

## HARDWICK PARISH COUNCIL

I hereby give notice that the Meeting of the Parish Council will be held on Wednesday 20 November 2024 at 7.00 pm at 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, 14/11/24

### AGENDA

**Open Public Session to enable residents and the public to make representations and comments to the Parish Council on items on this agenda and to receive 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 meeting**
- 4. Matters arising or deferred from the last or previous meetings for discussion/decision**
  - 4.1 (4.1) Repair of bench at Grenadier Walk – to consider quotations if received
  - 4.2 (4.2) New Community Centre – to note that the contract has been signed
  - 4.3 (4.3) Hill transfer of St Neots Road Public Open Space – to review and confirm whether the maintenance sum of £38,803.67 for Phase 1 and 2 of the Capstone Fields Development is acceptable and to consider invitation to meeting
  - 4.4 (4.6) Motorbikes using Miller's Way – to consider quotation received for barrier
  - 4.5 (4.8) Balfour Beatty street lighting survey – to consider quotations for more lights if received
  - 4.6 (5.2) Proposal that the Parish Council considers improvements to the Grenadier Walk play area as much of the equipment is very old, and how this should be funded <sup>(AG)</sup>
  - 4.7 (4.4 of 14.7.24) Neighbourhood Planning – to consider whether to proceed <sup>(PR)</sup>
  - 4.8 (4.7 of 19.6.24) Parking at the Church – to consider what action to take if any
- 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
- 6. To consider any planning applications and decision notices and tree works applications \***
  - 6.1 Planning applications and appeals
    - 6.1.1 24/04125/HFUL – 16 Egremont Road – Demolition of garage. Part two storey part single storey side and rear extension with rear balcony, Juliet balcony and flue
    - 6.1.2 24/03882/HFUL – 303B St Neots Road – Retention/regularisation of existing two storey outbuilding for ancillary use
  - 6.2 SCDC decision and appeal notices and correspondence
  - 6.3 Tree works applications
    - 6.3.1 24/1153/TTCA – 1 Sadlers Close
- 7. Members reports and items for information only unless otherwise stated**
  - 7.1 New Housing Developments and Planning Obligations <sup>(SR,)</sup>
  - 7.2 Community Centre update <sup>(SR)</sup>
  - 7.3 Highways Working Group Report <sup>(PJ)</sup>
  - 7.4 Proposal that the Parish Council purchases, installs and arranges emptying of two new dog bins one in Main Street near Manor Crescent and one opposite the Blue Lion <sup>(BC)</sup>
  - 7.5 Proposal that the PC invite Alan Everitt to one of the Parish Council's upcoming meetings to clarify the PC's responsibilities when it comes to the MVAS to clarify the future of the MVAS <sup>(JA)</sup>
  - 7.6 Re-painting of village sign – request that the Parish Council funds the cost of the paint (c£40) <sup>(PJ)</sup>

\* 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/>

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

- 8.1 Pavilion Energy Survey Certificate – to note correspondence from the Council’s solicitor
- 8.2 CCC LHI applications 2025-2026 invitation to bid (deadline 10 January)
- 8.3 East West Rail – Non-statutory consultation (deadline 24 January 2025) and consultation webinar and events
- 8.4 Ministries of Housing, Communities and Local Government – Consultation on enabling remote attendance and proxy voting at local authority meetings
- 8.5 Greater Cambridge Partnership – Cambourne to Cambridge busway application submission
- 8.6 CCC – National Highways A428 fund open again – invitation to apply/express an interest
- 8.7 CCC Signals and Systems – speed sensor on St Neots Road (A1303)
- 8.8 SCDC Six free trees offer

**9. Closure of meeting**

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## REPORT TO HARDWICK PARISH COUNCIL MEETING ON 20 NOVEMBER 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 meeting - attached

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

4.1 (4.3) Repair of bench at Grenadier Walk – to consider the quotation if received

At the time of writing no quote has been received from Mr W. It was agreed at a past meeting that Cllr Rangadurai would also approach him for a quote. As the Council specifically resolved that Mr W be asked for a quote procedurally it ties the Clerk's hands to approach anyone else. How would the Council now like to proceed?

4.2 (4.2) New Community Centre – to note that the contract has been signed

The Parish Council is asked to note that the contract with Blue Ink has been/is to be signed by two Councillors. Blue Ink's Public Indemnity Insurance has now been increased from £1m to £2m.

4.3 (4.3) Hill transfer of St Neots Road Public Open Space – to review and confirm whether the maintenance sum of £38,803.67 for Phase 1 and 2 of the Capstone Fields Development is acceptable and to consider invitation to meeting

"Thank you for coming back to me and happy to hear that the Parish have accepted the attenuation pond.

I have received an email from Catherine Wilson at Teeslaw looking to progress with the transfer, but think it would be useful for both the Parish and Hill if we could get a meeting in the diary now that we are ready to transfer the land.

We proposed a maintenance sum for both the Phase 1 and Phase 2 open space of **£38,803.67**. Please can the Parish confirm they are in agreement with this sum which would cover 10 years of maintenance?

If you could please also provide some dates for a meeting it would be greatly appreciated."

Kiran Bacon  
Trainee Development Surveyor

The Clerk has asked for clarification of the purpose of the proposed meeting, and whether it is to check that there is nothing outstanding.

Hill have replied:

"Thanks for your prompt response. Please let us know if you require any additional clarifications ahead of the Parish meeting. We would be pleased to assist.

The meeting I refer to will support a smooth transfer of the land and clarify the practicalities of what is expected during and immediately following the transfer process. It will also serve as an opportunity to answer any questions if they arise at the Parish meeting next week in relation to the maintenance fee so that our solicitors can finalise the transfer documents in as timely a manner as possible."

4.4 (4.6) Motorbikes using Miller's Way – to consider quotation received for barrier

A quotation will be brought to the meeting.

4.5 (4.8) Balfour Beatty street lighting survey – to consider quotations for more lights if received

Quotations have been sought and will be brought to a meeting if and when received.

4.6 (5.2) Proposal that the Parish Council considers improvements to the Grenadier Walk play area as much of the equipment is very old, and how this should be funded <sup>(AG)</sup>

At the time of writing the Parish Council holds the following funds::

S106 Grace Crescent - Off-site Children's Play Space (25/1/2022)	£35,087.72
S106 Capstone Fields Off-site Children's Play Space (9/11/23)	£25,155.81
Special Projects FY23	£10,000.00
Play Park Project Funds	£2,034.07

For the two S106 pots this is for "The provision, refurbishment improvement and/or maintenance of any off-site play equipment which will benefit the development which may include (but not limited to) works to and/or otherwise associated with the provision of children's play equipment either at Grace Cres or Hardwick Recreation Ground

- 4.7 (4.4 of 14.7.24) Neighbourhood Planning – to consider whether to proceed  
In July it was agreed to defer consideration of this proposal until Cllr Rangadurai's return.
- 4.8 (4.7 of 19.6.24) Parking at the Church – to consider what action to take if any  
Deferred to the November meeting..  
Rev Coates correspondence is contained in the Clerk's report to June meeting:  
<https://hardwick-cambs.org.uk/wp-content/uploads/2024/06/240619-HPC-agenda-and-supporting-papers.pdf>
- 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
- 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 - Attached.
- 6. Planning**
- 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 24/04125/HFUL – 16 Egremont Road – Demolition of garage. Part two storey part single storey side and rear extension with rear balcony, Juliet balcony and flue
- 6.1.2 24/03882/HFUL – 303B St Neots Road – Retention/regularisation of existing two storey outbuilding for ancillary use
- 6.2 SCDC decision and appeal notices and correspondence
- 6.2.1 24/03515/CL2PD – 11 Webb Close – Single storey extension to rear of property – Certificate granted by SCDC.
- 6.2.2 24/03354/FUL – 347 St Neots Road – Erection of 1 No. replacement self-build dwelling on existing residential plot of land – Permission granted by SCDC.
- 6.2.3 24/03203/HFUL – 38 Hall Drive – First floor side extension and rear dormer window with rooflights to front – 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 24/1153/TTCA – 1 Sadler's Close
- 7. Members reports and items for information only unless otherwise stated**
- 7.1 New Housing Developments and Planning Obligations <sup>(SR)</sup>
- 7.2 Community Centre update <sup>(SR)</sup>
- 7.3 Highways Working Group report <sup>(PJ)</sup>  
**"Highways Working Group Report**  
**Item 1 St Neots Road Uncontrolled Crossing**

11th November Email message received from Tam Parry ref S106 funding as follow  
*I have just received the go ahead from SCDC and so will now make arrangements for work to continue. I will keep you updated on progress.*

**Item 2** New Bus Shelter westbound, HWG will keep emailing Dan Brown (Hills) remind Jane Mountain Project Officer SCDC 7K funding not yet received, Agenda item for Liaison meeting 05.12.24

**Item 5** HWG to emailed Dan Brown 11.11.24 a reminder ref village map notice boards, Capstone, Church and Pasturers. Update expected from Hardwick Liaison Meeting 05.12.14

**Item 6** Design requirement new lights Millers to Camb Rd junction along SNR, BB to cost the upgrade new works

**Item 7** C2C GCP 12.11.24 applied to DfT for TWAO which will take place early 2025 objections should be submitted before 08.01.25

**Item 10** Greenways Johnathan Camp CCC spoke at the Expo 17th October saying work in Hardwick Cambridge Rd and Main St will start early 2025, will include Raised Tables at junctions to reduce the traffic to 20mph

I will advise the meeting if any updates arrive before next week's meeting."

7.4 Proposal that the Parish Council purchases, installs and arranges emptying of two new dog bins one in Main Street near Manor Crescent and one opposite the Blue Lion <sup>(BC)</sup>

7.5 Proposal that the PC invite Alan Everitt to one of the Parish Council's upcoming meetings to clarify the PC's responsibilities when it comes to the MVAS to clarify the future of the MVAS <sup>(JA)</sup>

7.6 Re-painting of village sign – request that the Parish Council funds the cost of the paint (c£40) <sup>(PJ)</sup>  
"I have been contacted by a Hardwick resident concerning the fact that the painted village sign (illustrated with sheep) on the church green is in need of paint repair. Jeff Jones the has offered to carry out the artwork repair for no cost but has asked that the PC fund the purchase of the paint up to the value of £40." <sup>(PJ)</sup>

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

8.1 Pavilion Energy Survey Certificate – to note correspondence from the Council's solicitor  
The Solicitor's response has been circulated to Cllrs.

8.2 CCC LHI applications 2025-2026 invitation to bid (deadline 10 January)  
"I'm writing to make you aware that the LHI application window for the 2025 / 2026 funding round has now reopened. The window will remain open until Friday 10<sup>th</sup> January at 17:00PM.  
More information can be found on our website at the following:

- **Local Highway Improvement home page, measures and indicative costs –** [Local Highway Improvement funding | Cambridgeshire County Council](#)
- **Application form and associated guidance –** [Applying for a Local Highway Improvement \(LHI\) | Cambridgeshire County Council](#)

Officers have arranged an online drop-in session for members and applicants to attend should they have any questions or queries for applying this year. This session is on 28<sup>th</sup> November 2024 (12:00PM-13:30PM). Should you wish to attend this session, please confirm via return email, along with any questions you would like addressed at the meeting, and we will share the invite with you. The intention of these sessions is to answer any questions applicants may have and provide general guidance towards completing the application form."

Michael Martin  
Senior Project Manager  
Local Highway Improvement & 20mph Programmes

8.3 East West Rail – Non-statutory consultation (deadline 24 January 2025) and consultation webinar and events

**"East West Rail – seeking your views on our proposals, confirmation of non-statutory consultation dates**

East West Rail (EWR) is a once in a generation opportunity to create a new rail link which would connect people and businesses in the communities between Oxford, Milton Keynes, Bedford and Cambridge.

EWR is being delivered through three Connection Stages:

*Connection Stage 1*- enables services to run between Oxford and Bletchley/Milton Keynes.

*Connection Stage 2*- enables direct services between Oxford and Bedford.

*Connection Stage 3*- completes EWR and would enable passenger services to operate between Oxford and Cambridge via Bletchley and Bedford. This is the project we are consulting on.

Whilst work has been ongoing to develop our proposals, we have been in conversation with the Department for Transport and new Ministers to agree the next steps for consulting the community on the project. Following these conversations, I'm delighted to confirm that we will be holding a non-statutory consultation between 14 November 2024 and 24 January 2025. Feedback gathered during the consultation will help us further develop and refine our designs, which we will present at a future statutory consultation.

As a key stakeholder with an interest in the project, we wanted to reach out to invite you to share your feedback on the proposals and how to feed into the consultation. More information regarding the consultation, including details of the consultation events can be found on our website at [eastwestrail.co.uk/consultation2024](https://eastwestrail.co.uk/consultation2024).

I am also delighted to confirm that we will announce our plans for electrification at the consultation, where we will express our preference for discontinuous electrification with hybrid battery-electric trains. This option would mean that overhead lines would only need to be installed along some sections of the route, which would significantly reduce disruption during construction and potentially decrease visual impacts in more sensitive locations along the new railway between Bedford and Cambridge. Discontinuous electrification would also cost less than full electrification and would require less land for things such as mast foundations.

### **LRG Webinar**

We would like to invite you to join a 1 hr webinar on the 14<sup>th</sup> of November where we will present the consultation material that will be available to you both online and at the events. *Invitations for this will be issued soon.*

### **LRG Events**

We would like to offer LRG members the opportunity to meet with our consultation team for **1 hour** before the events open to the public. During this session you will be able to meet with our subject matter experts and other members of the EWR team who will be able to answer any questions you may have. These 1-hour sessions will be available at all the events listed on the consultation pages. [eastwestrail.co.uk/consultation2024](https://eastwestrail.co.uk/consultation2024).

[A link to register for the 1 hour events will be sent to you soon.](#)

This consultation will be the third consultation on EWR (following on from our consultations held in 2019 and 2021) and will present our latest design concepts for the project, including areas where we are considering alternative options. Consultation feedback from the community and our stakeholders is important to ensure we deliver the best possible railway and we're looking forward to presenting our proposals from 14 November.

Attached to this email is a copy of the consultation poster which is available for you to share with your communities. If you would like a printed copy of this document please email [consultation@eastwestrail.co.uk](mailto:consultation@eastwestrail.co.uk) and this can be posted to you.

If you have any questions relating to the project or this consultation, please get in touch using [contact@eastwestrail.co.uk](mailto:contact@eastwestrail.co.uk) and our team will be happy to help.

David Hughes  
Chief Executive Officer

Sarah Jacobs  
Engagement Manager – Local Representatives Groups

- 8.4 [Ministries of Housing, Communities and Local Government – Consultation on enabling remote attendance and proxy voting at local authority meetings](https://www.gov.uk/government/consultations/enabling-remote-attendance-and-proxy-voting-at-local-authority-meetings)  
<https://www.gov.uk/government/consultations/enabling-remote-attendance-and-proxy-voting-at-local-authority-meetings/enabling-remote-attendance-and-proxy-voting-at-local-authority-meetings>
- 8.5 [Greater Cambridge Partnership – Cambourne to Cambridge busway application submission](#)  
“We are making an application for a Transport and Work Act Order to the Department for Transport (DfT) for a new busway, travel hub and path for walkers and cyclists linking Cambourne to



Cambridge. This follows four rounds of public consultation as well as extensive community and stakeholder engagement since 2015.

Cambourne to Cambridge connects existing and new communities to the west of Cambridge with the city via the new Bourn Airfield development, Hardwick, Coton and the West Cambridge site. The new travel hub at Scotland Farm would be easy to access from the A428 and help car drivers switch to a bus before they hit congestion into the city.

Our scheme would give more travel choices, making it quicker, easier and more reliable to get to where you need to go.

The application is being submitted to the DfT today and you can view the application documents on [www.greatercambridge.org.uk/cambourne-cambridge-twao](http://www.greatercambridge.org.uk/cambourne-cambridge-twao)

Statutory stakeholders, including landowners, will receive direct notification of the order.

We will also directly email stakeholders and members of the public, who have expressed an interest in the scheme, and widely publicise the submission through press and social media.

Following the objections period, the DfT will review any objections or representations received and likely call for a public inquiry sometime in 2025.”

Jo Baker  
Project manager  
Greater Cambridge Partnership

#### 8.6 CCC – National Highways A428 fund open again – invitation to apply/express an interest

“Good news and you may already be aware that applications have reopened for National Highway’s [legacy-focused funds](#), designed to support communities connected to the A428 Black Cat to Caxton Gibbet Improvements. With a total investment of £2 million, this initiative aims to create a lasting, positive impact across Bedfordshire and Cambridgeshire. The goal is to ensure the A428 Black Cat to Caxton Gibbet Improvements bring far-reaching benefits to local communities, the environment, and the economy.

The two funds available are:

- A **social value fund** with grants of between £15,000 and £200,000. Expressions of interest are being accepted from Friday 1 November 2024, until **Wednesday 15 January 2025**.
- A **community fund** with grants of up to £15,000. This fund is managed by Cambridgeshire Community Foundation with applications welcomed from Saturday 2 November 2024 until **Saturday 1 February 2025**.

Please visit the [scheme's website](#) for more information on how to apply. If you have any questions, please direct any queries to [info@a428.co.uk](mailto:info@a428.co.uk) in the first instance. Please share this information with anyone who might be interested.”

Sarah Freeman  
Community Connector - South Cambridgeshire Place Team  
Communities Service – Strategy and Partnerships  
Cambridgeshire County Council

#### 8.7 CCC Signals and Systems – speed sensor on St Neots Road (A1303)

CCC has written “We have had a report from a member of the public about the speed sign on St Neots Road (A1303). They have advised that it has stopped working during the past month and suspect it may need new batteries?

Please can you arrange for someone to attend and investigate this issue.”

#### 8.8 SCDC Six free trees offer

SCDC has written

“Six Free Trees 2024 – Request your trees now!

Dear parish councillors,

We are excited to once again be offering Six Free Trees (or one larger potted tree) to all parish councils in South Cambridgeshire, in partnership with English Woodlands. If you have a suitable site

and can commit to planting and upkeep, express your interest [here](#) and we'll get in touch to arrange your order. All trees must be ordered by 20<sup>th</sup> December 2024.

This is a great opportunity to increase tree cover, promote biodiversity and provide new habitats in your area – not to mention the carbon sequestration benefits of trees! There are a selection of native varieties to choose from including silver birch, wild cherry and English oak.

We hope your parish council will take advantage of the scheme.”

The Parish Council to decide if the trees are to be ordered, the species and the location/s.

**9. Closure of meeting**

The next monthly meeting is scheduled to take place on Wednesday 11 December 2024.



**HARDWICK PARISH COUNCIL MONTHLY FINANCIAL STATEMENT**

Nov-24

**Summary of previous month**

**Balance brought forward** **£1,876,289.28**

**Adjustments and amendments**

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**Expenditure approved at last meeting/between meetings**

ZURICH	INSURANCE	-2,612.89
OPUS ENERGY	STREETLIGHTING ENERGY	-160.85
UNITY TRUST	SERVICE CHARGE	-7.35

**Misc credits**

NS&I	BANK INTEREST	£3,230.14

*Total Adjustments* £449.05

Balance revised after adjustments £1,876,738.33

**Bank Reconciliation to last statement**

Account	Funds	Statement	Outstanding
Unity Trust Current Account	£12,045.25	£12,045.25	£0.00
Unity Trust Deposit Account	£467,714.02	£467,714.02	
Cambridge & Counties Bank	£396,979.06	£396,979.06	
NS&I Income Bond	£1,000,000.00	£1,000,000.00	
<b>Total</b>	<b>£1,876,738.33</b>	<b>£1,876,738.33</b>	<b>£0.00</b>

**Expenditure for approval**

SALARIES		688.49
THE CABIN	ROOM HIRE	18.00
RH LANDSCAPES	GRASSCUTTING	1092.00
CAMBS ACRE	RENEWAL	65.00
LGS SERVICES	ADMIN SUPPORT OCT	1490.76

*Total expenditure* £3,354.25

Balance c/f £1,873,384.08

**Notes:**

**Payment of £63.00 for top soil will be reflected on next finance report**