

## HARDWICK PARISH COUNCIL

I hereby give notice that the Meeting of the Parish Council will be held on Wednesday 11 December 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, 04/12/24

### 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 quotation if received
  - 4.2 (4.2) New Community Centre contract - update
  - 4.3 (4.3) Report on Hill liaison meeting and update on outstanding issues <sup>(PJ)</sup>
  - 4.4 (4.5) Balfour Beatty street lighting survey – to consider quotations for more lights if received
  - 4.5 (4.6) Grenadier Walk play area improvements – to consider recommendations if received <sup>(AG)</sup>
  - 4.6 (4.7) Neighbourhood Plan – to consider whether to proceed <sup>(PR)</sup>
  - 4.7 (5.2) Bollards at St Mary's play area – to consider quotation for additional bollard
  - 4.8 (7.4) Dog waste bin – to consider quotation for relocating bin if received
  - 4.9 (8.2) LHI 2025-2026 – to consider whether to make an application (deadline 10 January) <sup>(PJ, JD)</sup>
  - 4.10 (9) To consider whether to hold meetings in August <sup>(CP)</sup>
- 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 24/02099/CONDA – Newton House, 147 St Neots Road – Submission of details required by condition 3 (Traffic management plan) and 4 (Contamination) of planning permission 23/02099/FUL
  - 6.2 SCDC decision and appeal notices and correspondence
  - 6.3 Tree works applications
    - 6.3.1 24/1346/TTPO – 45 Cambridge Road
- 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 Council consider employment matters – cover for the Clerk/RFO while on annual leave <sup>(AG)</sup>
- 8. To consider any correspondence/communications requiring formal noting by or a decision of the Council**
  - 8.1 Greater Cambridge Shared Planning – Consultation on Supplementary Planning Documents (Deadline 25 January 2025)
    - 8.1.1 Draft Greater Cambridge Planning Obligations Supplementary Planning Document
    - 8.1.2 Draft Greater Cambridge Health Impact Assessment Supplementary Planning Document

\* 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/>

**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 11 DECEMBER 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  
The Handyman Contractor has been asked for a quotation which will be brought to the meeting if received.
  - 4.4 (4.8) Balfour Beatty street lighting survey – to consider quotations for more lights if received  
A second quote is awaited at the time of writing. Quotations will be brought to the meeting if received.
  - 4.6 (4.7) Neighbourhood Plan – to consider whether to proceed  
Deferred at the last meeting pending a proposal from PR.
  - 4.7 (5.2) Bollards at St Mary's play area – to consider quotation for additional bollard  
A quotation will be brought to the meeting.
  - 4.8 (7.4) Dog waste bin – to consider quotation for relocating bin if received  
A quotation has been requested from the Handyman Contractor and will be brought to the meeting if received.
  - 4.9 (8.2) LHI 2025-2026 – to consider whether to make an application (deadline 10 January)  
At the time of writing no proposal has been received. The Council to consider if an application is to be made and if so the Council's contribution.
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 24/02099/CONDA – Newton House, 147 St Neots Road – Submission of details required by condition 3 (Traffic management plan) and 4 (Contamination) of planning permission 23/02099/FUL
  - 6.2 SCDC decision and appeal notices and correspondence  
None at the time of writing.
  - 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 24/1346/TTPO – 45 Cambridge Road
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>

Cllr Joslin writes “Village Plan Map notice boards have now been installed by at points entrance to Capstone on SNR and adjacent to the notice board outside the shop, councillors comments would be appreciated, which I will gladly take to the Hardwick Liaison meeting this week Thursday 5th Dec. Highways WG have emailed Tam Parry 24th Nov requesting update concerning S106 due from Capstone, nothing further to report. A site meeting is to planned with Evans and Michael Martin from CCC Highways ref PFHI Pedestrian Islands, more details will be provided.”

7.4 Proposal that the Council consider employment matters – cover for the Clerk/RFO while on annual leave <sup>(AG)</sup>

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

8.1 Greater Cambridge Shared Planning – Consultation on Supplementary Planning Documents (Deadline 25 January 2025)

“The Greater Cambridge Shared Planning Service, on behalf of Cambridge City Council and South Cambridgeshire District Council, are producing three Supplementary Planning Documents. We are inviting comments via public consultation on the following draft documents:

- Draft Greater Cambridge Planning Obligations Supplementary Planning Document
- Draft Greater Cambridge Health Impact Assessment Supplementary Planning Document
- Draft Cambridge Biomedical Campus Supplementary Planning Document

These Supplementary Planning Documents are intended to provide further information and detailed guidance on policies in the Councils’ current Local Plans (2018). The guidance will provide developers and infrastructure providers with clearer expectations for their development proposals coming forward. This aims to streamline the planning process and ultimately lead to higher quality developments across Greater Cambridge.

**Public consultation on the three Supplementary Planning Documents is open from 9am on Thursday 28 November and will run until 5pm on Friday 24 January 2025.** We encourage all of our communities, stakeholders, statutory consultees, and anyone with an interest to respond.

Please visit [www.greatercambridgeplanning.org/emerging-plans-and-guidance/supplementary-planning-documents/](http://www.greatercambridgeplanning.org/emerging-plans-and-guidance/supplementary-planning-documents/) to view the documents and find out how to comment. Paper copies of the documents can also be viewed at the Customer Service desks at Mandela House, Cambridge and at South Cambridgeshire Hall, Cambourne. There will also be copies at the Central Library, Cambridge and viewing materials available at our in-person events. Please refer to the attached Public Notice for more information.

The Councils are holding in-person and online consultation events during the consultation period. These events are an opportunity to connect with Planning Officers, share your thoughts, and find out more about the Supplementary Planning Documents out for consultation.

The **online webinar** about all three of the draft Supplementary Planning Documents will be held on Tuesday 10 December 2024 from 6pm, and it will take place on YouTube. You can join using the link [here](#).

**Our in-person drop-in event for all three of the draft Supplementary Planning Documents will be held on:**

- Thursday 12 December 2024 from 10am to 2pm at the Clay Farm Centre (Hobson Square, Trumpington, Cambridge CB2 9FN).

**Our in-person drop-in events specifically for the draft Cambridge Biomedical Campus Supplementary Planning Document are on:**

- Monday 16 December 2024 from 3pm to 6pm at the atrium of the Royal Papworth Hospital (Papworth Road, Trumpington, Cambridge CB2 0AY).
- Tuesday 17 December 2024 from 10am to 2pm at the Community Room at St Mary the Virgin (12 Church Street, Great Shelford, Cambridge, CB22 5EL).

**Comments can be made and submitted as part of the consultation:**

- Online on our consultation system hub: <https://consultations.greatercambridgeplanning.org/>
- By email at [localplan@greatercambridgeplanning.org](mailto:localplan@greatercambridgeplanning.org)

- By post: Planning Policy, Cambridge City Council, PO Box 700, Cambridge, CB1 0JH
- Or by requesting a form to complete by emailing us at [localplan@greatercambridgeplanning.org](mailto:localplan@greatercambridgeplanning.org) or calling us at call [01223 457000](tel:01223457000) or [01954 713000](tel:01954713000).

If you have difficulty commenting online, please contact the Greater Cambridge Shared Planning Policy Team using the contact details above.

The consultation on the draft Supplementary Planning Documents is an opportunity for the Councils to consider the views of our communities. The feedback gathered during the consultation will play a crucial role in shaping the final versions of the Supplementary Planning Documents, which are set to be completed in Spring 2025. The engagement allows for members of the public to play an active role in shaping the future of Greater Cambridge.

All comments received during the consultation period will be published. Please refer to our Greater Cambridge Shared Planning [privacy notice](#) for further details.

If you have any questions about the consultation, please contact us using the details above.”

Greater Cambridge Planning Policy Team

## **9. Closure of meeting**

The budget meeting is arranged for Wednesday 8 January 2025 at the Cabin at 7.00 pm.

The next monthly meeting is scheduled to take place on Wednesday 15 January 2025.

# HARDWICK PARISH COUNCIL MONTHLY FINANCIAL STATEMENT

Dec-24

## Summary of previous month

**Balance brought forward** **£1,873,384.08**

## Adjustments and amendments

### Expenditure approved at last meeting/between meetings

ACCESS DISPLAYS	REPLACEMENT GLASS CABINET	-180.00
OPUS ENERGY	STREETLIGHTING ENERGY	-188.37
UNITY TRUST	SERVICE CHARGE	-7.80

### Misc credits

NS&I	BANK INTEREST	£3,337.81
CAMBS AND COUNTIES	BANK INTEREST	£1,340.89

*Total Adjustments* £4,302.53

Balance revised after adjustments £1,877,686.61

## Bank Reconciliation to last statement

Account	Funds	Statement	Outstanding
Unity Trust Current Account	£11,652.64	£15,006.89	-£3,354.25
Unity Trust Deposit Account	£467,714.02	£467,714.02	
Cambridge & Counties Bank	£398,319.95	£398,319.95	
NS&I Income Bond	£1,000,000.00	£1,000,000.00	
<b>Total</b>	<u>£1,877,686.61</u>	<u>£1,881,040.86</u>	<u>-£3,354.25</u>

## Expenditure for approval

SALARIES		914.41
ACACIA	REC GROUND HEDGE WORKS	3870.00
RH LANDSCAPES	GRASSCUTTING	1092.00
MR GROUNDSMAN	AUTUMN PITCH WORKS	2082.00
OAKES AND WATSON	REC GROUND TREES	348.00
LGS SERVICES	ADMIN SUPPORT NOV	1469.00

*Total expenditure* £9,775.41

Balance c/f £1,867,911.20

## Notes: