

HARDWICK PARISH COUNCIL

I hereby give notice that the Meeting of the Parish Council will be held
on Wednesday 15 January 2025 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, 08/01/25

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 and the budget meeting on 8 January**
- 4. Matters arising or deferred from the last or previous meetings for discussion/decision**
 - 4.1 (4.3) Village map at the Church – report on discussion with Hill ^(AG)
 - 4.2 (4.3) Outstanding S106 funding Capstone Fields Pedestrian Islands Bush Shelter– update on discussions ^(SR)
 - 4.3 (4.4) Street lighting survey – to consider quotes and connection costs
 - 4.4 (4.4) S106 funding for street lighting improvements – update on discussions with SCDC ^(SR)
 - 4.5 (4.5) Grenadier Walk play improvements – to consider recommendations if received ^(AG)
 - 4.6 (8.1) Greater Cambridge Shared Planning – Consultation on Supplementary Planning Documents (Deadline 25 January 2025)
 - 4.6.1 Draft Greater Cambridge Planning Obligations Supplementary Planning Document
 - 4.6.2 Draft Greater Cambridge Health Impact Assessment Supplementary Planning Document
 - 4.6.3 Draft Cambridge Biomedical Campus Supplementary Planning Document
 - 4.7 (9) East West Rail – Non-statutory consultation (deadline 24 January) – to consider response
- 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 25/00008/HFUL – 1 Sudeley Grove – Single storey front extension
 - 6.2 SCDC decision and appeal notices and correspondence
 - 6.3 Tree works applications
 - 6.3.1 25/0001/TTCA – 84 Main Street
 - 6.3.2 24/1475/TTPO – 34 Ashmead Drive
 - 6.3.3 24/1467/TTPO – 6A Russet Walk
- 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 Highways Working Group Report ^(PJ)
- 8. To consider any correspondence/communications requiring formal noting by or a decision**
 - 8.1 SCDC Net Zero Villages grant scheme – applications open (deadline 26 January)
 - 8.2 CCC Various Footpaths Hardwick proposed TTRO
 - 8.3 Olawale Awoyinka, Bakers Close application for co-option onto Hardwick Parish Council
- 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 15 JANUARY 2025

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 and the budget meeting on 8 January - attached
4. **Matters arising or deferred from the last or previous meetings for discussion/decision**
- 4.6 (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
 - 8.1.3 Draft Cambridge Biomedical Campus Supplementary Planning DocumentDeferred at the last meeting. Links are in the Clerk report for the December meeting.
www.greatercambridgeplanning.org/emerging-plans-and-guidance/supplementary-planning-documents/ to
- 4.8 (9) East West Rail – Non-statutory consultation (deadline 24 January) – to consider response
Links to the consultation are in the Clerk report for the November meeting.
eastwestrail.co.uk/consultation2024
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 25/00008/HFUL – 1 Sudeley Grove – Single storey front extension
- 6.2 SCDC decision and appeal notices and correspondence
- 6.2.1 24/04125/HFUL – 16 Egremont Road – Part two storey part single storey side and rear extension with rear balcony, Juliet balcony and flue - Withdrawn.
- 6.2.2 24/03882/HFUL – 303B St Neots Road – Retention/regularisation of existing two storey outbuilding for ancillary use – 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 25/0001/TTCA – 84 Main Street
- 6.3.2 24/1475/TTPO – 34 Ashmead Drive
- 6.3.3 24/1467/TTPO – 6A Russet Walk
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 Highways Working Group report ^(PJ)

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

8.1 SCDC Net Zero Villages grant scheme – applications open (deadline 26 January)

“I am emailing to make you aware of a grant-funding opportunity for community groups, parish councils and businesses in South Cambridgeshire. Applications open today for the [Net Zero Villages grant scheme](#), delivered by South Cambridgeshire District Council with funding from the Cambridgeshire and Peterborough Combined Authority. Applications will close **26 January 2025, 11:59PM**.

Grants of between £20,000 and £100,000 are available for projects that help build resilient, low carbon communities. As the grant is aimed at rural communities, areas such as Milton, Histon, Impington, Fulbourn and Teversham are not eligible for funding because they lie in the Cambridge Built Up Area (you can check if your village lies in this BUA [here](#)).

The Net Zero Villages scheme will fund capital projects under the following themes:

- **Energy Efficiency and Generation** – Examples include installing insulation, LED lighting, solar panels, wind turbines, or battery storage for renewable energy.
- **Low Carbon Transport** – Initiatives such as community-run electric shuttle buses or other sustainable transport solutions.
- **Nature-Based Solutions** – Projects like green roofs, walls, or tree planting to cool and enhance community spaces.

To read the full grant guidance and make your application, visit South Cambridgeshire District Council’s website – [Net Zero Villages Grant - South Cambs District Council](#). If you plan on making an application, we recommend you attend our application workshop on Wednesday 18 December, 7-8:30pm. You can also book a 20-minute slot with an officer on Friday 20 December 2024 between 9:00am and 4:00pm. Email climateandenvironment@scambs.gov.uk to sign up for the workshop, or to book a slot.

Other updates from the Climate and Environment team:

- *Save the date! We will be hosting our first Sustainable Food Network Summit on 19 February 2025, from 10am – 3.30pm. [Sign up here](#).*
- *Our [Electric Vehicle Chargepoint Grant](#) can now offer up to £12,000 towards the cost of installing community chargepoints for community use.*

8.2 CCC Various Footpaths Hardwick proposed TTRO

“Please find attached the proposed TTRO application for your information. If you have any comments, please respond by 25/01/2025. If no comments are received we will proceed with the application and a copy of the Order will be circulated for information once made. Above dates match the permits that have been submitted.”
Attached.

8.3 Resident application for co-option

Attached

9. Closure of meeting

The next monthly meeting is scheduled to take place on Wednesday 19 February 2025.

HARDWICK PARISH COUNCIL MONTHLY FINANCIAL STATEMENT

Jan-25

Summary of previous month

Balance brought forward

£1,867,911.20

Adjustments and amendments

Expenditure approved at last meeting/between meetings

| | | |
|----------------|------------------------|---------|
| DEFIB MACHINES | XXX | -697.98 |
| OPUS ENERGY | STREETLIGHTING ENERGY | -158.53 |
| UNITY TRUST | MANUAL HANDLING CHARGE | -0.30 |
| UNITY TRUST | SERVICE CHARGE | -6.45 |

Misc credits

| | | |
|--------------------|---------------|-----------|
| UNITY TRUST | BANK INTEREST | £3,065.95 |
| NS&I | BANK INTEREST | £3,131.51 |
| HSSC | PAVILION RENT | £1,500.00 |
| CAMBS AND COUNTIES | BANK INTEREST | £1,302.01 |

Total Adjustments

£8,136.21

Balance revised after adjustments

£1,876,047.41

Bank Reconciliation to last statement

| Account | Funds | Statement | Outstanding |
|-----------------------------|----------------------|----------------------|-----------------|
| Unity Trust Current Account | £5,645.48 | £5,975.67 | -£330.19 |
| Unity Trust Deposit Account | £470,779.97 | £470,779.97 | |
| Cambridge & Counties Bank | £399,621.96 | £399,621.96 | |
| NS&I Income Bond | £1,000,000.00 | £1,000,000.00 | |
| Total | £1,876,047.41 | £1,876,377.60 | -£330.19 |

Expenditure for approval

| | | |
|-------------------------|----------------------|---------|
| SALARIES | | 700.55 |
| THE CABIN | ROOM HIRE | 24.00 |
| THE CABIN | ROOM HIRE | 24.00 |
| LGS SERVICES | ADMIN SUPPORT DEC | 1458.46 |
| THE HANDYMAN CONTRACTOR | MILLERS WAY BARRIERS | 468.00 |

Total expenditure

£2,675.01

Balance c/f

£1,873,372.40

Notes:

TEMPORARY TRAFFIC ORDER APPLICATION FORM (TTRO)

| Please Send Your Applications to: | Applicants Details: |
|--|--|
| <p>Cambridgeshire County Council Street Works Team Vantage House Washingley Road Huntingdon Cambridgeshire PE29 6SR</p> <p>Tel: 01480 372444 Email: street.works@cambridgeshire.gov.uk</p> | <p>Name: Granemore Group</p> <p>Address: Staveley Yard, Thrapston Road, Cranford, NN14 4DZ</p> <p>Tel: 0345 017 9600</p> <p>Emergency 24 hour Contact No: Dave Lucas 07715212616</p> <p>Email: Tiffany@granemoregroup.co.uk</p> |

The cost of this application is:
£1130.00 for a Full Order or **£795.00** for an Emergency Order

YOU MUST ALLOW AT LEAST 12 WEEKS FOR THIS ORDER TO BE PROCESSED. A STREET WORKS PERMIT MUST HAVE BEEN SUBMITTED BEFORE THIS FORM WILL BE CONSIDERED

