

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

Present: Councillors: S Rose (Chairman), J Armisen, B Coxall, P Joslin, and C Phillips.

In attendance: 2 members of the public and Mr B Stoehr (Acting Clerk, LGS Services).

Open public session including reports from the County and District Councillors

A resident spoke to their correspondence under item 9.2, regarding the recycling of streetlights.

1. To receive apologies for absence

Apologies were received from Cllrs Gill and Dabrowski (both out of parish), Cllr Rangadurai (work commitment). Cllr Cirillo was not present.

In the absence of the Chairman, Cllr Rose was elected as Chairman for this meeting.
(Prop CP, 2nd JA, unanimous)

2. Declarations of interest

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

Cllr Joslin declared an interest in item 9.1 as a member of the Hardwick Climate Action Group.

Cllr Rose declared a non-pecuniary interest in item 5.7 as a founder and life member of HSSC, and a non-pecuniary interest in item 8.2 as a Director, Trustee and guarantor 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 received.

3. To approve the minutes of the previous meeting on 18 October 2023

RESOLVED that the minutes of the meeting on 18 October be approved and signed by the Chairman as a true record. (Prop JA, 2nd PJ, carried with 4 in favour and 1 abstention)

On a proposition by the Chairman, it was agreed to vary the order of business to take item 9.2 next, followed by item 9.1.

9.2 Resident – Request to recycle streetlamps in St Neots Road

Cllr Rose reported that the works done so far, from Hall Drive westward to the roundabout, had been required by CCC. The old lights belonged to SCDC and it was hoped to bring up the second phase of lighting to Millers Way at the next meeting with Hill. There were no plans for additional lights from Millers Way towards Cambridge Road at present. The Parish Council could only persuade CCC to add lighting up to Millers Way, and whilst the Council could ask SCDC if they were willing to re-use the columns, much of the cost would be connection costs and the lights would likely become the Parish Council's responsibility.

RESOLVED that the Highways Working Group should ask SCDC, Hill and District Cllr Nieto what is happening to the old lights and whether they can be re-used and/or transferred to the Parish Council. (Prop SR, 2nd CP, unanimous)

9.1 Hardwick Climate Action Group – current status of Hardwick Meadows Project and recommendations to be addressed before the spring of 2024

RESOLVED, having considered the report of the Climate Action Group reviewing the management of previously mown areas as meadows to encourage biodiversity, and the Group's recommendation for proposed changes, that:

- 1) The Climate Action Group was willing to consult with adjacent residents regarding the maintenance plan for these areas.
- 2) The contractor should be asked to cut the central area and the sides of Bramley Way (Area 1), and bring Area 3 (footpath between Egremont Road and Limes Road) back into the maintenance contract
- 3) The Climate Action Group is to notify the Parish Council when they wish the Parish Council to ask the contractor to carry out one-off maintenance of the meadows
- 4) To delegate to the Clerk to accept the cost as necessary. (Prop JA, 2nd CP, carried with 4 in favour and 1 abstention)

The order of business was again varied to take item 5.2 next.

5.2 (4.2) Meeting with CCC Josh Rutherford – to consider report on Teams meeting on 8 November and any matters arising from the meeting

Cllrs Rose, Gill and Joslin had met with Josh Rutherford of CCC regarding the the 2021-2022 LHI application, for which some aspects of the bid had not been completed. Mr Rutherford had explained that if the Parish Council wished to proceed with the original LHI plan it would need to be re-designed and there would be additional costs which would fall to the Parish Council. It would be possible to carry out modification to the signage within the original cost plus markings on the road surface, but the original plan would cost approximately £35,000. RESOLVED that the Highways Working Group should meet to consider the options. RESOLVED that the invoice for the LHI contribution should be paid.

4. To conclude business outstanding from the last meeting on 18 October due to time constraints

4.1 (7.4) Update from Highways WG, new/replacement lights Capstone to Millers completion date – report Hills quarterly meeting. Pedestrian islands Millers and Capstone – completion date. Does the Highways WG have list of ongoing projects

Cllr Joslin reported that she had been in touch with the District Councillor regarding the lights and pedestrian islands.

