

**Hardwick Parish Council**  
**Minutes of the Meeting held on Wednesday 13 December 2023 at 7.00 pm**  
**Held at The Cabin at St Mary's, Hardwick**

Present: Councillors: A Gill (Chairman), J Armisen, J Dabrowski, P Joslin, C Phillips and P Rangadurai.

In attendance: Jeff Jones (Hardwick Happenings) and Mr B Stoehr (Acting Clerk).

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

None.

**1. To receive apologies for absence**

Apologies were received from Cllr Rose (out of parish).

Cllrs Cirillo and Coxall were not present.

Cllr Armisen apologised that he would have to leave at 8.00 pm.

**2. Declarations of interest**

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

Cllr Gill declared a non-pecuniary interest in item 7.2 as a 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 received.

**3. To approve the minutes of the previous meeting on 15 November 2023**

RESOLVED that the minutes of the meeting on 15 November be approved and signed by the Chairman as a true record. (Prop JA, 2nd PJ, carried with 3 in favour and 3 abstentions)

On a proposition by the Chairman, it was agreed to vary the order of business to take item 5.6 next.

**5.6 Hardwick Happenings – Request for financial support**

On a proposition by the Chairman, the meeting was briefly suspended to enable Jeff Jones to speak on the arrangements for Hardwick Happenings, the printing and accounts, and the Parish Council's previous support and grants provided.

RESOLVED to approve a grant of £3,000.00 to Hardwick Happenings, as in the opinion of the Council, it is in the interests of the area and its inhabitants. (Prop CP, 2nd PJ, unanimous)

RESOLVED that the Parish Council will request newsletter details from nearby villages to enable comparison with the costs for Hardwick Happenings.

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

**4.1 (4.1) Pedestrian islands Millers and Capstone – completion date update and update on when funding is to be received**

Cllr Joslin reported on conversations with Joshua Rutherford of CCC. The LHI project costs required reassessment, due to the increased costs of the works. The PFHI project is being assessed by the CCC contractor.

A proposal was made <sup>(JD)</sup> that the original agreement should be honoured for the PFHI as the delays were not the fault of the Parish Council.

RESOLVED that Cllr Joslin should discuss this matter with Joshua Rutherford.

- 4.2 (5.1) Archiving of old Parish Council records – to consider recommendation from the Working Group for the preservation of the old minute books and Inclosure Award, and to consider estimate of costs  
RESOLVED to approve the current estimate of approximately £150.00 plus VAT for the preservation of the Inclosure Award, with a budget of up to 5 hours plus materials as necessary plus purchase of appropriate sleeves for the minute books. (Prop JD, 2nd PR, unanimous)
- 4.3 (5.2) LHI 2021-2022 – to consider report and recommendations from the Working Group  
RESOLVED to receive Cllr Joslin's verbal report on the discussions at the LHI meeting with Joshua Rutherford.  
CCC are unable to contribute more than the original LHI agreement resulting in any extra costs falling to the Parish Council. CCC are hesitant to proceed with the island due to the threat of the Busway however they are willing to consider the tidying up of the signage elements.  
RESOLVED to ask Joshua Rutherford for the costs, so that the Parish Council can assess and review the position, and to obtain an approximate timeline if the project is to proceed, and to enquire whether there are other options should the island prove prohibitively expensive.
- 4.4 (5.3) Defibrillator – to consider prices and quotation for a rental option  
RESOLVED to receive Cllr Armisen's verbal report on his discussions with the supplier regarding defibrillator rental. The cost would be £1.00 per day for the defibrillator and £1.00 per day for the cabinet for a five-year contract, with an option to purchase or return the equipment at the end of the contract. The installation and electricity connection costs were not included. The cost to purchase would be approximately £1,000 for the defibrillator, £700.00 for the cabinet, plus pads and batteries as required.  
RESOLVED that Cllr Armisen should check the options and preferences for a locked or unlocked cabinet and the costs for renting the defibrillator and purchasing a cabinet.  
Cllr Armisen left the meeting at 8.06 pm.
- 4.5 (5.5) Access road to Church Play area – to consider response from Chivers if received  
No update was available as Cllr Coxall was not present.
- 4.6 (5.8) Notice boards in Main Street and Grace Crescent – to consider quotation for repairs and installation if received  
The quotation had not been received.
- 4.7 (9.2) Recycling of street lights in St Neots Road – to consider report and recommendation from Highways Working Group  
RESOLVED to receive Cllr Joslin's verbal report that SCDC were unlikely to allow the recycling of the lighting columns and they would not match the existing lighting in St Neots Road. SCDC have asked for the lanterns to be returned.  
RESOLVED to ask Balfour Beatty to carry out a survey and to quote for the installation of lighting up to Miller's Way.  
RESOLVED to approve the costs of the survey.  
RESOLVED that Cllrs Gill and Dabrowski are willing to meet the contractors on site and discuss the matter. (Prop AG, 2nd CP, unanimous)
- 4.8 (5.6) 23/02262/FUL – Newton House, 147 St Neots Road – Request for support for independent access

RESOLVED that the Parish Council is unable to make a decision without full details and plans for the proposal.

## **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 check with Cllr Armisen whether the rivets work has been completed.

### **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 the grant of £3,000 to Hardwick Happenings. (Prop PJ, 2nd CP, unanimous)

Salaries	£1054.28
LGS Services (Admin support)	£1409.39
LGS Services (Admin support)	£1402.93
Mr Groundsman (Fertiliser, decompaction)	£2082.00
CAPALC (Councillor training)	£75.00
RH Landscapes (Grass cutting Millers Way)	£120.00
RH Landscapes (Bramble clearance)	£540.00
RH Landscapes (Grass cutting)	£390.00

Credits, including bank and investment interest, S106 monies for the St Neots Road development, and the insurance claim for the Pavilion drains, were noted.

### **5.4 Public Works Loan Board (PWLB) timetable**

The Chairman reported that due to the delays with the Community Centre project, the Working Group had asked whether a consultation for a loan could take place, to avoid further delays.

RESOLVED that consideration of the wording for the consultation and the method of distribution is to be an agenda item for the next meeting. CAPALC have a template document.

RESOLVED given that the closed tender process as recommended by the architects had not worked as expected, to consider at the next meeting whether the open tender route should be progressed.

### **5.5 Investment of surplus cash – review**

Cllr Rose's report was noted.

RESOLVED to transfer the sum of £300,000 to the existing Cambridge and Counties Bank 60 day account. (Prop RP, 2nd AG, unanimous)

## **6. To consider any planning applications and decision notices and tree works applications**

### **6.1 Planning applications and appeals**

#### **6.1.1 20/02573/NMA1 – 2 Sudeley Grove – Non-material amendment on application 20/02573/HFUL for variation to fenestration and revision to near single storey roof design**

RESOLVED that the Parish Council supports the application. (Prop AG, 2nd JD, unanimous)

#### **6.1.2 23/04379/HFUL – 301 St Neots Road – Single storey side extension and replacing existing conservatory with single storey rear extension**

RESOLVED that the Parish Council supports the application. (Prop AG, 2nd PJ, unanimous)

- 6.3 23/04373/PDNOT – Existing mast off Main Street – Installation of 6 No. replacement antennas and associated ancillary development  
RESOLVED that the Parish Council makes no comments. (Prop AG, 2nd PR, unanimous)
- 6.2 SCDC decision and appeal notices and correspondence
- 6.2.1 23/03599/HFUL – 8 Russet Walk – Retrospective single storey rear extension to rear – Permission granted by SCDC.
- 6.3 Tree works applications  
None.
- 7. Members’ reports and items for information only**
- 7.1 New Housing Developments and Planning Obligations  
RESOLVED that the meeting with Hill to discuss their updated vision for Hardwick should be held on the 12 February 2024  
Cllr Rangadurai reported that an email had been received from the solicitor regarding the land transfer snagging list.  
RESOLVED, given that Hill have not submitted a plan for how to attend to the snagging list and nothing has been rectified, to let the solicitor know.  
The Chairman reported that he had received correspondence from residents about a piece of land bordering Meridian Fields which was bought privately. They have complained to SCDC about unauthorised use of the land and Anti-Social Behaviour.  
RESOLVED that Cllr Gill should inform the resident that this matter is outside the Parish Council’s jurisdiction.
- 7.2 Community Centre update including to consider donations to Community Centre funds  
RESOLVED to defer this item to the next meeting as Cllr Rose was not present.
- 7.3 Highways Working Group report  
Cllr Joslin reported on options for the next LHI application, which included a zebra crossing outside the school, a mirror opposite the Limes Road junction to enable an improvement in visibility, and no parking markings in various areas.  
RESOLVED that Cllr Joslin and the Highways Working Group should draft the application.
- 7.4 Planning issue No 27 St Neots Road, two containers remain in the front of the property need to be removed. Recent rear extension – planning approval query  
RESOLVED to note that SCDC have issued a 28 day enforcement order.  
RESOLVED to ask SCDC to check whether the rear extension is in order.
- 8. To consider any correspondence/communications received requiring formal noting by or a decision of the Council**
- 8.1 SCDC Hardwick Liaison meeting  
RESOLVED to publish the minutes on the website for all to be able to see.  
RESOLVED to note that the discussions held at the liaison meeting are reported at Parish Council meetings and meetings were not expected to continue for much longer.  
RESOLVED that the Parish Council is agreeable that a resident may join the meetings.
- 9. Closure of meeting and items for the next agenda**  
The next meeting will be on Wednesday 17 January 2024 and the budget meeting will take place on 24 January 2024.  
There being no other business, the meeting closed at 9.15 pm.

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