

Hardwick Parish Council
Minutes of the Annual Meeting held on Wednesday 17 May 2023 at 7.00 pm
Held at The Cabin at St Mary's, Hardwick

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

In attendance: 1 member of the public and Mrs A Griffiths (Minutes Secretary, LGS Services).

1. Election of Chairman and to receive the Chairman's declaration of acceptance of office, or, if not then received, to decide when it shall be received

Cllr Gill was elected Chairman and signed his Declaration of Acceptance of Office.
 (Prop CP, 2nd SR, unanimous)

2. To elect a Vice-Chairman

Cllr Dabrowski was elected Vice-Chairman in his absence. (Prop SR, 2nd AG, unanimous)

3. Annual Business

3.1 To appoint committees, working groups or any other officers which the Council deems necessary

RESOLVED, given that the working groups and member responsibilities had recently been reviewed, to confirm the following: (Prop SR, 2nd CP, unanimous)

Planning – Cllrs Gill and Moffett

Trees – Cllr Gill

Notice boards – Cllr Gill

New developments and S106 – Cllr Rose

Chivers liaison – The Chairman

Play area inspections – Cllr Gill (Grenadier Walk & Worcester Avenue), Cllr Armisen (Egremont Road & Skate park) and Cllr Coxall (Church play area)

Community Engagement – Cllrs Rangadurai, Dabrowski and Armisen

HR Working Group – Cllrs Gill and Phillips

The Village Plan, Community Transport and Healthcare in Hardwick – Cllrs Armisen and Coxall, and Soumya Krishnamurthy, to assist Mia Cassey

Highways and Road Safety and GCP liaison – Cllrs Dabrowski and Moffett

Webmaster – Cllr Moffett

Deputy Webmaster – Cllr Dabrowski

Facebook moderators – Cllrs Dabrowski, Phillips and Rangadurai

Pavilion lease renewal working group – Cllrs Gill and Phillips

Proposed defibrillator and grant application – Cllr Moffett

Meridian Fields Public Open Space – Cllrs Dabrowski and Rangadurai

PWLB application and business case working group – Cllr Armisen, and Soumya Krishnamurthy

MVAS equipment relocation – Cllr Armisen

3.2 To appoint representatives on any other organisation or authority, which the Council deems necessary

RESOLVED that the representatives on any other organisation or authority, which the Council deems necessary, should continue as before:

Coalition of Parish Councils – to represent the Parish Council and report back to meetings – Cllrs Gill and Rose

Local Liaison Forum – to represent the Parish Council and report back to meetings – Cllrs Gill and Rose

SCDC Planning Forum – to represent the Parish Council and report back to meetings – Cllrs Gill and Rose

Chivers Liaison – The Chairman

Hardwick Community Centre Working Group – Cllr Rose and Cllr Gill
New developments and S106 – Cllr Rose

- 3.3 Annual Review of Standing Orders, Financial Regulations, Risk Assessment and other policies
RESOLVED that there should be no changes at this time. (Prop SR, 2nd AG, unanimous)

Open public session including reports from the County and District Councillors

None.

4. To receive apologies for absence

Apologies were received from Cllrs Rangadurai (out of parish), Armisen (work commitment), Dabrowski (work commitment) and Moffett (out of parish).

5. Declarations of interest

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

Cllr Rose declared an interest in item 7.3 as a life member and founding member of HSSC, and indicated that he would not take part in the discussion. He declared a non-pecuniary interest in item 10.2 as a Director and Trustee of the Hardwick Community Centre Charity.

Cllr Gill declared a non-pecuniary interest in item 10.2 as a Director and Trustee of the Hardwick Community Centre Charity.

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

None.

6. To approve the minutes of the previous meeting on 19 April and the Extra-ordinary meeting of 3 May

RESOLVED that the minutes of the meeting on 19 April be approved and signed by the Chairman as a true record. (Prop CP, 2nd SR, unanimous)

RESOLVED that the minutes of the Extra-ordinary meeting on 3 May be approved and signed by the Chairman as a true record, after the following amendments: under confidential item 3.2, paragraph 1, line 1, to read “as to all the running options;” paragraph 3, line 3, to read “and;” and paragraph 4, line 3, to read “was yet to be agreed.”. (Prop SR, 2nd CP, unanimous)

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

- 7.1 (4.2) PHFI 2021 – 2022 St Neots Road – to consider costs and recommendations from the Highways Working Group that the Council chooses the second option

RESOLVED, having considered Cllr Dabrowski’s written report and recommendation and noting receipt of confirmation that the existing bus service would continue until at least 2024, that the Parish Council accept Option B at a cost of £58,850 for two uncontrolled crossings on St Neots Road, plus re-surfacing of the approaches to the crossing near Millers Way. (Prop AG, 2nd SR, unanimous)

- 7.2 (4.3) Community Transport Initiative – to consider any matters arising from the letter to the Mayor or the Uber-style transport option

RESOLVED given that Cllr Armisen was not present, to defer this item to the next meeting.

- 7.3 (4.5) Pavilion lease – to consider any recommendation from the Working Group

Cllr Rose, having previously declared an interest in this item, left the meeting at 7.34 pm.

At 7.34 pm, on a proposition by the Chairman, carried unopposed, in accordance with S1 (2) of the Public Bodies (Admission to Meetings) Act 1960, in view of the confidential nature of the business to be transacted, that is, legal negotiations, the public were temporarily excluded from the meeting and were instructed to withdraw. The one member of the public present left the meeting. The Minutes Secretary was invited to remain.

The meeting re-opened to the public at 7.47 pm. Cllr Rose re-joined the meeting and the member of the public returned.

7.4 (5.2) Play areas - Proposal for additional barriers

RESOLVED given that no information had been received, to defer this item to the next meeting when Cllr Armisen is present.

7.5 (8.3) PB Circuit Training – request to use hard courts and surrounding areas for fitness classes

The proprietor of PB Circuits had been unable to attend but had provided a risk assessment and evidence of insurance cover.

RESOLVED, given that these documents had been received and appeared appropriate, and given the benefit to the village and its inhabitants, to grant permission to PB Circuits to use the hard courts and the surrounding areas for fitness classes until the works on the new Community Centre begin, when it will no longer be possible for him to continue. (Prop CP, 2nd AG, unanimous)

7.6 (5.4) Meeting room bookings to consider dates for August and December

RESOLVED to check the availability for the last three Wednesdays in August and to book, in order of preference, either for 16 August, 23 August or 30 August.

RESOLVED that the December meeting should be booked for 13 December.

8. Finance, risk assessment and procedural matters

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

None.

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

RESOLVED members are to send their reports to the Clerk.

8.3 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. (Prop SR, 2nd CP, unanimous)

| | |
|------------------------------------|----------|
| Salaries | £604.62 |
| PEM (VAT advice) | £360.00 |
| Playsafety (RoSPA inspection) | £454.20 |
| RH Landscapes (Grass cutting) | £960.00 |
| LGS Services (Admin support April) | £1426.42 |
| LGS Services (Payroll FY23) | £102.00 |
| Payments made between meetings | |
| DFM (Drain repairs) | £8400.00 |
| Hardwick Pre-school (Grant) | £1000.00 |

Clarification was sought on two items which did not appear on the finance report, namely the transfer of £60,000 from the current account to the savings account and the back payment of interest of some £8,400 due from NS&I.

Credits, including bank interest and receipt of the precept, were noted.

8.4 Appointment of Internal Auditor

RESOLVED to re-appoint Bill Lewis as Internal Auditor at an approximate cost of £350.00. (Prop AG, 2nd SR, unanimous)

8.4 To consider the RoSPA reports

RESOLVED that Cllrs Gill, Armisen and Coxall should review the reports relating to their respective areas and bring a recommendation to the next meeting. (Prop SR, 2nd CP, unanimous)

9. To consider any planning applications and decision notices and tree works applications

9.1 Planning applications and appeals

9.1.1 23/01520/HFUL – 29 Bramley Way – Single storey front and rear extensions

RESOLVED to support the application. (Prop AG, 2nd CP, unanimous)

9.1.2 23/01432/HFUL – 44 Main Street – Single storey flat roof extension to front and side, loft conversion, alterations to main dwelling, alterations to detached annex, pergola style gym, raised swimming pool and summer house, doors to existing carport

RESOLVED that the Parish Council is neutral. (Prop AG, 2nd SR, unanimous)

9.1.3 21/03438/CONDF – Land at 147 St Neots Road – Submission of details required by conditions 17 (Hard and soft landscaping), 19 (External materials), 25 (EV charging) and 29 (Archaeology) of planning permission 21/03438/FUL

Noted.

9.1.4 21/03438/CONDE – Land at 147 St Neots Road – Submission of details required by conditions 9 (surface water drainage) and 11 (surface water maintenance) of planning permission 21/03438/FUL

Noted.

9.1.5 23/01290/FUL – 45 Meridian Close – Change of use from agricultural to garden use

RESOLVED that the Parish Council is neutral. (Prop SR, 2nd CP, unanimous)

9.2 SCDC decision and appeal notices and correspondence

9.2.1 23/00841/CL2PD – 1 Ashmead Drive – Certificate of lawfulness under S192 for replacement of existing conservatory with a single storey rear extension – Certificate granted by SCDC.

9.2.2 21/03438/CONDE – Land at 147 St Neots Road – Submission of details required by conditions 9 (Surface water drainage) and 11 (Surface water maintenance) of planning permission 21/03438/FUL – Condition discharged in full

9.3 Tree works applications

None.

10. Members' reports and items for information only

10.1 New Housing Developments and Planning Obligations

The Chairman reported that the 23 houses for Phase 2 at Capstone Fields were now being advertised so S106 money should be forthcoming in due course.

RESOLVED that the Chairman should look into whether the 9 flats at the corner of Cambridge Road and the adjacent 5 flats are being developed together, and any implications for S106 money.

10.2 Community Centre update

RESOLVED to note Cllr Rose's verbal report that the application to the National Lottery Community Fund had been submitted, with a few tweaks, and acknowledged. Cllr Coxall reported on a visit to the Melbourn Hub.

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

11.1 Resident request for maintenance of the Spinney

RESOLVED in the light of the resident's comments and Sean Hughes's view that the wet weather had accelerated growth, to bring forward the annual cut of the Spinney path and ask the contractor to carry it out as early as possible in June. (Prop AG, 2nd CP, unanimous)

11.2 Tees Law – Meridian Fields Transfer of Public Open Space and Allotments

RESOLVED, having considered the letter from Tees Law and Cllr Rangadurai's previously circulated written report, given that it did not appear the queries raised by residents had been resolved, that the Parish Council should not sign the agreement at this time.

RESOLVED to ask Cllr Rangadurai to draw up a full "snagging" list of the issues and send it to Tees Law, and to ask for a response from Hill as to what is being done, and when, in response to these queries. (Prop SR, 2nd AG, unanimous)

11.0.3 Erection of telecommunications pole in Ashmead Drive

Cllr Rose reported on correspondence from residents regarding a 9m pole erected in Ashmead Drive for telecommunications use. It was noted that the Clerk had written to two residents advising them to contact the District Councillor.

11.0.4 Complaints about unmown areas

Cllr Rose reported that many residents had expressed dissatisfaction on Facebook regarding areas of public open space not being cut. It was believed that these areas had been introduced by the Climate Change group as part of a trial and that they were going to inform residents.

At 8.35, on a proposition by the Chairman, the meeting was briefly suspended to enable the resident present to speak. The meeting re-opened at 8.36 pm.

RESOLVED to check the Parish Council's decision regarding the wild areas to ensure that the maintenance of the wild areas is being followed as intended, and that Cllr Rose will speak to the Climate Change Group.

12. Closure of meeting and items for the next agenda

There being no other business, the meeting closed at 8.38 pm.

SignedChairmandate