RESOLVED that Cllr Joslin should contact CCC to find out when they are to be installed.

RESOLVED that Cllr Rose should contact Tam Parry of CCC to find out when the funding is to be received.

4.2 (8.1) SCDC – Polling District Review

Noted. RESOLVED to make no comments.

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

5.1 (4.1) Archiving of old Parish Council minutes – to consider report and recommendation from the Working Group

RESOLVED to receive the report and recommendations of the working group.

RESOLVED that no significant changes are required to the Parish Council Policy or to the location and management of archived material. However, the Clerk should confirm to the Parish Council at the January 2024 meeting what steps have been taken within the last year to manage the parish council records in accordance with the policy. (Prop CP, 2nd PJ, unanimous)

RESOLVED that the historical documents be professionally scanned and the scanned documents (printed and/or in electronic format) be lodged with the Cambridgeshire Archives Office. A further copy should be added to the Hardwick Parish Council website and the originals should be kept in a display case to be acquired by the Parish

Council and housed in the community rooms at Hardwick Community School until that they can be housed at the proposed new community centre. ^(Prop CP, 2nd PJ, unanimous)

RESOLVED that the other records on the list should be reviewed by Cllr Rose and Phillips and the Clerk, to be dealt with in accordance with the Parish Council Management of Records Policy. ^(Prop JA, 2nd PJ, unanimous)

5.3 (4.4) Defibrillator – to consider prices and recommendation regarding defibrillator equipment and confirm source of funding

RESOLVED to note that Cllr Rose had submitted a grant application for the defibrillator.

RESOLVED to receive Cllr Armisen's report on defibrillator options and costs, and a rental option for £1 per day on a five year contract.

RESOLVED that Cllr Armisen should obtain a formal quotation for the rental option for consideration at the next meeting. ^(Prop PJ, 2nd SR, unanimous)

5.4 (4.6) PFHI Option 2 submission – to consider further response from CCC

RESOLVED to note the response of the CCC officer regarding the process for establishing the costs. CCC will inform the Parish Council when the contractor provides a construction date.

5.5 (4.10) Meeting with landowner regarding ruts near Church play area – update

RESOLVED to receive Cllr Coxall's report that he had heard from the landowner that they would see what they could do, but there had been no further developments.

RESOLVED that Cllr Coxall should follow this up.

5.6 (6.1.3) 23/02262/FUL – Newton House, 147 St Neots Road – Redevelopment to form 2 No. 1 bedroom, 3 No. 2 bedroom and 2 No. studio apartments with associated car parking, cycle storage and bin storage (amendment to 21/01345/FUL) (time extension granted)

RESOLVED noting that there would be two additional vehicles for each new studio apartment, to object to the amended application on the grounds of safety and the additional traffic volume at the junction. ^(Prop CP, 2nd PJ, unanimous)

5.7 (7.2) Pavilion lease – to consider comments on lease terms and proposed amendments and the signing of the lease

RESOLVED to note that the lease had been amended to include Cllr Rose's proposal and plan to ensure access for the proposed Community Centre, and that the Council is satisfied that there were now no issues with access.

RESOLVED to approve and proceed with the lease as amended. ^(Prop CP, 2nd BC, carried with 3 in favour and 2 abstentions)

5.8 (7.3) Notice board in Main Street – to consider report and recommendation

RESOLVED to receive Cllr Coxall's report on discussions with James Wakeling.

RESOLVED with regard to the notice board currently with Mr Wakeling, which had been intended for Meridian Fields, to obtain quotations for re-siting it at the corner of Grace Crescent/Martins Field.

RESOLVED to obtain quotations for the repair of the old board with new backing as necessary. ^(Prop SR, 2nd JA, unanimous)

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

Cllr Armisen reported that the rivets on the fun box were still outstanding. These are due to be repaired shortly when the contractor repairs the wet pour safety surface. ^(Prop SR, 2nd JD, unanimous)

- 6.2 To receive play areas and skate park inspection reports and consider if any work is required
RESOLVED to receive the reports from Cllrs Armisen and Coxall. Cllr Coxall reported that the safety surface repairs were yet to be carried out.
- 6.3 To receive the financial report and approve the payment of bills
RESOLVED, having checked the current signatories, to add Cllrs Coxall and Joslin to the signatories for the Unity Trust Bank account. (Prop CP, 2nd JA, unanimous)
RESOLVED that the payments as listed as below in the finance report should be paid. (Prop CP, 2nd JA, unanimous)
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|--|----------|
| Salaries | £593.68 |
| RH Landscapes (Grass cutting) | £960.00 |
| HSSC (Drain clearance) | £210.00 |
| James Wakeling Garden Services (Bin & notice board installation) | £850.00 |
| LGS Services (Admin support) | £1401.83 |
| The Cabin (Room hire) | £36.00 |
| Cambridgeshire ACRE (Membership renewal) | £60.00 |
- Credits, including Pavilion rent and investment interest, were noted.
- 6.4 To set the date of the budget meeting
RESOLVED that the budget meeting should be on 24 January 2024, subject to the availability of the room.
RESOLVED to extend the meeting at 9.00 pm for a further half hour.
- 7. To consider any planning applications and decision notices and tree works applications**
- 7.1 Planning applications and appeals
- 7.1.1 23/04073/FUL – Land west of 283 St Neots Road – Erection of 1 No. single storey dwelling and associated works (Re-submission of 23/02447/FUL)
RESOLVED that the Parish Council has no comments. (Prop PJ, 2nd SR, unanimous)
- 7.2 SCDC decision and appeal notices and correspondence
- 7.2.1 Notification of Planning Appeal APP/W0530/W/23/3323769 – 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)
RESOLVED that the Parish Council supports the appeal. (Prop CP, 2nd BC, carried with 3 in favour and 2 abstentions)
- 7.2.2 23/03361/HFUL – 35 Bramley Way – Single storey extension to rear. New access gates with parking space to rear garden accessed from the garage area to rear – Permission granted by SCDC.
- 7.2.3 23/02740/HFUL – 8 Russet Walk – Two storey rear extension – Permission granted by SCDC.
- 7.2.4 23/02106/FUL – 11 St Neots Road – Replacement dwelling and carport following the demolition of an existing dwelling, garage and outbuildings – Permission refused by SCDC.
- 7.3 Tree works applications
None.
- 8. Members’ reports and items for information only**
- 8.1 New Housing Developments and Planning Obligations
RESOLVED to receive Cllr Philips’s report on a meeting with Pigeon Developments, attended by herself and Cllr Rangadurai. No further details had been provided by the developer other than that they had submitted their pre-application to SCDC. The plans

are subject to feedback changes. The developers were happy to discuss S106 contributions.

8.2 Community Centre update

RESOLVED to receive Cllr Rose’s report that not much had changed. The Working Group were still looking to reduce costs. Drain surveys were taking place and bore holes were being dug, which may enable cost savings. Fundraising initiatives were ongoing. No further Lottery grant applications will be submitted until the costs are known.

8.3 Refurbishment of Main Street South existing notice board. To consider a new notice board, its location to benefit the new Meridian Fields and surrounding existing homes
Taken earlier under item 5.8.

8.4 Highways working group report, list of live/partially completed projects and any additional items to be added that councillors feel would improve safety in the village

Cllr Joslin reported that there were no additional items proposed at present. The Comberton Greenway had been approved. Cllr Rose added that the Highways Working Group has previously been tasked to look at safety where the Greenway joins the Toft Road. There were no current traffic plans to make the junction safer as there were in Comberton, but it was understood that Hardwick plans would be implemented later than Comberton.

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

9.3 SCDC – Six free trees scheme (Deadline 22 December)

RESOLVED to forward the offer to the Hardwick Climate Action Group for consideration.

9.4 Natural Cambridgeshire – Small grants for Nature

RESOLVED to bring the email to the attention of the Hardwick Climate Action Group and ask whether there is anything they wish to apply for.

9.5 SCDC and Cambridge City Council – Arc4 consultation on Gypsy and Traveller Accommodation Needs Assessment

RESOLVED that the Parish Council has no comments.

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

The next meeting will be on Wednesday 13 December 2023. Cllr Rose gave his apologies for absence.

There being no other business, the meeting closed at 9.32 pm.

SignedChairmandate
