOLVED that Cllr Moffett should take a photograph and post it online.

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

8.1 Correspondence from Hill in response to emails from Cllrs Rangadurai and Krishnamurthy and offer from Hill to liaise directly with the Parish Council
Noted. Taken earlier.

8.2 CCC – Consultation on the proposed 2023 revision of the Local Validation List for planning applications for the County Council’s own development and for waste development (deadline 16 March)
Taken earlier.

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

There being no other business, the meeting closed at 9.45 pm.

SignedChairmandate