PLEASE TICK ALL RELEVANT OPTIONS THAT APPLY:

| | | | | | | | |
|---|--|--|-------------------------------------|-------------|--------------------------|------------------------------|--------------------------|
| ROAD CLOSURE | <input checked="" type="checkbox"/> | FOOTPATH CLOSURE / PUBLIC RIGHTS of WAY *** Please see Notes for Applications below. | <input checked="" type="checkbox"/> | SPEED LIMIT | <input type="checkbox"/> | OTHER (Please specify below) | <input type="checkbox"/> |
| Additional T/M Requirements | NONE <input type="checkbox"/> STOP / GO <input type="checkbox"/> 2-WAY LIGHTS 3-WAY LIGHTS HOURS OF OPERATION: _____ | | | | | | |
| DESCRIPTION OF WORKS: | | | | | | | |
| Excavate & Install Ducts for FTTH project | | | | | | | |
| Road Name | MERTON WALK Footpath Between Lambourne Road And Ellison Lane Footpath Off Ellison Lane Towards Pippin Walk And Bramley Way Footpath GRENADIER WALK | | | | | | |
| Parish / Town | Hardwick, Cambridge | | | | | | |

| | | | |
|---|-------------|------------------|----------|
| Road Number (i.e.: A140) | | | |
| Location of Works | Whole of | | |
| Closure Start Date: | 17/3/25 | End Date: | 16/09/25 |
| Closure Times: 24/7 or Specify Times | 08:00-18:00 | | |

| | |
|---|---|
| Working Hours: 24/7 or Specify Times | 08:00-18:00 |
| Diversion Route – List all roads & parishes (with names and numbers if possible) These can be found on Roadworks.org with “NSG” selected under Operational Info within the Map Layers Menu. Please provide a map showing the extent of the closure and diversion route. | Pedestrians wait to be escorted signs in place for footpaths: MERTON WALK Footpath Between Lambourne Road And Ellison Lane Footpath Off Ellison Lane Towards Pippin Walk And Bramley Way GRENADIER WALK |
| Will the alternative route include a Trunk Road? (If so, it is the responsibility of the applicant to gain agreement from the National Highways and submit a copy of the approval to Street Works) | YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> Details: |
| Does the above route have any restrictions, i.e., Low bridges, weight limits, tunnels, fords, ‘one way’ or other Orders on it? (If yes then please give details). Some of these can be found here | YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> Details: |
| Will this Order apply to pedestrians and/or equestrians? (If so, please provide details) | YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> Details: Access maintained for residents and pedestrians |
| Please add any comments that you feel may assist the application | Only one closure in place at any one time |

| | |
|--|-------------------------------|
| <u>Payment Details</u> | |
| Please specify the details of the company or individual that Cambridgeshire are to collect payment for the TTRO to be processed. | |
| Company Name: | Granemore Group |
| | Tel. No: 0345 017 9600 |

| | |
|---|--|
| Address: Staveley Yard, Thrapston Road, Cranford, NN14 4DZ | Email: tiffany@granemoregroup.co.uk |
| YOUR ORDER NUMBER: | |
| GGL31244 | |

Please note: It is the applicant's responsibility to inform residents, businesses, the Local Parish Council and County Councillors about the closure. We may request to see the information you have sent them prior to sending you the legal order. Details can be found by following this [link](#)

FAILURE TO ADHERE TO THE CONDITIONS SET OUT WITHIN THIS DOCUMENT MAY RESULT IN AN APPROVED ORDER BEING WITHDRAWN.

REQUIRED ADDITIONAL IMPORTANT INFORMATION

1. Please ensure you give the official road name with the correct spelling for which the Order is required.
2. Access may be allowed to Emergency Services **IF** safe passage permits.
3. Pedestrian / Cyclist and Access to properties must be allowed at **ALL** times, unless otherwise agreed.
4. An order will only be granted where a suitable alternative route or arrangements are available.
5. A clear map showing the extent of the closure and diversion route must be attached to this application.
6. Signs 1050mm by 750mm bearing the words "This Road will be closed "From To" and including the dates of the closure **MUST** be placed at all approaches to the site **at least 14 days** prior to the proposed closure.

Notes for Applications to close Public Rights of Ways (PRoW) / Footpaths

1. CCC strongly encourages early engagement with PRoW Officers prior to any application being submitted to close a Public Right of Way or footpath (PRoW).
2. Initial applications to close a Public Right of Way or footpath can only be granted for a maximum duration of 6 months.

3. If the applicant is aware that the closure is likely to exceed 6 months, they should indicate this on the initial application but will still need to apply for an extension using the following procedure:
4. The applicant needs to apply to Street Works at least **8 WEEKS** before the expiry date of the initial 6-month TTRO with full justification AND any alternatives that have been considered and reasons for not being able to accommodate any alternatives.
5. The applicant should use reasonable endeavours to minimise any extension duration and further extensions may be refused.
6. Applicants will be required to meet on site with our Senior Street Works Inspector and PRow Officer to discuss the reasons for the extension and justification. The site meeting must be held within 2 weeks of the extension request being submitted to Street Works and applications to the Secretary of State (SoS) will not be progressed until the meeting has been held and alternatives explored. The SoS requires a minimum of 4 weeks to consider an extension request. Any applications that do not comply with item 4. may be automatically refused.
7. All applicants should be prepared to accommodate any reasonable alternatives suggested by the Senior Street Works Inspector and PRow Officer and will be asked to justify in writing any refusal to accommodate reasonable and achievable alternatives. Additional cost to the works promoter will not be considered justification.
8. Applicants should not assume the full duration of the extension request will be granted and a reduced period may be agreed at the site meeting.
9. Applicants should not assume that extensions will be granted by CCC even if the Secretary of State (SoS) approves an extension.
10. The PRow should be reopened as soon as reasonably practicable and in a condition that is safe for all users of the PRow. In any case, it should be reopened in a safe condition, no later than the expiry date of the extension, if granted.
11. Failure to reopen a PRow on or before the expiry date of the TTRO / extension may result in CCC initiating appropriate enforcement action.

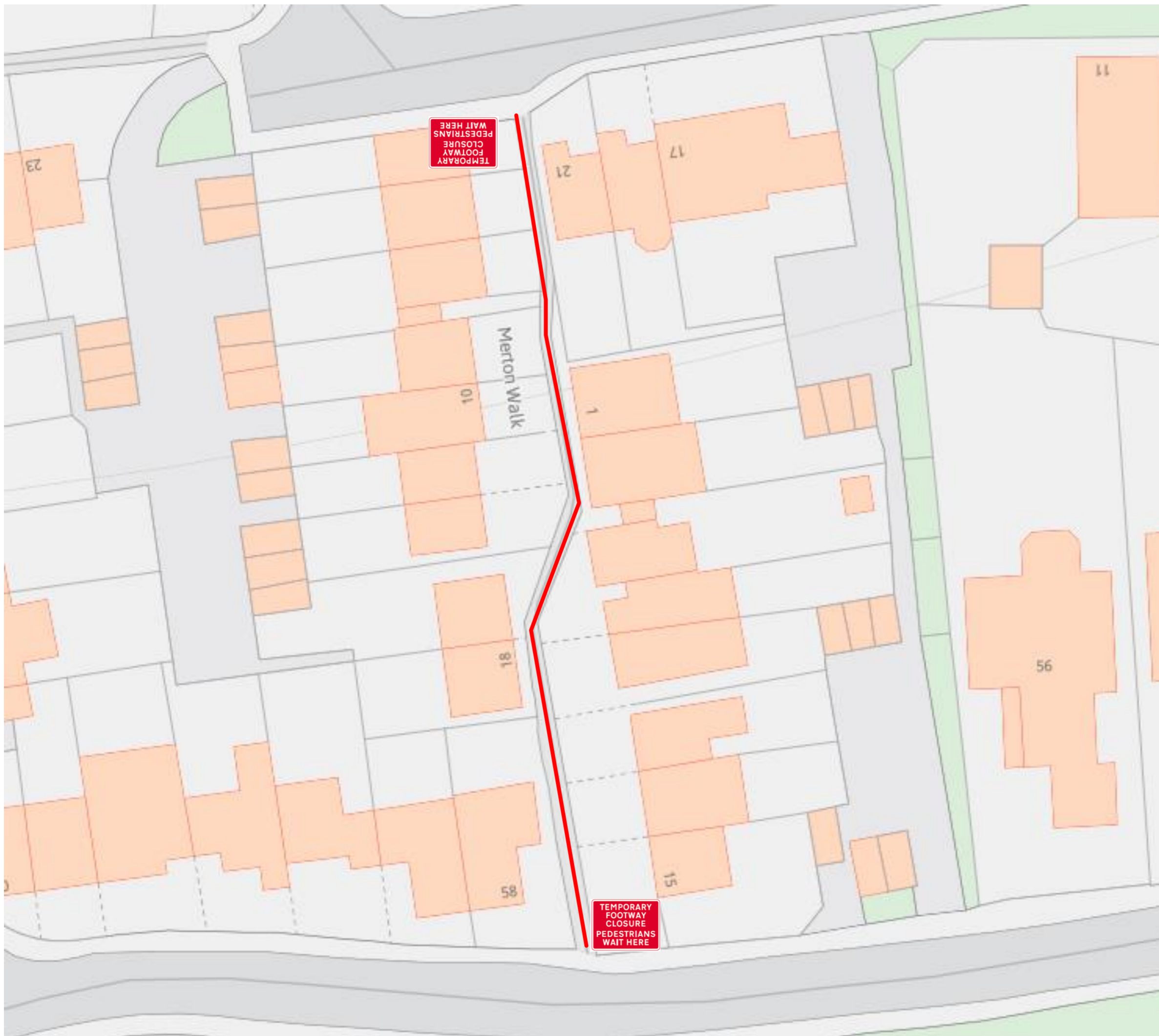
DECLARATION:

All the information given in this application is true and I have checked all the names of streets and parishes against an official map of the area.











Applicant's Signature:.....T. Emmerson..... **Date:**18/12/24

Company:Granemore Group.....

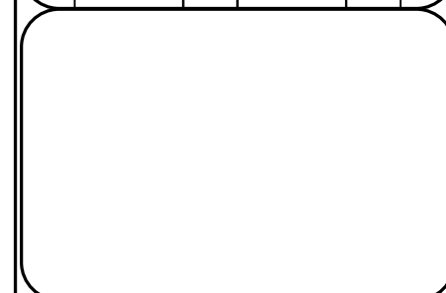
Position:Streetworks Coordinator.....



LEGEND

-  Road Closed Sign
-  Footpath Closed Sign
-  Footpath Diversion - Right
-  Footpath Diversion - Left
-  Footpath Diversion - Left
-  Footpath Diversion - Right
-  Footpath Close Ahead
-  Section of closure
-  Barriers
-  Alternative Route

| ISSUE | DATE | DEPT. | NAME | DRN | CKD |
|-------|------|-------|------|-----|-----|
| 1.0 | | | | | |
| | | | | | |
| | | | | | |



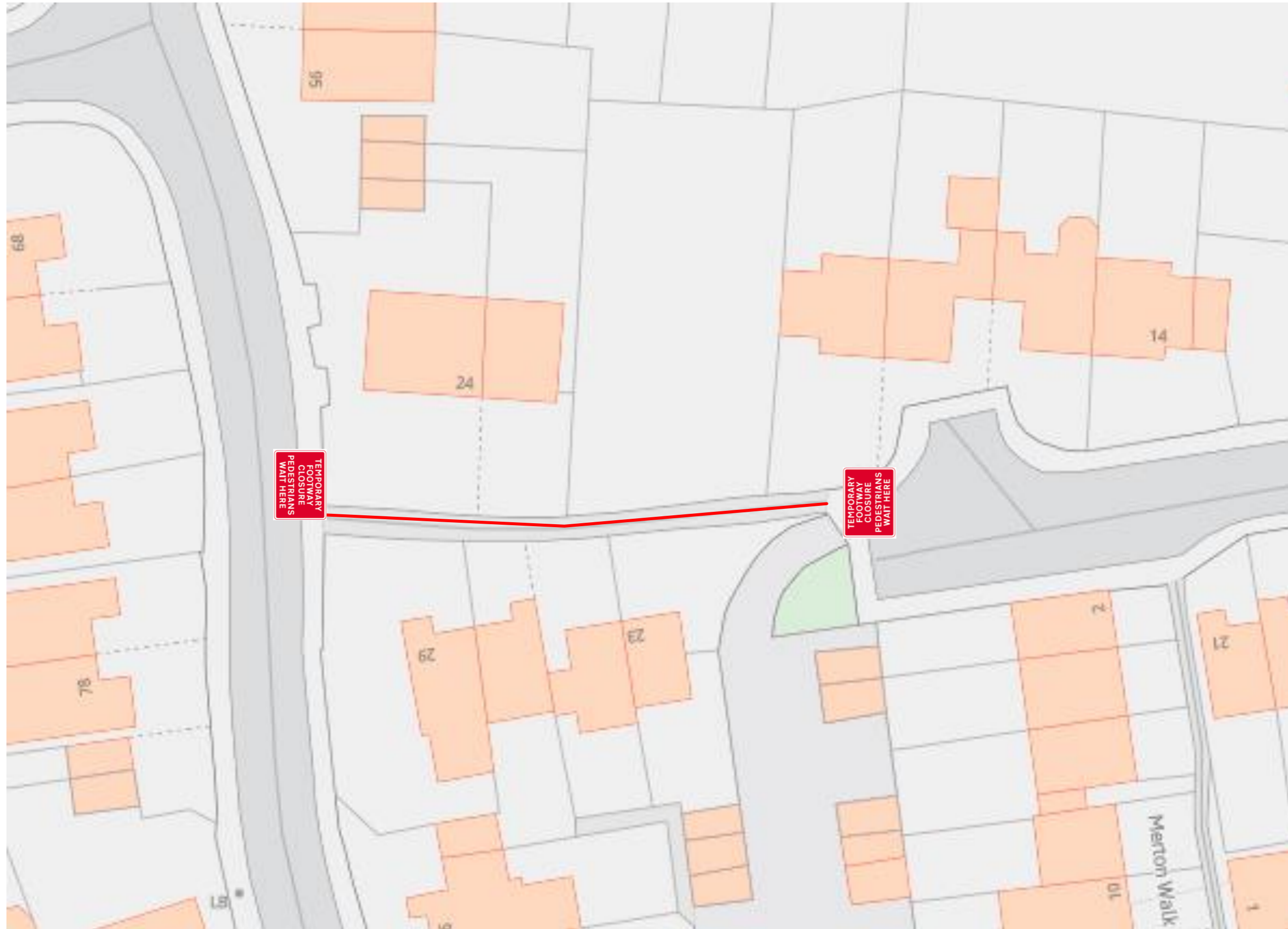
DRAWING TITLE

Merton Walk

Phase 1

SCALE: Not to Scale

SHEET NO. 1 of 1



LEGEND



Road Closed Sign



Footpath Closed Sign



Footpath Diversion - Right



Footpath Diversion - Left



Footpath Diversion - Left



Footpath Diversion - Right



Footpath Close Ahead



Section of closure



Barriers



Alternative Route

| ISSUE | DATE | DEPT. | NAME | DRN | CKD |
|-------|------|-------|------|-----|-----|
| 1.0 | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |



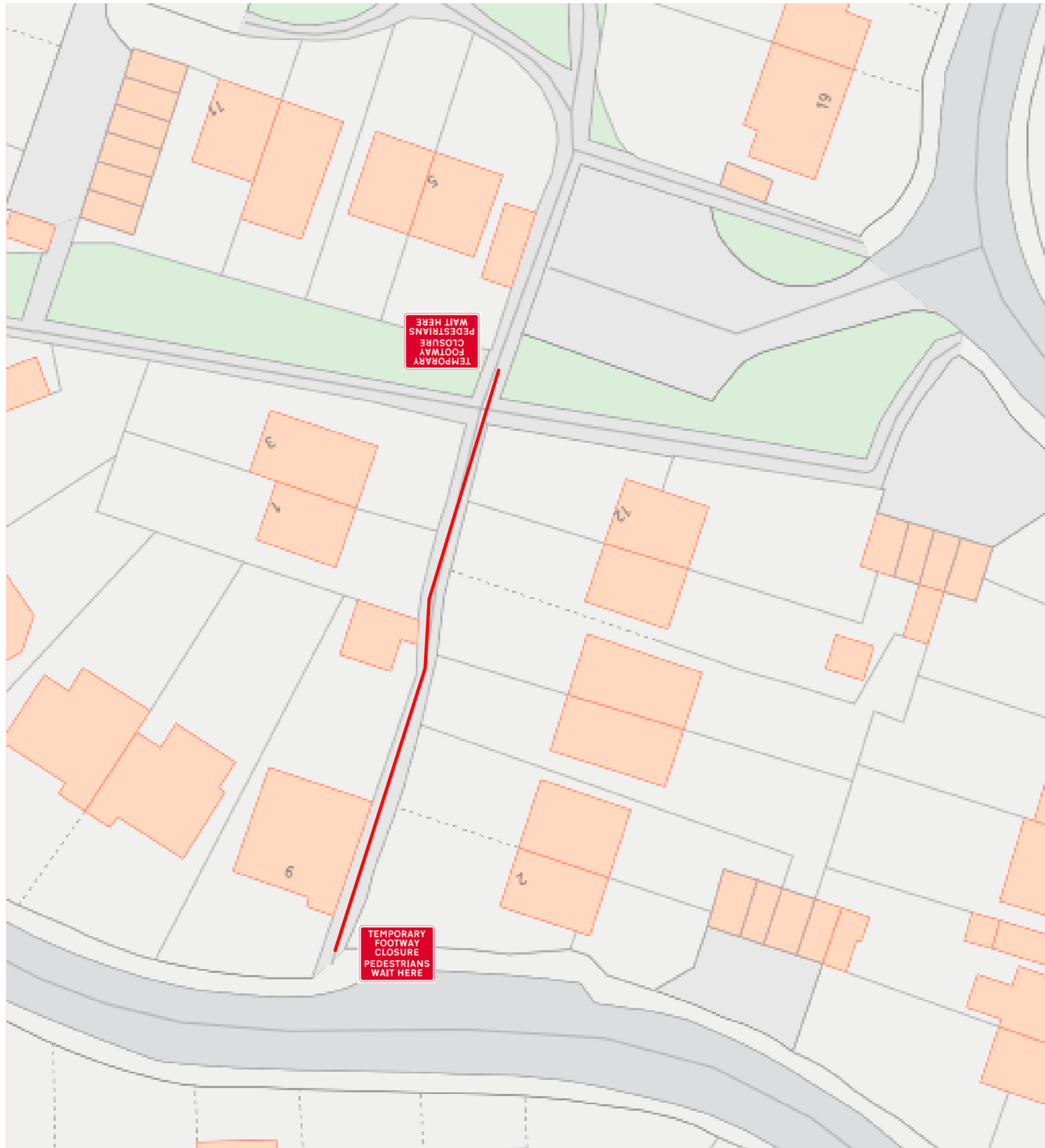
DRAWING TITLE

FP between Lambourne Road and Elison Lane











Phase 2

SCALE
Not to Scale

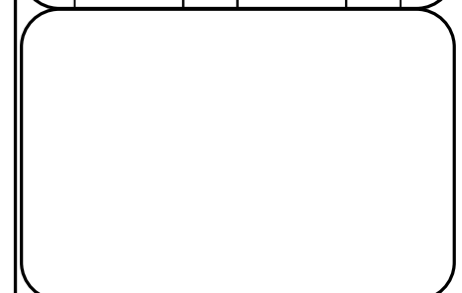
SHEET NO.
1 of 1



LEGEND

-  Road Closed Sign
-  Footpath Closed Sign
-  Footpath Diversion - Right
-  Footpath Diversion - Left
-  Footpath Diversion - Left
-  Footpath Diversion - Right
-  Footpath Close Ahead
-  Section of closure
-  Barriers
-  Alternative Route

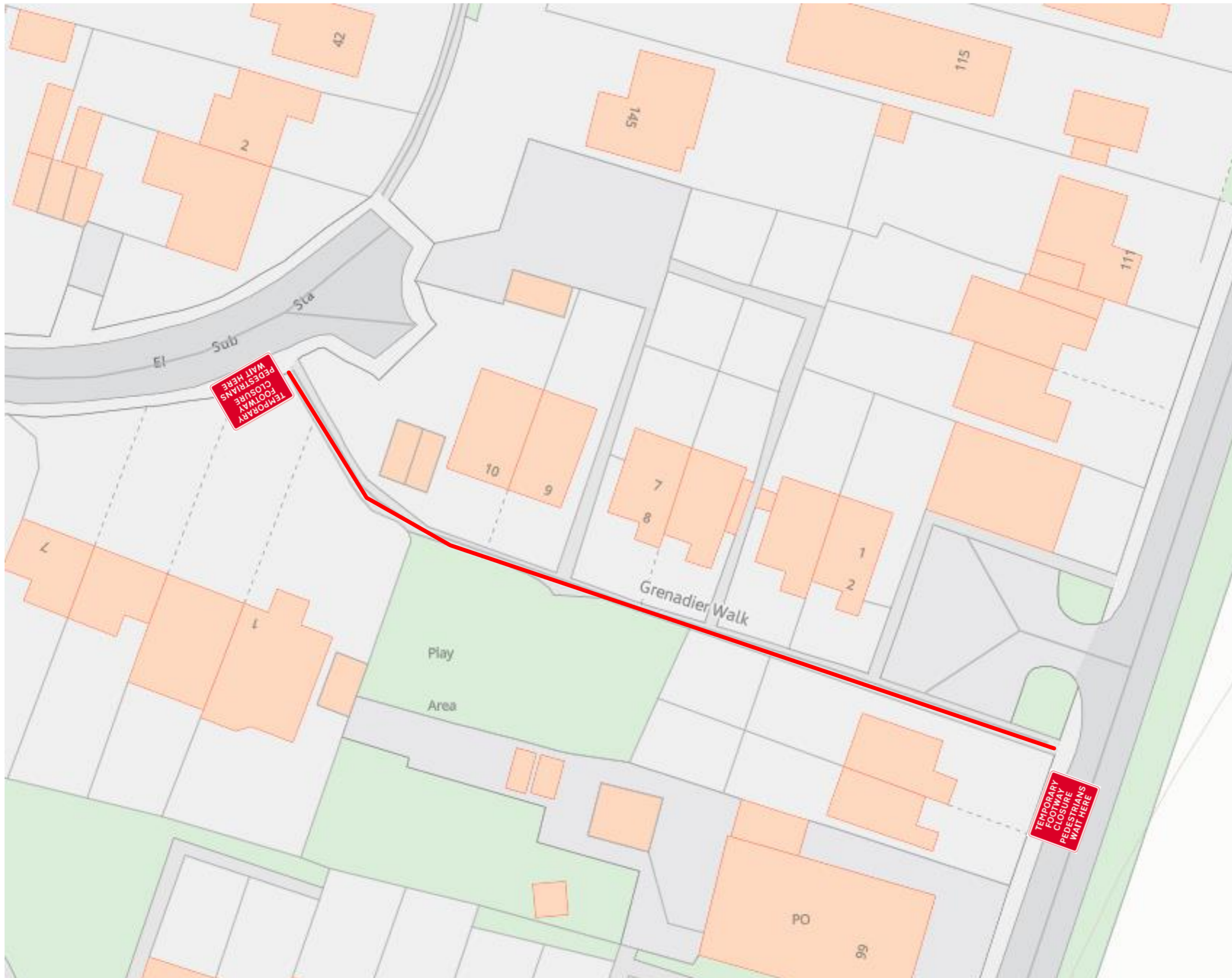
| ISSUE | DATE | DEPT. | NAME | DRN | CKD |
|-------|------|-------|------|-----|-----|
| 1.0 | | | | | |
| | | | | | |
| | | | | | |













DRAWING TITLE
FP off ellison lane towards Pippin walk and Bramley Way

Phase 3

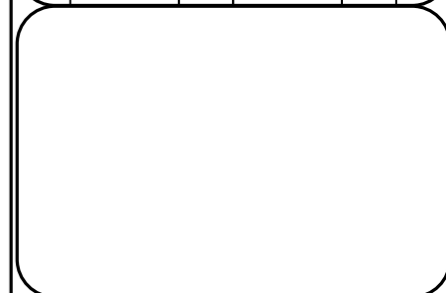
SCALE: **Not to Scale** SHEET NO. **1 of 1**



LEGEND

-  Road Closed Sign
-  Footpath Closed Sign
-  Footpath Diversion - Right
-  Footpath Diversion - Left
-  Footpath Diversion - Left
-  Footpath Diversion - Right
-  Footpath Close Ahead
-  Section of closure
-  Barriers
-  Alternative Route

| ISSUE | DATE | DEPT. | NAME | DRN | CKD |
|-------|------|-------|------|-----|-----|
| 1.0 | | | | | |
| | | | | | |
| | | | | | |



DRAWING TITLE
Foothpath Grenadier walk

Phase 3

| | |
|---|----|
| Have you been a person adjudged bankrupt | No |
| Have you, within five years before the day of co-option, been convicted of any offence or had passed on you a sentence of imprisonment for a period of not less than 3 months (whether suspended or not) without option of a fine | No |

Background Information

Continue on a separate sheet if required

| |
|--|
| <p>Please detail any experience you have that may be relevant to the Parish Council:</p> <p>Fundraising Administrator and Quinton Hogg Trust Development Coordinator, University of Westminster, August 2023 – Present Fundraising Strategies: Developed and implemented effective fundraising strategies to support university initiatives. Donor Relations: Managed donor relations, ensuring timely communication and reporting. Event Coordination: Organized fundraising events and campaigns to engage alumni and other stakeholders. Collaboration: Coordinated with various departments to identify funding needs and opportunities.</p> <p>Community School Campaigner, Catholic Agency for Overseas Development, Cambridge, Jan 2021 – July 2022 Campaign Management: Managed community school campaigns to raise awareness and support for development projects. Volunteer Coordination: Coordinated with volunteers and community members to implement campaign activities. Public Speaking: Delivered presentations and talks to promote the organization's mission and goals. Resource Development: Developed educational materials and resources for campaign activities.</p> |
| <p>Please state why you wish to be a Parish Councillor:</p> <p>Community Involvement: As a parish councillor, I will have the opportunity to be directly involved in my community. I will also be able to help shape the future of my parish and ensure it remains a desirable place to live.</p> <p>Influence and Decision-Making: I would like to be a voice for the people in my parish, influencing decisions that affect the local area. Including planning and development, local services, and community projects.</p> |