

HARDWICK PARISH COUNCIL

I hereby give notice that the Meeting of the Parish Council will be held on Wednesday 21 February 2024 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 Gail Stoehr
Clerk, 14/02/24

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 meetings on 17 January and 24 January**
4. **Matters arising or deferred from the last or previous meetings for discussion/decision**
 - 4.1 (4.3) LHI 2021-2022 village entrance features – to consider response from CCC ^(PJ)
 - 4.2 (4.3) Ruts on access road to St Mary's POS including protection of village green ^(BC)
 - 4.3 (4.6) Community Centre Project – to consider an alternative date for a meeting with the Architect
 - 4.4 (7.3) To consider update on pedestrian islands (PHFI) if received
 - 4.5 (7.5) Neighbourhood Plan invitation to meeting – update ^(PR)
 - 4.6 (7.6) Lighting on St Neots Road – to consider survey if received ^(PJ)
 - 4.7 (5.1 of 13.12.23) Review of other village newsletters – to consider responses received
 - 4.8 (4.3 of 18.10.23) Maintenance of Millers Way landscaping – to consider price for regular cuts to be added to the contract
 - 4.9 To consider the E bike scheme update
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
 - 5.2 To receive play areas and skate park inspection reports and consider if any work is required
 - 5.3 To receive the financial report and approve the payment of bills
 - 5.4 To consider the date of the Annual Parish Meeting
6. **To consider any planning applications and decision notices and tree works applications ***
 - 6.1 Planning applications and appeals
 - 6.1.1 24/00492/HFUL – 2 Sudeley Grove – Retrospective two storey side extension and single storey rear extension
 - 6.1.2 24/00157/FUL – 323 St Neots Road – Erection of a dwelling and garage
 - 6.1.3 24/00046/HFUL – 10A Howells Way – Erect a double garage
 - 6.2 SCDC decision and appeal notices and correspondence
 - 6.3 Tree works applications
 - 6.3.1 24.0118/TTPO – 2 Ashmead Drive
7. **Members reports and items for information only unless otherwise stated**
 - 7.1 New Housing Developments and Planning Obligations ^(SR.)
 - 7.2 Community Centre update ^(SR, AG)
 - 7.3 Highways Working Group Report ^(PJ)
 - 7.4 Street light maintenance ^(PJ)
 - 7.5 (3) Review of website operations ^(JD)
8. **To consider any correspondence/communications received requiring formal noting by or a decision of the Council**
 - 8.1 Hardwick Climate Action Group – request that the Parish Council pays for the meadow areas signage
 - 8.2 St Mary's Church request for financial support for repairs to the Church and tree works
9. **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 <https://applications.greatercambridgeplanning.org/online-applications/>

REPORT TO HARDWICK PARISH COUNCIL MEETING ON 21 FEBRUARY 2024

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

Where supporting information is available this may be found below or in the attached supporting papers.

1. To receive apologies for absence – will be reported to the meeting.
3. To approve the minutes of the previous meetings on 17 January and 24 January - attached
4. **Matters arising or deferred from the last or previous meetings for discussion/decision**
- 4.1 (4.3) LHI 2021-2022 village entrance features – to consider response from CCC
Further information has been received from Josh Rutherford of CCC, as follows:
Production of plans and more detailed costing will take in the region of 2-3months to produce when considering other works. This was the reason for the high-level description / breakdown for the parish to make their decision, so we avoided abortive costs.

Visually, the updated location would look something like the following, under the ‘gateways’ section - [Alternative speed measures - Cambridgeshire County Council](#)

There are indicative costs on our website for various improvements, including some of those mentioned in the attached - [Alternative speed measures - Cambridgeshire County Council](#)

- Pair of gateways - £6 - 7k
- New signs / posts (40 terminal sign, warnings signs, village gateway signs) - £3 - 4k
- Roadmarkings (speed roundels, dragon’s teeth, and refresh existing edge / centre lines) - £1 - 2k.”

Please follow the links for visual information and indicative costs.

- 4.2 (4.3) Ruts on access road to St Mary’s POS including protection of Village Green
CCC has responded that it holds the register but is unable to advise the Parish Council of obligations. Chivers has not responded at the time of writing.
Resources about village greens including protection of village greens may be found via <https://www.oss.org.uk/what-do-we-fight-for/village-greens/>
And <https://webarchive.nationalarchives.gov.uk/ukgwa/20130402151656/http://archive.defra.gov.uk/rural/documents/protected/common-land/tvgprotect-faq.pdf>
- 4.3 (4.6) Community Centre Project – to consider an alternative date for a meeting with the Architect
Mr Vanoli has responded:
“Unfortunately I am unable to attend the proposed meeting on Weds 20th March (due to a significant birthday of a family member), would it be possible to reschedule?
For information, I will be presenting the same on Tuesday 13th Feb to the HCCWG.”
- 4.4 (7.3) To consider update on pedestrian islands (PHFI) if received
Awaited at the time of writing.
- 4.5 (7.5) Neighbourhood Plan invitation to meeting – update ^(PR)
- 4.6 (7.6) Lighting on St Neots Road – to consider survey if received ^(PJ)
Awaited at the time of writing.
- 4.7 (5.1 of 13.12.23) Review of other village newsletters – to consider responses received
A request for information was sent to 8 local Parish Councils in December.
Two responses have been received from other councils, as follows:
1) “Haslingfield Parish Council produces a quarterly newsletter. The newsletter is only Parish Council related matters, and the PC pays for the design, print and delivery. You can see copies of our newsletters on our website: <https://haslingfieldparishcouncil.gov.uk/newsletters>

There is also a monthly village magazine, for which I provide a ‘notes’ version of the PC minutes every month. The Parish Council does not contribute financially to the magazine, which is funded by advertisements.”

2) “I can answer the details below for Dry Drayton as best I can.

- There is a monthly newsletter
- The newsletter is run independent of the council and run by volunteers in the village
- The newsletter is monthly but I do not have any idea of costs and the editor has now stood down so I am unable to ask them
- [DryDrayton.net - Village Newsletter](#) - here is the link to the parish website that publishes the newsletter”

4.8 (4.3 of 18.10.23) Maintenance of Millers Way – to consider price for regular cuts to be added to the contract

A price for the monthly cut of Millers Way has now been received. Luke has said that the additional cost for this would be £25 + VAT per cut and has recommended 8 to 9 cuts per season.

Is the Parish Council happy for this to be added to the contract?

5. Finance and risk assessment and procedural matters

5.1 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.

6.1 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 <https://applications.greatercambridgeplanning.org/online-applications/>

6.1.1 24/00492/HFUL – 2 Sudeley Grove – Retrospective two storey side extension and single storey rear extension

6.1.2 24/00157/FUL – 323 St Neots Road – Erection of a dwelling and garage

6.1.3 24/00046/HFUL – 10A Howells Way – Erect a double garage

6.2 SCDC decision and appeal notices and correspondence

6.2.1 23/04773/HFUL – 22 Laxton Avenue – Roof extension with dormer – Permission granted by SCDC.

6.2.2 23/04379/HFUL – 301 St Neots Road – Single storey side extension and replacing existing conservatory with single storey rear extension – Permission granted by SCDC.

6.3 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 <https://applications.greatercambridgeplanning.org/online-applications/>

6.3.1 24.0118/TTPO – 2 Ashmead Drive

7. Members reports and items for information only unless otherwise stated

7.1 New Housing Developments and Planning Obligations ^(SR)

7.2 Community Centre update ^(SR)

7.3 Review of website operations ^(SR)

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

8.1 Hardwick Climate Action Group – request that the Parish Council pays for the meadow areas signage
Sean Hughes has written:

“I’ve received two quotes for the signs (one at each location), the cheapest being:

2 x A3 Diabond (aluminium composite) signs, drilled in 4 corners, the cost inc VAT would be £75.46

I'm happy to order and erect the signs, but can you confirm if the PC will be paying for them, as they were requested by the PC? If so, what's the procedure for payment? Shall I order them and the PC will reimburse me?

The Clerk has explained that as there was no mention in the records regarding the funding of the signs this would need to be referred to the Parish Council.

Mr Hughes has replied:

“I've now erected the two signs at the two locations, see attached, plus the receipt for the signs.”

8.2 St Mary's Church request for financial support for repairs to the Church and tree works

Revd Coates has written: “There is currently a need for urgent repairs to St Mary's Church. The Church is the oldest building in Hardwick and has been at the centre of community life in the village for centuries. Following several significant plaster-falls from the ceiling last winter, for safety reasons, it was decided that the Church should be closed until repairs could be undertaken. Consequently, there have been no services, weddings, baptisms, funerals, nor any visitors for almost a year.

We have already been fundraising in earnest and the repairs, by a specialist lime plasterer, are due to take place this spring, which with the necessary scaffolding, is likely to cost in excess of £30,000. Some urgent external repairs will also be carried out at the same time. The aim is for the church to reopen in the late spring/early summer. Additionally, we have recently had a survey carried out on the eighteen lime trees in the graveyard, which surround the Church. For safety reasons, every one requires the removal of dead wood in the next six months, at a cost of approximately £5500.

Both the Church and the churchyard are places of peace and tranquillity and are regularly visited by members of the village community. I fully understand that under the Local Government Act of 1894, Hardwick Parish Council has in recent times been unable to support the church and in particular make a financial contribution towards the construction of the Church Community Hall, the Cabin. Nevertheless, the building was constructed and is proving to be very popular for numerous activities, not least, meetings of HPC.

With the recent amendment to the 1894 Act, allowing parish councils to support Churches, I appeal to HPC to consider a financial contribution towards these urgent, necessary projects at St Mary's.

Yours Sincerely,

Clare

Revd Clare Coates”

S133 of the LGA 1972 provision of parish or community buildings used for public meetings or assemblies - power to contribute to another providing such a building

S214(6) LGA 1972 A burial authority may contribute towards any expenses incurred by any other person in providing or maintaining a cemetery in which the inhabitants of the authority's area may be buried.

9. Closure of meeting

The next monthly meeting is scheduled to take place on 20 March 2024.

HARDWICK PARISH COUNCIL MONTHLY FINANCIAL STATEMENT

Feb-24

Summary of previous month

Balance brought forward **£1,658,337.17**

Adjustments and amendments

SALARIES Jan-23 -£0.20

Expenditure approved at last meeting/between meetings

HARDWICK HAPPENING	2023 2024 GRANT	-3,000.00
OPUS	STREETLIGHT ENERGY	-233.55
POWER ROD EASTERN	CCTV DRAINS HSSC	-810.00
BALFOUR BEATTY	STREETLIGHTS ST NEOTS RD	-£462.70

Misc credits

UNITY TRUST	INTEREST	3,080.06
NS&I	INTEREST	3,049.04
NS&I	INTEREST	519.63

Total Adjustments

£2,142.28

Balance revised after adjustments

£1,660,479.45

Bank Reconciliation to last statement

Account	Funds	Statement	Outstanding
Unity Trust Current Account	£10,658.52	£11,181.22	-£522.70
Unity Trust Deposit Account	£263,197.85	£263,197.85	
Cambridge & Counties Bank	£386,623.08	£386,623.08	
NS&I Income Bond	£1,000,000.00	£1,000,000.00	
Total	£1,660,479.45	£1,661,002.15	-£522.70

Expenditure for approval

SALARIES		644.88
EPS	SOAKAWAY TESTING HSSC	804.00
LGS SERVICES	ADMIN SUPPORT JAN	1386.02
ROYTHORNES	HSSC LEASE RENEWAL	20.00
KETTERING PLAYS SAFE	PLAY AREA REPAIRS	846.66
AFP	COMMUNITY CENTER ENGINEERING REVIEW	3000.00
GREENBARNES	NOTICEBOARD PARTS	213.64
SLCC	MEMBERSHIP FEE	149.25
S HUGHES	EXPENSES JOB BOOK	75.46

Total expenditure

£7,139.91

Balance c/f

£1,653,339.54

Notes: